

Agenda
Aurora Historic Review Board
Thursday, December 17, 2015, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

1. CALL TO ORDER OF THE AURORA HISTORICAL REVIEW BOARD MEETING

2. CITY RECORDER DOES ROLL CALL

Chair Abernathy
Member Townsend
Member Frochen
Member Fraser
Member Berard

3. CONSENT AGENDA

- a) Historic Review Board Minutes, November 2015
- b) City Council Minutes, November 2015
- c) Planning Commission Minutes, November 2015

4. CORRESPONDENCE - NA

5. VISITORS

Anyone wishing to address the Aurora 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 Aurora Historic Review Board could look into the matter and provide some response in the future.

6. NEW BUSINESS

- a) NA

7. OLD BUSINESS

- b) Discussion and or Action on CLG grant.
- c) Discussion and or Action on the Guide Revisions.

8. ADJOURN

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8. ADJOURN

Minutes
Aurora Historic Review Board Meeting
Thursday, November 19, 2015, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT Kelly Richardson, CMC City Recorder

STAFF ABSENT: None

VISITORS PRESENT:

1. CALL TO ORDER OF THE HISTORIC REVIEW BOARD MEETING

The meeting of November 19, 2015 was called to order by Chair Abernathy at 7:00 pm

2. CITY RECORDER DOES ROLL CALL

Chair Gayle Abernathy – Present
Member John Berard - Absent
Member Mera Frochen – Present
Member Mella Dee Fraser – Present
Member Karen Townsend - Present

3. CONSENT AGENDA

- a) Historic Review Board Meeting Minutes – October, 2015
- b) City Council Minutes – October, 2015
- c) Planning Commission – October, 2015

A motion to approve the Historic Review Board minutes of October 22, 2015 as amended was made by Member Frochen and is seconded by Member Fraser. Passed by all.

4. CORRESPONDENCE – NA

Chair Abernathy informs the board that Member Townsend and myself attended the last Planning Commission meeting and as citizens not members of the board testified during the public hearing for Christ Lutheran in opposition of the bell tower. There was a brief discussion regarding the outcome there were a few misunderstandings of what had occurred however in the end the board was able to set aside their differences in the matter and move on.

5. 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. No comments were made during this section.

There were no visitors that spoke during this time.

6. NEW BUSINESS

- a) NA

7. OLD BUSINESS

- a) Discussion and or Action on CLG grant components and opportunities. There was no discussion during this item.
- b) Discussion and or Action on The Guide, this was continued until next month.

8. ADJOURN

Chairman Abernathy adjourned the meeting of November 19, 2015 at 8:45 pm.

Gayle Abernathy, Chairman

ATTEST:

Kelly Richardson, CMC
City Recorder

Minutes
Aurora City Council Meeting
Tuesday, November 10, 2015, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Kelly Richardson, City Recorder
Darrel Lockard, Public Works Superintendent
Officer Huitt, Marion County
Dennis Koho, City Attorney

STAFF ABSENT: Mary Lambert, Finance Officer

VISITORS PRESENT: Anna Rankin, Pudding River Water Council
Noelle Brooks, Aurora

1. CALL TO ORDER OF THE CITY COUNCIL MEETING

Meeting was called to order by Mayor Bill Graupp at 7:12 pm

2. CITY RECORDER DOES ROLL CALL

Mayor Graupp- Present
Councilor Sahlin - Absent
Councilor Sallee-Present
Councilor Southard-Absent
Councilor Vlcek - Present

3. CONSENT AGENDA

- a) City Council Meeting Minutes – October, 2015
- b) Planning Commission – October, 2015
- c) Historic Review Board Meeting – September, 2015

ACTION ITEM: Councilor Vlcek ask where are we at with the street sweeping.

Motion to approve the consent agenda as presented was made by Councilor Vlcek and is seconded by Councilor Sallee. Motion approved by all.

4. CORRESPONDENCE - NA

5. VISITORS

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

Noelle Brooks, ACVA representative along with Kathleen Maison presents a banner project that they are hoping the city can help sponsor for the downtown area as part of a beatification project. Presented is a draft of the banners they are proposing.

Councilor Sallee asks the two of them if the banners would be throughout the entire town or just in the Historic District, Brooks no it would just be in the downtown core business district to begin with. This next year will be the 160th year so we fill it is a big deal along with the museum's 50th year. Councilor Vlcek comments that if they flipped the design it would be a close match to the new Aurora Deputy's patch.

6. PUBLIC HEARING, Opens at 7:53 PM

TO: Aurora City Council
FROM: Renata Wakeley, City Planner
RE: Legislative Amendment 2015-02 (LA-15-02)
DATE: November 10, 2015

REQUESTED ACTION

The City Council's options for taking action on Legislative Amendment 15-02 include the following:

- A. Adopt the findings in the staff report and adopt Legislative Amendment 15-02:
 - 1. As presented by staff and the Planning Commission; or
 - 2. As amended by the City Council (stating revisions).

- B. Take no action on Legislative Amendment 15-02.

- C. Continue the public hearing:
 - 1. To a time certain, or
 - 2. Indefinitely.

BACKGROUND

In 2013, House Bill 3460 created a medical marijuana registration system and allowed medical marijuana facilities (MMFs) to be located in certain zones, including commercial, industrial, and mixed use. In 2015, House Bill 3400 further clarified marijuana regulations, expanded permissions for recreational marijuana, and also allowed jurisdictions to adopt reasonable time place, and manner restrictions on both. The Planning Commission reviewed and discussed several options for this new legislation in September and October 2015. At the same time, the Planning Commission received feedback from interested parties regarding recreational vehicles and accessory buildings and LA-15-02 includes proposed amendments to clarify the text on these items.

The Aurora Planning Commission held a public hearing on November 3rd, 2015. The following sections of the Aurora Municipal Code (AMC) are proposed by staff and the Planning Commission for amendment:

- 16.04 Definitions
- 16.14 Commercial
- 16.16 Industrial
- 16.36 Manufactured Home Regulations
- 16.42 Off-Street Parking and Loading Requirements

Legislative Amendment 15-02 includes the draft code amendments to the Aurora Municipal Code. The revisions are attached in a **bold and strikethrough** format for review purposes (see Exhibit A).

The purpose of the proposed amendment is to create “reasonable regulations” as allowed by House Bill 3460 and 3400 for time, place and manner restrictions for marijuana associated retailers, processors, and growers. By addressing marijuana sales, production, and processing, the City seeks to further clarify where these uses are permitted and mitigate potential conflicts with surrounding uses. The proposed amendments also seek to add clarity and certainty to the Aurora Municipal Code – Title 16.

FINDING OF FACT

The Aurora Planning Commission, after careful consideration of the testimony and evidence in the record, adopted the following Findings of Fact and Conclusions:

1. In accordance with the post-acknowledgement plan amendment process set forth in Oregon Revised Statute 197.610(1), the City Planner submitted the draft proposed amendments to the Oregon Department of Land Conservation and Development on October 13, 2015, which was 21-days prior to the first evidentiary hearing and 28-days prior to the City Council hearing on November 10, 2015.
2. Amendments to the Code, Comprehensive Plan, and/or Maps are considered Legislative Amendments subject to 16.80.20. Legislative Amendments shall be made in accordance with the procedures and standards set forth in AMC 16.74-Procedures for Decision Making-Legislative. A legislative application may be approved or denied.
3. AMC 16.74.030 outlines notice requirements. At least ten days prior to the first public hearing, the City shall publish notice in a newspaper of general circulation. The notice of the planning commission and city council hearings was published in the Canby Herald on October 28, 2015, at least 10 days prior to the scheduled November 10, 2015 City Council hearing.
4. Proposed amendments for consideration of legislative changes to the provisions of the Comprehensive Plan, implementing ordinances and maps are a legislative action. Section 16.74 calls for amendments to the Development Code to be processed as a recommendation by the Planning Commission and the decision by the City Council.
5. AMC 16.74.060 includes the standards for decision of Legislative Amendments as outlined under FINDINGS below.
6. The Planning Commission reviewed the proposed legislative amendments at a November 3, 2015 public hearing and made a unanimous recommendation for City Council approval of LA-15-02.

STANDARDS FOR THE DECISION AND FINDINGS

16.74.060 provides the standards for a Legislative Amendment decision as follows:

A. The recommendation by the Planning Commission and the decision by the Council shall be based on consideration of the following factors:

- 1. Any applicable statewide planning goals and guidelines adopted under Oregon Revised Statutes (ORS) Chapter 197;*

FINDINGS: Goal 1, Citizen Involvement: A public hearing on the proposed amendments was held by the Planning Commission on November 3, 2015 and the City Council hearing is scheduled for November 10, 2015. Notice was posted at City Hall and published in the Canby Herald. The staff report was available for review one week prior to the Planning Commission and City Council hearings. This is consistent with City procedures. Staff and the Planning Commission found Goal 1 is met.

Goal 2, Land Use Planning: The proposal does not involve exceptions to the Statewide Goals. Adoption actions are consistent with the acknowledged AMC for process. Goal 2 generally supports clear and thorough local procedures. Staff and the Planning Commission found Goal 2 is met.

Goal 3, Agricultural Lands and Goal 4, Forest lands are found not to be applicable.

Goal 5, Open Spaces, Natural Resources, and Historic Areas: The proposed amendments do not affect regulations within the Aurora Historic District nor does it affect open spaces or natural resources. Staff and the Planning Commission found Goal 5 does not apply.

Goal 6, Air, Water and Land Resource Quality: Goal 6 is not applicable. The proposal does not address Goal 6 resources.

Goal 7, Natural Hazards: Goal 7 is not applicable. The proposal does not address Goal 7 resources.

Goal 8, Recreational Needs: Goal 8 is not applicable. The proposal does not address Goal 8 resources.

Goal 9, Economic Development: The draft code amendments respond to a need/revision identified by Senate Bills 3460/3400 to address permitted uses on commercial and industrial lands. The proposed code amendments are not found to deter employment or business opportunities but rather to allow for greater economic uses on commercial and industrial properties while also protecting the intent of these zones and permissible locations as well as the intent of the Aurora Historic District.

The Planning Commission has determined which uses under the Senate Bills are best suited in which zoning locations to match the purpose and intent of the zone. The code update also

addressed design standards for storage units in the commercial zone to protect design standards of the primary structures in the zone. Staff and the Planning Commission found Goal 9 is met.

Goal 10, Housing: The draft code amendments address storage of recreational vehicles on residentially zoned lands and within public rights-of-way not intended to accommodate housing. Staff finds Goal 10 is not applicable. The proposal does not address Goal 10 issues.

Goal 11, Public Facilities and Services: Goal 11 is not applicable. The proposal does not address Goal 11 issues.

Goal 12, Transportation: Goal 12 is not applicable. The proposal does not address Goal 12 issues.

Goal 13, Energy Conservation: Goal 13 is not applicable as the code amendments address permitted uses under State law on properties already zoned for commercial and industrial development. The proposal does not address Goal 13 resources.

Goal 14, Urbanization: Goal 14 is not applicable. The proposal does not address Goal 14 issues as the proposed code amendments apply to existing commercial and industrial sites within the City limits and permissible uses within these zones.

ORS 197 does not include specific notice requirements for legislative processes but the City met all notice requirements under AMC for Legislative Amendments. ORS 227.186, more commonly known as Measure 56 notice, does not apply as the proposed amendments do not reduce permissible uses of properties in the affected zones.

2. Any federal or state statutes or rules found applicable;

FINDINGS: Staff and the Planning Commission found the adoption actions are consistent with Oregon Revised Statute 197.610(1) for notice to the Department of Land Conservation and Development. Measure 56 notice was not required as the proposed amendments do not reduce permissible uses on commercial lands.

The addition of specific definitions for marijuana grow sites, processing sites and retail sites under AMC 16.04 ensures compliance with recently adopted legislation at the State level. Above the State-imposed and regulated standards for said facilities, jurisdictions are permitted to adopt reasonable time, place and manner restrictions to meet the intent of their development code and comprehensive plans. Proposed amendments to address these new regulations and to further clarify the locations of specific facilities are found by staff to be reasonable and address the intent and purpose of the specific zoning codes, as outlined under each zoning code chapter.

Staff and the Planning Commission found this criterion is met.

3. The applicable comprehensive plan policies and map; and

The applicable Aurora Comprehensive Plan Goals align with the Statewide Planning Goals and associated policies as outlined under FINDINGS, subsection A.1 above. Staff and the Planning Commission found this criteria is met.

4. The applicable provisions of the implementing ordinances.

FINDINGS: The draft code amendments respond to a need/revision identified by Senate Bill 3460/3400 to potential permitted uses on commercial and industrial lands. The proposed code amendments are not found to deter employment or business opportunities but rather to clarify locations of permitted specific uses, allow for greater economic uses of commercial and industrial properties, and maintain design standards while also protecting the intent of the zones and the Aurora Historic District.

Staff finds the proposed code amendments can be established in compliance with the development requirements of the Aurora Municipal Code while maintaining the stated intent of the underlying zones.

B. Consideration may also be given to proof of a substantial change in circumstances, a mistake, or inconsistency in the comprehensive plan or implementing ordinance which is the subject of the application.

FINDINGS: Staff or the Planning Commission did not find a change in circumstance, mistake or inconsistency in the comprehensive plan or implementing ordinances. Rather, the proposed code amendments are a result of Senate Bill 13460/3400531 and the City's need to refine and clarify permitted locations and uses within the City of Aurora, adopt "reasonable regulations" for their review, as well as further clarify storage of recreational vehicles and design standards for accessory structure. Staff and the Planning Commission found this criterion is met.

EXHIBIT A Aurora Municipal Code (AMC) section 16.04- Definitions
Aurora Municipal Code (AMC) section 16.14- Commercial zone
Aurora Municipal Code (AMC) section 16.16- Industrial zone
Aurora Municipal Code (AMC) section 16.36- Manufactured Home Regulation
Aurora Municipal Code (AMC) section 16.42- Off-Street Parking and Loading

Councilor Vlcek asks if they are considering them all together or are we chopping it up. Mayor Graupps states let's talk about each one individually.

There is no testimony from the audience at this time Mayor Graupp closes the Public Hearing at 8:01 PM.

Council begins discussions regarding the code changes being proposed.

1. Marijuana, Councilor Vlcek begins with a question regarding odor has this been addressed in the code changes. City Planner Wakeley informs the council that there is not a criteria for odor however your nuisance code does and remember this is a conditional use and the applicant is required to apply and a

review process would then take place on a yearly basis. Councilor Vlcek is also concerned about security and Wakeley states that normally that is up to the property owner.

2. Storage Units, there is a brief discussion here regarding temporary storage solutions the council needed more specific information regarding materials it is the consensus of the council that they need more information and want to wait for a full council before rendering a decision.

3. RV Storage, Council discuss various options but ultimately feel allowing one RV is very strict but it is the consensus of the council to wait for a full council before rendering a decision.

It is the consensus of the council to approve the recreational marijuana code language as presented.

A motion is made to approve the recreational marijuana code language as presented and to continue the hearing on the other 2 items by Councilor Vlcek and seconded by Councilor Sallee. Passed by all.

7. REPORTS

a) Mayor Bill Graupp

- Mayor reports that the city received a 20,000 dollar grant from Business Oregon to help offset the costs of the Engineering bill for the Wastewater Facility Plan.

Council discussed, NA

ACTION ITEM: NA

b) Marion County Deputy

- Deputy report is attached activity is normal and there are no questions from council.

Council discussed.....

ACTION ITEM: Action to be.....

Councilor Sallee on a personal note asks Deputy Huitt what is a normal response time and what constitutes an arrival. Huitt, when an officer arrives they will notify dispatch on an audible alarm they will attempt to validate if they can't then it drops in priority as it is not active threat.

c) Finance Officer

- Finance officer is absent. The report is attached and everything looks to be on track.

Council discussed, NA

ACTION ITEM: NA

d) Public Works

- Public Works report the following items have been finished, street sweeper scheduled, trees trimmed in the park however more trees have been identified that will need to come down in the next phase. Councilor Vlcek asks Public Works how long has the aeration basin been septic. Lockard since around April until now Vlcek why so long Lockard because it takes time for something like this to heal and clear up. Councilor Vlcek is also concerned about the manual backwashes that have been taking place at the water treatment plant. Lockard informs council that there is currently a process in place to help insure the safety of our employees regarding this issue until it is permanently fixed. Lockard if all goes well we won't need manual backwashes after tomorrow. Councilor Sallee requests this process be in written format and also asks if there is a backup protocol if the electronics were to fail Lockard not at this time if they fail the system goes down. Lockard reports the new utility worker will begin December 1st.

Council discussed, NA

ACTION ITEM: NA

e) Parks Committee

- Park report none given at this time other than trees are being looked at again.

Council discussed, NA

ACTION ITEM: NA

f) City Recorder

- Recorder report is attached and read into the record

Council discussed nothing at this time.

ACTION ITEM: NA

g) City Attorney

- City Attorney report's that the Eddy properties purchase that was pending fell through and that the city is still moving forward just as before. Trial should be in December.

Council discussed, NA

ACTION ITEM: NA

8. ORDINANCES, RESOLUTIONS AND PROCLAMATIONS

- a) Discussion and or Action on Ordinance Number 480 to Amend the Aurora Municipal Code Regarding Various Sections. First Reading, Not read at this time hearing was continued.

9. NEW BUSINESS

- a) Discussion and or Action on Proposal for Living Color Landscape to include Highway 99E Planter Strips.

Motion is made to approve the Living Color Contract to include 99E Planter Strips by Councilor Sallee and is seconded by Councilor Vlcek. Motion Passes.

- b) Discussion and or Action or Presentation of Information from the Pudding River Water Council, Anna Rankin the coordinator for the pudding river water shed informs council that currently we have dollars that we would like to collaborate with and work on getting more dollars so that it will go further in an effort to address storm water runoff. Lockard states we do have bio swells in addressing this issue. There are few various items and or ideas that were discussed Public Works will look around the city to see what some of our options are.

10. OLD BUSINESS

- a) NA

Councilor Sallee informs Council that her home has sold and is actively looking for a Permanente residence.

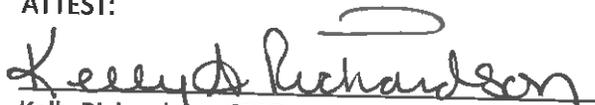
11. ADJOURN,

Mayor Graupp adjourned the November 10, 2015 Council Meeting at 9:48 PM.



