HISTORIC REVIEW BOARD MINUTES
21420 MAIN ST. NE, AURORA OR 97002
June 28, 2012

Staff Members Present: Sophia Kuznetsov, Administrative Assistant

Others Present: None

The meeting of June 28, 2012 was called to order at 7:00 p.m. by Chairman Townsend.

Admin Assistant takes Roll Call

Chairman Karen Townsend – Present
Member Gayle Abernathy – Present
Member James Frackowiak – Present.

CONSENT AGENDA

A motion to approve the HRB minutes of April 26, 2012, with corrections, was made by James Frackowiak, seconded by Gayle Abernathy, and passed unanimously.

CORRESPONDENCE

a) **Chairman Townsend submitted a work calendar for the Historic Guideline Updates**
b) **May 24, 2012 draft of HRB proposal to appoint an Administrator to approve certain projects.**

VISITORS

Bill Grapp	Aurora	City Council Member
Greg Taylor	Aurora	Mayor
Tim Corcoran	Aurora	21283 Liberty Street
Susie Corcoran	Aurora	21283 Liberty Street

OLD BUSINESS

A. **Discussion of updating the Historic Guidelines per City Council request.**
   - The HRB members are in progress of going over section 17.20 of the Historic District Guidelines; Chairman Townsend will give the HRB recommendations of guideline changes to City Planner Renata when they are complete.
   - Chairman Townsend had some suggested changes to the Classifications for Historic Overlay Properties and Structures April 2012 draft. Chairman Townsend will give the recommended changes to the Planning Commission for the July 3rd meeting.

B. **Discussion on Planning Commission and Historic Review Board Proposal.**
Member Abernathy would like to see Historic Professionals (Builders, Historic restoration experts, Historians) outside Aurora join the board; some discussion was made on whether guidelines would allow Historic Review Board to have members outside Aurora. Member Frackowiak deemed that joining the two boards might be a good idea to fill board vacancies. Member Abernathy will attend the July 3rd Planning Commission meeting, to gain a better understanding of what the Planning Commission entails.

NEW BUSINESS

A. **Discussion and/or action on application for re-painting, re-roofing and constructing concrete perimeter around house for the new proposed site for Aurora Family Health and Maternity Services located at 21358 Hwy 99E submitted by Susie Corcoran**
   - There was no change in base color paint, there was no HRB approval needed for the base paint. Member Abernathy did recommend that the semi-gloss white was used instead of Flat white due it being easier to keep clean. There was some discussion on whether there would be a change of color on the back porch.
     A motion to approve the application for Trim paint as submitted, was made by Gayle Abernathy, seconded by James Frackowiak and passed unanimously.
   - Discussion on Miller House needing a new roof. Corcoran will be using black Architectural roofing material same as their house, located at 21283 Liberty St. Sample of roofing material was not presented.
     A motion to approve the application for roofing material with condition that roofing material is checked by City Hall Staff to insure that it was per guidelines, was made by James Frackowiak, seconded by Gayle Abernathy and passed unanimously.
   - HRB felt that the concrete perimeter around the house will not make a difference to the house and would not need approval from the board.
   - Corcoran is required to widen one entry to meet ADA standards for wheel chair access. Corcoran has proposed that the back door is widened to meet ADA standards; they would use the original glass from original door to keep those same historic properties.
     A motion to approve the application for widening back entry with condition that the glass from the original door is reused in new door, was made by James Frackowiak, seconded by Gayle Abernathy and passed unanimously

B. **Discussion and/or action on sign application for free standing sign for the new proposed site for Aurora Family Health and Maternity Services located at 21358 Hwy 99E submitted by Susie Corcoran**

Discussion whether there will be a sign on the Main Street side or only on the 99E side. Corcoran was considering on putting an identification sign on Main Street, for people to know that they are able to park on either side. She will need to apply for new sign application in order to do that.

A motion to approve the application for a free standing sign with condition that the font that is used is an approved font and needs to be checked by City Hall staff to insure that it is per guidelines, was made by James Frackowiak, seconded by Gayle Abernathy and passed unanimously

C. **Discussion on Member Frackowiak no longer being eligible to be on the Board**

Member Frackowiak will no longer be eligible to be a part of the HRB due to moving his business to Woodburn. The owner of The Mohler House where his business currently resides wants him to vacate his business by the end of July, and he does not know if he would be able to attend the July meeting. Due to Member Frackowiak leaving there will no longer be a quorum.

ADJOURN

A motion to adjourn was made at 8:50 pm by Gayle Abernathy seconded by James Frackowiak, and passed unanimously.

Karen Townsend

Karen Townsend, Chairman

Sophia Kuznetsov, Administrative Assistant