

AGENDA
Historic Review Board
City Council Chambers – 21420 Main Street NE, Aurora
Thursday, 7:00 pm
December 19, 2013

1. CALL TO ORDER BY CHAIRMAN

ROLL CALL

2. CONSENT AGENDA

A. Minutes:

- I. Historic Review Board Minutes – November 21, 2013

3. CORRESPONDENCE

Letter for consideration from Chair Townsend

4. VISITORS

Anyone wishing to address the Historic Review Board concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the Historic Review Board could look into the matter and provide some response in the future.

5. OLD BUSINESS

A. Discussion and/or action on paint color list.

B. Discussion and or action on Historic Inventory list

6. NEW BUSINESS

A. Discussion and or Action on Application for New Fence and Replacement of Retaining Wall. Property location 21823 Airport Rd NE.

B. Discussion and/or action on draft language for letter on sign issues in the district.

7. ADJOURN

**HISTORIC REVIEW BOARD MINUTES
21420 MAIN ST. NE, AURORA OR 97002
November 21, 2013**

Staff Members Present: Kelly Richardson, City Recorder

Others Present:

The meeting of November 21, 2013 was called to order at 7:01 p.m. by Chairman Townsend.

Chairman Townsend takes Roll Call

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

CONSENT AGENDA

A. Minutes

- I. Historic Review Board Minutes – October 24, 2013

A motion to approve the HRB minutes of October 24, 2013, with corrections stated/given in notes, was made by Member Simon, seconded by Member Fraser and passed unanimously.

The Board asks Mayor Graupp for the status on the Certified Local Government and he explains that the process is moving forward.

There will be more discussion on the grant cycle and the opportunities that will be available once this process is complete.

CORRESPONDENCE

- I. None

VISITORS

No one spoke.

5. OLD BUSINESS

A. Discussion and/or action on paint color list. Chairman Townsend informs the board of that it is currently being worked on however is not complete at this time.

- More discussion on trim combinations and possibly requiring applicants to go before the board if more than 3 colors are chosen.
- Paint Hue is discussed
- Chairman Townsend will continue with draft language for the next meeting.

There is brief discussion regarding terms of office among members. Chair Townsend informs the board that her term expires at the end of December 2013. She informs the board that at this time she would like to retire however if it places the board in a dilemma she will consider continuing on the board.

Other areas of discussion amongst the board are;

- Updating the guidelines to reflect the changes made by title 17.
- Sign locations and conformity to the code.

B. Discussion and/or action on Historic Inventory list.

- The 1985 inventory which is currently being used, do we want to update at this time.
- Do we want to work with the 1985 version as a template.
- There are many items in the SHPPO version that are not accurate.
- Mayor Graupp informs the board of his ability to obtain a tremendous amount of information from Marion County that would be helpful for updating these inventories.
- Categories discussed were,
 - Address
 - Year built
 - Classification

Chair Townsend asks the board to hand in their notes from their research

The board is tabling the inventory discussion until the December meeting awaiting the Mayors information that he can supply.

6. NEW BUSINESS

A. NA

ADJOURN

Chairman Townsend adjourned the meeting of November 21, 2013 at 8:11 pm.

Karen Townsend, Chairman

ATTEST:

Kelly Richardson, City Recorder

P.O. Box 314
Aurora, Oregon 97002
December 10, 2013

Historic Review Board
C: Aurora City Council

Re: HRB position

Dear friends,

My term on the Historic Review Board ends this month. While I looked forward to a nice rest from the considerable time and effort that I put into the board over the last couple of years, I have also considered that this may not be the best time to leave.

The board has two important documents that must be completed: the new Historic Inventory which is being revised into a useful and accurate guide and the previous Guidelines for Historic District Properties which needs to be revised into an appendix for guidance only. I had planned to be the chairman of the board's work on these when I discovered that this term was ending.

Since the current board is still fairly new, I think it would be in the best interests of the city if I stayed on so that these projects could be carried out without the need of additional outside expense or extra staff time (which we do not have). I do not wish to continue to be chairman as it is important to establish leadership among the others.

