



HPAC Committee Agenda

Note: Anyone wishing to speak at any HPAC meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair. **Times noted for each item are approximate...**

December 3, 2025

AGENDA

(4:00) CALL TO ORDER: Meeting held in person & via Zoom at:

<https://zoom.us/j/99833300962?pwd=ZSe7XSC5iwmGvH65T6EaikrRhaBf5F.1>

[Meeting ID: 998 3330 0962/Passcode: 195976]

READING OF LAND ACKNOWLEDGEMENT

"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."

- I. (4:05) APPROVAL OF AGENDA
- II. (4:10) APPROVAL OF MINUTES
Minutes of October 8, 2025
- III. (4:15) PUBLIC FORUM
- IV. (4:30) LIASON REPORTS
Council Liaison - Jeff Dahle
Staff Liaison - Derek Severson
- V. (4:45) DISCUSSION ITEMS
 - A. 2025 Accomplishments/2026 Workplan
 - B. Review Board Assignments - December 2025/January 2026
- VI. (5:30) ADJOURNMENT



HPAC Committee Minutes DRAFT

Note: Anyone who wishes to speak at any HPAC meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair. **Times noted for each item are approximate..**

October 8, 2025

Minutes

CALL TO ORDER: Chair Scharen called the meeting to order at 4:00 p.m. Scharen, Whitford, Emery, Prest and Delaunay were present in person. Repp and Skibby were absent.

READING OF LAND ACKNOWLEDGEMENT

Scharen read the land acknowledgement.

APPROVAL OF AGENDA

It was agreed that discussion of the Butler Perozzi Fountain Revisions would be heard before other business given that Mike Gardiner and Dale Shostrom were present via Zoom to discuss the matter.

APPROVAL OF MINUTES

Whitford/Emery m/s to approve the minutes of August 6, 2025, as presented. Voice vote: All AYES.
Motion passed.

PUBLIC FORUM

There was no one in the audience wishing to speak.

DISCUSSION ITEMS

Butler Perozzi Fountain Revisions (Mike Gardiner and Dale Shostrom) – Gardiner and Shostrom generally summarized the status of the fountain restoration project, explaining that in moving ahead with the project it has been determined that the fountain's condition has deteriorated to the point that restoration is not feasible, and they are looking at fully reconstructing the fountain and creating an interpretive display with stories and photos explaining the fountain's history from 1915-2026. George Kramer has prepared and submitted an application to SHPO. HPAC members noted that they had met with Parks staff and Parks Foundation members on site at the fountain early on in the process and expressed concerns with the condition of the fountain and the feasibility of restoration. There are five or six elements of different kinds of marble; only one, the pedestal is original, and it is not suited for outdoor use. All have deteriorated, and the replacement will be a perfect replica of the original. The project will include the fountain as well as walls, lightposts, stairs, etc., and the goal is to complete the replacement using the funds already raised. It is anticipated that construction could begin in spring or early summer of 2026. In light of the findings, HPAC members generally concurred that reconstruction with an interpretive display was the only appropriate path.



HPAC Committee Minutes DRAFT

HPAC members discussed whether changes were necessary to distinguish new from historic and avoid giving a false sense of history, noting that while the Secretary of the Interior's standards have always sought a clear distinction, in Ashland the approach has been to seek a closer match between new and old. HPAC members generally indicated that they believed it was important to match the historic whether restoring or reconstructing, noting that new material provided sufficient distinction.

Gardiner clarified that the Ashland Parks Foundation will serve as the client for this project, will inform donors and the citizenry at large of the direction the project is taking, will seek to use local artisans and contractors, and emphasized that public funds will not be used.

Whitford/Prest m/s to approve the revisions described. Voice vote: All AYES.

LIASON REPORTS

Council Liaison Jeff Dahle was absent so no report was given.

Community Development Staff Liaison Derek Severson provided a brief staff update.

SERJAC Liaison Victoria Sage was absent so no report was given.

Review Board Assignments – Members volunteered for Review Board assignments in October and November.

