



Historic Preservation Advisory Commission

Meeting Agenda

ASHLAND HISTORIC PRESERVATION ADVISORY COMMISSION

REGULAR MEETING AGENDA

Wednesday, June 3, 2026

Siskiyou Room, 51 Winburn Way

4:00 pm

Note: Anyone wishing to speak at any Historic Preservation Advisory Committee 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 City you live for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

I. CALL TO ORDER

Land Acknowledgement**

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

Approval of minutes for meeting of March 4, 2026

IV. PUBLIC FORUM

V. LIASON REPORTS

Council Liaison — Derek Sherrell

Staff Liaison — Nick Schubert

VI. DISCUSSION ITEMS

Preservation Week 2026 Debrief

Meeting schedule/plan for remainder of the year

Review board assignments — June/July 2026

VII. ADJOURNMENT

If you need special assistance to participate in this meeting, please contact Nick Schubert at planning@ashlandoregon.gov or 541.488.5305 (TTY phone number 1.800.735.2900). Notification at least three business days before the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting in compliance with the Americans with Disabilities Act.



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...**

March 4, 2026

Minutes

CALL TO ORDER: Chair Shelby Scharen called the meeting to order at 4:00 p.m. In addition to Scharen, committee members Sam Whitford, Katy Repp and Jed Prest were present, along with Planning Division staff liaisons Derek Severson and Nick Schubert; Planning Commission liaison Lisa Verner; Deputy City Manager Jordan Rooklyn; and City Council Liaison Derek Sherrell. Committee members DeLaunay and Emery were absent.

READING OF LAND ACKNOWLEDGEMENT

Scharen read the land acknowledgement.

APPROVAL OF AGENDA

No changes were made to the agenda.

APPROVAL OF MINUTES

Prest/Whitford m/s to approve the minutes of February 4, 2026, as presented. Voice vote: Scharen, Whitford, Repp and Prest, YES. Motion passed.

PUBLIC FORUM

Deborah Costella introduced herself, noting that she had recently made application to be on the Historic Preservation Advisory Committee (HPAC) and was attending a meeting to familiarize herself with the committee.

LIASON REPORTS

Community Development Staff Liaison Severson provided a brief staff update, noting:

- **212 E Main St:** He had met with a team from the Oregon Department of Transportation (ODOT), including their Architectural Historian, when a minor issue came up with the crosswalk ramp work in front of the Ashland Springs Hotel. He indicated that the issue was not something that necessitated HPAC's involvement, but that it was heartening to see the effort taken to ensure that the historic character of the building would not be negatively impacted.
- **431 N Main St:** At its February meeting, the Planning Commission approved the Conditional Use Permits for Lots 1-3 to exceed the Maximum Permitted Floor Areas (MPFA) as recommended by HPAC, but determined that the design for Lot 4, the proposed single room occupancy (SRO) building on the lot at the corner, was not in keeping with the historic district development standards and denied that request to exceed the MPFA. The applicant will need to either reapply or submit a building permit that complies with MPFA. Severson noted that the applicant could



HPAC Committee Minutes DRAFT

propose a duplex for the property and that, if separated by at least six feet, only one duplex unit would count toward the MPFA. He confirmed that building permits would come to the Review Board, but that HPAC would have no additional meeting discussion unless a new land use application were to be submitted.

PRESERVATION WEEK 2026

TOMBSTONE TALES (Wednesday, May 20th, TIME TO BE DECIDED)

Repp and Peter Finkle of WalkAshland discussed the anticipated costs for the Tombstone Tales event, which were likely to include the cost of dry-cleaning eight costumes at \$20 each (the costumes themselves are being provided for free by Renaissance Rose), and the cost of renting a porta-potty. Repp also noted that a table and approximately 16 chairs would be needed as they were last year. Severson confirmed that HPAC has a \$300 annual budget primarily intended to support this event.

Repp/Scharen m/s to approve expending the \$300 in available funds in support of the Tombstone Tales event. Voice vote: Scharen, Whitford, Repp and Prest, YES. Motion passed.

WALKING TOUR (Saturday, May 23rd at 1:30 p.m.)

