

**ASHLAND HISTORIC COMMISSION**  
**Meeting Minutes**

November 8, 2017

**Community Development/Engineering Services Building – 51 Winburn Way – Siskiyou Room**

**CALL TO ORDER:**

Commission Chair, Shostrom called the meeting to order at 6:02pm in the Siskiyou Room at the Community Development and Engineering Offices located at 51 Winburn Way, Ashland OR 97520.

<b>Commissioners Present:</b>	<b>Council Liaison:</b>
Shostrom	Greg Lemhouse for Rich Rosenthal
Emery	<b>Staff Present:</b>
Giordano	Maria Harris; Planning Dept.
Swink	Regan Trapp; Secretary
Von Chamier	Fotini Kaufman; Planning Dept.
Whitford	
<b>Commissioners Absent:</b>	Skibby
	Leonard

**APPROVAL OF MINUTES:**

Whitford motioned to approve minutes with clarifications from October 4, 2017. Swink seconded. Voice vote; All AYES. Motion passed.

- **Shostrom clarifications to the recommendations on PA-2017-01310 at 981 Siskiyou Blvd.**
  - For dormers same symmetrical roof shape and pitches, floor levels and plate heights should be symmetrical and same height per story. (Roof AMC 18.4.2.050.B.6)
  - To improve the sense of entry, increase porch depth and add a gable roof over both entrances with knee braces and add partition wall on porch between units. (Entrances AMC 18.4.2.050.B.10)

**PUBLIC FORUM:**

There was no one in the audience wishing to speak.

**COUNCIL LIAISON REPORT:**

Lemhouse gave the Council Liaison report in Rosenthal's absence. Items discussed were:

- Council appreciates the input on "Velocity" and all suggestions will be sent to the artist.
- Public Works gave heads up to Council on improvements to the road diet. All information is available online on the City's website.
- Cottage housing went through 1<sup>st</sup> reading on Nov 7<sup>th</sup>.
- City Hall options are still under review and they have received a lot of good information. No decisions have been made one way or another.
- Structural concerns with the roof at Pioneer Hall have come up. Paula Brown, director of Public Works is asking for 41,000 to hire a structural engineer to do an evaluation of this building.

**PLANNING ACTION REVIEW:**

**PLANNING ACTION:** PA- 2017-02005

**SUBJECT PROPERTY:** 100 Union Street

**APPLICANT:** Mark Holman

**OWNER:** Fred & Norma Wright

**DESCRIPTION:** A request for Site Design Review to construct a new single-family residence and an additional dwelling unit at 100 Union Street in the Historic District.

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

**ASSESSOR'S MAP:** 39 1E 09CA; **TAX LOT:** 13900.

There was no ex-parte or conflict of interest indicated by the Commission.

Kaufman gave the staff report for PA-2017-02005.

Shostrom opened the public hearing to the applicants.

Mark Holsman, applicant, 533 Lodge Road, addressed the commission regarding the project.

Shostrom closed the public hearing and opened to the Commission for comments.

After a short discussion, regarding window colors and sizes, siding and foundation options, the Commission motioned to approve.

The Historic Commission appreciates the impressive effort and intention that has gone into the architectural design of this home and accessory unit. The Commission recommended approval of the application with recommendations.

Whitford motioned to approve PA-2017-02005 with recommendations. Swink seconded. Voice vote; All AYES. Motion passed.

- ***For windows, if budget allows, use wood windows. If vinyl windows are chosen, choose an off-white color for window frames per AMC 18.4.2.050.C.2.e.***
- ***For foundation, use a stucco foundation finish and no faux stone in accordance with AMC 18.4.2.050.C.2.f.***

**PLANNING ACTION:** PA- 2017-01256

**SUBJECT PROPERTY:** 267 Meade Street

**APPLICANT/OWNER:** Frank Papen

**DESCRIPTION:** A request for Site Design Review to construct a 720 square-foot accessory residential unit at 267 Meade Street. **COMPREHENSIVE PLAN DESIGNATION:** Single Family Residential; **ZONING:** R-1-7.5; **ASSESSOR'S MAP:** 39 1E 09CA; **TAX LOT:** 12500.

