

**HISTORIC REVIEW BOARD MINUTES
21420 MAIN ST. NE, AURORA OR 97002
February 28 2013**

Staff Members Present: Sophia Kuznetsov, Administrative Assistant

Others Present: None

The meeting of February 28, 2013 was called to order at 7:00 p.m. by Chairman Townsend.

Administrative Assistant takes Roll Call

Chairman Karen Townsend – Present
Vice-Chair Gayle Abernathy –Present
Member Bill Simon – Present
Member Merrra Frochen – present
Member Mella Dee Fraser – Present

CONSENT AGENDA

A motion to approve the HRB minutes of January 24 2013, with corrections, was made by Mella Dee Fraser, seconded by Bill Simon and passed unanimously.

CORRESPONDENCE

A. 2/22/2013 Email from Chairman Karen Townsend

- The email was to inform the members that there will be a joint workshop meeting with the Planning Commission on March 5th2013.

VISITORS

Bill Graupp	Aurora	City Council Member
Joseph Schaefer	Aurora	Planning Commission Chair
Gordon & Sheryl Foster	Aurora	21517 Hwy 99E
Nancy Kliewer	Aurora	21517 Hwy 99E
Jeanie Burghardt	Aurora	21517 Hwy 99E
Jere Carlin	Portland	NW Natural
Kris Sallee	Aurora	Planning Commission Member

OLD BUSINESS

A. Discussion and/or Action of Updating the Historic Guidelines per City Council Request.

a. Review of Title 17 revision

- The members went over the changes that were made to the Sign Section of Title 17. Recommend changes will be made to the revision.

B. Discussion and/or action on new meter installation at 21620 Main St, Aurora OR 97002. Submitted by Jere Carlin with NW Natural.

- Jere Carlin with NW Natural came to the meeting to discuss the conditions that HRB has put on the Notice of Decision. He is hoping to come to an understanding so that both parties are satisfied.
- HRB has stated in the Notice of Decision that they would like the meter to be enclosed in a metal box so that it would be a less visual hindrance as per Aurora Guidelines, New Systems, Utilities & Code compliance issues.
- Mr. Carlin informed the members that NW Natural discourages meters to be put metal enclosures of any kind due to not having enough ventilation.
- NW Natural can install a smaller version of the meter as close to the wall as possible so that it is not as noticeable and they have no problem with the meter being painted to match the building wall if that would make the meter less conspicuous.

A motion to approve the application with the following: install the smallest version of the meter as tight to the wall as possible with the option to paint the meter was made by Gayle Abernathy and seconded by Bill Simon and passed unanimously.

NEW BUSINESS

A. Aurora Historic District Sign Review

- Tabled until next meeting

B. Discussion and/or Action on sign application for 21517 Hwy 99E, Aurora OR 97002. Submitted by Gordon & Sheryl Foster.

- Chairman Townsend informed the members that she had ex-parte communication with the applicant about the sign.
- As per the application, the owner wanted to make 2 freestanding signs placed at an angle so that by passers are able to see the sign better. But according to section 17.20.100, Section F – 2 of the Aurora Historic Guidelines, the applicant won't be able to have 2 free standing signs on his property. The applicants made the decision that he will be refurbishing the old free standing sign and make the changes that he wants to the original free standing sign.
- The applicant explained that his freestanding sign will be back to back with 2 business name signs (Discovered Treasures & Sheryl's Hair Salon) and Aurora historic photographs on black background will be filling in the gaps in the sign to give it character.
- Example of the "Discovered Treasures" sign was presented during the meeting. The "Discovered Treasures" was in script font which is not an Aurora Guidelines approved font. The HRB asked the applicant to pick a new font on the approved font list for the sign as a condition to approving the application. The applicant will need to bring an example of "Sheryl's Hair Salon" Sign and "Discovered Treasures" Sign for final approval on fonts and sizes of individual signs.
- The applicant would be adding a small roof on the top of the sign to shield the glass from the weather. The length of the sign from the tip of the roof to the bottom of the sign will not be exceeding the maximum for free standing signs which is 8 ft.

A motion to approve the application with the conditions that fonts for the signs will be from the approved font list was made by Mella Dee Fraser and seconded by Bill Simon and passed unanimously.

C. Discussion on sign application for Emma Walking Tour throughout the Historic District. Submitted by Aurora Colony Historical Society

- An application was not available at this meeting, the purpose of the discussion was to present the signs for the members to assess and the application will be in the packet for the March 28th 2013 meeting. Chairman Townsend presented the "Emma" signs as the applicant. She explained that the Aurora Colony Historical Society (she is a member of the Emma Committee) will be starting a tour of the historic district in Aurora called the "Emma Walking Tour".
- The tour will be of Historic Commercial buildings tour of the historic district in Aurora, during Emma Giesy's Lifetime. They will have a small Emma sign so that the people doing the tour will know which buildings are included in the tour.

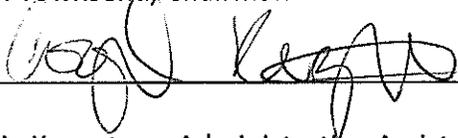
- Chairman Townsend provided 2 examples of the signs to the board. Both examples had script font which is not an Aurora Guidelines approved font. Chairman Townsend explained how the script on the sign was considered a logo and would be used on all "Emma" products; the board had a difference of opinion on whether an approved font should be used instead of the script.
- Discussion was tabled until next meeting, when the application and final examples will be presented for the boards review.

ADJOURN

A motion to adjourn was made at 9:30pm by Gayle Abernathy, seconded by Merra Frochen and passed unanimously.



Karen Townsend, Chairman



Sophia Kuznetsov, Administrative Assistant