



HISTORIC PRESERVATION BOARD

AGENDA

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

Regular Meeting of the Historic Preservation Board

Wednesday, **December 19, 2018**, 5:00 p.m.
City Council Chambers, 70 N. First Street, Campbell

CALL TO ORDER

Chair Walter

ROLL CALL

MINUTES

1. Approval of Minutes for Meeting of October 24, 2018 (**Attached**)

ORAL COMMUNICATIONS

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

PUBLIC HEARINGS

None

NEW BUSINESS

1. **Mills Act Program**: Discuss Mills Act Program application requirements, including annual reports, inspections, what qualifies towards 100% threshold, etc.
2. **Staffing Change**: Staff will provide an update
3. **HPB Member Applications**: Staff will provide an update
4. **Elect New Chair/Vice Chair**: HPB to elect new Chair and Vice Chair for 2019

OLD BUSINESS

1. **Surveys**: The HPB will discuss their review of homes in the Kennedy Tract area:

Moore: Catalpa Lane
Kendall: El Caminito Ave
Walter: Cherry Lane
Foulkes: Budd Avenue
Blake: California Street

FUTURE AGENDA ITEMS

1. **Certified Local Government Annual Report**
2. **2018 Workplan** (to be reviewed in the future in order of priority):
 - a. **Solar Panels**: One or more HPB member(s) to volunteer to complete research on Historic Building Solar Design Guidelines in other cities.
 - b. **Historic Preservation Outreach**: Consider hosting one or more events that highlight historic preservation efforts in Campbell including for example, a holiday historic home tour and/or a cultural event such as hay rides during Early Settlers Day or an Orchard Festival that celebrates Campbell's Orchard City roots.
3. **HPB Member requests for future agenda items** (no decisions will be made)

HPB MEMBER / STAFF ANNOUNCEMENTS / COMMUNICATIONS

ADJOURNMENT

The next **regular meeting** will be held on **January 23, 2019**, at 5:00 p.m., City Council Chambers, 70 North First Street, Campbell, California. Meetings are held on the 4th Wednesday of each month, unless otherwise noticed.

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 Shin at the Community Development Department, at corinnes@cityofcampbell.com or (408) 866-2140.



HISTORIC PRESERVATION BOARD

OCTOBER 24, 2018 MINUTES

5:00 p.m. - Wednesday
City Council Chambers

CALL TO ORDER

Chair Walter called the Historic Preservation Board Regular Meeting of Wednesday, August 22, 2018, to order at 5:05 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

HPB Members Present:

Todd Walter, Chair
Michael Foulkes, Vice Chair
Susan Blake
Yvonne Kendall

HPB Members Absent:

Laura Taylor Moore

Staff Members Present:

Cindy McCormick, Senior Planner

APPROVAL OF MINUTES

Vice Chair Foulkes made a motion to approve the Meeting Minutes of August 22, 2018. HPB member Blake seconded. **Motion Passed 3-0-2** (Moore absent / Kendall abstained)

NON-AGENDIZED ORAL COMMUNICATIONS

None

PUBLIC HEARING

1. **73 S. 1st Street:** Staff provided an overview of the Mills Act application, followed by a discussion by the HPB. The owner was not present at the hearing.
2. Vice Chair Foulkes asked that the applicant provide bids for all work proposed and suggested that a peer review may be needed to verify the proposed cost.

HPB Member Blake also requested a review of the proposed expenditures, since some of the proposed work (e.g., interior remodel) appears to have already been completed.

Vice Chair Foulkes also suggested that the HPB may want to consider restricting contracts to no more than 10 years to allow other to enjoy the benefit since the City only looks at the money spent in the first 10 years. The HPB will be considering changes to the Mills Act Program, at the next HPB meeting.

HPB Member Blake made a motion to continue the meeting to a future date to be determined to allow the owner to obtain bids for all proposed work, verify that the work has not already been started or completed, and allow staff to obtain a second opinion on the proposed costs. **Motion Passed 4-0-1** (Moore absent)

3. **110 S. 2nd Street:** Staff provided an overview of the Mills Act application, followed by a discussion by the HPB. The owner attended the hearing.

HPB member Blake asked about the basement humidity. The owner indicated that she has been using canisters that have helped with the odor but that the basement has not yet been looked at by a contractor.