Bill Graupp, Mayor

ATTEST:



Kelly Richardson, CMC
City Recorder

Minutes
Aurora Planning Commission Meeting
Tuesday, November 3, 2015, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT Renata Wakeley, City Planner
 Kelly Richardson, City Recorder

STAFF ABSENT: None

VISITORS PRESENT: Lance Lyon, Aurora
 Dexter Wilson, Aurora
 Judi Aus, Canby
 Jerry Johnson, Aurora
 Richard Rothweiler, Salem
 Janet Rothweiler, Salem
 Karen Townsend, 15058 2nd Street Aurora
 Gayle Abernathy, 15109 2nd Street Aurora
 Kathy Kaatz, 14805 Orchard Street Aurora

1. CALL TO ORDER OF THE CITY COUNCIL MEETING

Meeting was called to order by Vice Chairman Rhoden-Feely at 7:05 pm

2. CITY RECORDER DOES ROLL CALL

Chair Joseph Schaefer - Absent
Commissioner Craig McNamara- Present
Commissioner Bud Fawcett - Present
Commissioner Jonathan Gibson - Present
Commissioner Mercedes Rhoden-Feely - Present
Commissioner Tara Weidman - Present
Commissioner Aaron Ensign - Absent

3. CONSENT AGENDA

- a) Planning Commission Minutes – October, 2015, a comment is made that the Council discussed accessory structures specific to the code.
- b) City Council Meeting Minutes – September, 2015
- c) Historic Review Board Minutes – September, 2015

Motion to approve the consent agenda as presented was made by Commissioner Gibson and is seconded by Commissioner Fawcett. Motion approved by all.

4. CORRESPONDENCE – NA

5. VISITORS

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

No one spoke during this time as the visitors present spoke on items already on the agenda.

6. PUBLIC HEARING, Opens at 7:10 pm

a) Discussion and or Action Height Variance Application (VA-15-03) Christ Lutheran Church,
**CITY OF AURORA
PLANNING COMMISSION**

STAFF REPORT: Variance 2015-03 [VAR-15-03]
DATE: October 27, 2015

APPLICANT/OWNER: Christ Lutheran Church
15029 2nd Street NE
Aurora, OR 97002

REQUEST: Variance application to exceed the maximum height of the Historic Residential Overlay zone for a new proposed forty-eight (48) foot bell/entry tower addition to the existing structure.

SITE LOCATION: 15029 2nd Street NE, Aurora OR.

Map 41.W.12CD Tax Lot 2600

SITE SIZE: Approx. 19,602 square feet, or 0.45 acres

DESIGNATION: Zoning: Low Density Residential (R1) with Historic District Overlay

CRITERIA: Aurora Municipal Code (AMC) Chapters 16.20 Historic Residential Overlay zone and 16.64 Variances

ENCLOSURES: Exhibit A: Assessor Map
Exhibit B: Applicant's Variance Application
Exhibit C: Review Comments from Oregon Department of Aviation (ODA) and Aurora Historic Review Board (HRB)

I. REQUEST

Variance application to exceed the maximum height of the Historic Residential Overlay zone for a new proposed forty-eight (48) foot bell/entry tower addition to the existing structure.

II. PROCEDURE

Variance applications are processed as Quasi-Judicial Decisions. Quasi-Judicial Decisions are conducted as stated in Chapter 16.76 of the AMC. Section 16.64 provides the criteria for processing Variance applications.

The application was received on August 12, 2015 and determined incomplete by staff pending additional information. The supplemental information was received by staff on September 17th and the application was determined complete by staff. Notice of the application and hearing was mailed to surrounding property owners on October 9, 2015 and published in the Canby Herald on October 27, 2015. The City has until **January 14, 2015**, or 120 days from acceptance of the application to approve, modify and approve, or deny this proposal.

III. APPEAL

Appeals are governed by AMC 16.76.260. An appeal of the Planning Commission's decision shall be made, in writing, to the City Council within 15 days of the Planning Commission's final written decision.

IV. CRITERIA AND FINDINGS

The applicable review criteria for Variance applications are found in AMC Chapter 16.64 Variances.

16.64 *Variances*

The commission may grant a variance only when the applicant has shown that all of the following conditions exist:

A. The proposed variance will not be materially detrimental to the purposes of this title, be in conflict with the policies of the comprehensive plan, to any other applicable policies and standards, and to other properties in the same zoning district or vicinity.

FINDINGS: The applicant proposes a forty-eight (48) foot bell/entry tower addition to the existing structure. The maximum height in the Historic Residential Overlay (HRO) zone is thirty-five (35) feet-thirteen (13) foot differential. According to the applicant, the tower structure will not cast shadows on any neighboring structures or exceed the height of some trees on the property or surrounding area. The applicant also states that the architectural elements are designed to enhance the visual character of the Neo-Gothic features of the historic Aurora Colony and structure.

Notice of the height variance application was mailed to property owners within 200 feet of the subject property on October 9, 2015 and published in the Canby Herald on October 14, 2014. The Aurora Historic Review Board (HRB) reviewed the proposed variance and recommended the Planning Commission approve the variance with a "smaller cross as discussed with the applicant" (see Exhibit C). This is included as a recommended condition of approval. The Oregon Department of Aviation (ODA) reviewed the proposal and expressed no concerns with flight interference.

Staff finds this criteria can be met, with conditions.

B. Special conditions exist which are peculiar to the land or structure involved and are not applicable to lands and structures in the same zone and over which the applicant has no control.

FINDINGS: The existing structure is unique in that the church's historic architectural elements are unlike residential structures in the zone. Churches are permitted as conditional uses in the zone and the property has a conditional use permit on file. According to the applicant, "while an exact replica of the historic tower is not possible, Christ Lutheran Church wishes to achieve as much accuracy as possible in the restoration of the original bell tower's scale and Gothic Revival style, which includes a slender, steeply pitched roof, pointed arched-windows, and a bell" and that meeting the thirty-five (35) foot height maximum in the zone would have sacrificed historic proportions. The applicant also states that a thirty-five (35) foot height restriction would not allow placement of the bell into the steeple or allow a person sufficient space to access or maintain the proposed bell and, therefore, the requested height is the minimum height to allow for the bell to be installed and maintained inside the steeple.

Staff finds the location of a church in the Historic Residential Overlay (HRO) zone with a 35 foot height maximum is unique for the property and not applicable to other historic properties in the zone and this criteria is met.

C. The use proposed will be the same as permitted under this title and city standards will be maintained to the greatest extent that is reasonably possible while permitting some economic use of the land.

FINDINGS: The variance will not change the use of the property and other applicable city standards and criteria will be maintained and enforced. Staff finds this criteria is met.

D. Existing physical and natural systems, such as but not limited to traffic, drainage, dramatic land forms, or parks will not be adversely affected any more than would occur if the development were located as specified in this title.

FINDINGS: The proposed variance does not encroach upon the City right-of-way and is not determined by staff to negatively impact traffic, drainage, land forms or parks. The property recently received Site Development Review approval (SDR-15-01) for circulation improvements and interior and exterior modifications to the structure. Staff finds this criteria is met.

E. The variance granted shall be the minimum necessary to make possible a reasonable use of the land and structures.

FINDINGS: According to the applicant, the proposed variance allows for the minimum achievement of the scale and stylistic proportions of the characteristic Gothic Revival tower. However, approval of the variance is not determined to be the minimum necessary to make reasonable use of the land or structures as the property is current used as it historically has been. The Aurora Historic Review Board reviewed the proposed variance and, while approving the height, recommended the size of the cross be reduced "so as to minimize any further height issues/dominance". This is included as a recommended condition of approval.

Staff finds this criteria can be met, with conditions.

F. The special conditions which are peculiar to the land or structure involved were not caused or created by the applicant and/or current or previous property owners.

FINDINGS: The current members of the Christ Lutheran Church congregation are not responsible for the demolition of the historic tower. Indeed, the members seek to preserve and restore elements of this historic church- in keeping with the Historic Overlay District and Aurora Comprehensive Plan Historic Resource Policies (Goal 5) Objective: Protect the community's historic character and sense of identity by conserving buildings and sites of historic significance and increasing the zone of control to include more of the original colony property.

Staff finds this criteria is met.

G. For variances to height requirements, six inches shall be added to the required setbacks for the front, side and rear yards, for every foot of height allowed by the commission beyond the established limit.

FINDINGS: The front setback in the HRO zone shall be a minimum of fifteen (15) feet except the front setback may be reduced to a minimum of ten (10) feet when the garage is located in the rear yard or the garage is located in the side yard of a corner lot (AMC 16.20.C.1). This is not a residential structure and no garage is located to the front of the property. AMC 16.40.160.A.2. further states, "Commercial and mixed-use structures shall be set back... a maximum of ten (10) feet from front lot lines". Additionally, AMC 16.40.160.A.3 states, "For new structures or additions to structures, including porches, the front setback shall not exceed four (4) feet more or less than the average front setback of the adjacent structures". The existing structure to the west is setback twelve (12) feet from the front property line. With a maximum setback of 10 feet for the zone and a variance allowance under AMC 16.40.160.A.3. of up to four (4) feet, a setback between six (6) and twelve (12) feet from the front property line would typically be permitted.

The applicant proposes a setback in their site plan for the base of the steeple at fourteen (14) feet, ten (10) inches and proposes to exceed the maximum height in the zone by thirteen (13) feet.

This amounts to an approx. three (3) foot variance from the permissible front setback under Title 17 and a height variance of thirteen (13) feet or an additional setback of six (6) feet. Staff finds the steeple setback of fourteen feet can be considered met from the front setback permissions varying between 6-12 feet for the front property line and this criteria is met.

V. CONCLUSIONS AND RECOMMENDATIONS

Based on the findings in the staff report, staff recommends that the Planning Commission **approve** the application for Variance (file no. VAR-2015-03) based upon the following:

- 1) Develop the subject property in accordance with plans approved by the city.
- 2) Comply with all City of Aurora and State of Oregon development, building and fire codes.
- 3) Reduce the size of the installation (cross) atop the bell tower, as discussed and approved by the Aurora Historic Review Board (HRB). Evidence of review and final approval on the installation (cross) atop the bell tower by the HRB shall be required in advance of City approval of the structural permit application.

VI. PLANNING COMMISSION ACTION

A. Approve the variance request to exceed the maximum height of the Historic Residential Overlay (HRO) zone for a new proposed forty-eight (48) foot bell/entry tower addition to the existing structure.

1. As recommended by staff, or
2. As determined by the Planning Commission stating how the application satisfies all the required criteria, and any revisions to the recommended conditions of approval, or

OR

B. Deny the variance request to exceed the maximum height of the HRO zone for installation of a new proposed forty-eight (48) foot bell/entry tower.

OR

C. Continue the hearing to a time certain or indefinitely (considering the 120 day limit on applications).

Staff notes a correction to pg 1 notice was published October 2015 not 2016. Number 7 Criteria A conditional approval and #3 to be removed because of reduction of the cross and it shouldn't have been included as a condition. Pg 4 reduced to condition 1&2. Commissioner McNamara wants to confirm the height of the steeple at 48 feet. Which the applicant states is well within the FFA and informs everyone that the congregation has decided based on feedback to not place a cross on top of the steeple. Vice Chair Rhoden-Feely asks the applicant was it this congregation that took the original steeple down and the applicant states yes in the early years.

Richard Rothweiler 363 State Street Salem, OR. Architect presents a brief description of the project and the fact that they want to return the church steeple to resemble the old church as much as possible and to allow the hanging and maintenance of the old church bell.

Citizen Karen Townsend 15058 2nd Street Aurora, also a member of the Historic Review Board although I am coming before you as a citizen with concerns regarding the height of the steeple that is proposed. I like the design that is being proposed except for the height I feel as though it is to over powering for the neighbor hood/block. I really think the steeple could be modified and the height brought down and still provide ample room for bell maintenance. This is 5 stories high and it will overwhelm the block and the other historic properties surrounding it. Vice Chair Rhoden-Feely ask the applicant the height of the old

historic church the applicant was unsure of the actual height and provided a guess. Townsend goes on to say had the old church been there its possible neighbors wouldn't have purchased property there maybe.

Gayle Abernathy 15109 2nd Street I am also a member of the Historic Review Board however this evening I am here as a citizen with many of the same concerns as my neighbor Miss Townsend.

Commissioner Weidman asks the applicant if they could accomplish this project with lowering the height of the steeple. The applicant states this is what we need to complete the project and to preserve the architecture from the old building. We did hear many of the concerns and that is why we removed the cross to bring some of the height down. If we can pull it down 12 inches then we will but not sure if it is possible. Weidman states that with the additional height it does make a very large statement.

Vice Chair closes the public hearing at 7:40 pm

Planning Commission begins there discussion first Commissioner Fawcett ask the applicant if the bell is currently in the tower and does it currently ring and the applicant states yes. Fawcett asks the height of the water tower for comparison and City Recorder Richardson states the water tower is 91.90 feet tall and the bottom of the Verizon equipment is at 53 feet. The museum is less than 35 feet tall.

Commissioners wanted to know the height of the original steeple the applicant was referring to however the applicant didn't have that information. After a brief discussion regarding whether it would be visible from Highway 99E.

A Motion is made by Commissioner McNamara to accept the application with the conditions as stated and is seconded by Commissioner Gibson. 2 ayes 3 naves motion fails.

The Commissioners then look at the staff report to better clarify and Vice Chair Rhoden-Feely then asks questions of the applicant regarding each criteria to determine if all of them have been met to the group's satisfaction.

following this discussion another motion is made.

Commissioner Weidman makes a motion to deny based on the fact that criteria E and F there is no second therefore motion fails.

A motion is made to accept the application as presented with the conditions of approval by Commissioner McNamara and is seconded by Commissioner Gibson. 2 ayes and 3 naves motion fails again.

At this point staff asks the Commissioners what additional information do they need so that we can move forward somehow this evening. Commissioner Fawcett states that they want the height of the original steeple and heights of trees around the building for comparison.

A motion is made to continue the hearing until the December 1st Planning Commission meeting and requesting the height of the original steeple is made by Commissioner Fawcett and is seconded by Commissioner Gibson and is passed by all.

b) Discussion and or Action on Legislative Amendment on AMC 16 Code Sections (LA-2015-02)

Public Hearing begins at 9:10 pm

Staff report;

TO: Aurora Planning Commission
FROM: Renata Wakeley, City Planner
RE: Legislative Amendment 2015-02 (LA-15-02)
DATE: November 3, 2015

REQUESTED ACTION

The Planning Commission's options for taking action on Legislative Amendment 15-02 include the following:

- A. Adopt the findings in the staff report and recommend that the City Council adopt Legislative Amendment 15-02:
 1. As presented by staff; or
 2. As amended by the Planning Commission (stating revisions).
- B. Recommend that the City Council take no action on Legislative Amendment 15-02.
- C. Continue the public hearing:
 1. To a time certain, or
 2. Indefinitely.

BACKGROUND

In 2013, House Bill 3460 created a medical marijuana registration system and allowed medical marijuana facilities (MMFs) to be located in certain zones, including commercial, industrial, and mixed use. In 2015, House Bill 3400 further clarified marijuana regulations, expanded permissions for recreational marijuana, and also allowed jurisdictions to adopt reasonable time place, and manner restrictions on both. The Planning Commission has given staff general direction related to the marijuana issue and has had general discussions regarding proposed amendments to the Aurora Municipal Code (AMC).

At the same time, the Planning Commission received feedback from interested parties regarding recreational vehicles and accessory buildings and LA-15-02 includes proposed amendments to clarify the text on these items.

The following sections of the Aurora Municipal Code (AMC) are proposed for amendment:

- 16.04 Definitions
- 16.14 Commercial
- 16.16 Industrial
- 16.36 Manufactured Home Regulations
- 16.42 Off-Street Parking and Loading Requirements

Legislative Amendment 15-02 includes the draft code amendments to the Aurora Municipal Code. The revisions are attached in a **bold and strikethrough** format for review purposes (see Exhibit A).

The purpose of the proposed amendment is to create “reasonable regulations” as allowed by House Bill 3460 and 3400 for time, place and manner restrictions for marijuana associated retailers, processors, and growers. By addressing marijuana sales, production, and processing, the City seeks to further clarify where these uses are permitted and mitigate potential conflicts with surrounding uses. The proposed amendments seeks to add clarity and certainty to the Aurora Municipal Code – Title 16.

FINDING OF FACT AND CONCLUSIONS

The Aurora Planning Commission, after careful consideration of the testimony and evidence in the record, adopts the following Findings of Fact and Conclusions:

1. In accordance with the post-acknowledgement plan amendment process set forth in Oregon Revised Statute 197.610(1), the City Planner submitted the draft proposed amendments to the Oregon Department of Land Conservation and Development on October 13, 2015, which was 21-days prior to the first evidentiary hearing and 28-days prior to the tentative City Council hearing on November 10, 2015.
2. Amendments to the Code, Comprehensive Plan, and/or Maps are considered Legislative Amendments subject to 16.80.20. Legislative Amendments shall be made in accordance with the procedures and standards set forth in AMC 16.74-Procedures for Decision Making-Legislative. A legislative application may be approved or denied.
3. AMC 16.74.030 outlines notice requirements. At least ten days prior to the first public hearing, the City shall publish notice in a newspaper of general circulation. The notice of the planning commission and city council hearings was published in the Canby Herald on October 28, 2015, at least 10 days prior to the scheduled November 1, 2015 City Council hearing.
4. Proposed amendments for consideration of legislative changes to the provisions of the Comprehensive Plan, implementing ordinances and maps are a legislative action. Section 16.74 calls for amendments to the Development Code to be processed as a recommendation by the Planning Commission and the decision by the City Council.
5. AMC 16.74.060 includes the standards for decision of Legislative Amendments as outlined under FINDINGS below.
6. The Planning Commission will review the proposed legislative amendments at a November 3, 2015 public hearing and a tentative City Council hearing is scheduled for November 10, 2015.

FINDINGS

- A. The recommendation by the planning commission and the decision by the council shall be based on consideration of the following factors:

1. Any applicable statewide planning goals and guidelines adopted under Oregon Revised Statutes (ORS) Chapter 197;

FINDINGS: Goal 1, Citizen Involvement: A public hearing on the proposed amendments is scheduled before the Planning Commission on November 3, 2015 and a second hearing is scheduled before the City Council on November 10, 2015. Notice was posted at City Hall and published in the Canby Herald. The staff report was available for review one week prior to the Planning Commission and City Council hearings. This is consistent with City procedures. Staff finds Goal 1 is met.

Goal 2, Land Use Planning: The proposal does not involve exceptions to the Statewide Goals. Adoption actions are consistent with the acknowledged AMC for process. Goal 2 generally supports clear and thorough local procedures. Staff finds Goal 2 is met.

Goal 3, Agricultural Lands and Goal 4, Forest lands are found not to be applicable.

Goal 5, Open Spaces, Natural Resources, and Historic Areas: The proposed amendments do not affect regulations within the Aurora Historic District nor does it affect open spaces or natural resources. Staff finds Goal 5 does not apply.

Goal 6, Air, Water and Land Resource Quality: Goal 6 is not applicable. The proposal does not address Goal 6 resources.

Goal 7, Natural Hazards: Goal 7 is not applicable. The proposal does not address Goal 7 resources.

Goal 8, Recreational Needs: Goal 8 is not applicable. The proposal does not address Goal 8 resources.

