

**HISTORICAL BUILDINGS AND SITES COMMISSION
MEETING MINUTES
January 16, 2020 at 4:00 PM
Courtyard Conference Room**

COMMISSIONERS:

Ward Warren (Chair)
Rob Pell (Vice Chair)
Virginia Ford - Absent
Shirley Holzinger - Absent
Arden McConnell
Bill Richardson

City/Staff/Council Liaisons:

City Councilor Barry Eames - Absent
Lora Glover – PCD Director - Absent
Bradley Clark – Principal Planner
Donna Rupp – Associate Planner

Guests:

Nathan Miller
Trish and Tom (?) Thoman
Shannon Holder

1. **Roll Call** Chair Warren called the meeting to order at 4:05 pm.
2. **Introductions**
3. **Elections:**
Discussion of length of officer terms and all agreed that committees and commissions allow for longer terms than what is stated in the Development Code when all members are in agreement.

Motion

Commissioner McConnell nominated Commissioner Warren for Chair. Commissioner Pell seconded the motion. No other nominations for Chair were made. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners: McConnell and Richardson. “NAYS”: None. Absent: Commissioners Ford and Holzinger. The motion passed.

Chair Warren noted that he may only retain the Chair position through May.

Motion

Commissioner McConnell nominated Commissioner Pell for Vice Chair. Commissioner Richardson seconded the motion. No other nominations for Vice Chair were made. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners: McConnell and Richardson. “NAYS”: None. Absent: Commissioners Ford and Holzinger. The motion passed.

4. **Public Comment:** (opportunities for citizens to share information with the Committee regarding items that are not on the agenda)
 - a. Trish Thoman owns the building at 115 and 117 SW G Street (formerly Blind George’s) and would like to present a proposed façade upgrade and new awning on the building for Commission approval. Chair Warren advised her to have it added to the February agenda for formal review.
5. **Approval of Minutes**
 - a. December 19, 2019

The following corrections were noted:

- On Page 2, Commissioner McConnell is listed as voting on the motion to have expanded summary minutes as well as abstain from the vote. She abstained from the vote.
- On Page 3 under item 6.b., last sentence should be corrected to read: Research on Riverside Park is moving forward for either a local **and/or** national landmark.
- On Page 4 under item 7, last paragraph should be amended to read “Discuss criteria that needs to be established for local landmarks in order for Arden to work with, create, and develop processes and procedures for creating subcommittees.”

Motion

Commissioner McConnell moved and Commissioner Pell seconded the motion to approve the minutes of December 19, 2019 as amended. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners: McConnell and Richardson. “NAYS”: None. Absent: Commissioners Ford and Holzinger. The motion passed.

6. Action Items:

- a. Review Commission applicant applications: Two applicants (Miller and Holder) were present and ballots were distributed. Commissioners asked questions of the applicants regarding their experience, historical interests, plans and ideas for the district. Because of the absences of two Commissioners, return of ballots was extended until Tuesday, January 21 at 5 pm. Ballots are to be sent to Brad or Donna at PCD.
- b. Establish Museum Subcommittee. Discussion of the process for establishing the subcommittee and the need for a new museum. The vision for a new museum would provide more local information such as the industries that were here, along with a broader scope. A subcommittee typically consists of members of the commission who will work on a specific topic. Discussion of funding and how it could be tied to the City’s pending designation as a Certified Local Government. This topic will be discussed at next meeting when commission is fully attended.
- c. Applegate Trail Markers. Ginger Ford is absent and she knows this subject best. It will be moved to the February meeting with a guest presentation.
- d. Update Welcome Signs with Founded or Incorporated Date. Discussion of founded date. Staff read an email from Michael Oaks, expert and author of local history books, stating that the town founder carried the town plat to the (then) county seat of Jacksonville on December, 7, 1883 and it was recorded 3 days later, making the official founding date of December 10, 1883. Incorporation occurred on March 7, 1887.

Commissioners discussed that the train didn’t actually come to Grants Pass until about 1883-1884. The Commission decided to support use of a founding date of 1884.

Action Item for Staff: Bring photos of the two existing “Welcome” signs to next meeting. Next meeting: Discuss where new ones (if any) should be placed and

the process for updating the existing ones with historical dates.

- e. Discuss Local Landmark Criteria for Subcommittees (Section 13.441) – move subcommittee discussion to next month.

7. Matters from Commission Members and Staff:

- a. Review applications for Local Landmarks. The Application for Croxton Park is included in the packet. Since Commissioner Ford is not present, the commission will review it next month. Discussion on Grants Pass Pharmacy application and lack of response for narrative. Staff provided list of Local Landmarks that have been discussed since May.

Action Items for Commissioners:

Commissioner McConnell will follow up with Grants Pass Pharmacy and try to get completed narrative.

Chair Warren will follow up on the Caveman Bridge and Redwood Empire Sign Local Landmark application.

- b. Historic Plaques

Action Item for Staff: Provide a list of buildings that already have historic plaques.

- c. Other items from commissioners:

- o Discussion of Isaac Walton Building that was located in Riverside Park.

Action Item for Staff: Research history of building, when it was demolished, dimensions, location in park, and if any funding is available for something like it – similar to a community center.

- d. Other items from staff:

- o Brad met with a representative from the Confederated Tribes of Grand Ronde at a recent conference and would like to have him come to a meeting to talk about the history of Native Americans in the Rogue Valley. Commissioners welcomed the idea and would like to add the speaker to the agenda in March or April.

8. Future Agenda Building for Next Meeting

Subcommittee (Museum and Local Landmark) Discussion

Applegate Trail Markers – Guest presentation

Updating Welcome Signs with “Founded Date” and discuss location of new ones

Local Landmark application follow up.

Isaac Walton Building follow up

9. Adjournment

- a. Meeting adjourned at 5:25 PM.

Next scheduled meeting: February 20, 2020, at 5:30 PM

Minutes prepared by Donna Rupp and Bradley Clark, City of Grants Pass Community Development.