



**HISTORIC PRESERVATION BOARD
AGENDA**

City of Campbell, 70 North First Street, Campbell, California

Regular Meeting of the Historic Preservation Board

Wednesday, July 27, 2016, 4:00 p.m.
City Council Chambers, 70 N. First Street, Campbell

CALL TO ORDER

Chairperson Hernandez

ROLL CALL

MINUTES

1. Approval of Minutes for Meeting of June 29, 2016 (**Attached**)

ORAL COMMUNICATIONS

This is the point on the agenda where members of the public may address the Board on items of concern to the Community that are not listed on the agenda.

NEW BUSINESS

1. State Historical Building Code and accessibility: Board Member Anderson will provide a brief presentation on the State Historical Building Code including community meetings, acceptable alternatives, roles and responsibilities, and appropriate documentation for exceptions.
2. Interior and Exterior Inspections of Mills Act properties: During the July 27th HPB meeting, board members asked staff how often staff inspects Mills Act properties. Per the Mills Act Contract, the City shall inspect the interior and exterior of the premises every five years to determine the owner's compliance with the terms and provisions of their Mills Act Contract (e.g., work to be performed, current maintenance). Under this five-year rule, the first two inspections under the City's Mills Act Program would occur in 2018 for the properties located at 61 Catalpa Lane and 140 S. Peter Drive. Two inspections would occur in 2020 for the properties located at 75 N. 2nd Street and 155 Alice Avenue and one inspection would occur in 2021 for the property located at 146 Alice Avenue. The City has not yet received any additional Mills Act applications although there has been some interest from at least one other property owner on Alice Avenue.

PUBLIC HEARING

1. None

OLD BUSINESS

1. Brochures: Board Members Moore and Walter will provide an update on the brochures.
2. Historic home tour/Mobile app: Continue discussion of planning a historic (virtual) home tour and mobile app. Get quotes, etc.
3. Historic Preservation Ordinance (Chapter 21.33): Continue discussion regarding update of the City's Historic Preservation Ordinance. *Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.*
 - Brief update on each board member's redlined edits.
 - Schedule a date for Study Session in August.

FUTURE AGENDA ITEMS

1. Cambrian and Kennedy Tract area (TBD)

HPB MEMBER / STAFF ANNOUNCEMENTS / COMMUNICATIONS

1. Training
2. 209 Railway
3. General Plan Update
4. Requests for future agenda items (no discussion)

ADJOURNMENT

Adjourn to the next regular meeting (4th Wednesday) to be held on **August 24, 2015**, at 4:00 p.m., City Council Chambers, 70 North First Street, Campbell, California.

In compliance with the Americans with Disabilities Act, listening assistance devices are available for meetings held in the Council Chambers. If you require accommodation to participate in the meeting, please contact Corinne Shinn at the Community Development Department, at corinnes@cityofcampbell.com or (408) 866-2140.



HISTORIC PRESERVATION BOARD REGULAR MEETING

MINUTES

4:00 p.m. - Wednesday
City Council Chambers

June 29, 2016

CALL TO ORDER

Chair Hernandez called the Historic Preservation Board Regular Meeting of Wednesday, June 29, 2016, to order at 4:04 p.m. in the City Council Chambers, located at 70 North First Street, Campbell, California, and the following proceedings were had to wit.

ROLL CALL

Board Members Present:

JoElle Hernandez, Chair
Susan Blake, Vice Chair
Todd Walter
Dawn Anderson

Board Members Absent:

Laura Taylor Moore

Staff Members Present:

Cindy McCormick, Senior Planner
Paul Kermoyan, Community Development Director

APPROVAL OF MINUTES

1. Vice Chair Blake made a motion to approve the Regular Meeting Minutes of May 25, 2016. Board Member Walter seconded. **Motion Passed 4-0-1** (Moore absent)

NON-AGENDIZED ORAL COMMUNICATIONS

None

NEW BUSINESS

1. 274 E. Campbell Ave: Staff informed the HPB that the property owner for the Palazzi Salon (historically known as the Campbell Country Woman's Club Library) is proposing landscape improvements in front of the building consisting of replacing the existing lawn area with new colored concrete and brick paving, and installing 18-inch tall seat walls and a 3-foot tall planter wall to create a new plaza area.