Goal 9, Economic Development: The draft code amendments respond to a need/revision identified by Senate Bills 3460/3400 to address permitted uses on commercial and industrial lands. The proposed code amendments are not found to deter employment or business opportunities but rather to allow for greater economic uses on commercial and industrial properties while also protecting the intent of these zones and permissible locations as well as the intent of the Aurora Historic District.

The Planning Commission has determined which uses under the Senate Bills are best suited in which zoning locations to match the purpose and intent of the zone. The code update also addressed design standards for storage units in the commercial zone to protect design standards of the primary structures in the zone. Staff finds Goal 9 is met.

Goal 10, Housing: The draft code amendments address storage of recreational vehicles on residentially zoned lands and within public rights-of-way not intended to accommodate housing. Staff finds Goal 10 is not applicable. The proposal does not address Goal 10 issues.

Goal 11, Public Facilities and Services: Goal 11 is not applicable. The proposal does not address Goal 11 issues.

Goal 12, Transportation: Goal 12 is not applicable. The proposal does not address Goal 12 issues.

Goal 13, Energy Conservation: Goal 13 is not applicable as the code amendments address permitted uses under State law on properties already zoned for commercial and industrial development. The proposal does not address Goal 13 resources.

Goal 14, Urbanization: Goal 14 is not applicable. The proposal does not address Goal 14 issues as the proposed code amendments apply to existing commercial and industrial sites within the City limits and permissible uses within these zones.

ORS 197 does not include specific notice requirements for legislative processes but the City met all notice requirements under AMC for Legislative Amendments. ORS 227.186, more commonly known as Measure 56 notice, does not apply as the proposed amendments do not reduce permissible uses of properties in the affected zones.

2. Any federal or state statutes or rules found applicable;

FINDINGS: Staff finds the adoption actions are consistent with Oregon Revised Statute 197.610(1) for notice to the Department of Land Conservation and Development. Measure 56 notice was not required as the proposed amendments do not reduce permissible uses on commercial lands.

The addition of specific definitions for marijuana grow sites, processing sites and retail sites under AMC 16.04 ensures compliance with recently adopted legislation at the State level. Above the State-imposed and regulated standards for said facilities, jurisdictions are permitted to adopt reasonable time, place and manner restrictions to meet the intent of their development code and comprehensive plans. Proposed amendments to address these new regulations and to further clarify the locations of specific facilities are found by staff to be reasonable and address the intent and purpose of the specific zoning codes, as outlined under each zoning code chapter.

Staff finds this criterion is met.

3. The applicable comprehensive plan policies and map; and

The applicable Aurora Comprehensive Plan Goals align with the Statewide Planning Goals and associated policies as outlined under FINDINGS, subsection A.1 above. Staff finds this criteria is met.

2. The applicable provisions of the implementing ordinances.

FINDINGS: The draft code amendments respond to a need/revision identified by Senate Bill 3460/3400 to potential permitted uses on commercial and industrial lands. The proposed code amendments are not found to deter employment or business opportunities but rather to clarify locations of permitted specific uses, allow for greater economic uses of commercial and industrial properties, and maintain design standards while also protecting the intent of the zones and the Aurora Historic District.

Staff finds the proposed code amendments can be established in compliance with the development requirements of the Aurora Municipal Code while maintaining the stated intent of the underlying zones.

- B. Consideration may also be given to proof of a substantial change in circumstances, a mistake, or inconsistency in the comprehensive plan or implementing ordinance which is the subject of the application.

FINDINGS: Staff does not find a change in circumstance, mistake or inconsistency in the comprehensive plan or implementing ordinances. Rather, the proposed code amendments are a result of Senate Bill 13460/3400531 and the City's need to refine and clarify permitted locations and uses within the City of Aurora, adopt "reasonable regulations" for their review, as well as further clarify storage of recreational vehicles and design standards for accessory structure. Staff finds this criterion is met.

EXHIBIT A Aurora Municipal Code (AMC) section 16.04- Definitions
Aurora Municipal Code (AMC) section 16.14- Commercial zone
Aurora Municipal Code (AMC) section 16.16- Industrial zone
Aurora Municipal Code (AMC) section 16.36- Manufactured Home Regulation
Aurora Municipal Code (AMC) section 16.42- Off-Street Parking and Loading

Staff states there is one correction on the staff report in definitions shopping should be shipping containers and striking "and is not designed for human/animal occupancy not connected to utilities".

There is a brief discussion between Commissioners regarding logistics.

A motion is made to approve as amended by Commissioner McNamara and is seconded by Commissioner Fawcett. Motion Passes.

Public Hearing closed at 9:40 pm

7. NEW BUSINESS

a)

8. OLD BUSINESS

- a) Discussion and or Action on Orchard View Subdivision. The background of the issue was presented currently the tracts are owned apparently by the developer the CCR's were recorded and the HOA was later voted on by property owners and voted out. The way it

recorded and the HOA was later voted on by property owners and voted out. The way it stands now the property owners are supposed to be maintaining the two tracts. There was an offer last month by one property owner to purchase the one tract and add as part of her front yard as she has been maintaining it since she purchased her property. We wanted to open it up to the property owners and get feedback from each of you to see if something can be agreed upon.

Various questions were asked by citizens who attended

Jerry Johnson, Aurora asks what the options are; Chair Schaefer informs Mr. Johnson that is why we are here tonight to discuss different options.

Kathy Kaatz, states I have been maintaining the land as part of my yard since we purchased the property however if I can't make it a part of my yard legally then I don't really want to keep maintaining it.

Rachel Nelson, Aurora would like more information on the costs that would be involved.

Pros and Cons of forming an HOA was also discussed and it was about 50/50 some in support and some in opposition.

During the discussion and so many different options discussed it is the consensus of the board to continue this discussion into January in hopes to get even more people involved.

If the City takes it over and maintains it then the City will bill the property owners.
Chair Schaefer enters the meeting at 8:38 pm.

Action Items; Have Public Works get an estimate on what it would cost to clean and maintain the area.

9. COMMISSION/DISCUSSION

a) City Planning Activity (in your packets) Status of Development Projects within the City.

10. ADJOURN

Chair Schaefer adjourned the November 3, 2015 Aurora Planning Commission Meeting at 9:43 P.M.



Chair Schaefer

ATTEST:



Kelly Richardson, CMC
City Recorder

City of Aurora Municipal Code
Title 17
Historic Preservation
Including Appendix A
Design Guide for Historic District
Properties

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AppendixPPENDIX

- A. Design Review Guidelines for Historic District Properties
- B. Franchise Ordinances.

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Acknowledgements

Acknowledgments

These design guidelines have been written through the efforts and contributions of the Aurora Vision Process, City of Aurora staff, Historic Review Board, and Volunteers:

———Mike Byrnes

Nan Callison

Scott Cookman

Andy Curtis

Patrick Harris

James Kopelk

Diana Larsen

Larry Larsen

This “Design Guide for Historic District Properties” has been revised from Design Review Guidelines for Historic District Properties as Appendix A of Aurora Municipal Code Title 17.

This updated version and the original document were written through the efforts and contributions of the Aurora Vision Process, City of Aurora staff, Historic Records Board and Volunteers.

The authors gratefully acknowledge the *City of Dayton Design Guidelines for Historic Properties*, which served as an invaluable model for this document. This publication has been financed in part with Federal Funds from the National Park Service, Department of Interior, as provided through the Oregon State Historic Preservation Office. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of Interior.

In 2002 a revision of the document was completed in order to edit and reorganize the guidelines, combine residential and commercial material into one manual and add information for infill and new construction. The revision was funded from Rural Investment Funds through the Mid-Willamette Valley Council of Governments. Consultant Carrie Richter assisted the following Historic Review Board volunteers:

———Diane Anderson

Karen Townsend

Terri Lee Roberts

Nicole Rubel

Mike Ausee

Disclosure

Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, or handicap in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facilities described above, or if you desire further information, please write to: Office for Equal Opportunity, U.S. Department of the

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Interior, Washington D.C. 20240. The activity that is subject of this “Design Guide for Historic District Properties” has been financed [in part/entirely] with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

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Introduction

History and Background

The Aurora Colony

The community of Aurora Mills, Oregon was founded in 1856 by William Keil as a German Christian Communal Society. The Aurora Colony was one of very few such experiments to succeed in western America during the nineteenth century; the Society shared characteristics with some of America's better-known societies such as the Shakers, the Amana Colony, the Zoar Colony and the Harmonists. Members of these groups generally believed that Christians ought to literally share labor and property,property and that they should produce their own crafts and build their own homes and businesses.

Nearly 400 of Keil's followers practiced Christian communal living at Aurora from the eolonyColony's founding in 1856 until 1883. -During this 27 year period, the colonists were widely respected in Oregon because of their commitment to the Christian ideals of cooperation and service. The eolonyColony's hotel was renowned for its German food, and the community band traveled throughout Oregon performing at special events. -After Keil's death in 1877, the colonists decided that the eolonyColony was no longer practical, and the experiment came to an end.

After the eolonyColony disbanded, many former eolonyColony members continued to live and work in Aurora Mills, which was incorporated as Aurora in 1893. -The communal society quickly converted to a market economy; by 1900 the census revealed broad business representations and an increasingly diverse ethnic population. -Still, the city's Germanic heritage was much in evidence in the population, the buildings and sites.

The two world wars and the Great Depression adversely affected Aurora's economy, as did the population shift away from rural areas. -In 1956, however, a significant number of Aurora ColonyColony descendants were still living in town; the centennial celebration held that year attracted thousands of visitors. -This unexpected public interest in Aurora's communal heritage encouraged a few individuals to begin the preservation of buildings, sites and artifacts.

The Aurora Colony Historical Society Historical Society

The formal result of this grassroots movement was the organization of the Aurora Colony Historic Society in 1963 and the opening of the Ox Barn Museum, (now the Old Aurora Colony Museum) in 1966. -Society members are now the caretakers for an increasing collection of Colony artifacts, buildings and sites.

Recognizing that such preservation could not be accomplished alone, members initiated a partnership of preservation with the City of Aurora, the state of Oregon and the federal government.

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Figure 1. Southeast view of Aurora, c. 1889, as seen from the site of the Colony Church.

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National Historic District Status

This relationship culminated in the establishment of the Aurora National Historic District in 1974, a designation granted by the United States Government's Department of the Interior. A section of Aurora was honored as Oregon's first national historic district. This recognition was awarded because of Aurora's unique communal heritage, and because of the large concentration of surviving structures built by German craftsmen.

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The Historic Overlay Zone

While the Department of the Interior and the Oregon State Historic Preservation Office have standards and guidelines for National Historic District, the preservation of a district is largely a local responsibility. The process of acquiring a historic preservation zone was initiated by residents, museum and historical society members and gained city council support in the mid-1980's. On December 28, 1988, after extensive input by residents, the city council adopted a Development Code establishing the Aurora Colony Historic Overlay District. **Like the National Register, historic preservation zoning honors an area's historic significance, but with that recognition, all exterior work on buildings or sites, from any new construction to alteration, demolition or relocation is reviewed to ensure that the community's visual character is preserved.**

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Aurora's Architectural Character

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The architecture of the Aurora Colony reflects the colony's communal ownership in its standard design and large scale, as the houses were built for large families and unmarried relatives. Commercial buildings were also built to a large scale, as they often contained several trades under one roof.

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- The village had an order and a pattern. Commercial and residential buildings were regularly spaced; the location of the Ox Barn (now the Old Aurora Colony Museum) and the Charles Snyder house reflect this typical pattern.
- Houses often had outbuildings and gardens designed to be compatible with the main house. This pattern is currently not as noticeable because, in the post-colony years, private ownership of land resulted in the subdivision of land for additional homes. This feature is most noticeable on both sides of Third Street between Liberty and Main.
- The post-colony period did, however, provide architectural additions to Aurora.
- This is most easily seen in the Victorian homes built between Second and Third Streets on Liberty. Also evident are a few extant barns, carriage houses and washhouses.
- By 1910 Aurora's new architectural styles reflected patterns commonly found in many American small towns. Aurora, however, had the unique situation of retaining a significant number of the colony buildings. The bank building at First and Main and the Will-Snyder Store at Second and Main are excellent examples of commercial architecture of this period. The Ben Giesy house, a bungalow design, is a good example of an American residential style common after 1900.

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No conscious attempt was made to design compatible new construction in Aurora until the formation of the historic district in 1974. As previously noted, the organization of the historical society in 1963 created a greater awareness of the colony's significance, and this corresponded with a similar recognition of the value of historic preservation on the national level, which culminated in the passage of the National Preservation Act of 1966.

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Aurora Historic Review Board

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The Historic Review Board (HRB) was established to monitor and maintain this architectural character by reviewing applications for work on all properties within the zoning overlay district. It is comprised of five members who are nominated by the Mayor and/or HRB Mayor and appointed by the city council. They include residents and property owners from within the city limits from both inside and outside the Historic District boundaries. They may also include professionals in the building trades, historians and architects who reside outside the city.

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Design Guidelines and Design Standards

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Design review is administered according to this set of design guidelines Title 17 of the Aurora Municipal Code (AMC) of which Design Standards AMC 17.40 is the basis of HRB decision making. This Design Guide is an appendix of Title 17 and serves these guidelines are a further attempt to clarify the purposes and goals of Title 17 the Historic Overlay Zone

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Development Code. ~~Both They are not intended to be strict, inflexible standards; rather they~~ serve to provide a framework for a historic district land-use policy that recognizes the cultural and economic benefits of historic preservation as well as complement the special qualities of Aurora. ~~-This Design Guide is These guidelines are used by the HRB as criteria in determining the appropriateness and architectural compatibility of proposed projects as well as ensuring that their decisions are not arbitrary or based on anyone's personal taste.~~

to be used as an educational guide for property owner and city officials with helpful material and recommendations for restoring and maintaining individual properties. Where applicable, details on Aurora's own architectural elements are offered, some of which are unique to the area.

The Design Guidelines serves as a guide only for decisions based on Title 17 Design Standards which protect the neighborhood from the loss of architecturally and historically significant buildings and sites, additions to historic structures that would lessen their architectural significance, and new construction not in character with the neighborhood. By state and local law, guidelines for historic overlay zoning districts must be in accordance with the Secretary of the Interiors Standards ~~(There was a comment on this word I could not understand. Omit the s, or apostrophe perhaps?)~~s for the Rehabilitation of Historic Buildings, a standard developed by the National Park Service and used by private and public preservation organizations throughout the country. ~~-See Attachment B Appendix 1.~~ The Design Standards AMC Title 17 Historic Review Board Guidelines follows the recommendations set forth in the Secretary of the Interior's Standards, but are written to be more specifically applicable to Aurora's historic resources.

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1. Reinforce the character of an historic area and protect its visual aspects. Because Aurora was the most successful 19th Century communal society west of the Mississippi, the district has many features unique to western America. These characteristics are most noticeable in architectural styles, and these styles have been well documented. The guidelines-Design Standards reinforce the character of the historic area with the example of the Aurora experience as its necessary model.
2. Improve the quality of growth and development. ~~With the addition of a sewer system in the foreseeable future, guidelines can encourage development compatible with the existing environment.~~
3. Preserve the integrity of an historic area by discouraging the construction of buildings incompatible with Colony and Post-Colony styles.
4. Provide an objective basis for Historic Review Board decisions.

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Historic District Design Guide Can: (DUPLICATED HEADER)

1. Define recommended and not recommended design approaches.
- ~~25.~~ Serve as a tool for designers and their clients to use in making design decisions.
- ~~36.~~ Increase public awareness of design issues and options.
7. Provide an objective basis for Historic Review Board decisions.

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Historic District Guidelines Cannot:

1. Limit growth, or regulate where growth takes place; they only address the visual impact of growth.
2. ~~Concern~~control the interior space of a building design. They deal only with the exterior portions of buildings as well as the surrounding property.
3. ~~Serve the same legal purpose as a design review Development Code. However, guidelines form the basis for design review decisions, and these decisions are legally binding according to the authority granted to the Historic Review Board by Title 8 of the City of Aurora Land Use Development Code. Act as the basis for Historic Review Board decisions. Such decisions must be based on AMC Title 17. The Design Guide offers supplemental explanations of goals and standards of Title 17.~~

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Is My Property Historic?

Each property in the Historic Overlay Zone is classified according to its age. It will be either a **Contributing** structure (built before 1921) or a **Non-contributing** structure (built after 1920). Further designation on a Contributing structure may include an **Aurora Colony** designation (1853-1883).

In most cases, contributing structures will have stricter standards than Non-contributing or newer buildings. When reading the *City of Aurora Municipal Code Design Standards* (Design Standards AMC 17.40), always look for your property's designation. Some standards are consistent with ALL properties in the historic overlays.

To find your classification, your property will be listed in the *Historic Inventory of Aurora, Oregon*. There is a brief listing of vital statistics of each property as well as a more detailed description, depending on the age and history of the structure.

Contributing Structures 1856-1920

Aurora Colony Period 1856-1883

Non-contributing Structures 1921-present

Some properties also have a listing as SS in the *Historic Inventory of Aurora, Oregon*. That refers to **Significant Structure** because they were listed in Aurora's original application for National Historic District status. They are structures that were either part of the original Aurora Colony or were significant Post-Colony structures built by Colony members.

Your property will also be classified by the **overlay zone** within which it is located, either **Residential** or **Commercial**. Historic Design Standards apply to these zones exclusive of the current or past use of the structure. (A building still used as a residence but located within the Commercial zone must follow standards for Historic Commercial Overlay.)

Aurora's Non-contributing neighborhoods were once part of the original Aurora Colony and help to define those boundaries. Design Standards for Non-contributing structures help to protect the visual aspects of the whole historic area.

Title 17 of the Aurora Municipal Code

For your convenience, Title 17 is included in the front of this book. This includes Design Standards AMC 17.40, which are referred to consistently as you read this Guide. By reading both Design Standards AMC 17.40 and this Guide, you will be able to determine which standards apply to your property. However, should you wish to have more clarification, both city staff and the Historic Review Board welcome your questions.

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Which Exterior Changes Require Approval

Aurora’s cultural heritage consists of more than the original Colony period structures that dot the landscape within the Historic District boundaries. Many of Aurora’s structures are not more than 50 years old fairly new and many old ones may seem to lack architectural significance in their own right. However, all of these structures contribute to the evolution of Aurora’s history. ~~Whether your house is a turn-of-the-century bungalow or a 1960’s ranch style rambler, it is an important part of the City’s past and representative of how Aurora grew to be the place it is today. It is very important that the community recognizes all the structures within the district as significant, as part of our heritage, preserving them so that future generations may enjoy Aurora’s rich history.~~

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Each structure within the Aurora Historic District contributes to the sense of place that makes our community special. As a result, **all exterior ~~changes~~ CHANGES to a building or site within the historic district must be approved by the ~~Historic Review Board~~ city, either administratively or by the Historic Review Board.** This includes things which may seem insignificant (such as replacement of a window), but which can completely and permanently damage the historic character and value of the building. The only exceptions to this rule include: (1) exterior painting, reroofing, and general repairs such that new materials match those that are already in use, and (2) minor landscaping work, such as shrubbery, annual plantings and general maintenance. (The removal and planting of trees, those greater than 24 inches in diameter does require approval.); see Plant Materials guidelines, No. 4, pg. 22. If the proposal is consistent with ~~these Guidelines the Historic Review Board~~ Title 17, the city will issue a ~~certificate of appropriateness~~ Notice of Decision authorizing the landowner to proceed with his project.