Peter Finkle of WalkAshland indicated he was willing to lead a walking tour and asked if members preferred a location/route. After some discussion, it was agreed that the walking tour would be in the Railroad District on **Saturday, May 23rd from 1:30 p.m. to 3:00 p.m.** Participants would need to meet at the Railroad Park on A Street, near its intersection with 7th Street, at the Golden Connections Sculpture. Sherrell noted that last year's event was very well attended, and suggested there was a need for some assistance to ensure that participants didn't stray into the streets while gathering at points of interest. Rooklyn indicated that she would put out a call to the CERT Volunteers to get a couple to act as shepherds for the tour.

LAND USE ITEM

PLANNING ACTION: PA-TI 2025-00284

SUBJECT PROPERTY: 246 A Street

OWNER / APPLICANT: Parts & Service, LLC/Rafael Gonzales

PLANNER: Matt Brinkley (Greentop Planning, Development & Research)

ARCHITECT: Peter Burns Grossman (PBG Architecture)

DESCRIPTION: A request for Site Design Review approval to renovate an existing auto shop building, add a new 822 square foot satellite food service building and reconfigure the site at 246 A Street for restaurant use. The application includes a request for a Tree Removal Permit to remove two trees. **COMPREHENSIVE PLAN DESIGNATION:** Employment; **ZONING:** E-1; **MAP:** 39 1E 09 BA; **TAX LOT:** 1200

Scharen noted that she had a conflict as she was part of the project team and wished to recuse herself. Severson noted that her presence was necessary to maintain a quorum for the meeting, and as such she needed to remain and was eligible to vote but could not otherwise participate in discussion or debate pursuant to ORS 244.120(2)(B).



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Severson briefly explained the request and presented images (*see attached*) from the application materials. Rafael Gonzales, the applicant, and Matt Brinkley of Greentop Planning, the land use planner for the project, discussed project details and answered questions, noting that the color palette was still under consideration but would likely be a light cream color as depicted in the materials with some more neutral darker colors such as blues or grays. They emphasized that no bright or neon colors were being proposed.

Repp indicated that the proposal was great, and that she couldn't envision a better project to reinvigorate the site. It was noted that the existing building is considered to be non-historic/non-contributing. Prest indicated that the proposal was compatible, and he appreciated that it preserved the existing structure. Whitford concurred and indicated that the project as presented looked good.

Repp/Whitford m/s to recommend approval of the project as presented. Roll call vote: Repp, Whitford, Prest and Scharen, All AYES. Motion passed.

CONSIDERATION OF POTENTIAL PRESERVATION AWARD NOMINEES (Thursday, May 21st at 12:00 noon)

After reviewing photos of projects completed in the historic districts over the past year (*see attached presentation*), those present selected the following projects to receive Preservation Awards and identified which committee members would prepare write-ups for each:

- **Individual Award:** Madeline Hill (Katy Repp)
- **Compatible Accessory Residential Unit:** 53 Pine Street (Bill Emery)
- **Compatible New Residential:** 114 Bush Street (Katy Repp)
- **Compatible/Commercial:** 27 N Main St/Lumina (Jed Prest)
- **Compatible Renovation:** 80 Hargadine Street (Sam Whitford)
- **Compatible Multi-Family:** 292 Gresham (Katy Repp)

It was noted that the Preservation Awards ceremony would be at 12 noon on Thursday May 21st at Pioneer Hall, and that this had been arranged through the City Manager's Office as a city event so that there would be no facility rental cost for HPAC.

ELECTION OF OFFICERS

Chair Scharen announced that she would be resigning from HPAC, and that this would be her last meeting. Prest noted that he would be willing to serve as Chair moving forward. Repp expressed her willingness to serve as Co-Chair. There was unanimous consent to elect Prest as chair and Repp as co-chair.

REVIEW BOARD ASSIGNMENTS

Members present volunteered for Review Board assignments for March and April.

- **March 5, 2026** – Whitford, Repp & Emery(+/-)



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- March 19, 2026 – Emery(+/-)
- April 9, 2026 – Prest
- April 23, 2026 – Whitford, Prest(+/-)

ADJOURNMENT

The meeting was adjourned at 5:24 p.m.



