



# HPAC Committee Minutes (Draft)

November 8, 2023

5:00PM – 6:00PM

Community Development/Engineering Services Building – 51 Winburn Way

## 5:00PM CALL TO ORDER

Hovenkamp called the meeting to order at 4:57PM

<b>Commissioners Present:</b>	<b>Council Liaison:</b>
Shostrom	Jeff Dahle – Absent
Hovenkamp	<b>Staff Present:</b>
Emery	Derek Severson; Planning Manager
Bonetti	Regan Trapp; Admin Support
Scharen	
Whitford	
<b>Commissioners Absent:</b>	Skibby
	Repp

## READING OF LAND ACKNOWLEDGEMENT

Land Acknowledgement was read by 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.”*

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

- Commissioner suggested amendments to Agenda.

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

- Historic Commission meeting of September 6, 2023

*Amendment of minutes for September 6, 2023* – Recommendation for Roll-up window at Martoli’s Pizza:

*Committee members recommended looking at the height of the barstools relative to the height of the bar surface. They suggested that there would be a need to change the height of each stool, dictated by the slope of the sidewalk, so that each seat height is the same relative to the level bar height.*

*Scharen/Bonetti m/s to accept the amended minutes of September 6, 2023. ALL AYES. Motion passed.*



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### (5:15) PUBLIC FORUM (15 min)

There was no one in the audience wishing to speak.

### (5:30) LIAISON REPORTS (5 min)

Councilor Dahle was not in attendance, so no liaison report was given.

Severson gave the staff report. Items discussed were:

- Council Meeting on 12/18/23 – All Committee members should attend to listen to the discussion regarding workplans for all Commissions.

### (5:40) PLANNING ACTION REVIEW (20 min)

**PLANNING ACTION:** PA- T1-2023-00216

**SUBJECT PROPERTY:** 263/265 Sixth Street

**OWNER / APPLICANT:** Justin Hymas, Ashland Builders

**DESCRIPTION:** A request for Site Design Review approval to construct one new 635 square foot residential unit at 263/265 Sixth Street. There are currently two residences on the lot. Site Design review is required for development of three or more units. The area east of the proposed residence will be designated Open Space. The main access to the proposed unit is from the alley. The applicant is requesting exceptions to the Historic District Development Standards for a metal roof and awning windows. **COMPREHENSIVE PLAN DESIGNATION:** Multi Family Residential; **ZONING:** R-2; **MAP:** 39 IE 09 AD; **TAX LOT:** 4400

There were no conflicts of interest or ex-parte contact indicated.

There were no applicants present for PA-T1-2023-00216.

*Shostrom/Bonetti to approve PA-T1-2023-00216 with recommendations. Voice vote. ALL AYES. Motion passed.*

### Recommendations for PA-T1-2023-00216

- 1) That if metal roofing is used, it be standing seam metal roofing rather than corrugated metal, and that it be a darker color to match the roofing of the other two buildings on site (i.e., bronze, gray or charcoal).
- 2) That the roof pitch on the new unit matches the roof on the existing middle unit.
- 3) That the windows, including the proposed awnings windows for the bedroom and bathroom, shall generally match the windows on the middle unit in size, proportion and trim.
- 4) That the exterior siding should match the existing middle unit in terms of type, exposure and trim.

### (6:00) DISCUSSION ITEMS (10 min)



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### A. Map II Project – Scharen

- o 3 locations chosen for hub – Bluebird Park, Downtown Plaza, or at the entrance to Lithia Park.

*Whitford/Shostrom m/s to approve the vicinity of the entrance to Lithia Park as the location to place the hub sculpture for Map II Project. Voice vote. ALL AYES. Motion passed.*

### B. Review Board

### (6:15) ADJOURNMENT

*Next meeting is scheduled December 6, 2023, at 4:00pm at, 51 Winburn Way*

*Whitford/Scharen to adjourn. ALL AYES. Motion passed.*

*There being no other items to discuss, the meeting adjourned at 5:46pm*

*Respectfully submitted by Regan Trapp*