

**Historical Buildings and Sites Commission
MEETING MINUTES
August 11, 2022
5:15 pm Council Chambers**

COMMISSIONERS:

Ward Warren (Chair)
Arden McConnell
Shirley Holzinger
Nathan Miller
Sandra Crowder
Cynthia Charat
Vacant

STAFF/LIAISON MEMBERS:

Bradley Clark – Director Community Development
Jason Maki – Associate Planner

COUNCIL LIAISON:

Joel King (absent)

GUESTS:

Jenna Wiltrout

1. **Roll Call** – Chair Warren called the meeting to order at 5:18 pm.
2. **Introductions:** None.
3. **Public Comment:** None
4. **Approval of Minutes:**

- a. Meeting Minutes – June 16, 2022

MOTION

Vice Chair McConnell moved, and Commissioner Holzinger seconded the motion to approve the June 16, 2022, meeting minutes as presented. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McConnell, Commissioners Charat, Holzinger, and Crowder. “NAYS”: None. Abstain: Commissioner Miller. Absent: None. The motion passed.

- b. Meeting Minutes – July 21, 2022

MOTION

Chair Warren moved, and Commissioner Charat seconded the motion to approve the July 21, 2022, meeting minutes as amended. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McConnell, Commissioners Charat, Holzinger, and Miller. “NAYS”: None. Abstain: Commissioner Crowder. Absent: None. The motion passed.

5. **Action Items:**

- a. New Commission Member Application Review and Recommendation

MOTION

Vice Chair McConnell moved, and Chair Warren seconded the motion to approve Kathy Ford-Johnson’s application as a new Commission member and adding her to Historic Building and Sites Commission. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McConnell, Commissioners Charat, Holzinger, Miller, and Crowder. “NAYS”: None.

**Abstain: None. Absent: None.
The motion passed.**

- b. Reconfiguration of G Street Discussion and Possible Action
 - i. The discussion was a follow up to a previous discussion and is an update to the progress of the Central Business District Revitalization Taskforce.
 - ii. There has been an ongoing discussion proposing the reconfiguration of G Street from a one-way to a two-way.
 - iii. HBSC members have serious concerns with the idea to reconfigure G street, including the negative impacts changes to G Street would have on downtown business.
 - iv. The Commission formalized their City Council recommendation not to reconfigure G Street below:

MOTION

**Vice Chair McConnell moved, and Commissioner Crowder seconded the motion to recommend preserving the integrity of the very successful Historic District, and to not recommend moving forward with the proposed G Street reconfiguration project. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McConnell, Commissioners Charat, Holzinger, and Crowder. “NAYS”: Commissioner Miller. Abstain: None. Absent: None.
The motion passed.**

- c. History Project Discussion and Possible Action
 - i. Guest, Jenna Wiltrout, provided more information to the Commission about her Grants Pass history project proposal.
 - ii. Chair Warren offered to help Jenna approach local businesses as a way to develop funding for the project.
 - iii. The Commission supports the project concept.

6. Matters from Commission Members and Staff

- a. Wireless Antennas Presentation
 - i. Staff presented the details of a recent Ordinance passed by Council which created new policies and procedures for installation of wireless antenna facilities in the City of Grants Pass which may include the Historic District.
 - ii. There are specific policies and procedures for the installation of wireless antenna facilities in the Historic District, which does require review by the HBSC.
- b. Historic District Banner Discussion
 - i. Staff presented some rough costs for Banners. A single banner, printed with attachment hardware cost approximately \$125-175.
 - ii. Staff will do a count of existing light poles in the Historic District.
- c. Article 13 Development Code Amendment Draft
 - i. Staff presented draft Development Code amendment language addressing the desire of the Commission to streamline local landmark approvals.
- d. Museum Discussion
 - i. Due to time constraints the History Museum Discussion has been moved to the September agenda.

7. Future Agenda Building for Next Meeting:

- a. Continue Historic District Banner Discussion
- b. Museum Discussion

8. Adjourn: before 7:16 pm

Next Meeting: September 8, 2022

Summary minutes prepared by Jason Maki, Associate Planner, Grants Pass Community Development.