

Historical Buildings and Sites Commission
MEETING MINUTES
February 11, 2021
5:15 pm Council Chambers

COMMISSIONERS:

Ward Warren (Chair)
Arden McConnell (Vice Chair)
Virginia Ford
Shirley Holzinger
Bill Richardson
Nathan Miller
Sandra Crowder

STAFF/LIAISON MEMBERS:

Bradley Clark – Director Community Development -
Absent
Donna Rupp – Associate Planner
Ryan Nolan – Contract Planner

STAFF/LIAISON MEMBERS:

Joel King

GUESTS: None

1. **Roll Call** – Chair Warren called the meeting to order at 5:15 pm. Nathan Miller and Bradley Clark absent.
2. **Introductions**
3. **Public Comment:** None.
4. **Approval of December Minutes:**

The year in the title was entered as 2021 instead of 2020. Correction noted. Page 4, item “e”, insert that it is the HBSC Commissioners, to clarify that it is not the County Commissioners in support of the idea.

MOTION

Commissioner McConnell moved, and Commissioner Ford seconded the motion to approve the December 10, 2020 minutes, as amended. The vote resulted as follows: “AYES”: Chair Warren, Commissioners Ford, McConnell, Richardson and Holzinger. “NAYS”: None. Abstain: None. Absent: Commission Miller. The motion passed.

5. Action Items:

- a. Findings of Fact for Local Landmark - Grants Pass Pharmacy 303-00108-20
- b. Findings of Fact for Local Landmark – Croxton Memorial Park 303-00109-20
- c. Findings of Fact for Local Landmark – Redwood Empire Sign 303-00110-20

MOTION

Chair Warren moved, and Commissioner McConnell seconded the motion to approve the Findings of Fact Local Landmarks – Grants Pass Pharmacy, Croxton Park and Redwood Empire Sign. The vote resulted as follows: “AYES”: Chair Warren, Commissioners Ford, McConnell, Richardson and Holzinger. “NAYS”: None. Abstain: None. Absent: Commission Miller. The motion passed.

Chair Warren will follow up with his contact at ODOT regarding getting a signature on an application to make the Caveman Bridge a Local Landmark.

d. Vote for new Vice Chair

Chair Warren said that Nathan Miller offered to be Vice Chair if no other Commissioners were interested. Commissioner Ford said that she wanted to nominate Commissioner McConnell because she is very knowledgeable of the requirements and necessary procedures for this position, and I know will follow through as vice chair and do an excellent and outstanding job.

MOTION

Commissioner Ford moved, and Chair Warren seconded the motion to nominate Commission McConnell for Vice Chair. The vote resulted as follows: “AYES”: Chair Warren, Commissioners Ford, McConnell, Richardson and Holzinger. “NAYS”: None. Abstain: None. Absent: Commission Miller.

The motion passed.

6. Matters from Commission Members and Staff:

- a. Local Landmark Invite – draft letter inviting property owners to participate. Discussion about drafts presented. HBSC Commissioners agreed that they preferred the shorter version.

MOTION

Commissioner Holzinger moved, and Commissioner Richardson seconded the motion to use the shorter version of a letter inviting property owners to participate in being designated as a local landmark. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McConnell, Commissioners Ford, Richardson and Holzinger. “NAYS”: None. Abstain: None. Absent: Commission Miller.

The motion passed.

- b. Conservation District Overlay – Discussion of overlay to protect character of neighborhoods in discussed area. The idea is rather than building a structure that is totally out of character with the entire neighborhoods, that they would have some guidelines that staff would be able to give them. They could choose from a variety of designs that they would see right there at the Planning Department counter. Chair Warren suggested the following styles:

- Tudor
- Victorian
- American Colonial
- Art Deco
- Craftsman
- California Spanish Stucco
- Mid-Century Modern
- 1940's Bungalow (added by staff)

Work needs to be done to define each style in a clear and objective way, with photos.

The language for the design overlay needs to address the situation where the existing home doesn't fit within the finalized categories, the addition will reflect the existing house through size, scale, number of windows, etc.

It would be important to consider allowing maintenance and updates of existing more modern homes without fully converting a home to a historic style. New construction or remodeling of existing houses should be consistent with the existing style.

Ryan mentioned that he can get copies of guidelines from Bend and Jacksonville for the HBSC to review.

- c. Plaques for Local Landmarks - Donna will bring list of those already installed to discuss future possibilities.
- d. County Courthouse – No updates.
- e. L Street Forest Service Compound (National Registry Property) – Brad not present so no updates.
- f. OTHER NOT ON AGENDA
 - Patio at Climate City – in response to a citizen inquiry, Chair asked if permits were obtained and mentioned that no HBSC review was involved.
 - Pre-App received for I street Property – convert garage to a café.
 - Sandi still needs to be sworn in.
 - Joel is working with Tree Committee on Heritage trees and would appreciate any feedback from HBSC. Commissioner McConnell mentioned that her father and uncle planted some redwoods about 100 years ago on Bridge Street.

7. Future Agenda Building for Next Meeting:

- a. Conservation District Design Overlay
- b. New Plaques for Local Landmarks
- c. Riverside Park
- d. Plaques – List of existing
- e. County Courthouse
- f. L Street Forest Service Compound (National Registry Property)
- g. Climate City Patio

8. Adjourn: 6:30 pm

Next Meeting: March 11, 2021

Summary minutes prepared by Donna Rupp, Associate Planner, Grants Pass Community Development.