Thank you for your consideration.

Sincerely,

Karen Townsend

Feb 23, 2012

City of Aurora
HISTORIC REVIEW BOARD
Application for Certificate of Appropriateness



PROJECT INFORMATION SHEET

paid 10. cash receipt #079487 12-12-13

IMPORTANT: In order for your application to proceed in a timely basis, this form and the required attachments **MUST** be completed in full. If your application is incomplete, no decision will be made and your request will be delayed. Please turn the complete application in at least **ONE WEEK** prior to the meeting (4th Thursday of each month) so that board members can become familiar with your property and project. It is helpful, but not required, if you can attend the meeting.

You will need to refer to the *City of Aurora Guidelines for Historic District Properties*, which may be obtained from City Hall.

Name Jorge Castro Valdes Date 12-12-13
Business name (if applicable) _____
Physical address 21823 Airport rd NE Aurora OR 97002 94
Mailing address (Same as above)
Phone 971-212-2661 email _____
Type of project(s) List all Black iron Fencing w gates

Zoning: Residential Commercial
Type structure: House Commercial Church
Style: Colony Victorian Craftsman
 Ranch Contemporary
 Other (describe) _____

Project specifics:
 Painting: base color _____ mfg/number _____
trim color _____ mfg/number _____
trim color _____ mfg/number _____

Guidelines used. Item/page(s) _____
Please bring samples of colors you propose to use.

Fencing: Picket Stock Privacy
 Other (describe) _____
Dimensions: Height 4' Length 62'
Color Black
Material aluminum iron
Location (as shown on site plan) front facing road
Guidelines used: Item/page(s) _____

Roofing: Cedar Shingle Composition
 Other (describe) _____
Color _____ mfg/number _____
(You MUST bring a sample that is sufficiently large to show what the total roof will look like to insure that it appears as a solid color.)
Guidelines used: Item/page(s) _____

Landscape: Plantings AKOUBAS
Trees _____
Tree Removal _____
Guidelines used: Item/page(s) _____

Other type of project(s): Painting repairs in front of house; Asicle from etc.

Replace retaining wall with same concrete block

Please note Guidelines used (Item/page(s) for each separate project listed.

- Attach the following in order for your application to be accepted:
1. Site plan drawn to scale with project location shown.
 2. Elevations, including dimensions.
 3. Photograph of property is helpful but not required.

I have completed the application in full and included the above attachments. I understand that any changes or deviations from the presented materials proposed in this application must be submitted and re-examined by the Historic Review Board for final approval.

12-12-13
Date

Jorge Castro
Signature of Applicant





TOWN & COUNTRY FENCE CO. of Oregon

8810 S.E. Herbert Ct.
P.O. Box 443 Clackamas OR 97015-0443

(503) 655-2055

Fax (503) 655-0353



Member of:
American
Fence
Association

CCB#32227

PROPOSAL

To GEORGE CUSTER Date 12-10-13

BASE BID ALTERNATE

Attention:

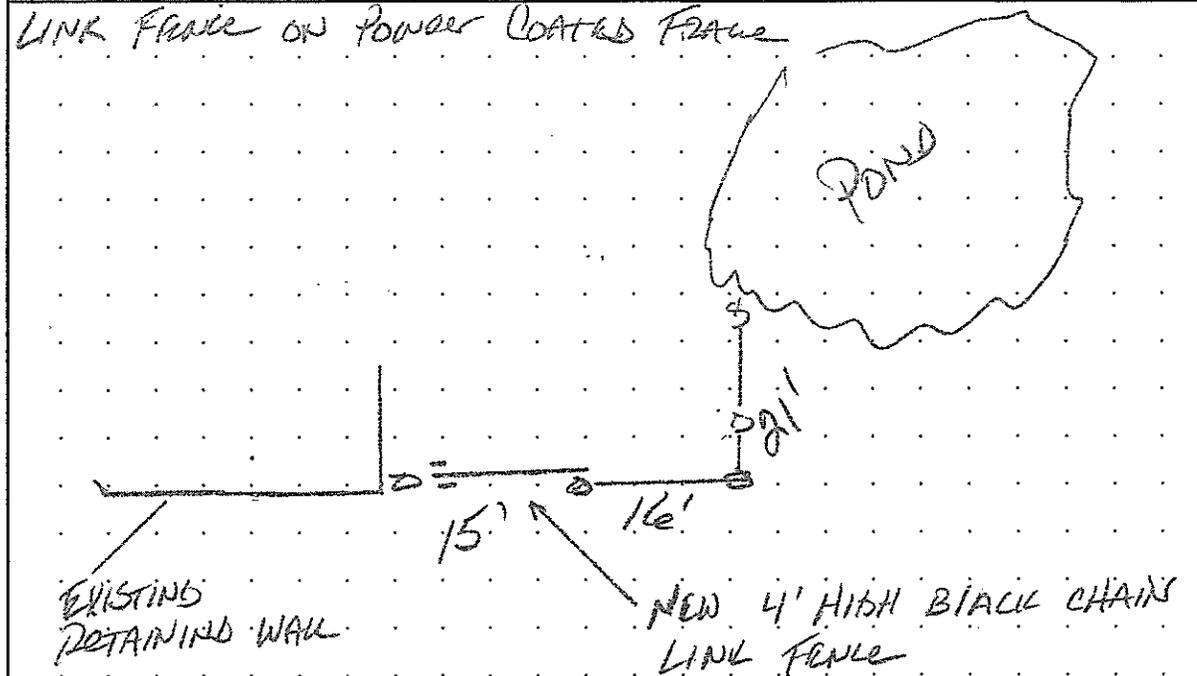
Address 21823 AIRPORT RD
City AURORA State OR Zip 97002
Phone Bus. Home 971-212-2461 Fax

ESTIMATE	\$2384	
PERMIT	N/A	
TAX	N/A	
TOTAL	\$2384	

Installation address SAME AS ABOVE
Cross street

TERMS: **CASH ON COMPLETION**
DOWN, BAL. ON COMPLETION

Style BLACK VINYL CHAIN Height 4' Length incl. gates 62' Gates 1-15'x4' SLIDE GATE



Chain Link	<input checked="" type="checkbox"/>	Gauge	11 <input checked="" type="checkbox"/>
Slat Link	<input type="checkbox"/>		9 <input type="checkbox"/>
PVC	<input type="checkbox"/>	Barb	Up <input type="checkbox"/>
Other	<input type="checkbox"/>		Down <input type="checkbox"/>
Rail	1 3/8 <input type="checkbox"/>		None <input type="checkbox"/>
TOP RAIL	1 5/8 <input checked="" type="checkbox"/>	Stats	<input type="checkbox"/>
Other	<input type="checkbox"/>	Barb Wire	<input type="checkbox"/>
	<input type="checkbox"/>	R / Ribbon	<input type="checkbox"/>
Tension Wire		Fittings	
Top	<input type="checkbox"/>	Light	<input checked="" type="checkbox"/>
Bottom	<input checked="" type="checkbox"/>	Heavy	<input type="checkbox"/>
None	<input type="checkbox"/>	None	<input type="checkbox"/>

POSTS	LINE	TERMINAL	GATE	CLEARING BY:	FENCE TO BE:	SPECIAL INSTRUCTIONS
O.D.	1 7/8"	2 3/8"	1 7/8" x 2 3/8"	Customer <input checked="" type="checkbox"/>	Straight <input checked="" type="checkbox"/>	
TYPE	16 GAUGE	16 GAUGE	16 GAUGE	F & C Fence <input type="checkbox"/>	Level <input type="checkbox"/>	
QUAN.	1	3	1 3	Rocks Yes <input checked="" type="checkbox"/>	Stepped <input type="checkbox"/>	
HOLE SIZE	8" x 24"	8" x 24"	8" x 24"	or Roots No <input type="checkbox"/>	Follow Contour <input checked="" type="checkbox"/>	

