



**Historic Preservation Board**  
**REGULAR MEETING AGENDA**  
**Wednesday, June 28, 2023 | 5:00 PM**  
**City Hall Council Chamber – 70 N. First Street**

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**CALL TO ORDER / ROLL CALL**

This Historic Preservation Board (HPB) meeting will be conducted in person and virtually via video teleconferencing (Zoom) in compliance with the provisions of the Brown Act. Members of the public may attend this meeting in person at Campbell City Hall or virtually via Zoom at <http://campbellca.gov/HPBsignup>. A video recording will be available on the City of Campbell YouTube Channel following the meeting at <https://youtube.com/user/CityofCampbell>.

Written correspondence may be delivered to Historic Preservation Board at, or prior to, the Public Hearing by email to [planning@campbellca.gov](mailto:planning@campbellca.gov). Questions may be addressed to Senior Planner Daniel Fama, Board Secretary, at (408) 866-2193 or [danielf@campbellca.gov](mailto:danielf@campbellca.gov).

**APPROVAL OF MINUTES**

1. **Approval of Minutes of April 26, 2023 and May 24, 2023 (Roll Call Vote)**
  - Meeting Minutes, 4/26/2023 (Regular Meeting)
  - Meeting Minutes, 5/24/2023 (Regular Meeting)

**ORAL COMMUNICATIONS**

This portion of the meeting is reserved for individuals wishing to address the Board on matters of community concern that are not listed on the agenda. In the interest of time, the Chair may limit speakers to three minutes. Please be aware that State law prohibits the Board from acting on non-agendized items, however, the Chair may refer matters to staff for follow-up.

**BOARD/STAFF ANNOUNCEMENTS**

Board Members and/or staff may make announcements on matters related to historic preservation and promotion.

**STUDY SESSION**

2. **Required Certified Local Government (CLG) Training (Continued)**

The Board and staff will conduct a training session (webinar), provided by the California Preservation Foundation, as required to maintain the City's CLG certification.

[NOTE: The Board may adjourn the Study Session meeting to the Doetsch Conference Room located opposite the City Council Chamber]

**ADJOURNMENT**

Adjourn to the Historic Preservation Board meeting of **July 26, 2023**, at 5:00 PM, in the City Hall Council Chambers, 70 North First Street, Campbell, California and via telecommunication.

**Americans with Disabilities Act (ADA)**

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 the City Clerk's Office at [ClerksOffice@campbellca.gov](mailto:ClerksOffice@campbellca.gov) or 408-866-2117 in advance of the meeting.



**HISTORIC PRESERVATION BOARD  
SPECIAL MEETING MINUTES  
Wednesday, April 26, 2023 | 5:00pm  
City Hall Council Chamber**

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**CALL TO ORDER**

The Regular Historic Preservation Board meeting of April 26, 2023 was called to order at 5:00 pm by Chair Walter, and the following proceedings were had to wit.

**ROLL CALL**

HPB Members Present:

Todd Walter, Chair  
Susan Blake, Vice Chair  
Michael Foulkes  
Rob Corteway

HPB Members Absent:

Laura Taylor Moore

Staff Members present:

Daniel Fama, Senior Planner  
Ken Ramirez, Administrative Analyst

**APPROVAL OF MINUTES**

1. **Approval of Minutes of March 22, 2023, and March 29, 2023** (*Roll Call Vote*)
  - Meeting Minutes, 3/22/2023 (Regular Meeting)
  - Meeting Minutes, 3/29/2023 (Special Meeting)

**ORAL COMMUNICATIONS**

This portion of the meeting is reserved for individuals wishing to address the Board on matters of community interest that are not listed on the agenda. In the interest of time, the Chair may limit speakers to three minutes. Please be aware that State law prohibits the Board from acting on non-agendized items, however, the Chair may refer matters to staff for follow-up.

**BOARD/STAFF ANNOUNCEMENTS**

Board Members and/or staff may make announcements on matters related to historic preservation and promotion.

2. **2023 CPF California Preservation Conference**

Board Member Corteway gave a brief summary on main takeaway points from the Conference.

Senior Planner Daniel Fama shared a brief summary on main takeaway points from the Conference.

Vice Chair Blake asked if other cities were also making Objective Standards be part of the program.

