



## **HISTORICAL COMMISSION MINUTES**

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7:00 p.m. Monday, March 25, 2013 – 7:00 P.M.  
Los Altos Community Meeting Chambers  
1 North San Antonio Road, Los Altos, California 94022

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### **CALL TO ORDER**

Commissioner MARFATIA called the meeting to order at 7:03 P.M.

### **ESTABLISH QUORUM**

Present: Chair BISHOP, Vice-Chair AHMADJIAN-BAER, Commissioners BAKER, CHAPMAN, MABE, MARFATIA and WELSH  
Absent: None  
Staff: Staff Liaison DAHL

### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

None

### **ITEMS FOR CONSIDERATION/ACTION**

1. Introduction of New Commissioner

Staff Liaison DAHL introduced new Commissioner MABE.

NO MOTION

2. Nomination of Chair and Vice-Chair

Commissioner WELSH nominated Commissioner BISHOP for Chair.

MOTION CARRIED UNANIMOUSLY

Commissioner CHAPMAN nominated Commissioner AHMADJIAN-BAER for Vice-Chair.

MOTION CARRIED UNANIMOUSLY

3. Commission Minutes

MOTION by Commissioner BAKER, seconded by Commissioner MARFATIA, to approve the February 25, 2013 regular meeting minutes.

MOTION CARRIED UNANIMOUSLY

4. 13-H-02 – H. Akhavein – 11 Angela Drive

Staff Liaison DAHL presented the staff report, recommending that the Commission recommend approval of a minor alteration to an existing Historic Resource structure. The project architect spoke in support of the project and answered questions from the Commission.

The Commission expressed general support for the proposed project.

MOTION by Commissioner WELSH, seconded by Commissioner BAKER, to recommend approval of the minor alteration to the Historic Resource at 11 Angela Drive.

MOTION CARRIED UNANIMOUSLY

5. Historic Preservation Award

Staff Liaison DAHL presented the staff report, noting that no nominations for the award had been submitted yet.

The Commission discussed ways to provide additional outreach to ensure that the public was aware of the award.

NO MOTION

6. FY 2013/14 – 2017/18 Capitol Improvement Program

Staff Liaison DAHL presented the Commission with the City's five-year Capitol Improvement Program, noting that the Council was seeking input from all Commissions on CIP projects.

The Commission reviewed the five-year Capitol Improvement Program, noting that there were not any projects that appeared to fall within the purview of the Historical Commission. The Commission noted that there was not a CIP related to the Halsey House.

MOTION by Commissioner CHAPMAN, seconded by Commissioner MARFATIA, to recommend approval City's five-year Capitol Improvement Program as proposed, with the following recommendation:

- Add the restoration and adaptive reuse of the Halsey House as a new project to the Capitol Improvement Program.

MOTION CARRIED UNANIMOUSLY

7. Commission Goals and Work Plan

Staff Liaison DAHL presented the Commission with a draft 2013 Work Plan.

The Commission accepted the work plan as proposed, but noted that they would like to see a Historical Commission yearly calendar developed that identified critical dates and deadline for things like the Margaret Thompson Essay Contest and Historic Preservation Award. The Commission also noted that implementation of the Historic Plaque Program should be a priority.

MOTION by Commissioner MARFATIA, seconded by Vice-Chair AHMADJIAN-BAER, to approval the 2013 Historical Commission Work Plan with the following additions:

- Develop a Commission calendar that identifies reoccurring events, dates and deadlines; and
- Implementation of the Historic Plaque Program.

MOTION CARRIED UNANIMOUSLY

### **INFORMATIONAL ITEMS**

8. 2066 Crist Drive

Commissioner MARFATIA provided an update on the status of the project.

9. Margaret Thompson Essay Contest

Commissioner WELSH provided an update on the essay contest, noting that 633 essays were submitted and that judging was about to take place.

10. Monthly Staff Report

Staff provided the Commission with an update on the Historic Plaque Program, noting that Council has approved it and directed staff and the Commission to move forward with implementation.

### **COMMISSIONER REPORTS AND COMMENTS**

None

### **POTENTIAL FUTURE AGENDA ITEMS**

None

### **ADJOURNMENT**

Chair BISHOP adjourned the meeting at 8:35 PM

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Zachary Dahl, AICP

Staff Liaison to the Historical Commission