Workplan Discussion – Severson provided a brief introduction and summarized the staff memo in the packet, noting:

- **Preservation Plan** – In recent years, the workplan has included an aspirational item to update the adopted Preservation Plan, which was prepared more than a decade ago by a grant-funded consultant. In recent workplans, this was to be a back-burner item as time allowed between other projects and priorities. Given that staff time and resources available to HPAC are limited, there has been some difficulty achieving quorums, and there hasn't seemed to be adequate time or energy to move this forward while also addressing Preservation Week activities, land use and permit reviews by HPAC and the Review Board, and the other items that arise sporadically throughout the year.

Members generally concurred with removing the Preservation Plan update from the workplan. .

- **Quarterly Meeting** – Severson discussed the potential of shifting to a quarterly schedule if there were not time sensitive items to be considered, noting that three meetings in the last nine months hadn't occurred due to lack of quorum and that several other committees were also now meeting quarterly.



HPAC Committee Minutes DRAFT

- **Focus on Recruitment Efforts** – Severson noted that HPAC may also wish to consider if there are as yet unexplored means to promote the committee and recruit new members.

Members discussed trying to shift efforts to building on the past year's success and seeking to further promote Preservation Week, with any changes to the schedule considered to accommodate event planning, and continuing to be available as an on-call resource through the Review Board. There was discussion of focusing more on education and advocacy when there are fewer land use items on the agenda, with the possibility to promote preservation through brown bag lunches or other more frequent workshops or walking tours. There was also discussion of again doing a mailing to new property owners in the historic districts.

ADJOURNMENT

The meeting was adjourned at 4:54 p.m.

Memo

DATE: December 3, 2025
TO: Historic Preservation Advisory Committee Members
FROM: Derek Severson, *Planning Supervisory*
RE: End of Year Committee & Commission Appreciation Reception & Achievements & Work Plan Presentation

As discussed in October, the annual End-of-Year Committee & Commission Appreciation Reception will be held at the City Council Chambers at 1175 East Main Street beginning at 5:30 p.m. on Monday, December 15th.

The event will begin at 5:30 p.m. with Committee & Commission chairs briefly presenting on their Committee's achievements of the past year and work plans for the coming year. The appreciation reception with light refreshments will follow beginning at 6:30 p.m.

A draft memo of HPAC accomplishments and a tentative work plan are attached for HPAC review and approval.

Chairs and staff liaisons are expected to attend, and other members are encouraged to attend. If you can let staff know if you'll be attending, we can tailor the refreshment planning accordingly.

Thank you.

REFERENCES & ATTACHMENTS

Attachment #1: Draft Accomplishments/Work Plan Memo for Review & Approval

Attachment #2: Appreciation Event Flyer

COMMUNITY DEVELOPMENT DEPARTMENT

51 Winburn Way
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5305
Fax: 541.552.2050
TTY: 800.735.2900

End-of-Year Appreciation Reception

December 15, Council Chamber, 1175 E Main St

5:30-6:30 p.m.— 2025 Achievements & Workplan Presentation for 2026

6:30-7:30 p.m.— Appreciation Event



The City of Ashland would like to express sincere gratitude for your dedication, hard work and valuable contributions to the City Committee/Commission you serve on. Your time and efforts play a vital role in making Ashland a better place for all its residents.

Please come and enjoy light refreshments as we take a moment to reflect on all that we've accomplished together and look forward to the future of our community. **"We are Better Together!"**



Memo

DATE: December 15, 2025
TO: Mayor Graham and City Council
FROM: Shelby Scharen, Historic Preservation Advisory Committee (HPAC) Chair
RE: HPAC 2025 Achievements & 2026 Priorities and Workplan

2025 Achievements

Over the course of 2025, the Historic Preservation Advisory Committee (HPAC):