Vice Chair Blake paid tribute to Masel Sheehan former Historic Preservation Board Member who passed on March 17, 2023. Masel served on the Farrington House Foundation Board. Masel assisted the City of Campbell by providing most of the 15 historic plaques that are now on display around Downtown Campbell.

**STUDY SESSION**

**3. Required Certified Local Government (CLG) Training (Continued)**

The Board and staff will conduct a training session (webinar), provided by the California Preservation Foundation, as required to maintain the City's CLG certification.

Training was continued to the next Historic Preservation Board meeting on May 24, 2023.

**ADJOURNMENT**

Adjourn meeting at 5:30 PM to the Historic Preservation Board meeting of **May 24, 2023**, at 5:00 PM, in the City Hall Council Chambers, 70 North First Street, Campbell, California and via telecommunication.

PREPARED BY: \_\_\_\_\_  
Ken Ramirez, Administrative Analyst

APPROVED: \_\_\_\_\_  
Todd Walter, Chair

ATTEST: \_\_\_\_\_  
Daniel Fama, Secretary



**HISTORIC PRESERVATION BOARD  
SPECIAL MEETING MINUTES  
Wednesday, May 24, 2023 | 5:00pm  
City Hall Council Chamber**

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**CALL TO ORDER**

The Regular Historic Preservation Board meeting of May 24, 2023 was called to order at 5:00 pm by Chair Walter, and the following proceedings were had to wit.

**ROLL CALL**

HPB Members Present:

Todd Walter, Chair  
Susan Blake, Vice Chair  
Laura Moore, Board Member

HPB Members Absent:

Michael Foulkes  
Rob Corteway

Staff Members present:

Daniel Fama, Senior Planner  
Ken Ramirez, Administrative Analyst

**APPROVAL OF MINUTES**

1. **Approval of Minutes of April 26, 2023** (*Roll Call Vote*)
  - Meeting Minutes, 4/26/2023 (Regular Meeting).

Meeting Minutes deferred to 6/28/23 HPB meeting for lack of a voting quorum.

**ORAL COMMUNICATIONS**

This portion of the meeting is reserved for individuals wishing to address the Board on matters of community concern that are not listed on the agenda. In the interest of time, the Chair may limit speakers to three minutes. Please be aware that State law prohibits the Board from acting on non-agendized items, however, the Chair may refer matters to staff for follow-up.

**BOARD/STAFF ANNOUNCEMENTS**

Board Members and/or staff may make announcements on matters related to historic preservation and promotion.

**NEW BUSINESS**

2. **2040 Campbell General Plan – Preservation Policies** *(Discussion only)*

Discussion on the historic and cultural preservation policies in the new 2040 Campbell General Plan.

➤ Staff Memorandum

Senior Planner Daniel Fama presented General Plan workplan.

Senior Planner Fama outlined what General Plan items would impact Planners in their workplan.

Board Members stated that they would like that the Planning Division to continue to focus on Mills Act program.

3. **Board Member & Commissioner Code of Conduct Policy** *(Discussion only)*

Discussion on the City Council's Code of Conduct Policy for Board Members and Commissioners.

➤ Staff Memorandum

Senior Planner Fama presented staff memorandum on the Council approved Board Member & Commissioner Code of Conduct Policy.

Senior Planner Fama clarified that for Board Members that the newly adopted code of conduct policy is different than what the state required for ethics training.

### **STUDY SESSION**

4. **Required Certified Local Government (CLG) Training (Continued)**

[**NOTE:** In the event of technological difficulties, the Board may adjourn the Study Session meeting to the Doetsch Conference Room located opposite the City Council Chambers]

The Board and staff will conduct a training session (webinar), provided by the California Preservation Foundation, as required to maintain the City's CLG certification.

Training deferred until 6/28/23 Historic Preservation Board Meeting.

### **ADJOURNMENT**

Meeting adjourned at 5:40pm to the Historic Preservation Board meeting of **June 28, 2023**, at 5:00 PM, in the City Hall Council Chambers, 70 North First Street, Campbell, California and via telecommunication.

PREPARED BY: \_\_\_\_\_  
Ken Ramirez, Administrative Analyst

APPROVED: \_\_\_\_\_  
Todd Walter, Chair

ATTEST: \_\_\_\_\_  
Daniel Fama, Secretary