246 A Street Site Design Review

HPAC
March 4, 2026

PLANNING ACTION: PA-T1 2025-00284

SUBJECT PROPERTY: 246 A Street

OWNER / APPLICANT: Parts & Service, LLC/Rafael Gonzales

PLANNER: Matt Brinkley (Greentop Planning, Development & Research)

ARCHITECT: Peter Burns Grossman (PBG Architecture)

DESCRIPTION: A request for Site Design Review approval to renovate an existing auto shop building, add a new 822 square foot satellite food service building and reconfigure the site at 246 A Street for restaurant use. The application includes a request for a Tree Removal Permit to remove two trees.

COMPREHENSIVE PLAN DESIGNATION: Employment; **ZONING:** E-1; **MAP:** 39 1E 09 BA; **TAX LOT:** 1200



246 A Street



246 A Street



246 A Street



Better Together

246 A Street



246 A Street



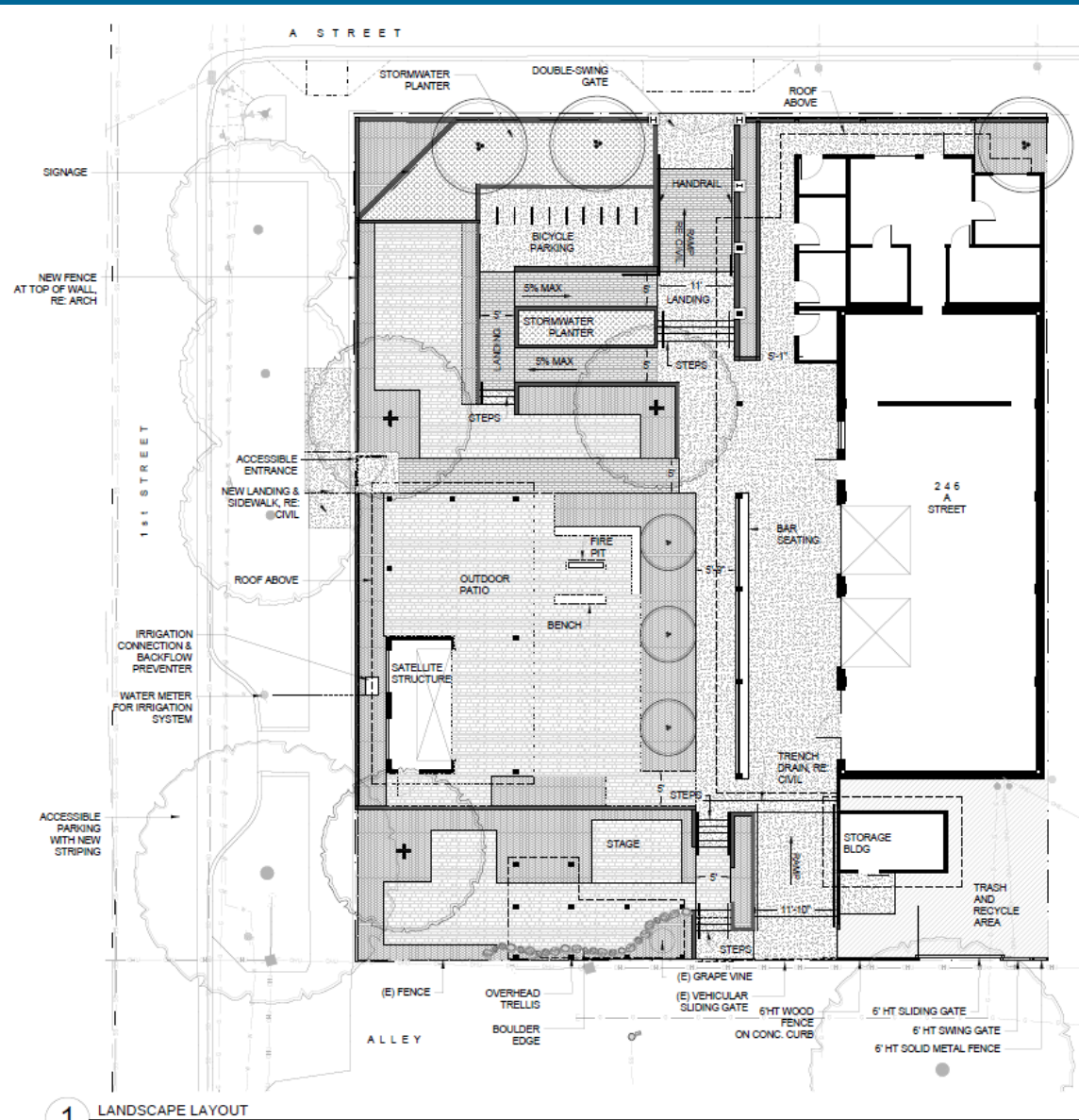
246 A Street



246 A Street

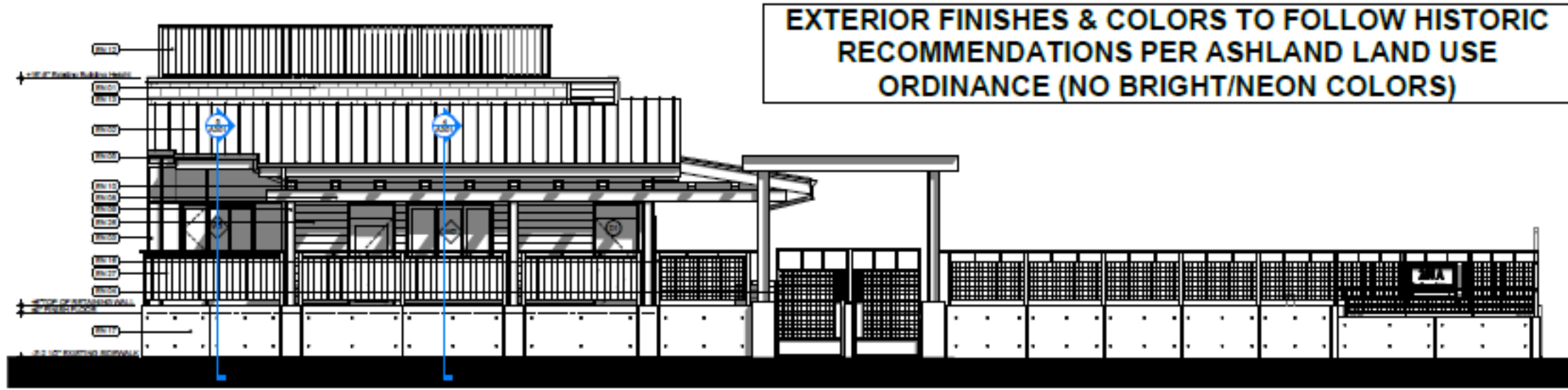


246 A Street



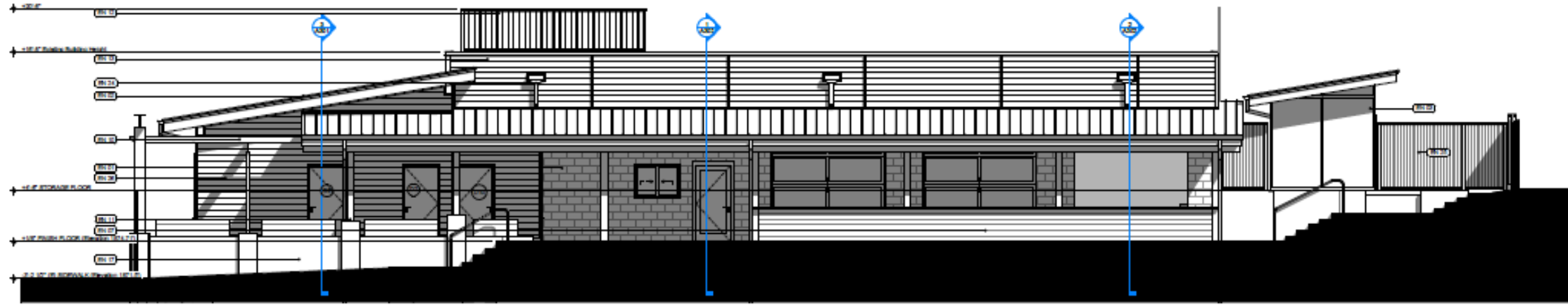
1 LANDSCAPE LAYOUT
SCALE: 1" = 8'





Main Building - North Elevation | SCALE: 3/16" = 1'-0"

