



# HPAC Committee Minutes DRAFT

April 2, 2025

## **CALL TO ORDER**

Chair Scharen called the meeting to order at 4:09 p.m. In attendance were Chair Shelby Scharen, Bill Emery, Sam Whitford, Mark Brouillard, Katy Repp, and Eric Bonetti. Also, in attendance were, Planning Commission Liaison Lisa Verner (attending via Zoom), Social Equity & Racial Justice Advisory Committee (SERJAC) member Victoria Sage (attending via Zoom) and Community Development Staff Liaison Derek Severson. Committee member Terry Skibby and City Council Liaison Jeff Dahle were absent.

## **READING OF LAND ACKNOWLEDGEMENT**

Chair Scharen read the land acknowledgement.

## **APPROVAL OF AGENDA**

Given that the applicant for the land use item at 80 Hargadine was present, HPAC members opted to move this item forward on the agenda so the applicant would not be required to wait through the full agenda.

## **APPROVAL OF MINUTES**

**Whitford/Repp m/s to approve the minutes of March 5, 2025 as presented. Voice vote: All AYES. Motion Passed.**

## **PUBLIC FORUM**

*There was no one present wishing to speak.*

## **PLANNING ACTION REVIEW**

**PLANNING ACTION:** PA-T1-2025-00263

**SUBJECT PROPERTY:** 80 Hargadine Street

**OWNER / APPLICANT:** Gary Caperna, Architect LLC for Bryan Cope

**DESCRIPTION:** A request for Conditional Use Permit (CUP) to allow an expansion to the existing garage and the attached roof-deck. The existing garage and attached deck are legal non-conforming structures due to the encroachment into the required front yard setback. There is currently a 0-foot setback with possible encroachment into the public right of way for the structures. The Land Use Ordinance allows for the expansion of a non-conforming structure through a CUP permit.

**COMPREHENSIVE PLAN DESIGNATION:** Multi-Family Residential; **ZONING:** R-2;

**ASSESSOR'S MAP:** 39 1E 09BC; **TAX LOT #:** 4900

Severson provided a brief explanation of the project, and applicant Bryan Cope spoke briefly in support of his request. There was brief discussion of how best to address the garage door – either as presented in historic photos or as currently exists, with a row of windows to provide some light into the garage.



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Whitford/Repp m/s to approve the proposal as presented. Discussion: It was agreed that doors to match the existing (with windows) or to match the historic treatment in the photos presented were equally acceptable. Voice vote: All AYES. Motion passed.

## LIASON REPORTS

Council Liaison Jeff Dahle was absent.

Community Development Staff Liaison/Planning Manager Derek Severson provided a brief report noting that the budget process for the coming biennium was getting underway, and that the city was looking at an approximately 15 percent increase in personnel costs while property tax revenues are capped and transient occupancy tax receipts are down. He indicated that at this stage in the process, all city departments were looking at about a five percent cut to last year's budgets. He also noted that the Southern Oregon University Masterplan update would be moving forward in the near term.

Victoria Sage provided a quick check-in on behalf of SERJAC.

## DISCUSSION ITEMS

### **Review Board**

Members volunteered for timeslots to cover May 2025 Review Board as follows:

<u>DATE</u>	<u>COMMITTEE MEMBERS ATTENDING</u>		
May 8th	Brouillard	Emery	
May 22nd	Scharen	Whitford	Repp

Severson noted that there were no items for the Review Board on April 3<sup>rd</sup>.

### Historic Preservation Week

#### **Awards**

Severson presented a slideshow of potential award winner photographs. Winners were selected and write-up assignments made as follows:

<u>ADDRESS</u>	<u>NOMINEE, CATEGORY &amp; WRITE-UP</u>		
599 E. Main St.	Gil Livni	Commercial	Brouillard
153-155 Alida St.	Derek Sherrell	Compatible New Construction	Whitford
104 S. First St.	Erickson	Residential Remodel	Emery





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<b>51 Winburn Way Alice Peil Stairs</b>	City/Jason Strait	Civic	Bonetti
<b>Near 5 N. Main St.</b>	Walking Upstream, by Glory Nylander	Public Art/Artist	<i>(Severson to provide original PAAC write-up)</i>
<b>Photo Contest</b>	TBD	TBD	Repp

Severson noted that write-ups need to be returned to staff for inclusion in the brochures no later than April 28<sup>th</sup>.

### Historic Preservation Week Activities

Subcommittee members Scharen, Repp & Bonetti discussed the events schedule for the week:

1. **WalkAshland Railroad District Walking Tour** *(May 13<sup>th</sup>, 1:00-3:30 p.m.)*

Brouillard indicated that he would attend this event.

2. **“Meet the Ghosts” in Ashland Cemetery** *(May 14<sup>th</sup>, 2:00-4:00 p.m.)*

*Repp noted that she was organizing this and had a number of volunteer ghosts and a number of scripts for “residents” of the cemetery. She noted that she could use additional volunteer ghosts, particularly male ghosts. She explained she was working with George Kramer, the Southern Oregon Historical Society and Peter Finkle of Walk Ashland.*

*Bonetti and Repp indicated that they would be present, and Brouillard indicated he may be able to attend.*

3. **Photo Contest Booth on the Plaza** *(May 15<sup>th</sup>, 3:00-5:00 p.m.)*

Repp noted that she would bring a tent, table and whatever means was necessary to display photos to select winners. Repp noted that she would be out for the May 7<sup>th</sup> meeting but would get photo contest submissions to staff by May 6<sup>th</sup> for discussion at the meeting. There was discussion of the need to determine prizes, beyond recognition and an award, for the photo contest winner. *It was noted that this coincided with a sidewalk sale in the downtown.*

Scharen, Brouillard, Repp and Emery indicated that they would be present for this event.

Severson noted that a self-guided tour of the Mountainview Cemetery’s historic mausoleum was a regular event each year and could be added to





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the schedule on Friday.

### 4. **Awards Ceremony & Pioneer Hall Fest (?)** (May 17<sup>th</sup>, 2:00-4:00 p.m.)

*It was noted that this would include awards for the projects selected as well as the photo award winner. Severson indicated that he would extend an invitation to the Mayor as has been the tradition. Brouillard, Scharen, Whitford and Emery indicated that they would be in attendance.*

## II. **ADJOURNMENT**

The meeting was adjourned at 5:25 p.m.

Next Meeting is May 7<sup>th</sup> at 4:00 p.m.