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Terminology

A note about the terminology used in the guidelines:

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Must or Shall

Where the word “must” or “shall” is used, the standard in question **must** be met, if it is applicable to the project at hand, in order for the Historic Review Board to be able to issue a certificate of approval.

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Should, Recommended, Suggested,

The use of these words indicates that the guideline is strongly recommended but is not required to do so to receive approval.

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Encouraged

~~**Must or Shall** — Where the word “must” or “shall” is used, the guideline in question **must** be met, if it is applicable to the project at hand, in order for the Historic Review Board to be able to issue a certificate of approval.~~

~~**Should** — The use of “should” indicates that the guideline is strongly recommended.~~

~~**Encouraged** — Where the term “encouraged” is used, the applicant is urged to consider complying with the guideline, but is not required to do so to receive approval.~~

Getting Approval for Your Project

If the proposal affects any structure or site within the historic district boundary, you MUST get approval a Certificate of Appropriateness granted by the city recorder's office or the Historic Review Board.

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Note: This applies only when property owners initiate exterior improvements. They do not require owners to initiate such improvements when they do not plan to do so.

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1. Come to City Hall and get a land use application for a certificate of appropriateness Historic District Exterior Change or download one from the city website. City staff will advise you whether your proposal conforms to all of the city zoning requirements. **Depending on the classification of your property, if the proposal will take place within the Historic Overlay Zone boundaries and you are making any exterior changes to the visual landscape, you will may be required to present your proposal to the Historic Review Board.**
2. Read information about your property in the Aurora Historic Inventory. Compare the style or appearance of your building to those illustrated in the Architectural Styles section of this Design Guidee-Guidelines, on pgs. 9-16. If your house was built before 192130, it is likely that it contains design elements reminiscent of these styles that need to be maintained. If your house was built after the illustrated "historic period" in this text, look to the existing scale, massing and amount of detail in your existing structure and / or the structures surrounding your parcel for guidance. The relevant surroundings begin at the structures next door and could extend as far as neighborhood compatibility. REMEMBER: The purposes of Title 17 and the Design Guide lines and the HRB are to foster a harmonious continuum of structures where historic structures are preserved and new structures are distinguishable yet still complement the historic landscape that we all enjoy.
3. Next, compare your plans for maintenance, rehabilitation or new construction with Design Standards AMCthe 17.40 and this Design Guide-guidelines. Site and landscape standards are found between pgs. 20-27, structure alteration provisions are found in pgs. 27-53 and additions and new construction projects in pgs. 57-68. They are organized by feature type. Although every effort was made to direct the applicant to the most appropriate section, some applicants may find that their proposal involves more than one section, as a result, cross referencing may be necessary. For example, the applicant looking to build a new structure should consult the relevant windows, doors, roof and materials sections of the alteration provisions as well as the new construction standards and recommendationsguidelines.

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4. Finally, determine if your plans are compatible with the Design Standards AMC 17.40 guidelines. ~~Projects that strictly adhere to the guidelines will normally be approved.~~ Applicants should be familiar with these Design Standards guidelines and how they apply to their project **before submitting** an application.

~~5. Depending on your property's classification and type of project, a decision may be rendered by city staff or you can~~ **will** be placed on the agenda for the subsequent meeting when you **submit the completed application, the application fee, a site plan drawn to scale of the proposal, illustrating all structures on subject property, their relationship to property lines and if appropriate, elevation or architectural drawings** that would assist the HRB in coming to a decision. If city staff determines that your application is not complete, the hearing body will be unable to make a decision. ~~5. if all the items are not included in the application.~~

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The Historic Review Board meets on the fourth Thursday of every month. To be considered for the subsequent meeting, the application must be received a minimum of **two** ~~three~~ **weeks prior** to the HRB meeting date. This allows staff to make your information available to Board members so that they are familiar with your property and proposal.

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~~6. Although not a requirement the applicant (or a representative) is encouraged to attend the meeting. If there are questions that cannot be answered the board may not render a decision or may deny an application.~~

~~6.~~ At the board meeting you will be asked to present your proposal. It is your responsibility to prove to the Board that your proposal meets the standards, as articulated in Design Standards AMC these guidelines 17.40. If you do not meet this requirement ~~burden~~ you will not be approved and you will have to create an alternative proposal or supply further evidence, at a subsequent meeting, which substantiates your compliance. The Board has the authority to interpret ~~the Historic District Guidelines Title 17.~~

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7. There is a 15-day appeal allowance, wherein, any party who testified for or in opposition to a proposal may submit an appeal application with the City Council. After that appeal period has expired you, the applicant, will receive a Notice of Decision complete with findings, the Board's determination and ~~often recommendations~~ sometimes conditions. (See Design Standards AMC 17.20, Attachment XX)

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8. After Board approval, you are free to proceed with your project anytime after you receive your Notice of Decision, ~~and Certificate of Appropriateness.~~ You

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are allowed up to two years to complete your project before the approval expires.

Getting to Know Aurora's Architectural Styles

Important Features of the Aurora National Historic District

The Aurora Colony Historic Resources Inventory of properties within the Aurora National Historic District was ~~completed first done~~ in 1985 ~~and was updated in 2015~~. This inventory provides an excellent summary of Aurora's history, the evolution of its built environment, its specific architectural styles, and the classification system which is used to rate the significance of a project property located within the current historic district.

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Property owners who would like to learn more about their buildings' architectural style can obtain a copy of the inventory sheet included in ~~the 1985 Aurora Historic Inventory or 1986 Aurora Multiple Property Nomination (both revised in 1995) from the Aurora Historical Society~~ this inventory at ~~or~~ Aurora City Hall. The inventory sheets contained in these documents can provide more information about the historic properties that are located in Aurora.

All property owners are encouraged to read the first ~~16~~ pages of this inventory. A shorter summary of some of the inventory's key points is provided below.

Aurora's Architectural Styles

Aurora's original application for its national historic district designation used 1856-1920 for its "Period of Significance." All properties within the historic overlay zones within these dates are classified as contributing structures.

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The historic vernacular architecture in Aurora was influenced more by regional climate, local building materials and ethnic traditions in craftsmanship than by contemporary fashion. The house types are a blend of 19th century American utopian traditions and medieval traditions transmitted by German settlers in the American colonies.

The **predominant** styles of residential architecture in Aurora's Historic District are:

- Colony
- Post-Colony
- Italianate (~~very few~~ no surviving examples)
- Queen Anne
- Bungalows/Craftsman

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The following text describes these styles. For additional examples of buildings in Aurora in these styles, refer to photographs in Attachment Appendix H.

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Colony Style



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Figure 3. Constructed around 1875, the Emma Giesy/George Kraus house was moved from its original site, 14996 3rd St., in 1977 after it was given to the Old Aurora Colony Historical Society. ~~Otherwise unaltered,~~ it currently stands east of the Ox Barn Museum on 2nd Street as part of the museum complex. ~~The front porch was added prior to 1900.~~

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A single type of house, in general form and character, was built in the village of Aurora from about 1864 to 1881, during the Colony period. The farm houses built outside the village were also of this kind, although the farm houses tended to be larger. The typical house can be described as follows:

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- The gable roof house is sided with its eaves parallel to the street. It has a three-bay front facade and is two bays in depth, about 35 feet long and 20 feet deep. One and a half to two stories in height, it usually has windows on the second floor front facade. The attic ends may have two fixed, six-light sash windows. Each gable end contains an interior brick chimney, but of unequal sizes, one for a stove and the other for a fireplace.

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Figure 4. The Beck House that has been demolished was located on one of the Colony farms.
(Photo by C.M. Will, 1925)

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- A one-story lean-to, containing an open porch and enclosed room, extends across the full length of the rear facade. The main body of the house has two rooms on the main floor, and two on the second floor. The house seldom has a front porch, although most surviving houses have porches which were added later, during the Post-Colony period. The continuous or pier foundation is constructed of brick and an exterior staircase with brick walls usually provides access to a full basement.
- The typical house is predominantly 18th century in character. It has white painted, horizontal weatherboarding. There may be a pronounced asymmetry in the position of its "central" front door, which usually has a transom and is sometimes double-leafed. The house rarely has classical detailing and curvilinear moldings in its exterior finish. However, it always has six-over-six or eight-over-eight, double-hung sash windows which are smaller in size on the second story than on the first. The window surrounds are flat boards and the head is capped with a flat projecting rectangular cap about a half-inch square.

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The characteristic eave detailing is utilitarian. The front eave is boxed with its soffit perpendicular to the house wall, in contrast to the eave at the rake, which is open. The rake eave has a projection of a foot, and a suspended fascia. The soffit is deeply recessed and made of a painted board set directly against the roof sheathing. The intersection of the rake with the

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ends of the front facade boxed soffit and fascia is often resolved by carrying the horizontal line a foot or so around the end of the house. This produces a triangular boxed element which has no moldings. It is utilitarian in character and in placement makes no reference to a classically detailed eave return. This eave intersection is one of the most characteristic details of Aurora Colony architecture, almost exclusive in Oregon to that groups' building. Occasionally, just below the eave intersection, a few houses also have a residual, two-dimensional version of a Classical eave return. It consists of the architrave board, but not the cornice, carried around from the front facade. At its simplest, it is one flat board set flush with the surface of the siding, as on the Frederick Keil House. A more complex assembly consists of two or three graduated rectangular boards as a cap, which is a continuation of the bed moldings, such as on the Charles Snyder House. This unorthodox but pleasing version of Classical detailing is rarely found in Oregon outside the Colony territory.

- A common exception to horizontal weatherboarding is the use of vertical boards and battens. The vertical board and batten house is of single "box" wall construction. However, some box constructed houses in Aurora were covered with horizontal weatherboarding.
- A remarkable quality of the Colony period Aurora house is that, contrary to the general impression, no two are alike. Within a very conservative and limited vocabulary, and with the distinct expression of only one or two builders, each house is rather easily distinguished from all others.
- Frequently this style of architecture had few, or low, plantings around the base of the building. Shrubs and trees were often placed randomly around the property. The orchard and vegetable garden were prominent aspects of the landscape. The white picket fence was common.

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Post-Colony Style



Figure 5. The Captain William Miley House, built in 1895, was one of the first houses constructed in Aurora after the dissolution of the Colony and still stands at 21497 Hwy 99 E.

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For a generation following the death of Dr. William Keil in 1877, the general characteristics of the typical Colony period house survived in **P**ost-Colony period houses built for former Colony members and their descendants. The **P**ost-Colony house is easily distinguished from its predecessor by the following characteristic modifications:

- The house is sided with shiplap. Its two interior brick chimneys are the same size, of the smaller stove type, and each has a base, shaft, and pronounced bands of corbelling forming the cap. The front door bay is covered with a small hip roof porch detailed with turned posts and jigsaw brackets. Post-Colony eave detailing lacks the distinctive utilitarian eave and rake construction of the Colony period, with its total absence of molding and Classical elements. There are moldings at the crown and bed of the eave assembly, and on the horizontal caps of openings. The windows are one-over-one, double-hung sash. At the rear of the house there is a one or two-story kitchen wing enclosing two or three rooms. It has a third stove chimney, porches with shed roofs, and often a pantry within the porch area.

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- The building has a tall and light character which is in contrast to the rather squatty and heavy sense of the typical Colony period house.
- The detailing and moldings have the sharper, more attenuated attributes of late Gothic, rather than the attributes of the Classical.
- The buildings were accented by random plantings of flowering shrubs and trees located away from the base of the building. The front of the building might be accented by perennial flowers or an attractive vine.

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It is not surprising that these architecturally conservative houses were usually the first homes of individuals who had played a major role in the Colony during Dr. Keil's lifetime. The following Post-Colony houses conform to this trend: Jacob Miller House, Samuel Giesey house, William Miley House, and George Miller House.

Italianate Style



Figure 6. The George Miller house was constructed around 1892. Except for the removal of the roof cresting, this Post-Colony structure remains virtually unchanged at 21358 Hwy 99E.

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Italianate Style

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Figure X (Need to add as Figure 6.5 or renumber all consecutive Figures). (INSERT CAPTION OF HOTEL HERE)

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This style was popularized in Oregon between 1860 and 1890, a time when the state's population was growing.

- There are no structures of this style remaining in Aurora. Pioneer Hotel was an example of an Italianate Style with its hipped roof, ornate brackets and balconies.

- Roof forms are low pitched and usually hipped, although sometimes gabled.

The housebuilding can be rectangular, square or a combination of masses. The projecting eaves with decorative brackets are a distinctive feature of the style. Usually built of wood frame construction with horizontal ship lap siding. Tall windows, which are sometimes rounded, are characteristic of this style, as are bay windows.

~~Plant material was generally set apart from the buildings. Shrubs or trees would accent the main entrance. A large expanse of lawn was popular with plantings along the perimeter of the property. Symmetrical plantings were also popular.~~

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Queen Anne Style



Figure 7. Presently altered beyond recognition, the Sarah and Emmanuel Keil House was constructed in 1909 and stands at 14643 Ehlen Road. In the background on right is Das Gros Haus, Dr. Keil's original house.

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Through the 1880s and well into the 1900s Queen Anne style houses became a favorite for residents throughout Oregon.

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- Examples in Aurora are on Liberty Street and on Main Street, both within and outside of the Historic Overlay.
- They may have assorted roof shapes and possibly conical or pyramid roofs, sometimes towers. Flared chimneys were part of the decoration. The plan is generally irregular with wrap around porches, protrusions that can include multiple window types, dormers, and stained glass. They are of wood frame construction with horizontal wood siding and/or patterned shingles. There can be a profusion of wood detail and decorative elements.

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At the turn of the century when a majority of these houses were built owners were taken by the varieties of new plant species that were being introduced from around the world. Colorful annuals were laid out in patterns, and herb gardens and elaborate flower gardens were the rage. Formal and informal designs were common using a wide variety of plant material.

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Bungalow and Craftsman Style



Figure 8. Representative of the Craftsman era in Aurora, the George Damm House -was constructed in 1908 and stands at 21517 Hwy 99E.

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Buildings in this style often have a free-flowing floor plan, incorporate the use of natural materials inside and out, and exhibit fine craftsmanship.

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- Roofs are low pitched gable or hipped forms with wide eaves and exposed rafters.
- Double-hung windows with small panes in the upper sash, large windows flanked by smaller windows, and dormer windows are all characteristic of the style.
- Constructed of wood frame with shingles or horizontal board siding, although stones and stucco were commonly used as well.
- Large porches are typical and may have truncated columns.
- Low plantings existed around the base of the buildings. Planting arrangements were naturalistic and plentiful, often using many combinations of plants. Vines clambered on wide porches. A wide variety of plant species were used to accent these houses.
- There are nice examples of Bungalow Style in Aurora, both within and outside the Historic District.

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[For additional photographs of these styles, see Attachment H.](#)

Rehabilitation Guidelines

In recent years there has been widespread rehabilitation of older residences and commercial structures. Although this activity is essential to maintaining the district's vitality, exterior rehabilitation can unknowingly alter or remove a building's original architectural features.

Original building facades, siding, porches, columns, windows and other architectural features have in many cases been changed by inappropriate rehabilitation, diminishing the building's compatibility with the historic district. Each loss or change of original architectural features inevitably erodes the historic integrity and property values of the district.

Where original features have been removed, their restoration is encouraged whenever they can be documented through plans, photographs, or other means. The Old Aurora Colony Museum's photograph collection is a good resource for most building styles in the Historic District as is the Aurora Historic Inventory.

This Design Guide applies solely to the exterior of properties. Although property owners are encouraged to preserve significant historic interiors, interior work is not reviewed for Dappropriateness-esign Standards in terms of historic preservation by the Historic Review Board.

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Figure 9. Birds eye view of Aurora's commercial core taken from the water tower looking north about 1928. -The dotted line represents the new Highway 99E constructed in 1930. -The large building in the foreground the Sadler & Kraus General Merchandise Store, located on 3rd, Main & 99E, was destroyed by fire in 1990.

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Approaches to the Treatment of Historic Properties

Choosing the method of treatment depends on a variety of factors including the property's historic significance, physical condition and the proposed use. This Design Guide focuses on the key exterior elements of historic residential architecture. It is meant to be applicable to all styles of historic residential architecture in Aurora. These methods of treatment can be applied to commercial architecture and landscape issues as well.

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Preservation

Preservation is the maintenance and repair of existing historic materials, and the conscious retention of the property's form as it has evolved over time. This method of treatment focuses on maintenance and repair of historic materials and features, rather than extensive replacement and new construction. New exterior additions are not part of this treatment. Sensitive upgrading of mechanical, electrical, and plumbing systems, and other code-required work to make a property function, is appropriate.

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Rehabilitation

Rehabilitation is used when there is a need to alter or add to an historic property to meet continuing or changing uses while retaining the property's historical, cultural, or architectural values. This method of treatment is used when repair and replacement of deteriorated features is necessary; when alterations and additions to the property are planned for a new or continued use or; when depiction of a particular period is not appropriate.

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Adaptive use

Adaptive use is the process of converting a building to a new use that is different from that which its design reflects. For example, converting a residential structure to offices is adaptive use. Good adaptive use projects retain the historic character while accommodating the new functions.

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Remodeling

Remodeling is to remake or to make over the design image of a building. The appearance is changed by removing original detail and by adding new features that are out of character with the original. A "stylistic" change is often involved. A remodeling project is inappropriate on an historic building in Aurora, because it would involve altering its historic character.

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Renovation

Renovation is to improve by repair, to revive. In renovation, the usefulness and appearance of the building is enhanced. The basic character and significant details are respected and preserved, but some sympathetic **alterations** may also occur. Alterations that are made are generally reversible; should future owners wish to restore the building to its original design.

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Restoration

Restoration is to reproduce the appearance of a building exactly as it looked at a particular moment in time; to reproduce a pure style - either interior or exterior. This process may include the removal of later work that deviates from the original style or the replacement of missing historic features. Use a restoration approach for missing details or features of an historic building when the features are determined to be particularly significant to the character of the structure and when the original configuration is accurately documented. Many successful rehabilitation projects that involve historic structures in Aurora may include a combination of **preservation, restoration,** and other appropriate treatments. For example, a house may be adapted to use as a restaurant, and in the process missing porch brackets may be replicated in order to **restore** the original appearance, while original dormers may be **preserved.**

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~~Choosing the method of treatment depends on a variety of factors including the property's historic significance, physical condition and the proposed use. The guidelines focus on the key exterior elements of historic residential architecture. They are meant to be applicable to all styles of historic residential architecture in Aurora. These methods of treatment can be applied to commercial architecture and landscape issues as well.~~

Interior Features

If you are interested in your property's historic interior features, which we encourage, *The Secretary of the Interior's Standards for Rehabilitation*, included here as **Attachment B, Appendix 1**, are applicable to interior spaces. Preservation Brief #18, *Rehabilitating Interiors in Historic Buildings*, is available from the State Historic Preservation Office. This bulletin can provide the interested property owner with more detailed information on how to rehabilitate an historic interior.