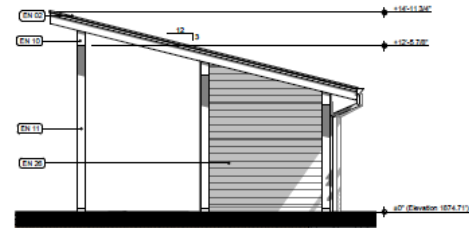
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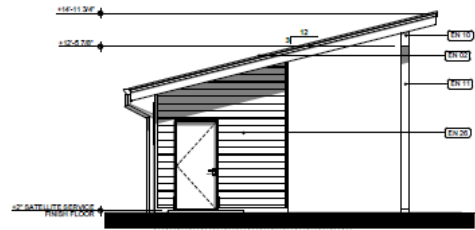
Main Building - West Elevation (From Central Parcel) | SCALE: 3/16" = 1'-0"

2

| Elevation Notes | |
|-----------------|--------------------------|
| EN 02 | Standing Seam Metal Roof |
| EN 05 | Metal Gutter |
| EN 06 | Metal Downspout |
| EN 10 | Wood Beam |
| EN 11 | Wood Column |
| EN 26 | Wood Siding |



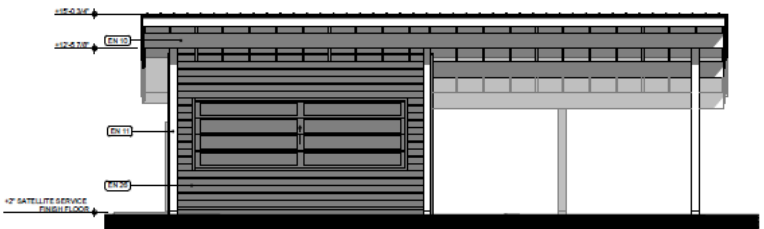
Satellite Structure - North Elevation | 1/4" = 1'-0" | 2



Satellite Structure - South Elevation | 1/4" = 1'-0" | 4



Satellite Structure - West Elevation | 1/4" = 1'-0" | 6



Satellite Structure - East Elevation | 1/4" = 1'-0" | 8



Satellite Structure (*photo is a similarly functioning building at Common Block/Medford*)

246 A Street



Site from Above

246 A Street



Aerial from Alley

246 A Street



Site from Corner

246 A Street



Main Building & Bike Parking (from corner)

246 A Street



Covered Dining at Main Building

246 A Street



Entry from A Street

246 A Street



From A Street

246 A Street



Satellite Building & ADA-Entrance from First Street

246 A Street



First Street ADA-Entrance



Any questions?....

246 A Street Site Design Review

HPAC
March 4, 2026



Preservation Award Nominees

HPAC
March 4, 2026

Madeline Hill

Mountain Meadows



Founder Madeline Hill, Mayor Cathy Golden and builder Larry Medinger at the phase 2 groundbreaking in 1996. (photo in Ashland Daily Tidings, August 7, 1996. Madeline Hill collection)



Madeline Hill in a future bathroom, showing where grab bars could be attached to wall when homeowner was ready. (photo by Hunter Hill, Madeline Hill collection, photo taken mid-1990s)

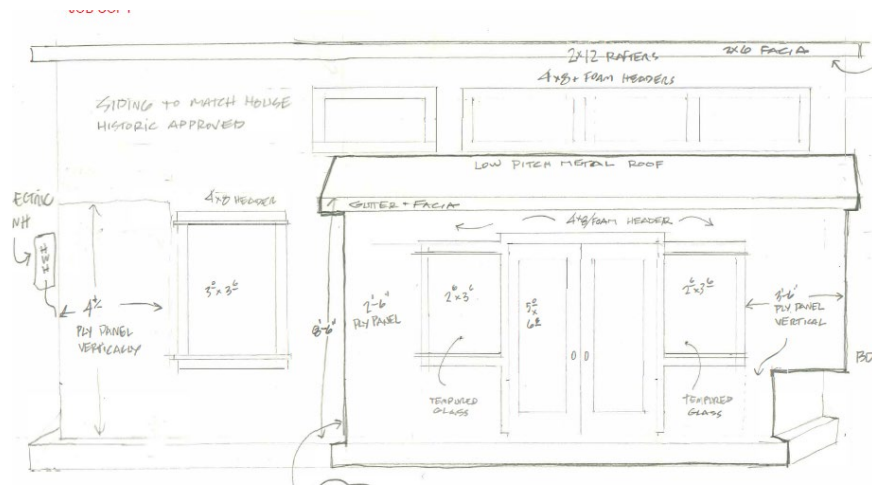
ASSIGNED: Katie Repp (Peter Finkle?)



