



HPAC Committee Minutes

May 3, 2023

6:00PM – 7:00PM

Community Development/Engineering Services Building – 51 Winburn Way

6:00PM CALL TO ORDER

Hovenkamp called the meeting to order at 6:00 p.m.

Commissioners Present:	Council Liaison:
Shostrom	Jeff Dahle
Hovenkamp	Staff Present:
Emery	Derek Severson; Planning Manager
Bonetti	Jennifer Chenoweth; Associate Planner
Scharen	
Whitford	
Repp	
Commissioners Absent:	Von Chamier
	Skibby

READING OF LAND ACKNOWLEDGEMENT

Land Acknowledgement was read by Chair Hovenkamp.

"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."

APPROVAL OF AGENDA

Commissioners approved the agenda by unanimous consent.

APPROVAL OF MINUTES

Shostrom/Repp m/s to approve the minutes of April 5, 2023. Voice vote. ALL AYES, Motion passed.

PUBLIC FORUM

There was no one in the audience wishing to speak.

LIAISON REPORTS

After a round of introductions, newly appointed Council Liaison Jeff Dahle gave a brief council liaison report touching on the progress of the budget process, how things may



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settle following the election, the adoption of the Housing Production Strategy, and progress in hiring to fill remaining vacancies.

Severson gave the staff report noting that Brandon Goldman had been named Community Development Director and that Severson would be filling the role of Planning Manager. Severson introduced Associate Planner Jennifer Chenowith, and noted that with another Associate Planner starting Monday the Planning Division was back to pre-pandemic staffing levels. Severson also noted that Bonetti, Repp, Scharen and Emery were reappointed at Tuesday's Council meeting.

DISCUSSION ITEMS

Historic Preservation Week

In considering the order of items at the awards ceremony, Committee members indicated they would prefer if the two distinguished service awards were moved to the end of the agenda.

Committee members and staff discussed the schedule of events and how they would be promoted. Severson noted that the walking tours would require preregistration and would be capped at 20 participants for each tour, but that Peter Finkle had indicated a list of interested parties beyond 20 would be kept and he would arrange alternate tour times for them as well.

Severson noted that Public Works has indicated that the first Marking Ashland Places (MAP) medallion will be installed beginning on May 8th, and that the work should be complete in approximately one week meaning that the medallion could be viewed on Saturday's Railroad District walking tour.

Review Board sign ups (see attachment A)

Severson noted that there were no items to review for May 4th.

Committee members discussed the purpose of Review Board, whether the Committee should hold meetings for months when there are no planning actions to review, and whether meeting times could be shifted into the workday.

Letters to Homeowners in Historic Districts

Severson noted that postage funds were available, and that staff would mail merge the list provided by Bonetti to prepare the first mailing. Committee members agreed that the letters did not need to be signed by an individual, but should include the names of all current committee members. The pamphlet "Caring for your Historic Home" would be included.



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Repp/Shostrom m/s to approve the letter as presented in the packet for mailing to new homeowners in the historic districts every three months. Voice vote: All AYES. Motion passed.

ADJOURNMENT

There being no other items to discuss, the meeting adjourned at 7:04 p.m.

The next meeting is scheduled for June 7, 2023, at 6:00pm at, 51 Winburn Way

Respectfully submitted by Regan Trapp