

Draft Letter to Council for consideration at HPC Study Session.

Objectives of work program

- Increase efficiency of the Historic Preservation review and approval process
- Improve consistency and predictability of decisions
- Improve public understanding of the Town's Historic Preservation process
- Provide consistency between and within Town Documents, including any changes recommended below.
- Support the Housing Element

Bloomfield Survey and Historic Inventory

1. Include a comprehensive discussion of the Bloomfield Survey within the Residential Design Guideline, or its Appendix. its methodology, its recommendations and any updates if applicable.
Reason: The Bloomfield Survey is central to the analysis done by the Historic Preservation Committee. Expanding the discussion of, purpose, methods, and recommendations of the Bloomfield Survey will increase understanding of the Town's historic preservation process.
2. Update the Bloomfield Survey or conduct a new survey
Reason: The Survey is now over 30 years old. Not all structures in the Survey meet the preliminary screening criteria for an historic resource, not all items in the survey were evaluated, and not all pre-1941 structures were included in the survey.
3. Update the construction date for an historic resource
Reason: This change was recommended by the Bloomfield Survey.
4. The 1941 date is almost 75 years - 25 years longer than the 50 years used for Federal and State structures
5. Establish a "heritage area" or "perimeter" around the areas of Town with the highest concentration of pre-1941 homes. This would define the area to which Article VIII, Division 3 applies.
Reason: The potential historic districts recommended by the Bloomfield Survey are all within the Downtown Area, adjacent to the Downtown Area, or in close proximity to the Downtown Area. Eliminating areas further from the center with low concentrations of pre-1941 homes would reduce the workload of the HPC..
6. Designate additional Historic Districts, starting with an "expanded" Glenridge Historic District
Reason: The designation of additional historic districts was recommended in the final report of the Bloomfield Survey.
7. Clarify the use of the term "contributor to an historic district if there is one" or contributor to a potential historic district.
Reason: This term is only used in the Bloomfield Survey. It does not appear in any other Town document. Does its use here indicate the Town intended to implement the Survey's recommendation to investigate additional historic districts? Also see Article comments under Article VVIII, Division 3 .

8. Separate the Historic Resources Inventory of Historic Resources from the Bloomfield Survey and post the Inventory on the Town's web site

Reason: Not all pre-1941 structures listed in the Survey meet the criteria for a Los Gatos Historic Resource. The removal of items from the Inventory would reduce the workload of staff and the HPC and increase the efficiency of review.

Chapter 29 Article I Sec. 29.10.09030 Demolitions

1. Clarify Sec. 29.10.09030 (c) *Demolition* of historic structures and its relationship to Sec. 29.10.09030(e)(2).
2. **Reason:** Findings required for the demolition of an historic resource are not clear. Sec. 29.10.09030(c)(1)(2) lists the required findings for demolition, however they are not identified as findings and it is not clear how these findings differ or relate to the required findings in Sec. 29.10.09030(e)(2)
1. Clarify the relationship between Sec. 29.10.09030(c)(1) and Sec. 29.80.310, and provide links between these sections.
Reason: These sections address both unsafe or dangerous conditions. Sec. 29.10.09030 (Imminent safety hazard) and Sec. 29.80.310 (Unsafe or dangerous conditions). Explain how the two sections differ or work together, identify any conflicts between them, clarify who makes the determination of imminent hazard safety under Sec. 29.10.09030(c)(1) and provide links between the sections of this section and Sec. 29.80.310.
3. Clarify the use of "contributor to a potential historic district" in Sec. 29.10.09030.
Reason: Although this term was used in the Bloomfield Survey, this is the first mention of this term in the Town Code or other town document. Should "Contributor to a potential historic district" be a new category to qualify as a Town historic resource? Also see Article VIII, Division 3.
4. Clarify the purpose of the report discussed in the paragraph under Sec. 29.10.09030(c)(2.), and establish standard format for the required report.
Reason: It is not clear if the primary reason for the report is to determine whether the historic resource can be removed from the Town's Inventory to allow its demolition, either because it does not meet the definition for a Town historic resource or because that it is an historic resource that meets the criteria for its demolition. Consider whether the paragraph on historic report should be incorporated under Article VIII, Division 3 and linked to Sec. 29.10.09030.

Chapter 29 Article VIII, Division 3 Historic Preservation and LHP Landmark and Historic Preservation Overlay Zone

1. Add findings to Article VIII, Division 3 and distinguish between findings to determine eligibility for listing in the State/Federal registers from findings for listing in the Town's Inventory of Historic Resources that would not qualify for listing in California/Federal registers. And clarify how the Town's findings differ.
2. **Reason:** The findings of the Town uses are not codified in Article VIII, Division 3 and differ from the State/Federal findings primarily with respect to Integrity.
3. Expand findings for integrity

Reason: Discussions involving integrity often are lengthy and primarily focus on how to interpret the difference between the findings required for listing in the State or Federal Registries vs those for listing in the Town's Inventory of Historic Resources. the town's. Providing expanded findings would help increase the efficiency of the review process.

4. Move Sec. 29.80.290 Standards for review up close to findings section, Standards to Considerations and Indicate when findings are required vs when considerations are required

Reason: Considerations are not standards.

5. Article VIII, Division 3. Town's Historic Resources

While the Residential Design Guidelines define the Town's Historic Resources as: any structure/site located in an historic district, or any structure/site that is historically designated or any primary structure that was constructed prior to 1941, *unless the Town has determined that the structure has no historic significance or architectural merit. (emphasis added)*. But does not include findings for the pre-1941 structures

Residential Design Guidelines

1. Revise acceptable materials section in the Residential Design Guidelines consistent with those of the National Park Service

Reason: The Town's current practice is not consistent with the Residential Design Guidelines, National Park Service Guidelines, current fire safety code and or requirements of insurance companies. Updating acceptable substitute materials would reduce the applications that come before the HPC by applications that can be approved by staff.

2. Add a section to Chapter 4 of the RDG specific to Additions/Accessory Buildings/Secondary Units for Historic Structures. Focus review of character defining features of the existing structure and the mass of the new structure rather than the immediate neighborhood.

Why: Currently Chapter 4 Section 4.9 simply refers to the provisions set fo Guideline 3.9 on page 33 of the RDG. which in large part does not distinguish between historic and non-historic structure. Evaluate modifications and additions to historic structures based on the architecture and characteristics defining features of the existing structure, rather than structures in the immediate area. (2/2/5)

3. Add a discussion of the Sec. 29.10.09030 Demolition Code to Chapter 4

Why: There is a difference between the definition of a demolition of an historic structure and when an historic structure is allowed to be demolished.

4. Add a Flow Chart or Table of the various types referrals to the HPC

Why: A flow chart helps understand the process for the various types of applications that are referred to the HPC

5. Clarify how the approval of modifications or additions to pre-1941 structures affects their status as an Historic Resource.

6. Decrease FAR for Garages in the R-1D, R-D and R-1:8 Zones

7. Consider how below grade square footage is considered with respect to historic resources.

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