104 S First St

Heated Studio Space with Bath & Sauna

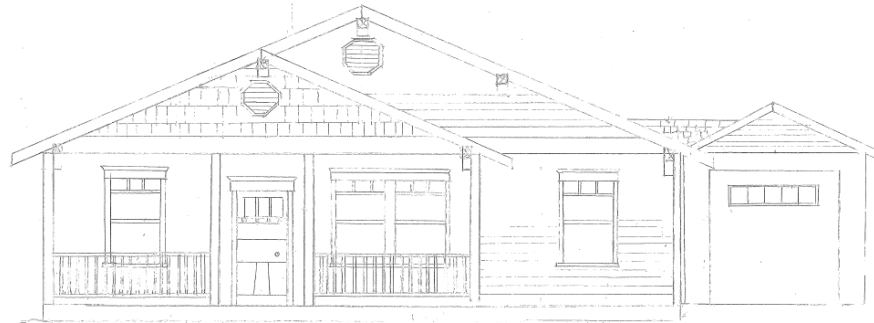
(*Spacemen LLC for Hayes*)



Additon



114 Bush Street New SFR (*Walt Stokes*)



New SFR



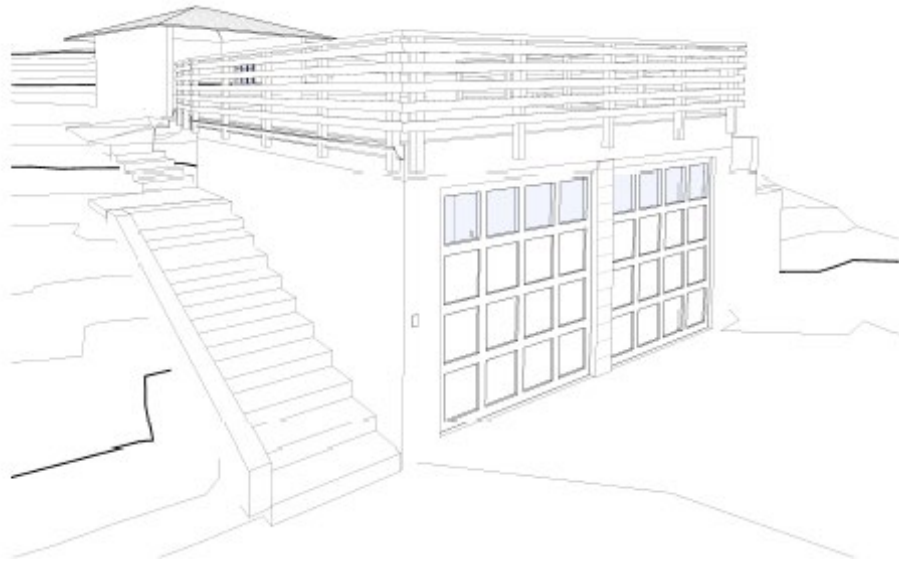
27 N Main Street/Café Lumina (Circiello)