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Site Alterations and Landscape Preservation in the Historic District

The Historic Review Board evaluates landscape plans and renders a decision on:

1. Existing property when the project is \$2500 or more.
2. New construction development (Design Standards AMC 17.44).
3. When buffering or screening is required (Design Standards AMC 17.44).
4. Tree removal of certain sizes.
5. Excavations, berms.
6. Sidewalks, pathways.
7. Fencing.

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However, the following text gives helpful advice on how to consider options for landscape development in the Historic District.

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Site and Landscape Evaluation

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The first step in the landscape evaluation process is to identify the historic buildings and landscape features. Aurora has identified the historic architecture of the community through its *1985 Aurora Historic Resource Inventory* (~~*Inventory*~~ (revised 1995 and 20154). Landscape features are discussed under the *Getting To Know Aurora's Architectural Styles* sections of this survey. This identification is not a complete inventory of significant plant material and landscape features, as there are no site plans attached to the documentation. However, it can serve as a preliminary guide for identification.

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One of the key features worthy of identification in a landscape analysis is the relationship of the main building to the landscape, which includes garages and outbuildings. This analysis can help to inform the evaluator of the pattern of everyday use that occurred over time on the property. Paths and driveways are often laid out for convenience in circulation, rather than aesthetic reasons.

Historic research is important for understanding what the landscape looked like in an earlier period such as the Old Aurora Colony Museum archives. Historic photographs are the best source for landscape identification. Articles in historic journals and magazines can provide information about what the landscape trends and styles were in a given period. Oral histories from previous property owners are valuable for understanding what a garden might have looked like.

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Site analysis is the process of physically looking over the historic property to better understand the location and significance of landscape features. Site analysis of the landscape provides an understanding of how the vegetation has changed over time, or how paths and buildings evolved into what they are today. In conjunction with an historic photograph, site analysis can explain where missing landscape features were located, or how they have evolved with time.

The method of treatment chosen will determine the scope of work, cost, and extent of repair or replacement that will be necessary to bring a landscape back to a period look. Most property owners in Aurora will want to protect and stabilize significant features of an old landscape, usually the trees, an outbuilding or possibly a fence. The methods for treatment are:

Preservation	Preservation of a landscape maintains the form, materials, and important features of the landscape as it evolved over time.
Rehabilitation	Rehabilitation retains the landscape as it was in an historic period, while allowing additions and alterations for modern usage.
Restoration	Restoration depicts an appearance that existed during the landscape's significant period of development. This can involve the removal of later additions, and the replanting or rebuilding of earlier landscape features.

Landscapes in Aurora were generally simple in design, having grown from the ~~colony~~ Colony method. Once a property owner has conducted a site analysis and researched their property, they are ready to select a method of treatment. Preservation and Rehabilitation are probably the most desirable methods for property owners to use when thinking about creating an appropriate landscape design for historic properties.

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Private Open Space and Front Yards

~~It is recommended that~~ front and side yards which abut a street should be visually open to the street. Hedges, retaining walls and fences which visually obscure front yards are discouraged, except where photographic evidence supports an historical picket fence. Otherwise, fences should be kept behind the building lines, as viewed from the street. Original grade should be retained; berms and excavations are ~~discouraged~~ prohibited (17.44.030).

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A plant list has been included as ~~Attachment E~~ Appendix B² to provide a variety of species for property owners to use when considering adding plant material to an historic property. The list is limited and there are many other species that are desirable for a period landscape design. Native species of plants, like ferns, rhododendron and sallow, are appropriate species for Aurora's gardens.

Historic Fencing

The white picket fence was the most common historic style fence in Aurora. Photograph collections at the Aurora Historical Society can be referenced for understanding historic fence styles that were used in the community.

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1. ~~1.~~ Preserve historically significant fences.

- ~~Replace only those portions of historic fences that are deteriorated beyond repair so that the original portions can be retained.~~
- ~~The general character of historic fences must-should be retained if they are being replaced.~~

2. ~~2.~~ For new or replacement fences, use a design and materials which are similar to the original. refer to Design Standards AMC 17.40.070 (Appendix A).

3. ~~It is recommended that to minimize the possible transition of styles between front-area picket fences and the limited use privacy fencing styles allowed in rear yards, that landscape measures be used at this junction such as bushes, trees and/or shrubs.~~

4. ~~Picket Fences were common in Aurora.~~

- ~~Picket fences are generally 36" to 48" tall. A horizontal top rail and bottom rail are attached to fence posts which are installed perpendicular to the ground. Evenly spaced, narrow boards called pickets are affixed to the rails. The pickets have tapered or pointed tops. (They are named "pickets" for their resemblance to the pointed stakes historically used by infantry to repel cavalry.)~~
- ~~Pickets are from 1 ½" to 4" wide, the narrower used on shorter fencing. Spaces between each picket vary from 1" to 2". Pickets are never placed abutted together for privacy.~~
- ~~Picket fencing is to be IN WOOD, painted white, white washed or if left natural, a clear preservative used. They are not to be stained earth tones or any color. (Design Standards AMC 17.40.020).~~
- ~~(Couldn't see the first word written in the scan of comments.) materials are prohibited for pickets and training.~~
- ~~A variety of picket tapers were seen in Aurora, from plain points to French Gothic style as well as styles where a pattern of picket heights was used.~~
 - ~~Typically, wood picket fences, were used: many of these were painted, others were left with a natural finish. The height of the fence was approximately three feet to four feet. As a result, fences 3 to 4 feet in height are encouraged. Refer to *The Picket Fence in Oregon* (available at Aurora City Hall). A protective finish is required on fences that are not painted. (w/diagrams of pickets fences expand info here).~~
 - ~~The appropriate fencing material will be determined by the style of your existing structure and / or the types of fences that make up the surrounding area. For example, farmland may most appropriately be enclosed with a stoek fence.~~

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- ~~Chain link, wire, stock fence, rail or split rail, plastic or lattice trimmed material and 6 foot tall fencing when used for privacy fencing are only allowed on the rear of the property line away from street view, and must be minimized with plant material~~

~~It is recommended that to minimize the transfer of styles between front and rear picket fencing and limited use privacy fencing style in rear yards, that landscape measure is used such as trees and shrubs. ???~~

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Plant Materials

Historically Aurora had a significant amount of planting. The area of planting has been reduced substantially by asphalt since the Motor Age. This is especially noticeable in the commercial core area.

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- ~~Hanging baskets, planter boxes, and free standing planters are generally considered to be inappropriate for historic commercial centers. A certain measure of restraint should be exercised to prevent creating a look that would be considered non-historic.~~

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5. ~~3.~~ Significant trees that are in good health should be preserved.

- ~~Tree trimming for utilities should be reviewed.~~
- ~~When clearing a property, significant trees should remain, where possible. Diseased or hazardous trees should be removed. (See below, #4)~~
- ~~Annual maintenance, such as pruning dead limbs and application of fertilizer help to ensure the continued long life of a tree.~~
- ~~Regular watering of trees and shrubs in the dry season is essential for proper growth and health of the plant.~~
- ~~Do not top cut shade trees. Selective pruning is better for the health and longevity of the tree.~~
- ~~Replant, as necessary, large canopy shade trees along the streets. Deciduous and coniferous street trees are both compatible in Aurora.~~

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6. ~~4.~~ Before removing any tree over 24 inches in diameter when measured at 4.5 feet above grade, applications must be made to determine cause for removal, significance to landscape vistas, and or historic interest (Design Standards AMC 17.05050).

- ~~Some trees may be of exceptional value to the Aurora Historic community because of their unique species, historical significance or their location contributes to the aesthetics and increases the livability of the area.~~
- ~~The criteria for determining whether tree removal is appropriate include: size, species, age, tree health, historic significance, ecological value, aesthetics, and location.~~

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7. 5. New plantings should enhance, not hide or cover up, historic architecture in Aurora.

- Tenacious vines, like Boston and English Ivy, are destructive to historic building materials and should not be allowed to climb indiscriminately on architecture.

8. 6. Landscaping can hide parking lots and unsightly views and is encouraged where applicable. (See Design Standards AMC 17.44, Appendix B).

- Careful plantings of trees and shrubs could enhance views or screen and provide a noise buffer. Residents are encouraged to do this where it is appropriate and reasonable to do so.

9. 7. Landscape designs that feature large planting beds with black plastic and bark mulch are not compatible with historic architecture and its use is discouraged.

- Low perennial ground covers and compost are more desirable mulches.

10. 8. The use of planting strips and street trees are encouraged.

- The historic pattern in Aurora was to include planting strips between the street curbs and the sidewalks to separate pedestrians from traffic.
- Street trees are encouraged as they would promote a sense of arrival to Aurora, notify traffic to slow down, and unify now divided portions of the Historic District.
- Synthetic plant material is ~~not allowed~~ ~~prohibited~~ ~~discouraged~~.

11. Berms and excavations are prohibited in the historic overlay zone, (Design Standards AMC 17.44, Appendix B) New sidewalk construction should be flush grade with a broad grass or planting margin between walk and street.

Streets, Alleys & Sidewalks

Historically, Aurora’s paths were dirt, gravel, boardwalk and then replaced with concrete in the 1900’s. These concrete sidewalks vary depending on the time period they were installed or replaced according to city codes.

12. 9. New sidewalk construction should be flush grade with a broad grass or planting margin between walk and street.

- Sidewalks ~~should~~ ~~must~~ be grey concrete with a broom finish perpendicular to the path. Scoring ~~should~~ ~~must~~ form traditional sized 24” to

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36" squares. ~~Avoid smooth troweled borders.~~ (Design Standards standard ~~17?~~ AMC 17.40.140)

- ~~_____~~ Walkway widths will be approved based on their scale and amount of use. For more information, refer to the city's walkway and sidewalk standards.
- ~~_____~~ Gravel paths are suitable for informal and parkway areas, or historically sensitive sites. These paths should use ¼" fine gravel that is well compacted.

13. 10. Public improvements to streets and sidewalks need to be designed to enhance the visual continuity of the existing streetscapes.

- ~~_____~~ Improvements and alterations, like the installation of sidewalks, curbs, cutting and planting of street trees, and installation of street lights ~~need to should~~ be compatible with documented historical landscapes and existing materials, yet provide safe access for pedestrians, bicyclists and automobiles.
- ~~_____~~ Roads in the residential areas should be visually unobtrusive in color and texture and without painted lanes.
- ~~_____~~ Street lighting should be simple in character and low in intensity except for security. ~~(We will insert diagrams here) Lantern style rather than bulb style is the standard. (Design Standards AMC 17.40.140, Appendix A)~~
- ~~_____~~ Street drainage is encouraged to be contained in simple grass drainage swales ~~where possible.~~
- ~~_____~~ Original public utility features, such as water meter covers, manhole covers and hydrants should be retained, unless replacement is warranted for public health and safety.
- ~~_____~~ Commercial core ~~pedestrian~~ lighting styles will be ~~Lantern style which is~~ appropriate to the character of the historic district, continued through to Bob's Avenue ~~on Highway 99E.~~

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Comment [r2]: Insert example images of lantern lighting.

14. 11. Alleys should continue to be attractive as public open space between properties.

- ~~_____~~ Future improvements, like paving or construction of secondary buildings, along the alleys are to be sensitive to existing garages, outbuildings, fencing, paving and landscape plantings that are considered historic.

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Parking Areas, Driveways, and Garages

15. 12. Design commercial automobile parking areas to be visually unobtrusive.

- ~~_____~~ They also should be set back from the street considerably.

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- Parking located in the rear or back of the building with access through an alley is preferred.
- Locating parking areas in yards facing the street is inappropriate.
- Generally, limit driveways to 1 per business in order to increase street parking, and provide continuity of planting and sidewalks.
- Bicycle parking should be designated in a location near the main building entry in a location not to interfere with sidewalk use.
- (COMMENTS IN MARGIN WERE CUT OFF IN SCAN. What changes do you want in this section?) See Section 7.8216.28 of the City of Aurora Land Use and Development CodeAMC (16.XXX) for more details regarding parking requirements.
- See Ch 17.40.160 (Appendix A) for Setbacks.

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16. 13. Minimize the visual impact of residential driveways and parking aprons. (Design Standards AMC 17.32).

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- Locate drives along -side yards, where possible.
- Where garages are in side yards relatively close to view from the street, it is recommended they they should be sided-sited with doors perpendicular to the street, when possible, to minimize their view.
- Avoid locating drives in front yards, where possible.
- Concrete is discouraged, but may be considered where necessary.
- Use gravelconcrete, or paved tracks, where feasible, not blacktop.-

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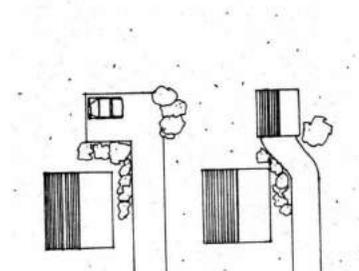


Figure 10. Poorly designed parking structures can detract from the character of the street. Adequate setback and screening can reduce their visual impact.

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Tents, Canopies and Structured Booths

14.17. Commercial: Except for special events allowed by the City, tents, canopies or booths will be allowed, for temporary use only by permit. No more than two permits shall be issued per property per year and each permit shall last for no longer than seven contiguous days. The permits shall not be issued back-to-back.

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- ~~_____~~ Permits are available at City Hall.
- ~~_____~~ Tents, canopies or booths must not obstruct public right-of-ways.
- ~~_____~~ Every effort should be made to place tents, canopies or booths sensitively so that they do not block the viewing of primary facades.
- ~~_____~~ Items displayed or sold beneath or within the tent, canopy or booth must be of the same general nature as the business conducted in the affiliated permanent structure.

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Signage must comply with the requirements of ~~Aurora Municipal Code Design Standards AMC Title 81.17.24.~~

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For additional requirements refer to "Temporary Uses ~~and Structures;~~ (Design Standards AMC " Title 7 ~~17.32.030 and Title 816.52. 17.32).~~

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Temporary Structures, Displays and Garden Art

18. 15. ~~Temporary structures, such as but not limited to displays, merchandise, outdoor equipment, and garden art should not visually impair or impact any primary or secondary façade view. (Design Standards AMC XXXX NEED SECTION FROM KAREN/KELLY... 17.32.050?) See Figure 13.~~

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- ~~• Commercial: The accumulation of objects or merchandise left out overnight distracts from the architectural integrity of the district. In an effort to encourage sensitive placement of objects outdoors, the total number of objects, including any temporary structures and retail displays may not exceed ten percent (10%) of the primary façade.~~
- ~~• Commercial: During regular business hours, outdoor display items may exceed ten percent (10%). Businesses are encouraged to carefully place displays so that the public may still enjoy the view of the building.~~
- ~~• Residential: Place children's play equipment, recycling bins and trash receptacles to the rear or side of historic architecture.~~
- ~~• Residential: Garden ornamentation, such as trellis or lattice work, should be appropriate to the style or era of the structure.~~

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New Systems, Utilities and Code Compliance Issues

It is recommended that introducing new electrical, plumbing, heating and ventilating systems into historic buildings should be planned such that historic materials are not damaged or obscured.

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19. Recommendations to 16-Minimize the visual impacts of new building systems on exterior features by:-

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- ~~A~~Especially avoid placing mechanical and electrical equipment, such as heat pumps, on primary, character-defining facades or in front yards and screen them with plantings or low fences.
- All utilities, both above and below ground ~~must~~ be designed to have the lowest impact on the district's safety and character.
- Minimize damaging historic materials in order to insert new mechanical and electrical systems, such as cutting holes in walls.
- See the Uniform Building Code, 104F

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20. 17. Minimize the visual impact of antennas and aerials from the public way. Locate satellite dishes so they will not be visible from the public way.

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- Locate them on subordinate roofs, where feasible.
- Locate them in attic spaces or in rear yards. Screen them where feasible.
- ~~Screen a~~All sizes of satellite dishes ~~shall be screened~~where possible.

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21. 18. Cell towers and such future technology is prohibited. (Design Standards AMC 16.50).

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Building Alterations in the Historic District

Preservation of Significant Original Qualities of the Structure

It is recommended that original materials and detail, as well as distinctive form and scale that contribute to the historic significance of the structure ~~should~~ be preserved. ~~Care should be taken that~~ rehabilitation work should not destroy the distinguishing quality or character of the property or its environment.

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2219. Respect the historic design character of the building.

- ~~Refer to the specific design characteristics of the building's style.~~
- ~~Destruction of character-defining features is discouraged.~~

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230. Minimize intervention with historic elements.

- ~~Renovation projects should maximize their use of the historic building fabric, including exterior features and finishes and structural systems.~~
- ~~In renovation projects maximize the use of the historic building fabric, including exterior features and finishes and structural systems.~~
- ~~The National Park Service, which oversees natural historic preservation, recommends a minimum of 75% of exterior walls should be preserved. (A portion of these may become interior walls if additions are approved.) This guideline is recommended by the National Park Service.~~
- ~~A minimum of 75% of structural systems ~~should~~ is also recommended to be preserved, including floor and roof framing systems, where feasible. (Additional structural supports may be added as necessary to reinforce existing systems.)~~

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241. Protect and maintain significant stylistic elements.

- ~~Treat with sensitivity any distinctive stylistic features or examples of skilled craftsmanship ~~must be treated with sensitivity~~ (i.e. window sashes, wood shingle roofs, moldings, porches, picket fences, settlement patterns).~~
- ~~Protection includes the maintenance of historic material through treatments such as dust removal, caulking, limited paint removal and re-application of paint.~~

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252. Avoid removing or altering any historic material or significant features.

- ~~Preserve original doors, windows, porches in their historic configuration.~~
- ~~Preserve original facade materials in their historic condition.~~

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- ~~Examples of historically significant architectural features that must be preserved are porches, turned column brackets, and jig-saw ornaments.~~
- ~~Other significant elements to hat must be preserved include historic building form and roof form.~~

263. Use the gentlest possible procedures for cleaning, refinishing, and repairing historic materials.

- ~~Many procedures can actually have an unanticipated negative effect upon building materials and result in accelerated deterioration or a loss of character. These harsh procedures are not allowed should be avoided.~~
- ~~Use the gentlest possible procedures for cleaning, refinishing, and repairing historic materials. Sandblasting, power washing and other harsh methods of cleaning materials are to be avoided prohibited because these practices can accelerate deterioration of the brick.~~

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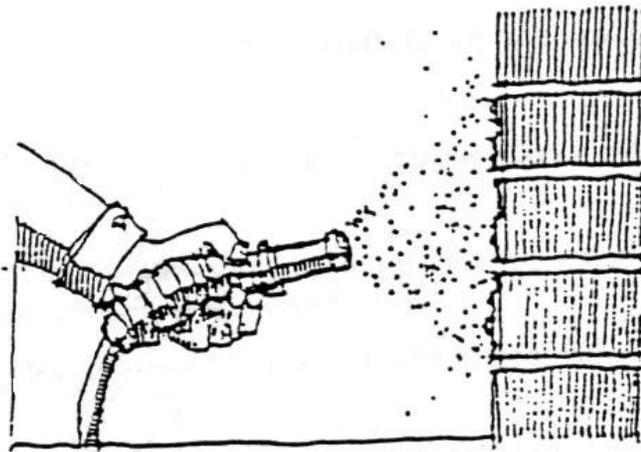


Figure 11. Use Gentle Cleaning Methods Whenever Possible

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274. Repair historically significant features that survive.

