



City of Sunnyvale

Meeting Minutes - Final Heritage Preservation Commission

Wednesday, May 3, 2017

7:00 PM

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

CALL TO ORDER

Chair Michitaka called the meeting to order.

SALUTE TO THE FLAG

Chair Michitaka led the Pledge of Allegiance.

ROLL CALL

Chair Michitaka confirmed that Vice Chair Dietrich notified staff of her planned absence (excused).

Present: 5 - Chair Mike Michitaka
Commissioner Melanie Holthaus
Commissioner Dawn Hopkins
Commissioner Dixie Larsen
Commissioner Dale Mouritsen

Absent: 2 - Vice Chair Hannalore Dietrich
Commissioner Kenneth Valenzuela

ORAL COMMUNICATIONS

CONSENT CALENDAR

[17-0402](#) Approve the Heritage Preservation Commission Meeting Minutes of March 1, 2017

Comm. Hopkins moved to approve the Heritage Preservation Commission Meeting Minutes of March 1, 2017, as submitted. Comm. Mouritsen seconded.

Motion carried as follows:

PUBLIC HEARINGS/GENERAL BUSINESS

[17-0399](#) Study Session on the Update to the Murphy Design Guidelines Study Issue.

Amber Blizinski, Principal Planner, noted that George Schroeder, Associate

Planner will be the assigned Planner to study the Murphy Avenue Design Guidelines, as she will be on leave.

Ms. Blizinski noted that a hearing will include a walk-through on Murphy Avenue, and the historical consultant will be in attendance to clarify any questions the Commission may have. She said a second meeting will be scheduled for the recommendation to the City Council for the approval of the draft Murphy Avenue Design Guidelines. She presented a draft format of the new Murphy Avenue Design Guidelines. It will be used as a guide to determine the historical characteristics of each building and will help guide future decision-making.

Chair Michitaka confirmed that colors is not a factor in determining historical characteristics. Ms. Blizinski noted that the Commission may have an opinion in color choice, although it is not a character-defining feature.

Comm. Larsen noted that there are 35 separate buildings on North Murphy Avenue, and Ms. Blizinski confirmed that there will be specific guidelines for each building.

Comm. Hopkins discussed if blacked out windows will be addressed in the guidelines.

Comm. Larsen discussed if lighting and signage will be included in the guidelines.

Ms. Blizinski confirmed that general guidelines will be included, which will also address windows, lighting, and signs.

Noren Caliva-Lepe, Senior Planner, noted that the Commisison will have an opportunity to review the draft and recommend changes before it goes to the City Council.

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

none

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Chair Michitaka introduced the newly appointed Heritage Commissioner, Melanie Holthaus.

Comm. Holthaus introduced herself to the Commission, noting her background in economic development.

Chair Michitaka noted the training workshop they attended regarding heritage preservation. He discussed key points of the workshop, noting that the Heritage Preservation Commission is one of the last commissions that could preserve historic resources for the City.

Comm. Mouritsen noted a letter received from a citizen to Laura Babcock regarding the removal of trees in a historic area of the City close to the Hendy building. Ms. Caliva-Lepe stated that staff is looking into the issue and will forward correspondence to the Commissioners.

Comm. Hopkins noted that Fremont High School was brought up during the training workshop, and would like a follow-up from staff at a future meeting.

INFORMATION ONLY REPORTS/ITEMS

none

ADJOURNMENT

Chair Michitaka adjourned the meeting at 7:45 p.m.