

**HISTORIC REVIEW BOARD MINUTES
21420 MAIN ST. NE, AURORA OR 97002
June 27, 2013**

Staff Members Present: Mary Lambert, Administrative Assistant

Others Present: Bill Graupp, City Council member

The meeting of June 27, 2013 was called to order at 7:03 p.m. by Chairman Townsend.

Chairman Townsend takes Roll Call

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

CONSENT AGENDA

- I. Historic Review Board Minutes – May 23, 2013
- II. City Council Meeting Minutes - none
- III. Planning Commission Meeting Minutes - none

A motion to approve the HRB minutes of May 23, 2013, as amended, was made by Member Fraser, seconded by Member Frochen and passed unanimously.

CORRESPONDENCE

None

VISITORS

Kris Sallee, Planning Commission member

OLD BUSINESS

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

1. Review of Design Standards as part of title 17.

The members went over Title 17, both the Planning Commission document and the document that included comments from Kuri Gill with SHPO. Recommend

changes will be made and given to the Planning Commission for the July 2, 2013 meeting and public hearing. Main changes include:

- 17.04.050 Remove landscaping, exterior paint colors and black roof installation from this chapter.
- 17.20.050 C Add the above three items to this chapter.
- 17.24.060 A 5 Limit LED signs to read "OPEN" only, no images, no dayglow or fluorescent colors.
- 17.28.040 C 1 Change "identical" to "compatible".
- 17.28.040 D 1 Add "minimize visibility from the street".
- 17.28.040 D 4, 6 Change "identical" to "compatible".
- 17.40.020 B 1 Change "match" to "be compatible".
- 17.40.030 A & B Add lines - Awnings are prohibited on Colony Structures.
- 17.40.110 A & B Add lines to include 17.40.120 A 1 for Non-contributing Structures.
- 17.40.130 A 1 and B 1 Change "required" to "prohibited".
- 17.40.190 B 4 Change "on" to "above".

Chairman Townsend noted that she had spoken with Planning Commission Chairman Joseph Schaefer and they agreed that Colony Structures should be a separate category from Conforming/Non-conforming Structures.

During this discussion, Member Abernathy told Councilor Graupp that she did not approve of his texting on his phone while sitting at the table for the meeting. Councilor Graupp stated he was texting with Planning Commission Chairman Joseph Schaefer regarding the meeting. There was some discussion as to the appropriateness of this action then the meeting continued.

Chairman Townsend had a handout with suggested verbiage for general guidelines for exterior changes within the Historic District per recommendation from SHPO. She explained that there should be a general guideline for any items that are not specific enough to be included in the code. The board agreed.

Chairman Townsend brought in some paint samples. She would like to have a sample book kept at City Hall.

B. Aurora Historic District Sign Code Revisions

The members completed their changes to Chapter 17.20 Signs. Main changes include:

- 17.20.060 C 3 Add "while sign application and sign manufacturing is in process".
- 17.20.060 C 8 Add signs to this section.
- 17.20.070 E 2 Remove this in its entirety.
- 17.20.080 J Remove the words "long periods of time".

NEW BUSINESS

None

Chairman Townsend noted that there will not be a quorum at the July meeting unless the date is changed. After discussion, it was decided that the July meeting of the Historic Review Board will be moved from July 25, 2013 to Thursday, July 18, 2013.

ADJOURN

A motion to adjourn was made at 8:56 pm by Member Frochen, seconded by Member Fraser and passed unanimously.



Karen Townsend, Chairman

ATTEST:



Mary C. Lambert, Administrative Assistant