- ~~Repair rather than replace deteriorated architectural features features must be repaired rather than replaced.~~
- ~~Patch, piece-in, splice, consolidate, or otherwise upgrade the existing material, using recognized preservation methods, rather than remove the element entirely.~~

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285. When disassembly of an historic element is necessary for its restoration, use methods that minimize damage to the original materials.

- Always devise methods of replacing the disassembled materials in their original configuration.
- When disassembly of historic elements is required in a procedure, use methods to catalog the elements in their historic condition. Replacement must be based on documented evidence.

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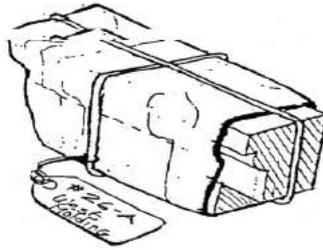


Figure 12. Catalog Removed Elements in Their Historic Condition

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Primary Facades

The primary facades are the sides of the structure oriented to the street or corner and ~~should be maintained their design is to be preserved (Title 17)~~ in the historic manner, respecting details of the historic period and style. Proposals for alterations to the primary facades will be more carefully reviewed than proposals which are not visible from the street. Rehabilitation work should be based on sound pictorial or documented evidence from the Aurora Historic Inventory or the Old Aurora Colony Museum archives. ~~Avoid creating a false historical appearance that is inappropriate to the historic architectural style.~~

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296. Additions and structural alterations ~~should be~~ limited to the rear or sides that are minimally visible from the public right-of-way. (Design Standards AMC 17.40.020)

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- ~~On Contributing structures,~~ Original features of the facade, like balconies, porches, bay windows, siding, trim details and dormers must be retained and rehabilitated.
- Alterations to ~~the street and corner oriented façade on primary significant houses~~ Contributing structures shall not be permitted unless it is to restore the original design.
- ~~On~~ For example, the photograph on the front of this booklet shows an Early Colony period house with a later Italianate porch addition. The porch design is from a later architectural period and is in conflict with the original early colony style. Thus, this type of porch proposal, under these current guidelines must be denied. Non-Contributing structures avoid creating a false

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historical appearance with the addition of design elements that are inconsistent to the building's architectural style.

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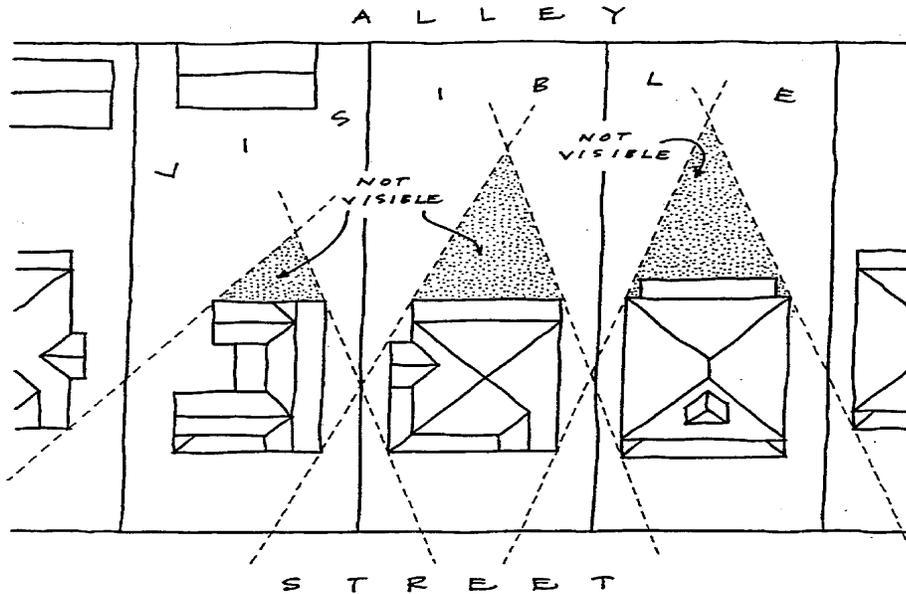


Figure 13. Areas of lots which are visible from the public street are primary facades.

Replacement or Substitution of Original Features

It is recommended that deteriorated architectural features must be repaired rather than replaced. In the event replacement of historic materials is necessary, the new materials must match that being replaced in design, color, texture, and other visual qualities. Any structural building totally destroyed, or the need to be totally replaced will be identifiable or documented in inventory.

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3027. Replacement of missing elements may be included in repair activities.

- Use the same kind of material as the original. A substitute material is acceptable only if the form and design of the substitute itself conveys the visual appearance of the original material on a permanent basis.

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3128. Replace missing historically significant features in kind.

- Replace only those amounts that are beyond repair.
- If alternate materials must be used, they must match the original in appearance.

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- ~~Covering materials that have not achieved historic significance are discouraged. Asphalt siding that covers original wood siding, for example, is inappropriate and should be removed.~~

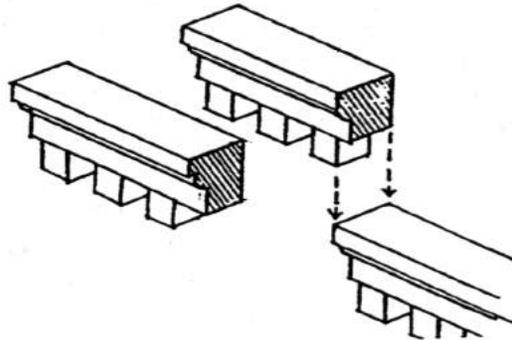


Figure -14. Where replacement is required, replace only those portions that are deteriorated beyond repair.

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3229. Replacement of missing architectural elements must be based on accurate information about original features.

- The design must be substantiated by physical or pictorial evidence.
 - This will avoid creating a misrepresentation of the building's genuine heritage. Seek photographic information from the Aurora Historic Inventory or Old Aurora Colony Museum.

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3330. Where reconstruction of an element is impossible, develop a compatible new design.

- ~~This is appropriate where inadequate information exists to allow for an accurate reconstruction of missing features.~~
- ~~Relate t~~The new design ~~shall relate~~ to the building in general size, scale and material.
- ~~Such a replacement must be clearly documented in the iAurora Historic Ina~~ventory as being new, so it will not create a false historical impression.

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341. Conjectural "historic" designs for replacement parts that cannot be substantiated by written, physical or pictorial evidence are generally inappropriate, not allowed. (Design Standards AMC, 17.40.180)

- Use materials similar to those employed historically.

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**City of Aurora Municipal Code
Title 17
Historic Preservation
Including Appendix A
Design Guide for Historic District
Properties**

Appendix

- A. Design Review Guidelines for Historic District Properties
- B. Franchise Ordinances.

Acknowledgements

This “Design Guide for Historic District Properties” has been revised from Design Review Guidelines for Historic District Properties as Appendix A of Aurora Municipal Code Title 17.

This updated version and the original document were written through the efforts and contributions of the Aurora Vision Process, City of Aurora staff, Historic Records Board and Volunteers.

The activity that is subject of this “Design Guide for Historic District Properties” has been financed [in part/entirely] with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

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Introduction

History and Background

The Aurora Colony

The community of Aurora Mills, Oregon was founded in 1856 by William Keil as a German Christian Communal Society. The Aurora Colony was one of very few such experiments to succeed in western America during the nineteenth century; the Society shared characteristics with some of America's better-known societies such as the Shakers, the Amana Colony, the Zoar Colony and the Harmonists. Members of these groups generally believed that Christians ought to literally share labor and property and that they should produce their own crafts and build their own homes and businesses.

Nearly 400 of Keil's followers practiced Christian communal living at Aurora from the Colony's founding in 1856 until 1883. During this 27 year period, the colonists were widely respected in Oregon because of their commitment to the Christian ideals of cooperation and service. The Colony's hotel was renowned for its German food, and the community band traveled throughout Oregon performing at special events. After Keil's death in 1877, the colonists decided that the Colony was no longer practical, and the experiment came to an end. After the Colony disbanded, many former Colony members continued to live and work in Aurora Mills, which was incorporated as Aurora in 1893. The communal society quickly converted to a market economy; by 1900 the census revealed broad business representations and an increasingly diverse ethnic population. Still, the city's Germanic heritage was much in evidence in the population, the buildings and sites.

The two world wars and the Great Depression adversely affected Aurora's economy, as did the population shift away from rural areas. In 1956, however, a significant number of Aurora Colony descendants were still living in town; the centennial celebration held that year attracted thousands of visitors. This unexpected public interest in Aurora's communal heritage encouraged a few individuals to begin the preservation of buildings, sites and artifacts.

The Aurora Colony Historical Society

The formal result of this grassroots movement was the organization of the Aurora Colony Historic Society in 1963 and the opening of the Ox Barn Museum, (now the Old Aurora Colony Museum) in 1966. Society members are now the caretakers for an increasing collection of Colony artifacts, buildings and sites.

Recognizing that such preservation could not be accomplished alone, members initiated a partnership of preservation with the City of Aurora, the state of Oregon and the federal government.



Figure 1. Southeast view of Aurora, c. 1889, as seen from the site of the Colony Church.

National Historic District Status

This relationship culminated in the establishment of the Aurora National Historic District in 1974, a designation granted by the United States Government's Department of the Interior. A section of Aurora was honored as Oregon's first national historic district. This recognition was awarded because of Aurora's unique communal heritage, and because of the large concentration of surviving structures built by German craftsmen.

The Historic Overlay Zone

While the Department of the Interior and the Oregon State Historic Preservation Office have standards and guidelines for National Historic District, the preservation of a district is largely a local responsibility. The process of acquiring a historic preservation zone was initiated by residents, museum and historical society members and gained city council support in the mid-1980's. On December 28, 1988, after extensive input by residents, the city council adopted a Development Code establishing the Aurora Colony Historic Overlay District. **Like the National Register, historic preservation zoning honors an area's historic significance, but with that recognition, all exterior work on buildings or sites, from any new construction to alteration, demolition or relocation is reviewed to ensure that the community's visual character is preserved.**

Aurora's Architectural Character

The architecture of the Aurora Colony reflects the Colony's communal ownership in its standard design and large scale, as the houses were built for large families and unmarried relatives. Commercial buildings were also built to a large scale, as they often contained several trades under one roof.

- The village had an order and a pattern. Commercial and residential buildings were regularly spaced; the location of the Ox Barn (now the Old Aurora Colony Museum) and the Charles Snyder house reflect this typical pattern.
- Houses often had outbuildings and gardens designed to be compatible with the main house. This pattern is currently not as noticeable because, in the Post-Colony years, private ownership of land resulted in the subdivision of land for additional homes. This feature is most noticeable on both sides of Third Street between Liberty and Main.
- The **Post-Colony period** did, however, provide architectural additions to Aurora.
- This is most easily seen in the Victorian homes built between Second and Third Streets on Liberty. Also evident are a few extant barns, carriage houses and washhouses.
- By 1910 Aurora's new architectural styles reflected patterns commonly found in many American small towns. Aurora, however, had the unique situation of retaining a significant number of the Colony buildings. The bank building at First and Main and the Will-Snyder Store at Second and Main are excellent examples of commercial architecture of this period. The Ben Giesy house, a bungalow design, is a good example of an American residential style common after 1900.

No conscious attempt was made to design compatible new construction in Aurora until the formation of the historic district in 1974. As previously noted, the organization of the historical society in 1963 created a greater awareness of the Colony's significance, and this corresponded with a similar recognition of the value of historic preservation on the national level, which culminated in the passage of the National Preservation Act of 1966.

Aurora Historic Review Board

The **Historic Review Board** (HRB) was established to monitor and maintain this architectural character by reviewing applications for work on all properties within the zoning overlay district. It is comprised of five members who are nominated by the Mayor and/or HRB and appointed by the city council. They include residents and property owners from within the city limits from both inside and outside the Historic District boundaries. They may also include professionals in the building trades, historians and architects who reside outside the city.

Design Guide and Design Standards

Design review is administered according to Title 17 of the Aurora Municipal Code (AMC) of which Design Standards AMC 17.40 is the basis of HRB decision making. This Design Guide is an appendix of Title 17 and serves to clarify the purposes and goals of Title 17. Both serve to provide a framework for a historic district land-use policy that recognizes the cultural and economic benefits of historic preservation as well as compliment the special qualities of Aurora. This Design Guide is to be used as an educational guide for property

owner and city officials with helpful material and recommendations for restoring and maintaining individual properties. Where applicable, details on Aurora's own architectural elements are offered, some of which are unique to the area.

The Design Guide serves as a guide only for decisions based on Title 17 Design Standards which protect the neighborhood from the loss of architecturally and historically significant buildings and sites, additions to historic structures that would lessen their architectural significance, and new construction not in character with the neighborhood. By state and local law, guidelines for historic overlay zoning districts must be in accordance with the **Secretary of the Interiors Standards (There was a comment on this word I could not understand. Omit the s, or apostrophe perhaps?) for the Rehabilitation of Historic Buildings**, a standard developed by the National Park Service and used by private and public preservation organizations throughout the country. See Attachment B. The Design Standards AMC Title 17 follows the recommendations set forth in the *Secretary of the Interior's Standards*, but are written to be more specifically applicable to Aurora's historic resources.

Historic District Design Guide Can: (DUPLICATED HEADER See below. Keep separate or join?)

1. Reinforce the character of an historic area and protect its visual aspects. Because Aurora was the most successful 19th Century communal society west of the Mississippi, the district has many features unique to western America. These characteristics are most noticeable in architectural styles, and these styles have been well documented. The Design Standards reinforce the character of the historic area with the example of the Aurora experience as its necessary model.
2. Improve the quality of growth and development.
3. Preserve the integrity of an historic area by discouraging the construction of buildings incompatible with Colony and Post-Colony styles.
4. Provide an objective basis for Historic Review Board decisions.

Historic District Design Guide Can: (DUPLICATED HEADER)

1. Define recommended and not recommended design approaches.
2. Serve as a tool for designers and their clients to use in making design decisions.
3. Increase public awareness of design issues and options.

Historic District Guidelines Cannot:

1. Limit growth, or regulate where growth takes place; they only address the visual impact of growth.
2. Concern the interior space of a building design. They deal only with the exterior portions of buildings as well as the surrounding property.
3. Act as the basis for Historic Review Board decisions. Such decisions must be based on AMC Title 17. The Design Guide offers supplemental explanations of goals and standards of Title 17.

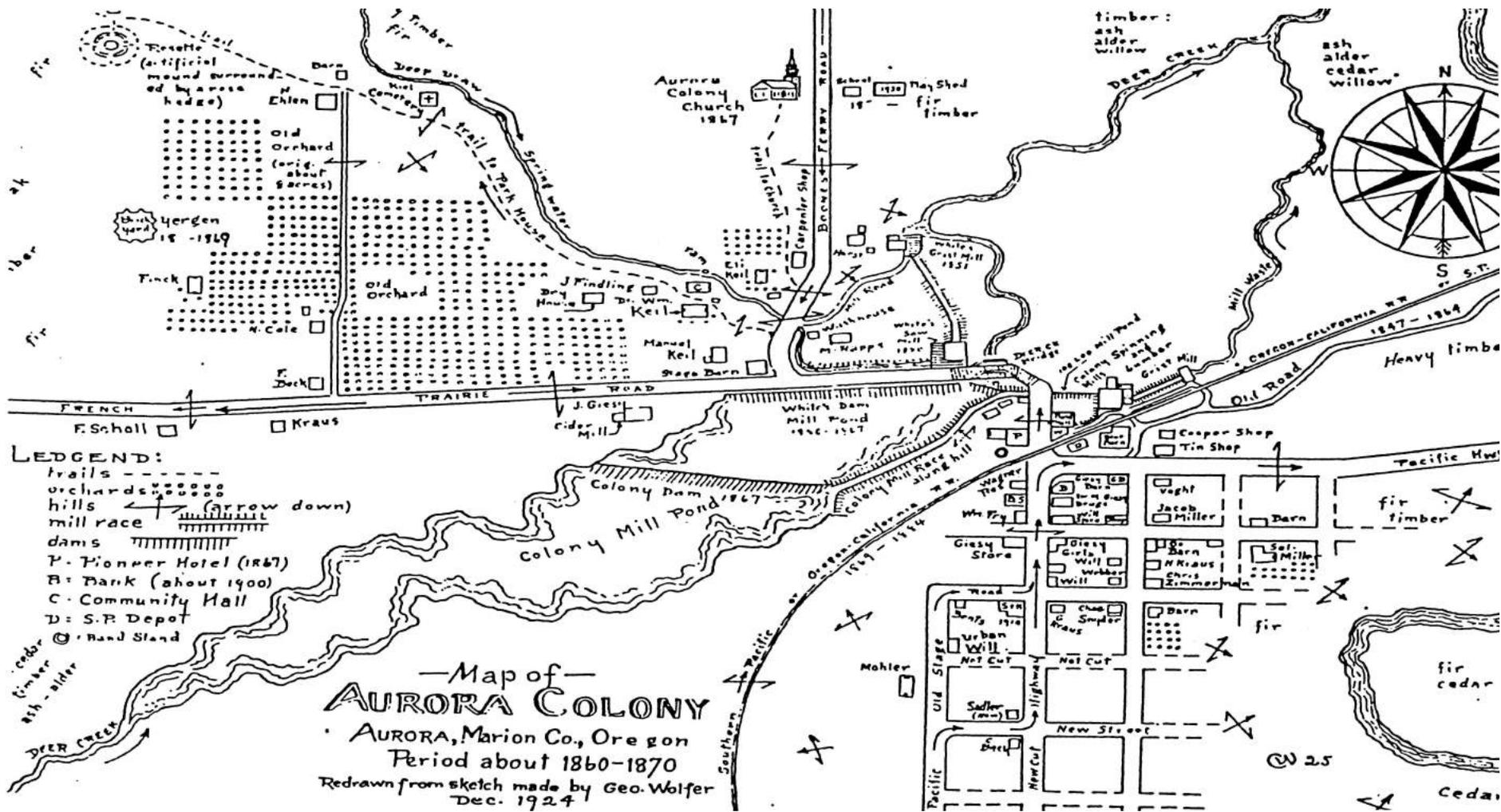


Figure 2. George Wolfer's recollection of Aurora, redrawn by Clark Moore Will, parallels the current historic overlay district boundaries.

