



# City of Sunnyvale

## Meeting Minutes - Draft Heritage Preservation Commission

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Wednesday, July 10, 2019

7:00 PM

West Conference Room, City Hall, 456 W.  
Olive Ave., Sunnyvale, CA 94086

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### **CALL TO ORDER**

Chair Hopkins called the meeting to order.

### **SALUTE TO THE FLAG**

Chair Hopkins led the salute to the flag.

### **ROLL CALL**

Chair Hopkins noted Commissioner Wu and Commissioner Caroompas absence excused.

**Present:** 5 - Chair Dixie Larsen  
Vice Chair Melanie Holthaus  
Commissioner Dawn Hopkins  
Commissioner Shanna Gaudenti  
Commissioner Mike Michitaka

**Absent:** 2 - Commissioner Steve Caroompas  
Commissioner David Wu

### **PRESENTATION**

None.

### **ORAL COMMUNICATIONS**

None.

### **CONSENT CALENDAR**

**1.A.**     [19-0722](#)     Approve the Draft Heritage Preservation Commission Meeting Minutes of February 6, 2019

MOTION:

Commissioner Larsen moved and Commissioner Michitaka seconded to approve the Draft Heritage Preservation Commission Meeting Minutes of February 6, 2019, as submitted.

The motion carried as follows:

**Yes:** 4 - Chair Larsen  
Commissioner Hopkins  
Commissioner Gaudenti  
Commissioner Michitaka

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Wu

**Abstain:** 1 - Vice Chair Holthaus

- 1.B.**     [19-0723](#)     Approve the Draft Heritage Preservation Commission Meeting Minutes of June 5, 2019

Chair Hopkins moved to continue to approve the Draft Heritage Preservation Commission Meeting Minutes of June 5, 2019, as submitted to the next regular meeting due to the lack of attendance from the Commisisoners who were present at that meeting.

**Yes:** 5 - Chair Larsen  
Vice Chair Holthaus  
Commissioner Hopkins  
Commissioner Gaudenti  
Commissioner Michitaka

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Wu

### **PUBLIC HEARINGS/GENERAL BUSINESS**

- 2.**        [19-0725](#)     Selection of Chair and Vice Chair

Commissioner Michitaka nominated Vice Chair Larsen to serve as the Chair and she accepted.

Vote carried as follows:

**Yes:** 4 - Vice Chair Holthaus  
Commissioner Hopkins  
Commissioner Gaudenti  
Commissioner Michitaka

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Wu

**Abstain:** 1 - Chair Larsen

Commissioner Michitaka nominated Commissioner Holthaus to serve as the Vice Chair and she accepted.

Vote carried as follows:

**Yes:** 4 - Chair Larsen  
Commissioner Hopkins  
Commissioner Gaudenti  
Commissioner Michitaka

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Wu

**Abstain:** 1 - Vice Chair Holthaus

3. [19-0651](#) CONTINUED FROM JUNE 5, 2019: Updates to the Design Guidelines for the Murphy Station Heritage Landmark District: Forward a Recommendation to the City Council to Adopt a Resolution Updating the Design Guidelines for the Murphy Station Heritage Landmark District, and Find that the Action is Exempt from CEQA Pursuant to CEQA Guideline Sections 15308 and 15061(b)(3). (Study Issue)

Principal Planner Amber Blizinski presented the Updating the Design Guidelines for the Murphy Station Heritage Landmark District.

Commissioner Michitaka clarified with staff that the intent of the guidelines is to guide future development and modifications, and not as an enforcement tool to require immediate changes. Vice Chair Larsen complimented staff on the document and all of the hard work that went into it.

MOTION:

Commissioner Hopkins and Vice Chair Holthaus seconded to move staff's recommendation for Alternative 1: Forward a Recommendation to the City Council to Adopt a Resolution (Attachment 3 to the report) Updating the Design Guidelines for the Murphy Station Heritage Landmark District, and Find that the Action is Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15308 and Section 15061(b)(3).

Motion Carried as follows:

**Yes:** 5 - Chair Larsen  
Vice Chair Holthaus  
Commissioner Hopkins  
Commissioner Gaudenti  
Commissioner Michitaka

**No:** 0

**Absent:** 2 - Commissioner Caroompas  
Commissioner Wu

#### **STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

Commissioner Hopkins asked to clarify the timeline for the Plaque Program and Ms. Caliva-Lepe clarified that staff will bring the policy report to the Commission later this year. Ms. Caliva-Lepe noted that an implementation plan would be developed after approval of the program.

#### **NON-AGENDA ITEMS & COMMENTS**

None.

#### **-Commissioner Comments**

The Commission presented a thank you card to Ms. Caliva-Lepe for her service as the staff liaison to the Commission.

#### **INFORMATION ONLY REPORTS/ITEMS**

None.

#### **ADJOURNMENT**

Chair Larsen adjourned the meeting at 7:28 p.m.