HISTORIC REVIEW BOARD MINUTES
21420 MAIN STREET NE, AURORA
October 27, 2011

Staff Members Present: Mary Lambert, Court Clerk
Renata Wakeley, City Planner

Others Present:

The meeting of October 27, 2011, was called to order at 7:00 p.m. by Chairman Thuemmel.

Court Clerk takes Roll Call

Chairman Thuemmel – Present
Vice Chair Hauser – Present
Member Townsend – Present
Member Wilcox – Absent
Member Frackowiak – Present.

CONSENT AGENDA

A motion to approve the minutes of September 15, 2011, was made by Karen Townsend, seconded by Cheryl Hauser, and passed unanimously.

A motion to approve the minutes of September 22, 2011, was made by Karen Townsend, seconded by James Frackowiak, and passed unanimously.

VISITORS

Bill Graupp	Aurora
Noel Kinder	Aurora
Bonni Halton	Lake Oswego
Jason Sahlin	Aurora

OLD BUSINESS

A. **Discussion of updating the Historic Guidelines per City Council request.**
Renata Wakeley, City Planner, introduced herself to the board and let them know the City Council had asked her to attend the meeting and go over the work she was asked to do on Title 17 and her suggestions so far, particularly procedural aspects. Discussion mainly centered on the following items:

- Notification requirements ;
- Hearing applications that are not on the posted agenda;

- Applications that can be handled administratively, without going before the entire board;
- State Historic Preservation Office inventory was cursory and has some errors but could perhaps be developed more fully to identify contributing and non contributing properties for different levels of review and/or design standards;
- Changing the language in the guidelines to make them more clear;
- Possibly changing the code so HRB would present amendments to the code to the planning commission and then to the city council;

NEW BUSINESS

A. Discussion of application to replace windows from Danielle Kinder, 21533 Liberty St.

- All windows on the home will be replaced.
- Karen Townsend pointed out this home is of particular architectural significance and referred to the Design Review Guidelines for Historic District Properties , Windows, page 43, #56 and requested saving any original material that can be used.

A motion to approve this application was made by Cheryl Hauser, seconded by Karen Townsend and passed unanimously.

B. Discussion of application from Bonni Halton to reroof her house at 21371 Main St. with Hunter Green composition roof material.

- Bonni Halton presented a sample of the roofing material that had already been delivered to her house.
- The roofing material cannot be approved per the Design Review Guidelines for Historic District Properties, Roofs, page 39, #47, bullet 3.
- The applicant stated the difficulty in finding composition roofing that is not shaded. The only one she could find was a black 3 tab manufactured for up to 60 mph winds and that is not acceptable.
- The applicant agreed to amend the application to state the roof color will be charcoal, gray or black but may still have some shadows.

Karen Townsend moved to approve the application with the roof color changed to charcoal, gray or black with the least amount of shading as possible, Jim Frackowiak seconded the motion and it passed unanimously.

There was discussion about future work sessions. Renata Wakeley suggested the HRB take up procedures first, then guidelines and as they got closer to a final draft she could attend a work session. Jason Sahlin suggested the HRB take up any changes in the sign code at this time as well.

There was discussion regarding the November meeting falling on Thanksgiving Day. It was agreed that the November Historic Review Board meeting will be held on Thursday, November 17, 2011 at 7:00 pm.

ADJOURN

A motion to adjourn was made at 8:39 pm by James Frackowiak, seconded by Karen Townsend, and passed unanimously.

Cheryl Hauser

Cheryl Hauser, Vice Chairman

Mary C. Lambert

Mary C. Lambert, Court Clerk