

July 30, 2003

Dear Property Owner:

You recently received a notice of the August 6<sup>th</sup> Historic Landmarks Commission meeting where consideration will be given to adding properties, identified as historic by the East Downtown Frame Historic Resources Survey, to the Historic Resources Inventory. The meeting will be held at 6:00 p.m. in City Hall Room 205, Council Chambers. The neighborhood has been notified of the scheduled hearing and you are invited to attend and to comment on the proposal. This letter is intended to give you additional background on the Survey and what the inclusion of your building in the City of San Jose Historic Resources Inventory means to you.

***East Downtown Frame Historic Resources Survey Background***

In 1998 City Council directed Planning staff to conduct historic resource surveys in the downtown to ensure the careful consideration of historic resources in land use and development planning. A qualified consultant team under the direction of City staff completed a survey of the East Downtown Frame Area in late 2002. Both the Historic Landmarks Commission and the City Council reviewed and accepted the Survey.

***The Addition of Historic Resources to the Inventory***

The survey team found that 215 properties appear to qualify for the Historic Resources Inventory, 34 of which appear to be individually eligible as Candidate City Landmarks and 65 of which appear to be contributors to a potential district. As a result of the Survey the Historic Landmarks Commission will consider the addition of these 215 properties to the Historic Resources Inventory over the next year or so. In order to provide information to property owners and the neighborhood associations about this process, Planning Staff is proposing to bring qualifying properties to the Historic Landmarks Commission for consideration in geographic groups of 20 to 25 properties. Your property has been included in the current group.

***Candidate City Landmark Status***

Your property also qualifies at a higher threshold as a Candidate City Landmark. While the City is not initiating landmark designation at this time, landmark designation for Candidate City Landmarks and a historic district within the Survey Area is anticipated in the next year or two. Public noticing and outreach will occur in advance of any designation process.


***Information***

I have enclosed the following:

- a list of Frequently Asked Questions about Historic Resources
- informational brochures on Historic Preservation, the Historic Resources Inventory, the Historic Building Code and City Landmark Designation
- the Building Evaluation or State of California Department of Parks and Recreation Form (DPR)
- a location map

More information is available on the Department of Planning, Building and Code Enforcement web site at: <http://www.ci.san-jose.ca.us/planning/sjplan/index.htm> (click on Historic Preservation). The week prior to the meeting you will be able to review the Commission agenda and staff reports on the web site as well. Please feel free to contact me or project manager Sally Notthoff Zarnowitz at (408) 277-4576 with questions. You can also contact one of us by e-mail at [courtney.damkroger@ci.sj.ca.us](mailto:courtney.damkroger@ci.sj.ca.us) or [sally.n.zarnowitz@ci.sj.ca.us](mailto:sally.n.zarnowitz@ci.sj.ca.us)

Sincerely,



Courtney Damkroger  
Historic Preservation Officer

Enc: Map  
Brochures  
DPR  
FAQ