Is My Property Historic?

Each property in the Historic Overlay Zone is classified according to its age. It will be either a **Contributing** structure (built before 1921) or a **Non-contributing** structure (built after 1920). Further designation on a Contributing structure may include an **Aurora Colony** designation (1853-1883).

In most cases, contributing structures will have stricter standards than Non-contributing or newer buildings. When reading the *City of Aurora Municipal Code* Design Standards (Design Standards AMC 17.40), always look for your property's designation. Some standards are consistent with ALL properties in the historic overlays.

To find your classification, your property will be listed in the *Historic Inventory of Aurora, Oregon*. There is a brief listing of vital statistics of each property as well as a more detailed description, depending on the age and history of the structure.

Contributing Structures	1856-1920
Aurora Colony Period	1856-1883
Non-contributing Structures	1921-present

Some properties also have a listing as SS in the *Historic Inventory of Aurora, Oregon*. That refers to Significant Structure because they were listed in Aurora's original application for National Historic District status. They are structures that were either part of the original Aurora Colony or were significant Post-Colony structures built by Colony members. Your property will also be classified by the **overlay zone** within which it is located, either **Residential** or **Commercial**. Historic Design Standards apply to these zones exclusive of the current or past use of the structure. (A building still used as a residence but located within the Commercial zone must follow standards for Historic Commercial Overlay.)

Aurora's Non-contributing neighborhoods were once part of the original Aurora Colony and help to define those boundaries. Design Standards for Non-contributing structures help to protect the visual aspects of the whole historic area.

Title 17 of the Aurora Municipal Code

For your convenience, Title 17 is included in the front of this book. This includes Design Standards AMC 17.40, which are referred to consistently as you read this Guide. By reading both Design Standards AMC 17.40 and this Guide, you will be able to determine which standards apply to your property. However, should you wish to have more clarification, both city staff and the Historic Review Board welcome your questions.

Which Exterior Changes Require Approval

Aurora’s cultural heritage consists of more than the original Colony period structures that dot the landscape within the Historic District boundaries. Many of Aurora’s structures are fairly new and many old ones may seem to lack architectural significance in their own right. However, all of these structures contribute to the evolution of Aurora’s history.

Each structure within the Aurora Historic District contributes to the sense of place that makes our community special. As a result, **all exterior CHANGES to a building or site within the historic district must be approved by the city, either administratively or by the Historic Review Board.** This includes things which may seem insignificant (such as replacement of a window), but which can completely and permanently damage the historic character and value of the building. The only exceptions to this rule include: (1) exterior painting, reroofing, and general repairs *such that new materials match those that are already in use*, and (2) minor landscaping work, such as shrubbery, annual plantings and general maintenance. (The removal and planting of trees, those greater than 24 inches in diameter does require approval.) If the proposal is consistent with Title 17, the city will issue a Notice of Decision authorizing the landowner to proceed with his project.

Terminology

A note about the terminology used in the guidelines:

Must or Shall	Where the word “must” or “shall” is used, the standard in question must be met, if it is applicable to the project at hand, in order for the Historic Review Board to be able to issue a certificate of approval.
Should, Recommended, Suggested, Encouraged	The use of these words indicates that the guideline is strongly recommended but is not required to do so to receive approval.

Getting Approval for Your Project

If the proposal affects any structure or site within the historic district boundary, you **MUST** get approval by the city recorder's office or the Historic Review Board.

Note: This applies only when property owners initiate exterior improvements. They do not require owners to initiate such improvements when they do not plan to do so.

1. Come to City Hall and get a land use application for a Historic District Exterior Change or download one from the city website. City staff will advise whether your proposal conforms to all of the city zoning requirements. **Depending on the classification of your property, if the proposal will take place within the Historic Overlay Zone boundaries and you are making any exterior changes to the visual landscape, you may be required to present your proposal to the Historic Review Board.**
2. Read information about your property in the Aurora Historic Inventory. Compare the style or appearance of your building to those illustrated in the Architectural Styles section of this Design Guide. If your house was built before 1921, it is likely that it contains design elements reminiscent of these styles that need to be maintained. If your house was built after the illustrated "historic period" in this text, look to the existing scale, massing and amount of detail in your existing structure and / or the structures surrounding your parcel for guidance. REMEMBER: The purposes of Title 17 and the Design Guide are to foster a harmonious continuum of structures where historic structures are preserved and new structures are distinguishable yet still complement the historic landscape that we all enjoy.
3. Next, compare your plans for maintenance, rehabilitation or new construction with Design Standards AMC 17.40 and this Design Guide. They are organized by feature type. Although every effort was made to direct the applicant to the most appropriate section, some applicants may find that their proposal involves more than one section, as a result, cross referencing may be necessary. For example, the applicant looking to build a new structure should consult the relevant windows, doors, roof and materials sections of the alteration provisions as well as the new construction standards and recommendations.
4. Finally, determine if your plans are compatible with the Design Standards AMC 17.40. Applicants should be familiar with these Design Standards and how they apply to their project **before submitting** an application.
5. Depending on your property's classification and type of project, a decision may be rendered by city staff or you will be placed on the agenda for the subsequent

meeting when you **submit the completed application, the application fee, a site plan drawn to scale of the proposal, illustrating all structures on subject property, their relationship to property lines and if appropriate, elevation or architectural drawings** that would assist the HRB in coming to a decision. If city staff determines that your application is not complete, the hearing body will be unable to make a decision.

The Historic Review Board meets on the fourth Thursday of every month. To be considered for the subsequent meeting, the application must be received a minimum of **two weeks prior** to the HRB meeting date. This allows staff to make your information available to Board members so that they are familiar with your property and proposal.

6. Although not a requirement the applicant (or a representative) is encouraged to attend the meeting. If there are questions that cannot be answered the board may not render a decision or may deny an application.

At the board meeting you will be asked to present your proposal. It is your responsibility to prove to the Board that your proposal meets the standards, as articulated in Design Standards AMC 17.40. If you do not meet this requirement you will not be approved and you will have to create an alternative proposal or supply further evidence, at a subsequent meeting, which substantiates your compliance. The Board has the authority to interpret Title 17.

7. There is a 15-day appeal allowance, wherein, any party who testified for or in opposition to a proposal may submit an appeal application with the City Council. After that appeal period has expired you, the applicant, will receive a Notice of Decision complete with findings, the Board's determination and sometimes conditions. (See Design Standards AMC 17.20, **Attachment XX**)
8. After Board approval, you are free to proceed with your project anytime after you receive your Notice of Decision. You are allowed up to two years to complete your project before the approval expires.

Getting to Know Aurora's Architectural Styles

Important Features of the Aurora National Historic District

The Aurora Colony Historic Resources Inventory of properties within the Aurora National Historic District was first done in 1985 and was updated in 2015. This inventory provides an excellent summary of Aurora's history, the evolution of its built environment, its specific architectural styles, and the classification system which is used to rate the significance of a property located within the current historic district.

Property owners who would like to learn more about their buildings architectural style can obtain a copy of the inventory sheet included in this inventory at Aurora City Hall. The inventory sheets contained in these documents can provide more information about the historic properties that are located in Aurora.

All property owners are encouraged to read the first pages of this inventory. A shorter summary of some of the inventory's key points is provided below.

Aurora's Architectural Styles

Aurora's original application for its national historic district designation used 1856-1920 for its "Period of Significance." All properties within the historic overlay zones within these dates are classified as **contributing structures**.

The historic vernacular architecture in Aurora was influenced more by regional climate, local building materials and ethnic traditions in craftsmanship than by contemporary fashion. The house types are a blend of 19th century American utopian traditions and medieval traditions transmitted by German settlers in the American colonies.

The **predominant** styles of residential architecture in Aurora's Historic District are:

- Colony
- Post-Colony
- Italianate (no surviving examples)
- Queen Anne
- Bungalows/Craftsman

The following text describes these styles. For additional examples of buildings in Aurora in these styles, refer to photographs in Attachment H.

Colony Style



Figure 3. Constructed around 1875, the Emma Giesy/George Kraus house was moved from its original site, 14996 3rd St., in 1977 after it was given to the Old Aurora Colony Historical Society. It currently stands east of the Ox Barn Museum on 2nd Street as part of the museum complex. The front porch was added prior to 1900.

A single type of house, in general form and character, was built in the village of Aurora from about 1864 to 1881, during the Colony period. The farm houses built outside the village were also of this kind, although the farm houses tended to be larger. The typical house can be described as follows:

- The gable roof house is sided with its eaves parallel to the street. It has a three-bay front facade and is two bays in depth, about 35 feet long and 20 feet deep. One and a half to two stories in height, it usually has windows on the second floor front facade. The attic ends may have two fixed, six-light sash windows. Each gable end contains an interior brick chimney, but of unequal sizes, one for a stove and the other for a fireplace.



Figure 4. The Beck House that has been demolished was located on one of the Colony farms.
(Photo by C.M. Will, 1925)

- A one-story lean-to, containing an open porch and enclosed room, extends across the full length of the rear facade. The main body of the house has two rooms on the main floor, and two on the second floor. The house seldom has a front porch, although most surviving houses have porches which were added later, during the Post-Colony period. The continuous or pier foundation is constructed of brick and an exterior staircase with brick walls usually provides access to a full basement.
- The typical house is predominantly 18th century in character. It has white painted, horizontal weatherboarding. There may be a pronounced asymmetry in the position of its “central” front door, which usually has a transom and is sometimes double-leafed. The house rarely has classical detailing and curvilinear moldings in its exterior finish. However, it always has six-over-six or eight-over-eight, double-hung sash windows which are smaller in size on the second story than on the first. The window surrounds are flat boards and the head is capped with a flat projecting rectangular cap about a half-inch square.

The characteristic eave detailing is utilitarian. The front eave is boxed with its soffit perpendicular to the house wall, in contrast to the eave at the rake, which is open. The rake eave has a projection of a foot, and a suspended fascia. The soffit is deeply recessed and made of a painted board set directly against the roof sheathing. The intersection of the rake with the

ends of the front facade boxed soffit and fascia is often resolved by carrying the horizontal line a foot or so around the end of the house. This produces a triangular boxed element which has no moldings. It is utilitarian in character and in placement makes no reference to a classically detailed eave return. This eave intersection is one of the most characteristic details of Aurora Colony architecture, almost exclusive in Oregon to that groups' building. Occasionally, just below the eave intersection, a few houses also have a residual, two-dimensional version of a Classical eave return. It consists of the architrave board, but not the cornice, carried around from the front facade. At its simplest, it is one flat board set flush with the surface of the siding, as on the Frederick Keil House. A more complex assembly consists of two or three graduated rectangular boards as a cap, which is a continuation of the bed moldings, such as on the Charles Snyder House. This unorthodox but pleasing version of Classical detailing is rarely found in Oregon outside the Colony territory.

- A common exception to horizontal weatherboarding is the use of vertical boards and battens. The vertical board and batten house is of single "box" wall construction. However, some box constructed houses in Aurora were covered with horizontal weatherboarding.
- A remarkable quality of the Colony period Aurora house is that, contrary to the general impression, no two are alike. Within a very conservative and limited vocabulary, and with the distinct expression of only one or two builders, each house is rather easily distinguished from all others.
- Frequently this style of architecture had few, or low, plantings around the base of the building. Shrubs and trees were often placed randomly around the property. The orchard and vegetable garden were prominent aspects of the landscape. The white picket fence was common.

Post-Colony Style



Figure 5. The Captain William Miley House, built in 1895, was one of the first houses constructed in Aurora after the dissolution of the Colony and still stands at 21497 Hwy 99 E.

For a generation following the death of Dr. William Keil in 1877, the general characteristics of the typical Colony period house survived in Post-Colony period houses built for former Colony members and their descendants. The Post-Colony house is easily distinguished from its predecessor by the following characteristic modifications:

- The house is sided with shiplap. Its two interior brick chimneys are the same size, of the smaller stove type, and each has a base, shaft, and pronounced bands of corbelling forming the cap. The front door bay is covered with a small hip roof porch detailed with turned posts and jigsaw brackets. Post-Colony eave detailing lacks the distinctive utilitarian eave and rake construction of the Colony period, with its total absence of molding and Classical elements. There are moldings at the crown and bed of the eave assembly, and on the horizontal caps of openings. The windows are one-over-one, double-hung sash. At the rear of the house there is a one or two-story kitchen wing enclosing two or three rooms. It has a third stove chimney, porches with shed roofs, and often a pantry within the porch area.

- The building has a tall and light character which is in contrast to the rather squatty and heavy sense of the typical Colony period house.
- The detailing and moldings have the sharper, more attenuated attributes of late Gothic, rather than the attributes of the Classical.
- The buildings were accented by random plantings of flowing shrubs and trees located away from the base of the building. The front of the building might be accented by perennial flowers or an attractive vine.

It is not surprising that these architecturally conservative houses were usually the first homes of individuals who had played a major role in the Colony during Dr. Keil's lifetime. The following Post-Colony houses conform to this trend: Jacob Miller House, Samuel Giesey house, William Miley House, and George Miller House.



Figure 6. The George Miller house was constructed around 1892. Except for the removal of the roof cresting, this Post-Colony structure remains virtually unchanged at 21358 Hwy 99E.

Italianate Style

(INSERT PHOTO OF HOTEL HERE)

Figure X (Need to add as Figure 6.5 or renumber all consecutive Figures). (INSERT CAPTION OF HOTEL HERE)

This style was popularized in Oregon between 1860 and 1890, a time when the state's population was growing.

- There are no structures of this style remaining in Aurora. Pioneer Hotel was an example of an Italianate Style with its hipped roof, ornate brackets and balconies.
- Roof forms are low pitched and usually hipped, although sometimes gabled. The building can be rectangular, square or a combination of masses. The projecting eaves with decorative brackets are a distinctive feature of the style. Usually built of wood frame construction with horizontal ship lap siding. Tall windows, which are sometimes rounded, are characteristic of this style, as are bay windows.

Queen Anne Style



Figure 7. Presently altered beyond recognition, the Sarah and Emmanuel Keil House was constructed in 1909 and stands at 14643 Ehlen Road. In the background on right is Das Gros Haus, Dr. Keil's original house.

Through the 1880s and well into the 1900s Queen Anne style houses became a favorite for residents throughout Oregon.

- Examples in Aurora are on Liberty Street and on Main Street, both within and outside of the Historic Overlay.
- They may have assorted roof shapes and possibly conical or pyramid roofs, sometimes towers. Flared chimneys were part of the decoration. The plan is generally irregular with wrap around porches, protrusions that can include multiple window types, dormers, and stained glass. They are of wood frame construction with horizontal wood siding and/or patterned shingles. There can be a profusion of wood detail and decorative elements.

At the turn of the century when a majority of these houses were built owners were taken by the varieties of new plant species that were being introduced from around the world. Colorful annuals were laid out in patterns, and herb gardens and elaborate flower gardens were the rage. Formal and informal designs were common using a wide variety of plant material.

Bungalow and Craftsman Style



Figure 8. Representative of the Craftsman era in Aurora, the George Damm House was constructed in 1908 and stands at 21517 Hwy 99E.

Buildings in this style often have a free-flowing floor plan, incorporate the use of natural materials inside and out, and exhibit fine craftsmanship.

- Roofs are low pitched gable or hipped forms with wide eaves and exposed rafters.

- Double-hung windows with small panes in the upper sash, large windows flanked by smaller windows, and dormer windows are all characteristic of the style.
- Constructed of wood frame with shingles or horizontal board siding, although stones and stucco were commonly used as well.
- Large porches are typical and may have truncated columns.
- Low plantings existed around the base of the buildings. Planting arrangements were naturalistic and plentiful, often using many combinations of plants. Vines clambered on wide porches. A wide variety of plant species were used to accent these houses.
- There are nice examples of Bungalow Style in Aurora, both within and outside the Historic District.

For additional photographs of these styles, see Attachment H.

Rehabilitation Guidelines

In recent years there has been widespread rehabilitation of older residences and commercial structures. Although this activity is essential to maintaining the district's vitality, exterior rehabilitation can unknowingly alter or remove a building's original architectural features.

Original building facades, siding, porches, columns, windows and other architectural features have in many cases been changed by inappropriate rehabilitation, diminishing the building's compatibility with the historic district. Each loss or change of original architectural features inevitably erodes the historic integrity and property values of the district.

Where original features have been removed, their restoration is encouraged whenever they can be documented through plans, photographs, or other means. The Old Aurora Colony Museum's photograph collection is a good resource for most building styles in the Historic District as is the Aurora Historic Inventory.

This Design Guide applies solely to the Exterior of properties. Although property owners are encouraged to preserve significant historic interiors, interior work is not reviewed for Design Standards in terms of historic preservation by the Historic Review Board.



Figure 9. Birds eye view of Aurora's commercial core taken from the water tower looking north about 1928. The dotted line represents the new Highway 99E constructed in 1930. The large building in the foreground the Sadler & Kraus General Merchandise Store, located on 3rd, Main & 99E, was destroyed by fire in 1990.

Approaches to the Treatment of Historic Properties

Choosing the method of treatment depends on a variety of factors including the property's historic significance, physical condition and the proposed use. This Design Guide focuses on the key exterior elements of historic residential architecture. It is meant to be applicable to all styles of historic residential architecture in Aurora. These methods of treatment can be applied to commercial architecture and landscape issues as well.

Preservation

Preservation is the maintenance and repair of existing historic materials, and the conscious retention of the property's form as it has evolved over time. This method of treatment focuses on maintenance and repair of historic materials and features, rather than extensive replacement and new construction. New exterior additions are not part of this treatment. Sensitive upgrading of mechanical, electrical, and plumbing systems, and other code-required work to make a property function, is appropriate.

Rehabilitation

Rehabilitation is used when there is a need to alter or add to an historic property to meet continuing or changing uses while retaining the property's historical, cultural, or architectural values. This method of treatment is used when repair and replacement of deteriorated features is necessary when alterations and additions to the property are planned for a new or continued use or when depiction of a particular period is not appropriate.

Adaptive use

Adaptive use is the process of converting a building to a new use that is different from that which its design reflects. For example, converting a residential structure to offices is adaptive use. Good adaptive use projects retain the historic character while accommodating the new functions.

Remodeling

Remodeling is to remake or to make over the design image of a building. The appearance is changed by removing original detail and by adding new features that are out of character with the original. A “stylistic” change is often involved. A remodeling project is inappropriate on an historic building in Aurora, because it would involve altering its historic character.

Renovation

Renovation is to improve by repair, to revive. In renovation, the usefulness and appearance of the building is enhanced. The basic character and significant details are respected and preserved, but some sympathetic **alterations** may also occur. Alterations that are made are generally reversible should future owners wish to restore the building to its original design.