The HPB asked that the plaque be preserved and relocated if needed. Staff will report back to the HPB when a location is chosen.

PUBLIC HEARING

None

OLD BUSINESS

1. Brochures: The HPB continued their discussion of the content of the brochures. Vice Chair Blake reiterated that the brochure should be targeted at realtors and all content and links should be relevant to realtors. The brochure should have the look and feel of a realtor's sales advertisement. Chair Hernandez reiterated that the content should include one or two example(s) of resale value of historic home(s) with corresponding photos of the historic home being highlighted. Board Member Walter indicated that he will finalize the brochure and add graphics. Director Kermoyan indicated that the brochure subcommittee should get a cost quote for producing the brochures.
2. Historic Home Tour / Mobile app: Chair Hernandez indicated that she had contacted the Historical Museum about next steps and is waiting for a response. Now that the City Council has approved a \$15,000 budget for the app, the HPB will need to define the scope of work so that staff can distribute an RFP (if needed depending on the expected cost).
3. Historic Preservation Ordinance (Chapter 21.33): The HPB reviewed the scope of work and decided that it would be best to have each board member review the entire Ordinance, redline their proposed changes, and do their best to get the redlined changes to City staff at the July 26th HPB meeting. Staff will then organize all of the proposed changes and report back to the HPB at the August HPB meeting. Staff will send each board member a copy of the Ordinance to redline.
4. Cambrian and Kennedy Tract area. The HPB decided to table this discussion in order to focus on the Historic Preservation Ordinance.

FUTURE AGENDA ITEMS

None

HPB MEMBER / STAFF ANNOUNCEMENTS / COMMUNICATIONS

1. Requests for future agenda items: Board Member Anderson requested that the HPB agendaize a discussion of accessibility for historic preservation buildings. Board Member Anderson intends to educate the HPB on the State Historical Building Code including community meetings, acceptable alternatives, and appropriate documentation for exceptions. Board Member Anderson also intends to outline the responsibilities of City staff and the Historic Preservation Board regarding accessibility in historic buildings.

While the HPB agreed to agendaize the discussion, the HPB wants to ensure that the discussion is limited to the current scope of the HPB and how the accessibility improvements affect the building's exterior historical significance. Director Kermoyan reiterated that the HPB reviews preliminary architectural plans for a building's exterior design, not construction level details or building code compliance.

2. Training: Board Member Walter needs to complete his historic preservation training prior to October 1, 2016. Potential resources for the training include webinars and workshops offered by the California Office of Historic Preservation.
3. 209 Railway: Director Kermoyan announced that City staff will request that the City Council authorize the City Manager to appoint a negotiator to enter into negotiations to purchase the property.
4. General Plan Update: Director Kermoyan announced that the consultant will hold a kick-off meeting for the General Plan Advisory Committee (GPAC) on July 11th from 6:30 to 8:30pm at the Community Center Orchard City Banquet Hall.
5. Historic Plaques: Vice Chair Blake indicated that she received permission from the County and City to place new historic plaques at five locations in the City including the entrance to the Alice Avenue Historic District, Gomes Park, Hyde Park, and the Campbell Light Rail Station. The total number of historic plaques provided through grants would be 15.
6. SARC meeting report for 300 Orchard City Drive: Board Member Walter reported that, during the June 28th Site and Architectural Review Committee meeting, Planning Commission' Vice Chair Kendall asked about installing a plaque at the Landmark Water Tower Plaza.

ADJOURNMENT

Adjourned at 5:30 p.m. to a regular meeting to be held on July 27 2016, at 4:00 p.m., City Council Chambers, 70 North First Street, Campbell, California.

PREPARED BY: _____
Cindy McCormick, Senior Planner

APPROVED BY: _____
JoElle Hernandez, Chair