



SARATOGA HERITAGE PRESERVATION COMMISSION DRAFT MINUTES

June 11, 2019

8:30 AM REGULAR MEETING

Linda Callon Conference Room, City Hall | 13777 Fruitvale Avenue, Saratoga, CA 95070

1. Site Visit(s):

- a. None

2. Call to Order: Chair Marilyn Marchetti called the meeting to order at 8:31 AM

3. Roll Call:

Present: Chair Marilyn Marchetti, Vice Chair Dr. Jo Rodgers Annette Stransky, Alexandra Nugent and Rina Shah

Absent: None

Staff: Nicole Johnson, Planner II, Debbie Bretschneider, City Clerk

Commissioner Shah joined the meeting at 8:40 AM

4. Oral Communications

None

5. New Business:

- a. Commissioner Handbook Training (City Clerk)-Debbie Bretschneider presented a PowerPoint of updates to the Commissioner Handbook. HPC members asked several questions of varying topics.
- b. Inventory letters-The HPC reviewed and discussed the first and second letters that are sent to the property owners notifying them that the Commission wishes to place their property on the inventory. These letters represented amendments provided by the City Attorney. The Commissioners questioned why the first letter had been amended and why the second letter is sent. Nicole Johnson noted that this is a courtesy process, similar to the City's Landmark process. This item was continued to the July 9th meeting to allow the HPC members additional time to review the letters.

6. Approval of the minutes (moved from item 5)

- a. Stransky/Shah moved to approve the minutes of May 14, 2019. Motion passed. Ayes: Marchetti, Rodgers, Stransky, Shah and Nugent. Noes: None. Absent: None
- b. Nugent/ Stransky moved to approve the minutes (with amendments) of April 9, 2019 (continued from the May 14th meeting). Motion passed. Ayes: Marchetti, Rodgers, Stransky, and Nugent. Noes: None. Abstain: Shah

7. Staff Comments:

- a. Village Design Guidelines update-Nicole Johnson provided an update from the May 8th Planning Commission meeting where the PC reviewed the HPC's recommendations.

8. Old Business:

- a. Heritage Orchard Master Plan update (status report from commissioners)- The HPC members had provided their updated reports of two orchards (Los Altos and Martial Cottle Park). Chair Marchetti noted that she will have her report of Sunnyvale by this week for the HPC to review. Commissioner Nugent suggested that the HPC construct an outline of what items should be included in Saratoga's Heritage Orchard Master plan based on the research that the commissioners have done with surrounding orchards. A special Heritage Orchard Master Plan meeting will be called in July.
- b. Project Status Update-Nicole Johnson asked that the HPC send the Heritage Lane Ordinance recommended changes to her. In addition, the majority of the HPC agreed that the HPC should proceed with placing the following properties on the Heritage Resource Inventory.
 - a. 14220 Elva Avenue-St. Nicholas Orthodox Church
 - b. 20328 Orchard Road
 - c. 20350 Orchard Road

9. Commission Items

None

10. Adjournment

Chair Marilyn Marchetti adjourned the meeting at 11:05 AM.

Minutes respectfully submitted:
Nicole Johnson, Planner II
City of Saratoga