- Review of the current Preservation Plan to give members general familiarity.
- On-going review of land use actions and building permits within the historic districts at the regular monthly meetings.
- Conduct bi-weekly HPAC Review Board as a resource to property owners, designers, contractors and staff considering projects within the historic districts.
- HPAC members served on the Community Center Management Advisory Committee to ensure that the building's historic significance received due consideration in planning the repair work.
- Conducted Preservation Week Activities in partnership with WalkAshland focused on the national "Past Forward" theme. Events included: a Railroad District walking tour, a very well attended 'Tombstone Tales' at Ashland Cemetery, a photo contest and the annual Historic Preservation Awards ceremony conducted in Lithia Park with the help of Mayor Graham.
- Sent a letter recognizing the 100-year anniversary of the Ashland Springs Hotel.
- HPAC members continue to serve on a subcommittee with the Public Arts Advisory Committee (PAAC) and Ashland Parks & Recreation Commission (APRC) to identify locations for the "hub and spokes" for the next Marking Ashland Places (MAPII) project in the Downtown Historic District.
- HPAC reviewed & supported the installation of the second Playwright's Walk plaque by local artist Micah Blacklight at the Railroad Park.
- HPAC members continue to work with the Parks Foundation to support restoration of the Butler Perozzi Fountain in Lithia Park. Current and former HPAC members are part of the Foundation's subcommittee for the Fountain restoration.

COMMUNITY DEVELOPMENT DEPARTMENT

51 Winburn Way
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5305
Fax: 541.552.2050
TTY: 800.735.2900

2026 Priorities & Workplan

The Historic Preservation Advisory Committee (HPAC) discussed priorities and a work plan for the 2026 calendar year at regular meetings in October and December. The list below is provided in anticipation of the December 15th conversation with Council, and is in addition to continuing the Review Board and review of applications and proposals.

- **Continuing Education for HPAC Members** – HPAC will continue to look at continuing education opportunities for new and existing members on the information needed to carry out their responsibilities, including roles & responsibilities; reviewing planning action procedures and development standards; reviewing the Secretary of the Interior’s national standards for historic preservation; and becoming familiar with the responsibilities of being designated as a Certified Local Government in Oregon.
- **Raise Public Awareness of Preservation and HPAC** – Promote preservation and the committee through events, activities and partnerships including expanding Preservation Week activities beyond the Preservation Awards; occasional preservation-themed Brown Bag Lunches; an annual direct mailing to new property owners in the districts; targeted outreach to professional groups; updating the Committee webpage and on-going work with the Public Arts Advisory Committee to continue the Marking Ashland Places (MAPII) project.
- **Modified Meeting Schedule** – HPAC will continue to look at potential modifications to its meeting schedule in response to limited resources and the reduction in land use actions/permits while continuing to be available as a resource for home owners, contractors and designers.
- **Recruiting New Members** – With one long-standing member leaving in December due to term limits, there will be three HPAC vacancies. Members will explore new ways to promote the committee and recruit new members.

Next Steps

HPAC looks forward to the December 15th discussion as an opportunity to communicate HPAC’s priorities and proposed workplan to the Council and hear any feedback.

REFERENCES & ATTACHMENTS

None.

COMMUNITY DEVELOPMENT DEPARTMENT

51 Winburn Way
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5305
Fax: 541.552.2050
TTY: 800.735.2900



Better Together

December 2025

HPAC Review Board

Meet at 3:00pm - Lithia Room

Every other week

****Staff to email if there is anything to review on the off weeks****

| <u>DATE</u> | <u>COMMITTEE MEMBERS ATTENDING</u> | | |
|-------------|------------------------------------|--|--|
| Dec 4th | | | |
| Dec 18th | | | |

*Call 541-488-5305 to verify there are items on the agenda to review



Better Together

January 2026

HPAC Review Board

Meet at 3:00pm - Lithia Room

Every other week

****Staff to email if there is anything to review on the off weeks****

| <u>DATE</u> | <u>COMMITTEE MEMBERS ATTENDING</u> | | |
|-------------|------------------------------------|--|--|
| Jan 8th | | | |
| Jan 22nd | | | |

*Call 541-488-5305 to verify there are items on the agenda to review