



**Historic Preservation Board**  
**REGULAR MEETING MINUTES**  
**Wednesday, April 28, 2021 | 5:00 PM**  
**Zoom Meeting**

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**CALL TO ORDER**

The Regular Historic Preservation Board meeting of April 28, 2021, was called to order 5:00 p.m., via Zoom, by Chair Foulkes, and the following proceedings were had to wit.

**ROLL CALL**

**HPB Members Present:**

Michael Foulkes, Chair  
Todd Walter, Vice Chair  
Susan Blake  
Laura Taylor Moore

**HPB Members Absent**

None

**Staff Members Present:**

Daniel Fama, Senior Planner  
Corinne Shinn, Recording Secretary

**AGENDA MODIFICATIONS OR POSTPONEMENTS**

None

**APPROVAL OF MINUTES**

1. Approval of Minutes of March 24, 2021.

**Motion:**      **Upon motion of Vice Chair Walter, seconded by Member Moore, the Historic Preservation Board approved the minutes of the meeting of March 24, 2021 with a minor correction on pages 11 and 12, by the following roll call vote:**

**AYES:**        **Blake, Foulkes, Moore, and Walter**  
**NOES:**        **None**  
**ABSENT:**      **None**  
**Abstain:**     **None**

**ORAL REQUESTS**

None

## **BOARD AND STAFF ANNOUNCEMENTS**

Chair Foulkes asked if there were any Board or Staff Announcements.

Planner Daniel Fama:

- Advised the Board that the City Council has continued its discussion on next year's budget including work plans. It remains to be seen if Council includes the Mills Act Update as a work plan item for the HPB.
- Announced the selection of the new Community Development Director as Rob Eastwood, who is currently Planning Manager for Santa Clara County. He will begin work on June 1<sup>st</sup>.

## **PUBLIC HEARINGS**

2. **99 Alice Avenue – Tier 1 Historic Resource Alteration Permit** (*Resolution/Roll Call Vote*): Public Hearing to consider the application of Kohlsaas & Associates for a Tier 1 Historic Resource Alteration Permit (PLN-2021-58) to allow removal of two French doors and an exterior chimney to be replaced with a new sliding glass door and to infill one existing window, to an Alice Avenue Historic District property commonly known as the Claude and Jeanette Grizzle House, located at **99 Alice Avenue** in the R-1-6-H (Single-family Residential / Historic Overlay) Combining Zoning District. Staff is recommending that this project be deemed Categorical Exempt under CEQA.

Planner Daniel Fama provided the staff report.

Chair Foulkes asked if there were Board questions for staff.

Vice Chair Walter asked for verification that there are changes proposed to a permitted addition done years ago.

Planner Daniel Fama replied correct.

Vice Chair Walter asked if the HPB approves a new addition to this structure, will that addition become a part of the home that falls under the review purview of the HPB.

Planner Daniel Fama:

- Replied yes.
- Added that there is no distinction between original construction and new additions.
- Stated that there is some nuance to that as the most recent addition was accomplished via a Conditional Use Permit.
- Said that moving forward, minor changes could be approved by staff.
- Pointed out that this one straddles between both the old and new Historic Ordinance.

Member Blake stated that the staff recommendation for this is appropriate.

Chair Foulkes opened the Public Hearing for Item 2.

Gary Kohlsaas, Project Applicant and Architect:

- Thanked Planner Daniel Fama and the members of the Historic Preservation Board for their work on this application.
- Added that they had been caught off-guard that an HPB review would be required in this case.
- Said they were confused why such review would be necessary for alterations to a 2015 addition.
- Advised that Planner Daniel Fama informed him that HPB review is required for homes on Alice Avenue as it is an Historic District.
- Explained that they proposed to remove two sets of French doors and a fireplace that is no longer desired by this owner.
- Added that these changes are at the rear of the home and would not be visible from the public right-of-way/street.
- Opined that these changes are appropriate for this home and project and he hopes that the HPB believes it is appropriate as well.
- Stated that his one topic for discussion is the proposed materials.
- Told the HPB that what he is proposing is not the typical aluminum windows. What they will use costs more than a wood door. Its color will match the rest of the house in a power-coated white.
- Assured that these are a higher standard material.
- Said that this addition was actually done with vinyl-clad wood windows. They are wood windows clad with aluminum or vinyl that helps to preserve these doors/windows for decades while presenting just a negligible difference in appearance.

Vice Chair Walter:

- Agreed that when this property processed an addition about five to six years ago, it was agreed by HPB to allow for the use of vinyl-clad wood windows because there was wood on the inside.
- Asked Mr. Kohlsaas if the new windows are Fleetwood.