Property owner is solely responsible for locating, staking and clearing all fence lines. If fence line is not prepared, an additional trip charge of \$100.00 will be charged to customer's account. Mark the site of any sprinklers, underground wires, pipes, sewers, conduits, or obstructions which might interfere with labor or be damaged by Town & Country Fence Co. of Oregon or be the cause of any injury or other damages. Town & Country Fence Co. of Oregon is not responsible to repair any unmarked underground lines. (We will clearly mark any damaged underground utility for the customer to repair.) Fence will be installed as indicated. Site Ready anytime after:

ACCEPTANCE OF PROPOSAL The above prices, specifications and concerns are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Signature George Custer
Print Name George Custer Date 12-

Authorized Signature Mike Smith
Note: This proposal may be withdrawn if not accepted within 30 days.
ESTIMATOR

Pending Credit Approval, this contract is binding upon the parties, and in the event that it becomes necessary for Town & Country Fence Co. of Oregon to retain the services of an attorney to enforce the terms of this contract, then purchaser expressly agrees to pay reasonable attorney fees incurred plus court costs. Town & Country Fence Co. of Oregon also reserves the right to repossess any of the above materials installed in the event purchaser fails to perform by non-payment.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to industry standards. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control

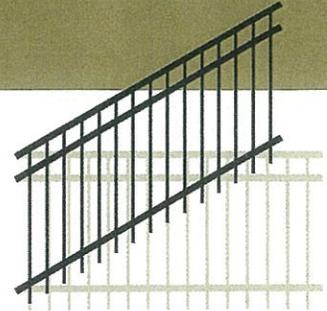
Purchaser also agrees that Town & Country Fence Co. of Oregon will not be held responsible or liable for any damage of any nature to underground obstructions. If contract is cancelled, a 10% charge of the total contract price may be charged. A 1.5 monthly service charge will be applied to all overdue accounts, Annual Percentage Rate 18%

Intelligently Engineered

Alternatives

Montage ATF™ (All Terrain Fence)

ATF™ (All Terrain Fence) panel design enables the maximum bias for all Montage™ styles. It is the only welded steel fence with the capability to follow severe grade changes and follow uneven ground contours like a second skin.



Capable of
30" Rise In
8' Run



Unsightly
Stair-Step
Installation
Leaves Gaps



Standard Montage™ or Deluxe Montage Plus™

In addition to the stout Montage™ fence system suitable for most applications, Ameristar® offers the deluxe Montage Plus™ for applications requiring extra strength or a more substantial look.

	Montage®	Montage Plus®
Material	Steel	Steel
Picket	5/8" Square	3/4" Square
Rail	0.790" x 0.075" Top 1.235" x 0.075" Sides	1.4375" x 0.072" Top 1.500" x 0.072" Sides
Post	2" Square	2-1/2" Square
Construction	Welded	Welded

Flush Bottom Rail

For some applications like pools, a flush bottom rail may be necessary to meet local building codes or simply to meet an aesthetic preference.



Pool, Pet & Play® 3" Spacing

In many cases related to pools, pets, or children, a narrower space may be required for safety or containment. The Pool, Pet & Play® design offers the optional 3" space.



Proudly Made in the U.S.A. From Recycled American Steel

City letterhead

Draft letter to businesses on signs

December --, 2013

Dear Historic District business owners,

The city has recently updated its Historic District sign code which may be viewed online at www.ci.aurora.or.us or you may view it in person at city hall. There are several changes as well as improved clarity on some previous rules.

After the first of the year all signs in the Historic District will be reviewed to see that they meet the specific features of their original applications and approvals. If no approval exists for any of your signs, you will have to remove them and apply under the new code provisions. Please refrain from investing in any new signs without going through the application process.

Besides their intrinsic value to advertise your business, signs represent important design and architectural features to a historic district. The sign code recognizes this value to the business district and city in its guidelines while seeking to provide fair and useful aids to commerce.

If you have any questions or wish to initiate a new application, the Historic Review Board meets on the fourth Thursday of each month, 7:00pm at council chambers. Applications should be submitted no less than 10 days prior to a meeting.

Thank you and we wish you a successful business year.

Yours truly,

Historic Review Board
Our names