New façade w/accordion window

commercial

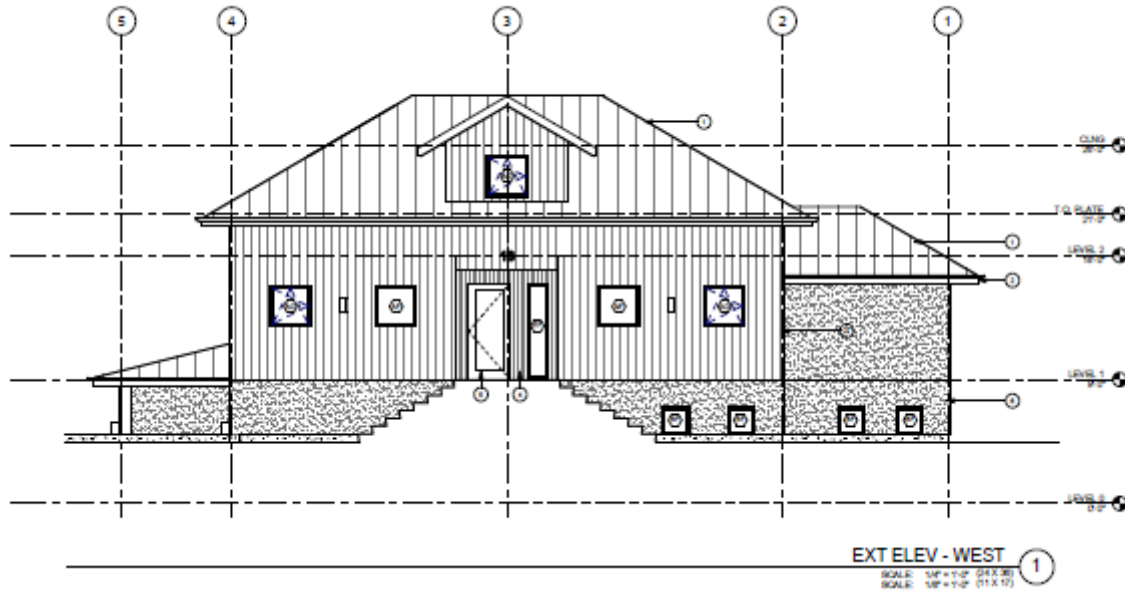


80 Hargadine Street Roof Deck (*Devry Construction for Cope*)



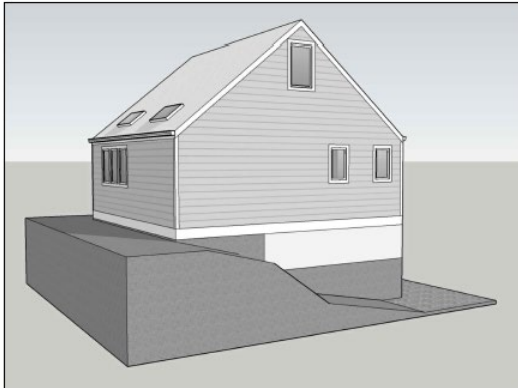
18 Hillcrest Street

Interior Renovation w/Small Garage Addition (*Jovick Construction for Chirgwin*)



126 Strawberry Lane

Detached ARU (Tailored Elements for Eisenberg)



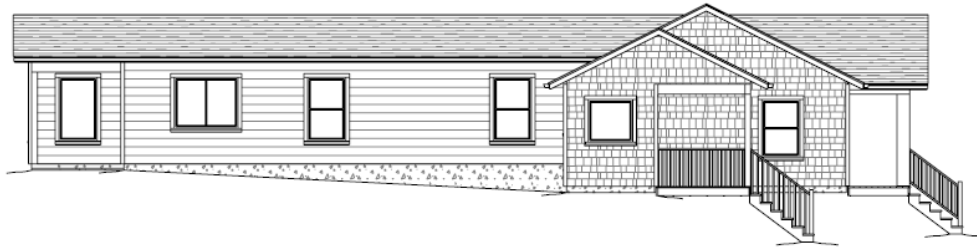
292 Gresham Street Multi-Family Development (*Mark DeBoer*)