Gary Kohlsaas, Applicant/Architect:

- Replied yes.
- Added that they are thermally broken to meet energy requirements.

Vice Chair Walter:

- Advised that Board that these Fleetwood windows/doors are costly windows. They are great, last a long time and be very nice in appearance.
- Added that this is a nice project.

Chair Foulkes closed the Public Hearing for Item 2.

Member Blake:

- Said that HPB needs an updated photograph of 99 Alice Avenue for its DPR sheets.
- Pointed out that the current photo doesn't reflect the 2015 changes.

Gary Kohlsaas, Applicant/Architect said that they could provide updated photographs of the home for the DPR.

Planner Daniel Fama admitted that updates such as that are on a longer-term to-do list.

Chair Foulkes asked if there are any further Board comments on this item.

Vice Chair Walter said he is in favor of the project.

Member Blake added, "As am I".

Member Moore said she is in approval with the project.

Planner Daniel Fama:

- Suggested that if the Board is in agreement, they should include in their motion for approval striking the requirement for a future approval of window material and/or identify the manufacturer of the proposed windows (Fleetwood).

**Motion:** Upon motion of Vice Chair Walter, seconded by Member Blake, the Historic Preservation Board adopted Resolution 2021-05, approving a Tier 1 Historic Resource Alteration Permit (PLN-2021-58) to allow removal of two French doors and an exterior chimney to be replaced with a new sliding glass door and to infill one existing window, to an Alice Avenue Historic District property commonly known as the Claude and Jeanette Grizzle House, located at 99 Alice Avenue, and accepting the use of Fleetwood thermally broken system, by the following roll call vote:

**AYES:** Blake, Foulkes, Moore, and Walter  
**NOES:** None  
**ABSENT:** None  
**Abstain:** None

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3. **136 Alice Avenue – Tier 1 Historic Resource Alteration Permit** (*Resolution/Roll Call Vote*): Public Hearing to consider the application of Michael and Mary Ann Escobar for a Tier 1 Historic Resource Alteration Permit (PLN-2021-47) to allow modification and closure of existing side windows, installation of a rear patio door to replace an existing window, partial removal of an existing chimney, formalize previous installation of brick cladding and widening of an existing window in the space of a former garage door that was removed as part of an unpermitted "garage conversion," and to attach an existing rear trellis structure, to an Alice Avenue Historic District property commonly known as the Ira & Mabel Abbott House, located at **136 Alice Avenue** in the R-1-6-H (Single-family Residential / Historic Overlay) Combining Zoning District. Staff is recommending that this project be deemed Categorically Exempt under CEQA.

Planner Daniel Fama provided the staff report.

Chair Foulkes asked if there were Board questions for staff.

There were none.

Chair Foulkes asked if the applicant wants to take off the existing brick.

Planner Daniel Fama replied that they want to widen the window side to meet egress standards and add a surround around it along with a small roof over that window for detail.

Chair Foulkes opened the Public Hearing for Item 3.

Mike Vierhus, Architect:

- Stated that Planner Daniel Fama did a good job presenting this project to the Board.
- Clarified that he has submitted updated elevations that show that the grids on all of the windows will be matching.

Chair Foulkes closed the Public Hearing for Item 3.

Member Blake:

- Disclosed that she met with property owner, Mike Escobar, at his request.
- Added that she provided him with a copy of his home's DPR form.
- Said that while he asked for her opinion, she looked at the home but offered no opinions during the visit saving those feedback comments for tonight's public meeting.
- Thanked architect Mike Vierhus for the latest design that is much clear of before and after appearances. These changes unify and enhances the front façade, which at present is awkward.
- Admitted that she is hoping a new front door is incorporated into this plan as the current door is not too good.

Vice Chair Walter said he agrees with the proposed changes.

Member Moore said she is in agreement as well.

**Motion: Upon motion of Vice Chair Walter, seconded by Member Blake, the Historic Preservation Board adopted Resolution 2021-06, approving a Tier 1 Historic Resource Alteration Permit (PLN-2021-47) to allow modification and closure of existing side windows, installation of a rear patio door to replace an existing window, partial removal of an existing chimney, formalize previous installation of brick cladding and widening of an existing window in the space of a former garage door that was removed as part of an unpermitted "garage conversion," and to attach an existing rear trellis structure, to an Alice Avenue Historic District property commonly known as the Ira & Mabel Abbott House, located at 136 Alice Avenue, by the following roll call vote:**

**AYES: Blake, Foulkes, Moore, and Walter**

**NOES: None**

**ABSENT: None**

**Abstain: None**

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4. **199 Alice Avenue – Tier 1 Historic Resource Alteration Permit** (*Resolution/Roll Call Vote*): Public Hearing to consider the application of Beckstrom Architecture for a Tier 1 Historic Resource Alteration Permit (PLN-2020-116) to allow an approximately 670 square-foot rear addition and to formalize an existing unpermitted approximately 240 square-foot side enclosed patio addition, to an Alice Avenue Historic District property commonly known as the Walker and Ethel Curry Vaughn House, located at **199 Alice Avenue** in the R-1-6-H (Single-family Residential / Historic Overlay) Combining Zoning District. Staff is recommending that this project be deemed Categorically Exempt under CEQA.

