

Historical Buildings and Sites Commission
MEETING MINUTES
March 10, 2022
5:15 pm Council Chambers

COMMISSIONERS:

Ward Warren (Chair)
Arden McConnell (Vice Chair)
Virginia Ford
Shirley Holzinger
Nathan Miller
Sandra Crowder (absent)
Cynthia Charat

STAFF/LIAISON MEMBERS:

Bradley Clark – Director Community Development
Jason Maki – Associate Planner

COUNCIL LIAISON:

Joel King

GUESTS:

1. **Roll Call** – Chair Warren called the meeting to order at 5:17 pm.
2. **Introductions:** None.
3. **Public Comment:** None.
4. **Approval of Minutes:**

a. February 10, 2022:

MOTION

**Vice Chair McConnell moved, and Commissioner Ford seconded the motion to approve the February 10, 2022 minutes as amended. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McConnell, Commissioners Ford, Miller, Holzinger, and Charat.
“NAYS”: None. Abstain: None. Absent: Crowder.
The motion passed.**

5. Action Items:

- a. Draft Local Landmark Development Code Text Amendment
 - a. The idea of the Local Landmark Development Code Text Amendment is to look at the list of National Register of Historic Places properties and to fast track them into becoming designated as Local Historic Landmarks.
 - b. Community Development Director, Bradley Clark, presented findings of a memo which was attached to the packet. The memo gave background into the impacts of a development code amendment.
 - c. Staff suggested there may be an opportunity to update our historical sites inventory.
 - d. 9 properties are listed on the National Register of Historic Places that are not designated as Local Historic Landmarks.
 - e. Discussion by Commission members led to consensus and agreement that properties already listed on the National Register of Historic Places should have an expedited process for being designated as Local Historic Landmarks.
- b. Riverside Park Signage
 - a. Staff Member Jason Maki presented a PowerPoint presentation of the current status of signage at Riverside Park.

- b. There is a desire by the Commission to have a uniform theme to the signage at Riverside Park.
 - c. Staff gave an update on changes that have already been made at the park.
 - d. Staff clarified there is not currently a plan for the 7th street sign to be replaced.
 - e. Staff and the Commission discussed the possible opportunity to pursue grant funding to support a signage project.
 - f. Commissioner McConnell mentioned that a new sign should be placed at the SE Vista Drive entrance to the park.
- c. Discussion and possible action: NW Conservation District
- a. Purpose of the NW Conservation District is to protect the historic integrity of northwest neighborhoods.
 - b. Oregon State Statute requires that residential development standards imposed by a local municipality must be clear, objective, and measurable.
 - c. Commissioner Miller called out the need for a Development Code amendment and asked if the draft language would be included by a consultant.
 - d. The Commission was in support of moving forward in working with a consultant to develop the clear, objective, and measurable standards, as well as, creating draft Development Code amendment language.
 - e. Commissioner Ford expressed delight in the reconstruction of a Tudor style home on Lawnridge and Midland. The home had previously been damaged by fire.

6. Matters from Commission Members and Staff:

- a. New Local Landmark Applications
 - i. A recent article in the Grants Pass Daily Courier was included in the packet
 - ii. Staff informed the Commission that the Caveman Bowl Local landmark application has not been signed by all owners, and that the application is currently on hold.
- b. Historic District Map
 - i. Staff received an informal estimate for printing maps which is about one dollar a sheet.
 - ii. The Commission gave staff direction to get a more formal estimate with different print quantities (1000, 2000, and 4000)
- c. Local Landmark Invite Letter
 - i. The Commission agreed to delete the reference to navigating the website since the search functionality on the City website has been improved.
- d. Redwood Empire Sign
 - i. Commissioner Ford inquired about the status of the bollards, which were previously proposed. Staff agreed to update the Commission when an update was available.

7. Future Agenda Building for Next Meeting:

- a. Discussion took place regarding the fact the mask mandate is ending and that the next meeting can be attended without masks.
- b. There was a technical issue with the recording and the last 10 mins of the meeting was not recorded.

8. Adjourn: 6:26 pm

Next Meeting: April 14, 2022

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