



City of Sunnyvale

Meeting Minutes - Draft

Heritage Preservation Commission

Wednesday, March 4, 2020

7:00 PM

Lobby Conference Room, City Hall, 456
W. Olive Ave., Sunnyvale, CA 94086
(Alternate Location)

CALL TO ORDER

Chair Larsen called the meeting to order.

SALUTE TO THE FLAG

Chair Larsen led the salute to the flag.

ROLL CALL

Present: 5 - Chair Dixie Larsen
Vice Chair Melanie Holthaus
Commissioner Shanna Gaudenti
Commissioner Dawn Hopkins
Commissioner David Wu
Absent: 2 - Commissioner Steve Caroompas
Commissioner Yasaman Hakami

PRESENTATION

None

ORAL COMMUNICATIONS

None.

Upcoming Board and Commission Application Deadline

Chair Larsen announced the recruitment for the Board and Commission openings are underway and are due by 5 p.m., Thursday, April 30, 2020.

CONSENT CALENDAR

[20-0361](#)

Approve the Draft Heritage Preservation Commission Meeting Minutes
of January 8, 2020

MOTION:

Commissioner Hopkins moved and Vice Chair Holthaus seconded to Approve the Draft Heritage Preservation Commission Meeting Minutes of January 8, 2020, with a minor modification to revise Commissioner Hopkins' title from "Vice Chair" to "Commissioner".

Motion carried as follows:

PUBLIC HEARINGS/GENERAL BUSINESS

20-0113

Forward a Recommendation to the City Council to Adopt a new City Council Policy 6.4.5 (Heritage Resources Plaque Program for Private Property) Establishing a Plaque Program for Heritage Resources to sponsor up to five plaques per year and Find that the Action is Exempt from CEQA Pursuant to CEQA Guidelines Section 15061(b)(3). (Study Issue)

Associate Planner Kelly Cha presented the report, noting staff recommendation to adopt Alternative 1 of the staff report: Forward a Recommendation to the City Council to Adopt a Council Policy (Attachment 2) Establishing a Plaque Program to sponsor up to five plaques per year and Find that the Action is Exempt from CEQA Pursuant to CEQA Guidelines Section 15061(b)(3).

Commissioner Dawn Hopkins asked staff regarding the timing of the program and Ms. Cha clarified. Commissioner Hopkins then asked if the property owner is required to be the applicant and Ms. Cha responded that they could amend the process to submit the application on the owner's approval. She also asked if the plaque program could include heritage resources that are no longer present, such as the Blue Cube in Moffett Park. Senior Planner George Schroeder discussed a redevelopment project where a mitigation measure of the Environmental Impact Report (EIR) required the applicant to display a plaque to recognize the historic significance of a site. Ms. Cha also clarified that the Plaque Program, if established, will only be applicable to heritage resources listed in the Inventory, and those related to development application would have to be separately managed through a condition of approval. Commissioner Hopkins then noted that she prefers pedestal plaques with the slanted display surface.

Commissioner Wu asked staff if this program includes up to five plaques a year and whether future plaques need approval by the HPC. Staff confirmed that no additional approval would be needed from the HPC after the Plaque Program is established and the content of future plaques would be reviewed by staff. He had a concern on the maintenance of the plaques.

Commissioner Hopkins asked about building permit requirements and Ms. Cha confirmed that signs may require a building permit; however, the Commission could recommend for the fees to be waived. Commissioner Hopkins also noted that the rectangular design of the wall plaque is her preference.

Chair Larsen asked if the cost estimate is the current cost. Ms. Cha noted that staff estimate of approximately \$5,000 is based on a local vendor in San Jose, one who produces plaques for the City of San Francisco; and other cities with lower plaque costs use vendors from outside of California. Staff is recommending that the City use a local vendor who has manufactured plaques for the City of San Francisco. Chair Larsen asked if more plaques could be pre ordered to reduce the cost. Staff discussed the process and logistical and financial ramifications that may prevail if they pre ordered plaques.

Chair Larsen asked what would happen to the plaques if the heritage resource were to be demolished in the future and staff discussed options such as retaining the plaque for relocation to the Heritage Park Museum. She then noted concern if the plaque was mounted on the structure that visitors may approach the structure and disturb the owners. Staff and Commissioners further discussed the different aspects and possible issues that may arise.

Comm. Hopkins recommended to place the City logo on top.

Chair Larsen opened the public hearing.

There were no members of the public present.

Chair Larsen closed the public hearing.

Commissioners discussed a rectangular or oval pedestal and if there will be an annual mailing to heritage resource owners to notify them of the opportunity to have a plaque installed on their property.

MOTION:

Commissioner Hopkins moved Alternative 1 of the staff report with additional modifications:

- 1) The pedestal is to have a slanted display surface.

- 2) The plaque shape is to be rectangular or square.
- 3) To relocate the City's logo (including the word Sunnyvale) to the top of the plaque.

Vice Chair Holthaus seconded.

Motion carried as follows:

Yes: 4 - Chair Larsen
Vice Chair Holthaus
Commissioner Gaudenti
Commissioner Hopkins

No: 0

Absent: 2 - Commissioner Caroompas
Commissioner Hakami

Abstain: 1 - Commissioner Wu

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Hopkins asked if staff could contact the property owner of the recently redeveloped site at 223 N. Mathilda Avenue to provide a tour of the renovated former Mellow's Nursery house.

INFORMATION ONLY REPORTS/ITEMS

Mr. Schroeder noted that he will notify the Commission of the next regular meeting and possible training opportunities.

ADJOURNMENT

Chair Larsen adjourned the meeting at 8:01 p.m.