Multi-Family



80 Coolidge St

978 S.F. Addition & Deck (Erickson)

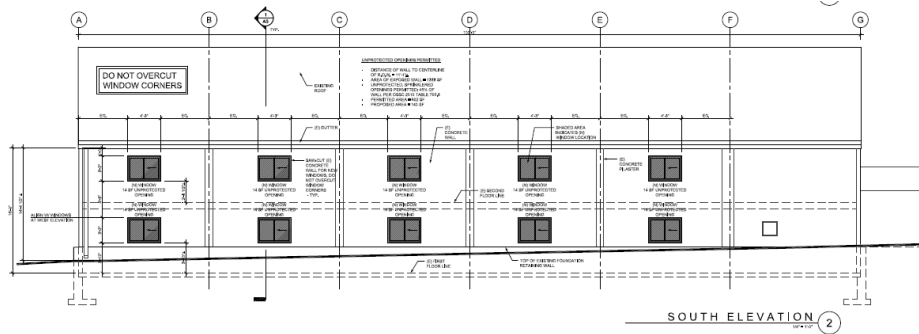


Addition

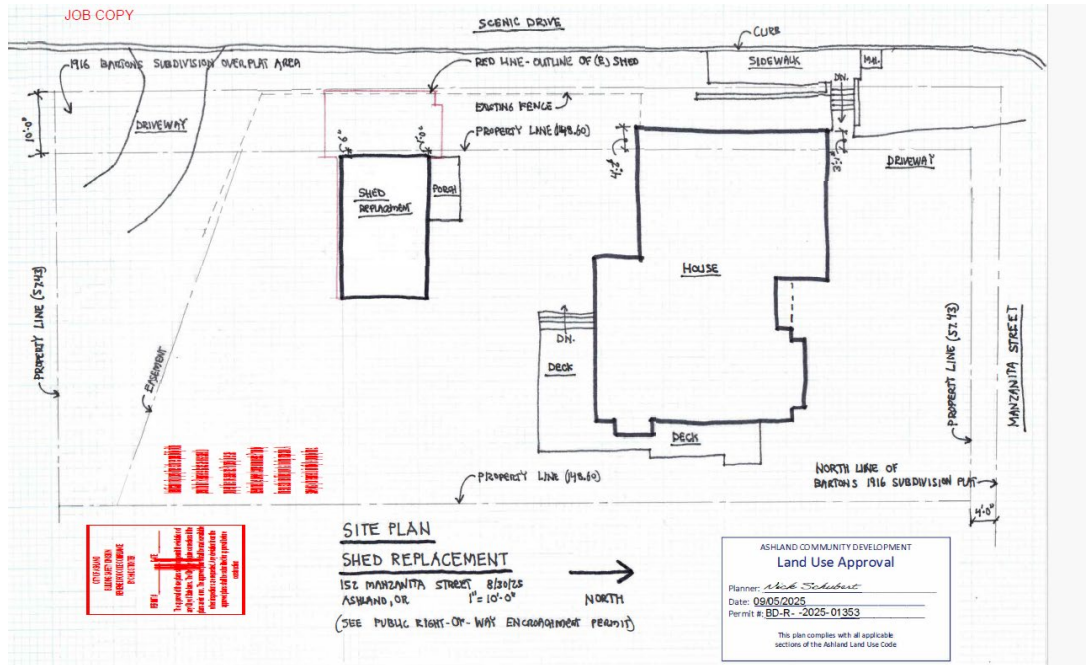


340 A Street

9 New Windows on Rear of Commercial Building (*Golden Fields Construction for Fields & Comstock*)



152 Manzanita Street Shed Replacement w/Porch (Richards Construction for Ennis)



This is a non-descript shed, well below street level and partially in the right-of-way...

77 Fifth Street

Small Addition (*Asher Homes for Pettinger*)

Not Visible from the Street or
Alley

Addition



70 Granite Street

Small Bedroom Extension & New Deck
(*Cascade Pro Build for Mastain*)

Not Visible from the Street

Addition



NOT YET FINALED

142 E Main St Coffee Kiosk (*Taylorred Elements for Hammond*)



Commercial



500 A Street

NOT YET FINALED

Tenant Improvements (*Travis Curtis Construction for Kaplan*)

APPENDIX 1 – IMAGES of PROPOSED EXTERIOR RENOVATION



IMAGE 1 - CORNER of FOURTH and A STREET ELEVATION – existin



IMAGE 3 - A STREET ELEVATION – existing structure



IMAGE 2 - PROPOSED CORNER ELEVATION



IMAGE 4 - PROPOSED A STREET ELEVATION



Preservation Award Nominees

HPAC
March 4, 2026



JUNE 2026

HPAC Review Board

Meet at 3:00pm in the 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> | | |
|-------------|------------------------------------|---------------------------------|---------------------------------|
| June 3rd | Review Board at Regular Meeting | Review Board at Regular Meeting | Review Board at Regular Meeting |
| June 18th | Jed Prest | Sam Whitford | |

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



JULY 2026

HPAC Review Board

Meet at 3:00pm in the 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> | | |
|-------------|------------------------------------|---------------------------------|---------------------------------|
| July 8th | Review Board at Regular Meeting | Review Board at Regular Meeting | Review Board at Regular Meeting |
| June 23rd | | | |

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