Vice Chair Foulkes voiced some concerns about counting cosmetic upgrades towards the requirement to match 100% of the tax saving; another issue that will be discussed at the next HPB meeting.

HPB member Blake made a motion to recommend that the City Council approve the Mills Act application for 110 S. 2nd Street. Vice Chair Foulkes seconded. **Motion Passed 3-0-2** (Moore absent / Kendall abstained). The application will be heard by the City Council on December 3rd.

4. **68 S Fourth Street** (aka 70 S Fourth Street): Staff provided an overview of the project which includes a 114 square-foot rear addition to an existing single-family residence / historic Structure of Merit.

HPB member Blake asked about the divided lites, why the applicant was proposing single-hung windows as opposed to double-hung windows, whether the owner would save the trim around the windows, and whether they would install new screens. She also asked if the owner intended to keep the peekaboo front door and the wood window shutters. The owner indicated that they would keep the shutters and the front door while making minor repairs to the door. The owner will also incorporate screens within the windows, replace the rotten window trim, and use dual pane insulated glass with exterior grids. However, the owner indicated that the window supplier recommended against using double hung windows.

Chair Walter asked if the elevations were accurate to which the owner responded yes, noting that the windows have cladding on the outside and wood on the inside.

Chair Walter indicated that the addition should look different from the historic portion of the home, consistent with the Secretary of Interior Standards, recommending that the applicant consider using a wider plank for the addition. Alternatively, Chair Walter indicated that the applicant could use a different siding material or roofline to distinguish the historic portion from the new portion. The owner indicated that the proposed gable roof is already distinct enough to differentiate it from the historic portion of the home and that they were opposed to using a different siding material, especially since it is a single wall plane. However, the owner indicated that the siding would be one inch wider plank and also offered to use a vertical trim piece at the corner to better differentiate the addition from the historic portion of the home. Chair Walter agreed that the wider plank and trim piece was acceptable. Chair Walter also asked that the laundry room addition be differentiated in the same manner.

HPB member Blake made a motion to approve the proposed addition with the wider plank and the vertical trim at the corners. HPB member Kendall seconded. **Motion Passed 3-0-2** (Moore absent).

NEW BUSINESS

None

OLD BUSINESS

1. **231 E. Campbell Ave** (George and Lena Campbell Rodeck House): This application was referred to the HPB because staff has concerns about the proposed window changes to the Darling-Fischer Mortuary. The HPB reviewed an earlier version of this project on 4/25/18. Staff provided an overview of the project, noting that in the past the porch was enclosed, the chapel was added, and the eave was changed. The project includes replacing windows, adding a new window to the second story (west elevation), adding a gable (north elevation), adding a mechanical equipment screen to the roof of a non-historic rear addition (north, west and east), replacing/moving an exterior stairwell (north and west) for better access to the rear of the building, adding a new gable over the new stairway landing (north elevation) and remodeling the interior.

Staff recommended that the new window be centered under the gable for better symmetry and noted that the original windows did not have rose frosting or the diamond pattern that exists today. The owner responded that the frosted windows provide privacy for grieving families and that the diamond mullions have been on the windows for 65 years. The owner also indicated that the proposed window on the second floor would replace a window that was previously there and covered up by the Fishers.

The HPB indicated that they were OK with the window being off center as proposed.

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Chair Walter asked if the owner would be willing to replace the rose frosted glass with obscure film for privacy. The owner indicated they intend to replace the frosted diamond windows one side at a time. Vice Chair Foulkes requested that the owner use wood on the second story window and avoid the use of metal.

Overall, the HPB agreed with the proposed changes as discussed.

2. **Surveys**: The discussion was tabled until HPB Member Moore is in attendance.

ADJOURNMENT

The meeting adjourned at 6:30 p.m. The next meeting will be tentatively held on **November 27, 2018**, starting at 5:00 pm in the City of Campbell Council Chambers. Staff will reach out to Board Member Moore for her availability since Chair Walter and Vice Chair Foulkes will be absent, and a quorum is needed for the meeting.

PREPARED BY: _____

Cindy McCormick, Senior Planner

APPROVED BY: _____

Todd Walter, Chair