



NOTICE AND AGENDA

SUNNYVALE HERITAGE PRESERVATION COMMISSION AUGUST 4, 2010 LOBBY CONFERENCE ROOM

CALL TO ORDER/SALUTE TO THE FLAG

ROLL CALL

SCHEDULED PRESENTATION

PUBLIC ANNOUNCEMENTS

(Speakers are limited to 3 minutes for announcements of related board/commission events, programs, resignations, recognitions, acknowledgments)

CONSENT CALENDAR

1.A. Approval of July 7, 2010 Draft Minutes

PUBLIC COMMENTS

This category is limited to 15 minutes, with a maximum of three minutes per speaker. If you wish to address the board or commission, please complete a speaker card and give it to the Recording Secretary or you may orally make a request to speak. If your subject is not on the agenda, you will be recognized at this time; but the Brown Act (Open Meeting Law) does not allow action by board or commission members. If you wish to speak to a subject listed on the agenda, you will be recognized at the time the item is being considered by the board or commission.

PUBLIC HEARINGS/GENERAL BUSINESS

- A. Selection of Chair and Vice Chair
- B. General Plan Advisory Committee Meeting Update

NON-AGENDA ITEMS AND COMMENTS

- BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS (Examples include):
 - Public communications received that the member wants to comment on
 - Staff communications received that the member wants to comment on
 - Other comments, announcements
- STAFF ORAL COMMENTS (This would apply to Director's comments as well as other staff. This is for information being provided by staff orally and is separate from the Information Only Items category, which is in written form. The items below are being provided as examples only, they should not appear on the agenda)

Report on City Council Meetings (***This oral reporting is only if this information is not reflected anywhere else as part of this agenda, such as your written staff report under "Information Only Items"***)
Public Communications Received (**)
Follow up items (**)
Next scheduled meeting, cancelled meetings (if any), Study Sessions/Joint Meetings
Announcements, other comments

INFORMATION ONLY ITEMS (This is for information items that normally would not require oral presentation by staff. If you have items under this category, no numbering is required).

Staff Liaison Written Report dated XX
Other informational written communication from staff for Board/Commission dated XX (i.e. memos)

ADJOURNMENT

Notice to the Public:

Any agenda related writings or documents distributed to members of the Heritage Preservation Commission regarding any open session item on this agenda will be made available for public inspection in the Community Development Department located at 456 West Olive Avenue, Sunnyvale, CA. during normal business hours and in the Lobby Conference Room on the evening of the heritage Preservation Commission meeting, pursuant to Government Code §54957.5.

Agenda information is available by contacting the Planning Division at (408) 730-7440. Agendas and associated reports are also available on the City's web site at <http://www.ci.sunnyvale.ca.us> or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting.

All Boards and Commissions:

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the Planning Division at (408) 730-7440. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CRF 35.104 ADA Title II)

GUIDELINES FOR ADDRESSING THE BOARD OR COMMISSION

Public Announcements – Beginning of Meeting

- 3 minutes or less per speaker.
- Speakers are requested to give their name (address is optional).
- Recognition of a special achievement.
- Announcement of public event with definite time and date.
- Public events that are of board/commission interest that occur in the City annually. (Only announce one time for the year).

Public Hearings – Order of Hearing as Follows:

- Opening remarks by the applicant (if applicable).
- Speakers are requested to give their name (address is optional).
- Anyone interested in addressing the Council (may only speak one time).
- Closing remarks by the applicant (if applicable).
- Time limit of 3 minutes per person (to be extended at discretion of Chair). Please make comments brief and be prepared to provide new input.

Public Comments

- Any item relevant to the Board and/or Commission
- Speakers are requested to give their name (address is optional).
- Speakers are to turn in a Speaker Card to the Recording Secretary.
- Items not on the agenda.
- Items that do not fall within the scope of the Public Announcement section.
- Time limit of 3 minutes, 15 minutes total for this category (to be extended or continued to end of Board/Commission business, at the discretion of the Chair). Limit to one appearance during this section.

Planning to present materials to the board/commission?

If you wish to provide the board/commission with copies of your presentation materials, please provide sufficient copies for each member, the recording secretary, and other staff present.