NOTICE AND AGENDA

SUNNYVALE HERITAGE PRESERVATION COMMISSION
Wednesday, January 11, 2012 at 7:00 P.M.
Lobby Conference Room, Sunnyvale City Hall
456 West Olive Avenue, Sunnyvale 94086

CALL TO ORDER/SALUTE TO THE FLAG

ROLL CALL

SCHEDULED PRESENTATION
None

PUBLIC ANNOUNCEMENTS

CONSENT CALENDAR
1. Approval of Draft Minutes of November 2, 2011

PUBLIC COMMENTS

PUBLIC HEARINGS/GENERAL BUSINESS
2. Welcome new Commissioner Mouritsen
3. Review of Code of Ethics
4. Approval of Final 2012 Work Plan

NON-AGENDA ITEMS AND COMMENTS

● BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS
● STAFF ORAL COMMENTS

INFORMATION ONLY ITEMS

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 W. Olive Ave., 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.
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.