There was no ex-parte or conflict of interest indicated by the Commission.

Kaufman gave the staff report for PA-2017-01256.

Shostrom opened the public hearing to the applicants.

Frank Papen, owner, 267 Meade Street, addressed the Commission regarding this project. Mr. Papen gave a history on the property and stated that the proposed building will be placed on a steep downslope. Mr. Papen is proposing a one bedroom with an office with access being from Hillcrest. Parking would be available for up to 3 cars with most of the parking areas already existing. He stated that he will be using shiplap with hardy plank for siding, matching most of the homes in the area and will use medium grey for color with a metal roof. Mr. Papen will be installing sliding vinyl windows but would be open to double hung windows instead. He went on to say, that the pitch of the roof could change depending on how the commission feels but would like to keep it at a lower pitch to fit in the streetscape.

Mr. Windsor of 307 Meade, addressed the commission regarding this project, and agreed that a lower pitch roof fits in with the neighborhood.

Shostrom closed the public hearing and opened to the Commission for comments.

Shostrom motioned to approve PA-2017-01256 with recommendations. Giordano seconded. Voice vote; All AYES. Motion passed

- ***Consider using a 6/12 roof pitch on accessory unit.***
- ***Metal roof should match the roof's color on the primary residence.***
- ***Use four to six-inch smooth HardiePlank siding.***
- ***Use double-hung windows with 3.5 – 4.5-inch off-white casing trim windows and doors.***

**NEW ITEMS:**

- Review board schedule.
- Project assignments for planning actions

**DISCUSSION ITEMS:**

Project at 252 B Street was discussed. The windows are vinyl but instead should be double hung. Harris will look into what was indicated on the plans.

Lemhouse reminded the commissioners that the State of the City is on January 30, 2018.

Kaufman stated that the Oregon Heritage Conference is April 11-13, 2018 in Bend, OR if anyone is interested in going. She went on to say that she would email the information to the commission for their review.

**COMMISSION ITEMS NOT ON AGENDA:**

There were no items to discuss.

**OLD BUSINESS:**

There were no items to discuss.

**Review Board Schedule**

November 9 <sup>th</sup>	Piper, Keith, Bill
November 16 <sup>th</sup>	Terry, Sam, Dale
November 22 <sup>nd</sup> (Weds)	Terry, Dale, Bill
November 30 <sup>th</sup>	Terry, Tom, Piper
December 7 <sup>th</sup>	Terry, Keith, Sam

**Project Assignments for Planning Actions**

PA-2015-01695	399 Beach	Skibby
PA-2016-00847	252 B Street	Whitford
PA-2016-01027	276 B Street	Shostrom & Leonard
PA-2016-02103	133 Alida	Swink
PA-2016-02095	563 Rock St.	Whitford
PA-2016-02114	556 B	Von Chamier
PA-2017-00013	15, 35, 44 & 51 S. Pioneer Street	ALL
PA-2017-00235	114 Granite	Leonard
PA-2017-00200	165 Water	ALL
PA-2017-00707	550 E. Main	Skibby
PA-2017-00838	250 Alta Ave	Emery
PA- 2017-01054	220 Hargadine	Shostrom & Whitford
PA-2017-00969	244 Hargadine	Shostrom & Whitford
PA-2017-01279	692 B Street	Leonard
PA-2017-01294	128 Central	Emery & Swink
PA-2017-01417	228 B Street	Whitford
PA-2017-01310	981 Siskiyou Blvd	Shostrom
PA-2017-01649	84 Dewey Street	Von Chamier
PA- 2017-01605	147 Van Ness	Emery
PA- 2017-02005	100 Union	Emery
PA- 2017-01256	267 Meade	Shostrom

**ANNOUNCEMENTS & INFORMATIONAL ITEMS:**

Next meeting is scheduled December 6, 2017 at 6:00 pm

*There being no other items to discuss, the meeting adjourned at 7:21pm*

Respectfully submitted by Regan Trapp