



**CITY OF CAMPBELL  
Planning Commission Minutes**

6:00 P.M.

TUESDAY

February 28, 2023  
PLANNING COMMISSION SPECIAL JOINT MEETING  
CITY HALL COUNCIL CHAMBERS

The Planning Commission and Historic Preservation Board special joint Study Session meeting on Tuesday February 28, 2023, was called to order at 6:00 p.m. in the Council Chambers of City Hall, 70 N. First Street, Campbell, CA, by Chair Ching and the following proceedings were had, to wit:

**ROLL CALL**

Commissioners Present: Chair: Adam Buchbinder  
Vice Chair: Alan Zisser  
Commissioner: Matt Kamkar  
Commissioner: Michael Krey  
Commissioner: Maggie Ostrowski  
Commissioner: Davis Fields  
Commissioner: Stuart Ching

Commissioners Absent: None

Board Members Present: Chair: Todd Walter  
Vice Chair: Susan Blake  
Board Member: Mike Foulkes  
Board Member: Laura Moore  
Board Member: Rob Corteway

Board Members Absent: None

Staff Present:  
Director: Rob Eastwood  
City Attorney: Bill Seligmann  
Senior Planner: Daniel Fama  
Admin Analyst: Ken Ramirez

## **PUBLIC COMMENT**

Chair Buchbinder opened for public comment

Hearing none, Chair Buchbinder closed public comment.

Chair Buchbinder read Agenda Item No. 1 into the record as follows:

## **STUDY SESSION**

1. PLN-2022-117 Study Session to review Historic Preservation Board recommendations on the Historic Preservation Ordinance Update (CDD FY23 Work Plan), inclusive of (1) Creation of Penalty Provisions to Discourage Unpermitted Alterations and Demolitions of Historic Structures, (2) Clarification of Permitting Requirements for Historic Properties, and (3) Establishment of a New Mills Act Program. *Project Planner: Daniel Fama, Senior Planner.*

Senior Planner Fama presented report on the Historic Preservation Ordinance Update where the following Historic Preservation Board recommendations were noted;

**Penalties:** Forced Reconstruction/Restoration, Monetary Penalties, Development Limitation

**Permitting:** Multi-tier approach where an advisory body and decision-making body would review permits based on permit tiers.

**Mills Act:** Eligibility, Number of Contracts, Contract duration, and Qualifying improvements.

Senior Planner informed Planning Commission that the April 4, 2023 City Council meeting would confirm direction and authorization preparation of formal ordinance.

Historic Preservation Board members commented on the extent of the Mills Act subcommittee's research; the strong desire from public members to apply for the Mills Act program; the extensive benefits of being in the program, the contract amount limitations; staffing limitations if program were to be expanded.

Planning Commission inquired about how contract application limit was decided. Recommended increasing Mills Act program applications. In favor of streamlining program.

Historic Preservation Board Members and Planning Commissioners discussed the significant penalties to the properties.

Planning Commission asked about the penalty enforcement mechanism and where funds gathered fees would go.

Historic Preservation Board members emphasized the penalties were intended to serve as an incentive for people to preserve the properties so that they remain on the Historic Resource Inventory list and possibly add more home to the HRI list. If fees were to be collected, they would go into a special fund where City Council would decide how to best make use of funds.

Planning Commissioners asked about public outreach and what has been done to inform owners about the benefits of the Mills Acts. Also, all HRI property owners have been notified of all meetings.

Historic Preservation Board members stated that outreach included connecting with realtor agencies but would like to continue doing outreach again.

Planning Commission appreciated the efforts of the Historic Preservation Board and recommended putting something on the titles of the homes so that homeowners know that they own a historic property. Noted that, like the Bolt and Brace program, outreach can be difficult but the benefits of the program are important and helpful. Believe the importance of the fees are intended to be incentive but noted that some people may not be able to keep up with the maintenance of having an older home. Also, recommended looking at other qualifying expenses outside of structural integrity, like electrical issues, but acknowledged the Historic Preservation Board's focus of the exterior of structures and their attempt to incorporate flexibility within the program.

## **ADJOURNMENT**

The Special joint Study Session Planning Commission and Historic Preservation Board meeting adjourned at 8:00p.m. to the next Regular Planning Commission Meeting on **Tuesday, February 28, 2023**, at City Hall, Council Chambers, 70 N. First Street, Campbell, CA.

SUBMITTED BY: *Ken Ramirez*  
Ken Ramirez, Administrative Analyst

APPROVED BY: *(Signature)*  
Adam Buchbinder, Chair

ATTEST: *Rob Eastwood*  
Rob Eastwood, Secretary












# 2-28-23 Special Joint meeting minutes

Final Audit Report

2023-04-17

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