Planner Daniel Fama provided the staff report.

Chair Foulkes asked if there were Board questions for staff.

Vice Chair Walter:

- Explained that the proposed metal roof to the existing addition is used to allow for a lower pitch room.
- Added that there are other options if the Board doesn't like metal roofs.

Chair Foulkes asked what standing seam metal roof was.

Vice Chair Walter:

- Said that the proposed roof is metal roofing that has a standing seam.
- Added that the panels come together with these seams and those attached seams seam to be stamped together.
- Admitted that it is a nice-looking roof not often seen in residential uses as it is expensive.
- Stated that such a roof is more modern and/or ranch-style roofing material.

Planner Daniel Fama said that metal roofing is being seen more recently with Modern Farmhouse architecture.

Member Blake asked when the original addition was built.

Planner Daniel said it is not entirely clear since it was done without permits.

Member Blake:

- Reiterated that that first addition was unpermitted.
- Admitted that it seems reasonable to approve the first addition together with the proposed addition under consideration this evening.
- Stated that the original addition is not that large.
- Said that she has no issue with use of a metal roof here but questions its impact from absorbing and retaining heat.

Chair Foulkes opened the Public Hearing for Item 4.

Eric Beckstrom, Applicant/Architect:

- Stated that he has used metal roofing before.
- Added that the appearance of this proposed metal roof does not present a business/commercial appearing statement. A metal roof has a practical use.
- Provided the evolution of the structure(s) on this property at 199 Alice Avenue.
  - Reported that the current detached garage was the original house constructed in 1922 and used as a home for the first five years.
  - Pointed out that what was being constructed along Alice Avenue at that time were spec houses.
  - Explained that the original owner of 199 Alice Avenue went on to do some spec houses along Alice Avenue.
  - Said that many architectural styles appear on this house. It is dynamic for that reason.
- Stated that there are other unresolved things.
- Explained that a metal roof is actually better for repelling heat. It doesn't absorb and retain heat.
- Added that composition roofing does hold heat.
- Reported that he has used metal roofing on homes that he owns.
- Advised that the metal roof is not painted. It comes pre-painted and with a 40-year guarantee.
- Recommended a good book for the Board to read, "Big House, Little House, Back House, Barn".
- Pointed out that this house at 199 Alice Avenue is the smallest house on the whole block.
- Stated that with the changes, this home will be handsome and last another 100 years.
- Said that they have worked well with Planner Daniel Fama in reaching this proposal. Everyone has been great.

Shelby Edwards, Property Owner, 199 Alice Avenue:

- Stated that she is happy to be here this evening with her project.
- Thanked the Board for its consideration.

Chair Foulkes closed the Public Hearing for Item 4.

Vice Chair Walter said that proposal has been well thought out and there are not a lot of questions about it.

**Motion:**        **Upon motion of Vice Chair Walter, seconded by Member Blake, the Historic Preservation Board adopted Resolution 2021-07, approving a Tier 1 Historic Resource Alteration Permit (PLN-2020-116) to allow an approximately 670 square-foot rear addition and to formalize an existing unpermitted approximately 240 square-foot side enclosed patio addition, to an Alice Avenue Historic District property commonly known as the Walker and Ethel Curry Vaughn House, located at 199 Alice Avenue, by the following roll call vote:**

**AYES:**        **Blake, Foulkes, Moore, and Walter**  
**NOES:**        **None**

**ABSENT: None**  
**Abstain: None**

Member Blake said that she enjoyed Eric's presentation. Member Moore agreed.

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### **OLD BUSINESS**

5. **Mills Act *ad hoc* Subcommittee Report and Program Update Discussion:** The Subcommittee will provide a monthly update of its activities to the Board.

Vice Chair Walter:

- Reported that he, Member Blake and Planner Daniel Fama prepared a scoring sheet work for the review of the pending four properties to ensure an even playing field in reviewing each one.
- Stated that the three of them need to sit down together and go through the ratings.
- Reminded that there are two Mills Act Contracts left available at this time and we have four properties submitted for consideration.

