



HPAC Committee Minutes

January 8, 2025

4:00PM – 6:00PM

Community Development/Engineering Services Building – 51 Winburn Way

4:00PM CALL TO ORDER

Scharen called the meeting to order at 4:00PM

Commissioners Present:	Council Liaison:
Whitford	Jeff Dahle - ABSENT
Scharen	Planning Commission Liaison:
Brouillard	Lisa Verner
Bonetti	Staff Present:
Emery	Derek Severson; Planning Manager
	Regan Trapp; Admin Support
Committee members absent:	Repp
	Shostrom
	Skibby

Special Guest: John Maher has applied for both Planning Commission and HPAC. He was present for the meeting to observe only.

READING OF LAND ACKNOWLEDGEMENT

Land Acknowledgement was read by Scharen.

"We acknowledge and honor the aboriginal people on whose ancestral homelands we live, —the Ikirakutsum Band of the Shasta Nation, including the original past indigenous inhabitants, as well as the diverse Native communities who make their home here today. We also recognize and acknowledge the Shasta village of K'wakhakha — "Where the Crow lights"—that is now the Ashland City Plaza."

(4:05) APPROVAL OF AGENDA (5 min)

- Committee suggested amendments to Agenda.

(4:10) APPROVAL OF MINUTES (5 min)

- Historic Committee meeting of December 4, 2025

Whitford/Brouillard m/s to approve the amendments made by Verner to the minutes of December 4, 2024. ALL AYES. Motion passed.



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Suggested amendments to be added:

Lisa Verner to be added to the list of attendees on the minutes.

Description stating that Lisa Verner is the Planning Commission Liaison to be added to the contact list for the Committee.

(4:15) PUBLIC FORUM (15 min)

There was no one in the audience wishing to speak.

(4:30) LIAISON REPORTS (5 min)

Councilor Dahle was absent, so no Liaison report was given.

Severson gave the staff report. Items discussed were:

- Committee concerns over why City Hall isn't open to the public.
- Council will revisit Climate Friendly Areas to include the Downtown District in February.
- Croman Mill applicants have met with City staff regularly regarding their application and will submit new material within the next year.
- There will be a presentation regarding Accessory Residential Units on March 15th from 11-4 at the Civic Center in Phoenix.

(4:55) DISCUSSION ITEMS (10 min)

A. Review Board Assignments February

B. Discussion of the Preservation Plan with updates added by Severson.

Updates to Preservation plan discussion included the following:

- Purpose
- Page 6 - OSF
- Page 8
- Survey question section -tabled until February or March 2025
- "Changes to Code Revisions" section – Is there specific language we want to develop in regard to this?
- Bottom of page 23 – Some of our standards contradict the Secretary of State's standards.
- Page 29 – Enabling language is being updated for each Committee. These will be updated as the year progresses.
- Page 33 – Economic incentives

The Committee discussed the following topics for update and review:

- ARU review (Regulatory) – Education and outreach regarding approved ARU plans that are under review from the city. This



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group has a good range of expertise to add some clarification and education for homeowners regarding building in the Historic Districts.

- Senate Bill 1537 – Exemption from City Standards by virtue of housing needs. There has been no guidance from the State on regulation of this.

Chair Scharen suggested that when the Community Center opens in the Spring that we celebrate it's opening along with Historic Preservation Month. The following ideas were discussed with the highlighted ones being the popular choice to move forward with.

- a. Scharen's idea for the upcoming Historic Preservation Week:
 - i. **Open the Community Center for HPW, offering a few workshops, tours and use the space for the Preservation Awards.**
 - ii. Short talk on historic house ID's
 - iii. Talks on history
 - iv. Walks and tours – Self guided and tours
 - v. Yard signs placed on historic homes for identification.
 - vi. Roaring 20's Theme for Historic Preservation Week
 - vii. **Terry Skibby story map – Walking tour**
- b. A Subcommittee will be formed in February regarding the activities of Historic Preservation Month. Bonetti and Scharen expressed interest in moving forward with planning the activities.

ADJOURNMENT

Next meeting is scheduled for February 5, 2025, at 6:00pm at, 51 Winburn Way

There being no other items to discuss, the meeting adjourned at 5:24 pm

Respectfully submitted by Regan Trapp