Planner Daniel Fama:

- Said they should try to meet next week.
- Advised that for the next HPB meeting on May 26<sup>th</sup>, the whole Board will be looking at four Mills Act Contract application packages in the same and fair manner.
- Added that the four addresses/applications will be heard as a single item on the agenda. It makes more sense to discuss all four properties at the same time.
- Stated that after reviewing each property on its merits, the Board can then rank the four properties from 1 to 4. The ranking should be incorporated into the formal resolution that will be sent by HPB on to Council for final consideration and action.

Vice Chair Walter asked if there will be a sunset date for the two properties not selected for future consideration. How would that work?

Planner Daniel Fama:

- Stated that is a question that the staff report prepared for Council can raise.
- Said that the properties ranked 1 and 2 would be sent onward to Council.

Chair Foulkes asked what if a property is found inadequate for a Mills Act Contract. Can it be taken out of consideration by the Board?

Planner Daniel Fama:

- Said that if more than two properties are found to be warranted to receive a Mills Act Contract, they can so designate and send those on to Council for consideration and see if they are willing to grant just two or go ahead and approve more.
- Added that if a property is deemed by the Board as unwarranted of a Mills Act Contract, reasoning for that decision would be incorporated into the resolution forwarded by the Board on to Council. The basis for denial would need to be included.



Member Blake asked if it would be possible to provide a copy of the initial ranking and draft worksheets to the other two members prior to the next HPB meeting.

Planner Daniel Fama:

- Replied yes.
- Said that he plans to provide the materials for the next meeting a week early as there is a lot of material to review.

Chair Foulkes asked if the Boards review would need to conform with the existing regulations rather the proposed that have not yet been approved and codified.

Planner Daniel Fama replied yes. He added that due to Council's concentration on budget preparation and adoption, the Council's meeting date for the consideration of Mills Act Contract assignments is as of yet unknown.

Member Moore asked if staff could provide the addresses that have applied.

Planner Daniel Fama:

- Listed the addresses for which applications have been received as:
  - 51 Alice Avenue
  - 81 Alice Avenue
  - 204 Alice Avenue
  - 72 S. First Street

Chair Foulkes asked if all applicants will be present at the HPB meeting on May 23<sup>rd</sup>.

Planner Daniel Fama replied yes, they will make their respective pitches for consideration by the Board.

Vice Chair Walter asked what discretion there is for looking at things relating to use of the existing Mills Act information available.

Planner Daniel Fama:

- Said that the Board must be using what we have in writing. Go with that as an objective process.
- Added that the argument for economic need by any of the applicants should not be considered as it isn't possible to get sufficient financial information to use that issue in a fair and objective manner.
- Stressed the need to ensure the Board to provide information on how it came to the ranking positions.

Vice Chair Walter:

- Said that he only has a draft Mills Act application form dated from 2012.
- Asked that the most current application packet (or link) be provided to the HPB.

Planner Daniel Fama said that as the process is electronic through MGO (My Government On-Line), he would send the members of the Board the link to the Mills Act application packet.

Vice Chair Walter:

- Questioned whether an application can be rejected if the projects proposed as part of a Mills Act submittal are not included on the list of allowable projects for use of Mills Act funds.

Planner Daniel Fama:

- Said that he felt that it is inappropriate for staff to refuse a Mills Act request.
- Added that the HPB can decide if an application submitted should be unranked.

Member Blake recounted that Vice Chair Walter had been looking on the City’s website to find the application materials.

Vice Chair Walter said he just found a single page and not the rest of the submittal materials.

Planner Daniel Fama:

- Said he would update the Historic Preservation section of the website to provide information required for electronic submittals of Mills Act Contracts applications.
- Explained that a Mills Act Contract application falls under “Minor-Miscellaneous” category found within the MGO Planning submittal section.
- Reiterated that Council would formally consider whether to incorporate the Mills Act Update into the next fiscal year’s work plan.
- Cautioned that due to budget concerns, that may end up being put on hold.

Vice Chair Walter clarified that the Council would consider the four Mills Act Contract applications but may well hold off on updating the Mills Act Program itself.

Planner Daniel Fama reiterated that Council is at the point of formally discussing this.

**ADJOURNMENT**

Adjourned at 6:10 p.m. to the next Regular Historic Preservation Board meeting scheduled for **May 26, 2021**, at 5:00 PM, using Zoom.

PREPARED BY: \_\_\_\_\_  
Corinne Shinn, Recording Secretary

APPROVED BY: \_\_\_\_\_  
Michael Foulkes, Chair

ATTEST: \_\_\_\_\_  
Daniel Fama, HPB Staff Liaison