Restoration

Restoration is to reproduce the appearance of a building exactly as it looked at a particular moment in time; to reproduce a pure style - either interior or exterior. This process may include the removal of later work that deviates from the original style or the replacement of missing historic features. Use a restoration approach for missing details or features of an historic building when the features are determined to be particularly significant to the character of the structure and when the original configuration is accurately documented. Many successful rehabilitation projects that involve historic structures in Aurora may include a combination of **preservation, restoration,** and other appropriate treatments. For example, a house may be adapted to use as a restaurant, and in the process missing porch brackets may be replicated in order to **restore** the original appearance, while original dormers may be **preserved.**

Interior Features

If you are interested in your property's historic interior features, which we encourage, *The Secretary of the Interior's Standards for Rehabilitation*, included here as Attachment B, are applicable to interior spaces. Preservation Brief #18, *Rehabilitating Interiors in Historic Buildings*, is available from the State Historic Preservation Office. This bulletin can provide the interested property owner with more detailed information on how to rehabilitate an historic interior.

Site Alterations and Landscape Preservation in the Historic District

The Historic Review Board evaluates landscape plans and renders a decision on:

1. Existing property when the project is \$2500 or more.
2. New construction development (Design Standards AMC 17.44).
3. When buffering or screening is required (Design Standards AMC 17.44).
4. Tree removal of certain sizes.
5. Excavations, berms.
6. Sidewalks, pathways.
7. Fencing.

However, the following text gives helpful advice on how to consider options for landscape development in the Historic District.

Site and Landscape Evaluation

The first step in the landscape evaluation process is to identify the historic buildings and landscape features. Aurora has identified the historic architecture of the community through its *1985 Aurora Historic Resource Inventory* (revised 1995 and 2015). Landscape features are discussed under the *Getting To Know Aurora's Architectural Styles* sections of this survey. This identification is not a complete inventory of significant plant material and landscape features, as there are no site plans attached to the documentation. However, it can serve as a preliminary guide for identification.

One of the key features worthy of identification in a landscape analysis is the relationship of the main building to the landscape, which includes garages and outbuildings. This analysis can help to inform the evaluator of the pattern of everyday use that occurred over time on the property. Paths and driveways are often laid out for convenience in circulation, rather than aesthetic reasons.

Historic research is important for understanding what the landscape looked like in an earlier period such as the Old Aurora Colony Museum archives. Historic photographs are the best source for landscape identification. Articles in historic journals and magazines can provide information about what the landscape trends and styles were in a given period. Oral histories from previous property owners are valuable for understanding what a garden might have looked like.

Site analysis is the process of physically looking over the historic property to better understand the location and significance of landscape features. Site analysis of the landscape provides an understanding of how the vegetation has changed over time, or how paths and buildings evolved into what they are today. In conjunction with an historic photograph, site

analysis can explain where missing landscape features were located, or how they have evolved with time.

The method of treatment chosen will determine the scope of work, cost, and extent of repair or replacement that will be necessary to bring a landscape back to a period look. Most property owners in Aurora will want to protect and stabilize significant features of an old landscape, usually the trees, an outbuilding or possibly a fence. The methods for treatment are:

Preservation	Preservation of a landscape maintains the form, materials, and important features of the landscape as it evolved over time.
Rehabilitation	Rehabilitation retains the landscape as it was in an historic period, while allowing additions and alterations for modern usage.
Restoration	Restoration depicts an appearance that existed during the landscape's significant period of development. This can involve the removal of later additions, and the replanting or rebuilding of earlier landscape features.

Landscapes in Aurora were generally simple in design, having grown from the Colony method. Once a property owner has conducted a site analysis and researched their property, they are ready to select a method of treatment. Preservation and Rehabilitation are probably the most desirable methods for property owners to use when thinking about creating an appropriate landscape design for historic properties.

Private Open Space and Front Yards

It is recommended that front and side yards which abut a street should be visually open to the street. Hedges, retaining walls and fences which visually obscure front yards are discouraged, except where photographic evidence supports an historical picket fence. Otherwise, fences should be kept behind the building lines, as viewed from the street. Original grade should be retained; berms and excavations are prohibited (17.44.030).

A plant list has been included as Attachment E to provide a variety of species for property owners to use when considering adding plant material to an historic property. The list is limited and there are many other species that are desirable for a period landscape design. Native species of plants, like ferns, rhododendron and sallow, are appropriate species for Aurora's gardens.

Historic Fencing

The white picket fence was the most common historic style fence in Aurora. Photograph collections at the Aurora Historical Society can be referenced for understanding historic fence styles that were used in the community.

1. Preserve historically significant fences.

- Replace only those portions of historic fences that are deteriorated beyond repair so that the original portions can be retained.

- The general character of historic fences should be retained if they are being replaced.
2. **For new or replacement fences, refer to Design Standards AMC 17.40.070 (Appendix A).**
 3. **It is recommended that to minimize the possible transition of styles between front-area picket fences and the limited use privacy fencing styles allowed in rear yards, that landscape measures be used at this junction such as bushes, trees and/or shrubs.**
 4. **Picket Fences were common in Aurora.**
 - Picket fences are generally 36” to 48” tall. A horizontal top rail and bottom rail are attached to fence posts which are installed perpendicular to the ground. Evenly spaced, narrow boards called pickets are affixed to the rails. The pickets have tapered or pointed tops. (They are named “pickets” for their resemblance to the pointed stakes historically used by infantry to repel cavalry.)
 - Pickets are from 1 ½” to 4” wide, the narrower used on shorter fencing. Spaces between each picket vary from 1” to 2”. Pickets are never placed abutted together for privacy.
 - Picket fencing is to be IN WOOD, painted white, white washed or if left natural, a clear preservative used. They are not to be stained earth tones or any color. (Design Standards AMC 17.40.020).
 - (Couldn’t see the first word written in the scan of comments.) materials are prohibited for pickets and training.
 - A variety of picket tapers were seen in Aurora, from plain points to French Gothic style as well as styles where a pattern of picket heights was used.

Plant Materials

Historically Aurora had a significant amount of planting. The area of planting has been reduced substantially by asphalt since the Motor Age. This is especially noticeable in the commercial core area.

- Hanging baskets, planter boxes, and free standing planters are generally considered to be inappropriate for historic commercial centers. A certain measure of restraint should be exercised to prevent creating a look that would be considered non-historic.
5. **Significant trees that are in good health should be preserved.**
 - Tree trimming for utilities should be reviewed.

- When clearing a property, significant trees should remain, where possible. Diseased or hazardous trees should be removed. (See below, #4)
 - Annual maintenance, such as pruning dead limbs and application of fertilizer help to ensure the continued long life of a tree.
 - Regular watering of trees and shrubs in the dry season is essential for proper growth and health of the plant.
 - Do not top cut shade trees. Selective pruning is better for the health and longevity of the tree.
 - Replant, as necessary, large canopy shade trees along the streets. Deciduous and coniferous street trees are both compatible in Aurora.
- 6. Before removing any tree over 24 inches in diameter when measured at 4.5 feet above grade, applications must be made to determine cause for removal, significance to landscape vistas, and or historic interest (Design Standards AMC 17.05050).**
- Some trees may be of exceptional value to the Aurora Historic community because of their unique species, historical significance or their location contributes to the aesthetics and increases the livability of the area.
 - The criteria for determining whether tree removal is appropriate include: size, species, age, tree health, historic significance, ecological value, aesthetics, and location.
- 7. New plantings should enhance, not hide or cover up, historic architecture in Aurora.**
- Tenacious vines, like Boston and English Ivy, are destructive to historic building materials and should not be allowed to climb indiscriminately on architecture.
- 8. Landscaping can hide parking lots and unsightly views and is encouraged where applicable. (See Design Standards AMC 17.44, Appendix B).**
- Careful plantings of trees and shrubs could enhance views or screen and provide a noise buffer. Residents are encouraged to do this where it is appropriate and reasonable to do so.
- 9. Landscape designs that feature large planting beds with black plastic and bark mulch are not compatible with historic architecture and its use is discouraged.**
- Low perennial ground covers and compost are more desirable mulches.

- 10. The use of planting strips and street trees are encouraged.**
 - The historic pattern in Aurora was to include planting strips between the street curbs and the sidewalks to separate pedestrians from traffic.
 - Street trees are encouraged as they would promote a sense of arrival to Aurora, notify traffic to slow down, and unify now divided portions of the Historic District.
 - Synthetic plant material is prohibited.
- 11. Berms and excavations are prohibited in the historic overlay zone, (Design Standards AMC 17.44, Appendix B) New sidewalk construction should be flush grade with a broad grass or planting margin between walk and street.**

Streets, Alleys & Sidewalks

Historically, Aurora's paths were dirt, gravel, boardwalk and then replaced with concrete in the 1900's. These concrete sidewalks vary depending on the time period they were installed or replaced according to city codes.

- 12. New sidewalk construction should be flush grade with a broad grass or planting margin between walk and street.**
 - Sidewalks must be grey concrete with a broom finish perpendicular to the path. Scoring must form traditional sized 24" to 36" squares. (Design Standards AMC 17.40.140)
 - Walkway widths will be approved based on their scale and amount of use. For more information, refer to the city's walkway and sidewalk standards.
 - Gravel paths are suitable for informal and parkway areas, or historically sensitive sites. These paths should use ¼" fine gravel that is well compacted.
- 13. Public improvements to streets and sidewalks need to be designed to enhance the visual continuity of the existing streetscapes.**
 - Improvements and alterations, like the installation of sidewalks, curbs, cutting and planting of street trees, and installation of street lights should be compatible with documented historical landscapes and existing materials, yet provide safe access for pedestrians, bicyclists and automobiles.
 - Roads in the residential areas should be visually unobtrusive in color and texture and without painted lanes.
 - Street lighting should be simple in character and low in intensity except for security. (We will insert diagrams here) Lantern style rather than bulb style is the standard. (Design Standards AMC 17.40.140, Appendix A)

- Street drainage is encouraged to be contained in simple grass drainage swales where possible.
- Original public utility features, such as water meter covers, manhole covers and hydrants should be retained, unless replacement is warranted for public health and safety.
- Commercial core pedestrian lighting styles will be Lantern style which is appropriate to the character of the historic district, continued through to Bob's Avenue on Highway 99E.

14. Alleys should continue to be attractive as public open space between properties.

- Future improvements, like paving or construction of secondary buildings, along the alleys are to be sensitive to existing garages, outbuildings, fencing, paving and landscape plantings that are considered historic.

Parking Areas, Driveways, and Garages

15. Design commercial automobile parking areas to be visually unobtrusive.

- They also should be set back from the street considerably.
- Parking located in the rear or back of the building with access through an alley is preferred.
- Locating parking areas in yards facing the street is inappropriate.
- Generally, limit driveways to 1 per business in order to increase street parking, and provide continuity of planting and sidewalks.
- Bicycle parking should be designated in a location near the main building entry in a location not to interfere with sidewalk use.
- (COMMENTS IN MARGIN WERE CUT OFF IN SCAN. What changes do you want in this section?) See AMC (16.XXX) for more details regarding parking requirements.
- See Ch 17.40.160 (Appendix A) for Setbacks.

16. Minimize the visual impact of residential driveways and parking aprons. (Design Standards AMC 17.32).

- Locate drives along side yards, where possible.
- Where garages are in side yards relatively close to view from the street, it is recommended they be sited with doors perpendicular to the street, when possible, to minimize their view.
- Avoid locating drives in front yards, where possible.
- Use concrete, or paved tracks, where feasible, not blacktop.

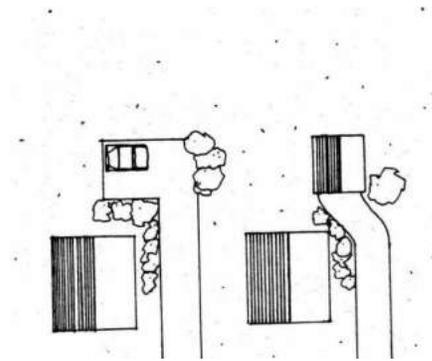


Figure 10. Poorly designed parking structures can detract from the character of the street. Adequate setback and screening can reduce their visual impact.

Tents, Canopies and Structured Booths

- 17. Commercial: Except for special events allowed by the City, tents, canopies or booths will be allowed, for temporary use only by permit. No more than two permits shall be issued per property per year and each permit shall last for no longer than seven contiguous days. The permits shall not be issued back-to-back.**

- Permits are available at City Hall.
- Tents, canopies or booths must not obstruct public right-of-ways.
- Every effort should be made to place tents, canopies or booths sensitively so that they do not block the viewing of primary facades.
- Items displayed or sold beneath or within the tent, canopy or booth must be of the same general nature as the business conducted in the affiliated permanent structure.

Signage must comply with the requirements of Design Standards AMC 17.24.

For additional requirements refer to “Temporary Uses and Structures (Design Standards AMC 17.32).

Temporary Structures, Displays and Garden Art

18. Temporary structures, such as but not limited to displays, merchandise, outdoor equipment, and garden art should not visually impair or impact any primary or secondary façade view. **(Design Standards AMC XXXX NEED SECTION FROM KAREN/KELLY... 17.32.050?)**

New Systems, Utilities and Code Compliance Issues

It is recommended that introducing new electrical, plumbing, heating and ventilating systems into historic buildings should be planned such that historic materials are not damaged or obscured.

19. **Recommendations to minimize the visual impacts of new building systems on exterior features by:**
 - Avoid placing mechanical and electrical equipment, such as heat pumps, on primary, character-defining facades or in front yards and screen them with plantings or low fences.
 - All utilities, both above and below ground be designed to have the lowest impact on the district's safety and character.
 - Minimize damaging historic materials in order to insert new mechanical and electrical systems, such as cutting holes in walls.
 - See the Uniform Building Code, 104F
20. **Minimize the visual impact of antennas and aerials from the public way. Locate satellite dishes so they will not be visible from the public way.**
 - Locate them on subordinate roofs, where feasible.
 - Locate them in attic spaces or in rear yards. Screen them where feasible.
 - Screen all sizes of satellite dishes where possible.
21. **Cell towers and such future technology is prohibited. (Design Standards AMC 16.50).**

Building Alterations in the Historic District

Preservation of Significant Original Qualities of the Structure

It is recommended that original materials and detail, as well as distinctive form and scale that contribute to the historic significance of the structure be preserved. Care should be taken that rehabilitation work should not destroy the distinguishing quality or character of the property or its environment.

22. Respect the historic design character of the building.

- Refer to the specific design characteristics of the building's style.
- Destruction of character-defining features is discouraged.

23. Minimize intervention with historic elements.

- In renovation projects maximize the use of the historic building fabric, including exterior features and finishes and structural systems.
- The National Park Service, which oversees natural historic preservation, recommends a minimum of 75% of exterior walls should be preserved. (A portion of these may become interior walls if additions are approved.)
- A minimum of 75% of structural systems is also recommended to be preserved, including floor and roof framing systems, where feasible. (Additional structural supports may be added as necessary to reinforce existing systems.)

24. Protect and maintain significant stylistic elements.

- Treat with sensitivity any distinctive stylistic features or examples of skilled craftsmanship (i.e. window sashes, wood shingle roofs, moldings, porches, picket fences, settlement patterns).
- Protection includes the maintenance of historic material through treatments such as dust removal, caulking, limited paint removal and re-application of paint.

25. Avoid removing or altering any historic material or significant features.

- Preserve original doors, windows, porches in their historic configuration.
- Preserve original facade materials in their historic condition.
- Examples of historically significant architectural features that must be preserved are porches, turned column brackets, and jig-saw ornaments.
- Other significant elements to be preserved include historic building form and roof form.

26. Use the gentlest possible procedures for cleaning, refinishing, and repairing historic materials.

- Many procedures can actually have an unanticipated negative effect upon building materials and result in accelerated deterioration or a loss of character. These harsh procedures should be avoided.
- Use the gentlest possible procedures for cleaning, refinishing, and repairing historic materials. Sandblasting, power washing and other harsh methods of cleaning materials are to be avoided because these practices can accelerate deterioration of the brick.

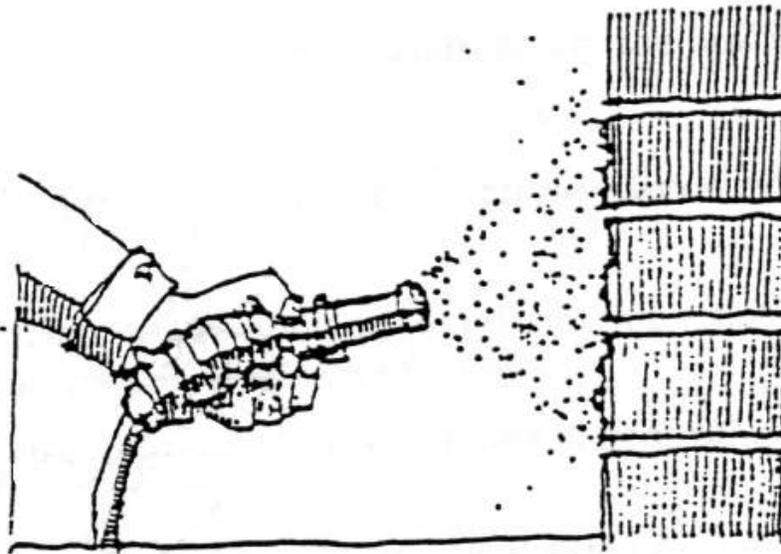


Figure 11. Use Gentle Cleaning Methods Whenever Possible

27. Repair historically significant features that survive.

- Repair rather than replace deteriorated architectural features.
- Patch, piece-in, splice, consolidate, or otherwise upgrade the existing material, using recognized preservation methods, rather than remove the element entirely.

28. When disassembly of an historic element is necessary for its restoration, use methods that minimize damage to the original materials.

- Always devise methods of replacing the disassembled materials in their original configuration.
- When disassembly of historic elements is required in a procedure, use methods to catalog the elements in their historic condition. Replacement must be based on documented evidence.

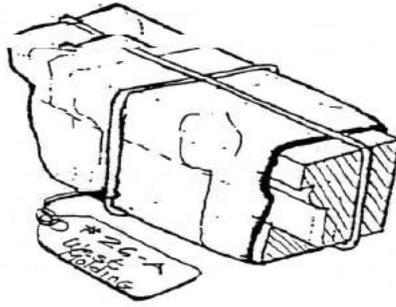


Figure 12. Catalog Removed Elements in Their Historic Condition

Primary Facades

The primary facades are the sides of the structure oriented to the street or corner and their design is to be preserved (Title 17) in the historic manner, respecting details of the historic period and style. Proposals for alterations to the primary facades will be more carefully reviewed than proposals which are not visible from the street. Rehabilitation work should be based on sound pictorial or documented evidence from the Aurora Historic Inventory or the Old Aurora Colony Museum archives.

29. Additions and structural alterations are limited to the rear or sides that are minimally visible from the public right-of-way. (Design Standards AMC 17.40.020)

- On Contributing structures, original features of the facade, like balconies, porches, bay windows, siding, trim details and dormers must be retained and rehabilitated.
- Alterations to the street and corner oriented façade on Contributing structures shall not be permitted unless it is to restore the original design.
- On Non-Contributing structures avoid creating a false historical appearance with the addition of design elements that are inconsistent to the building's architectural style.

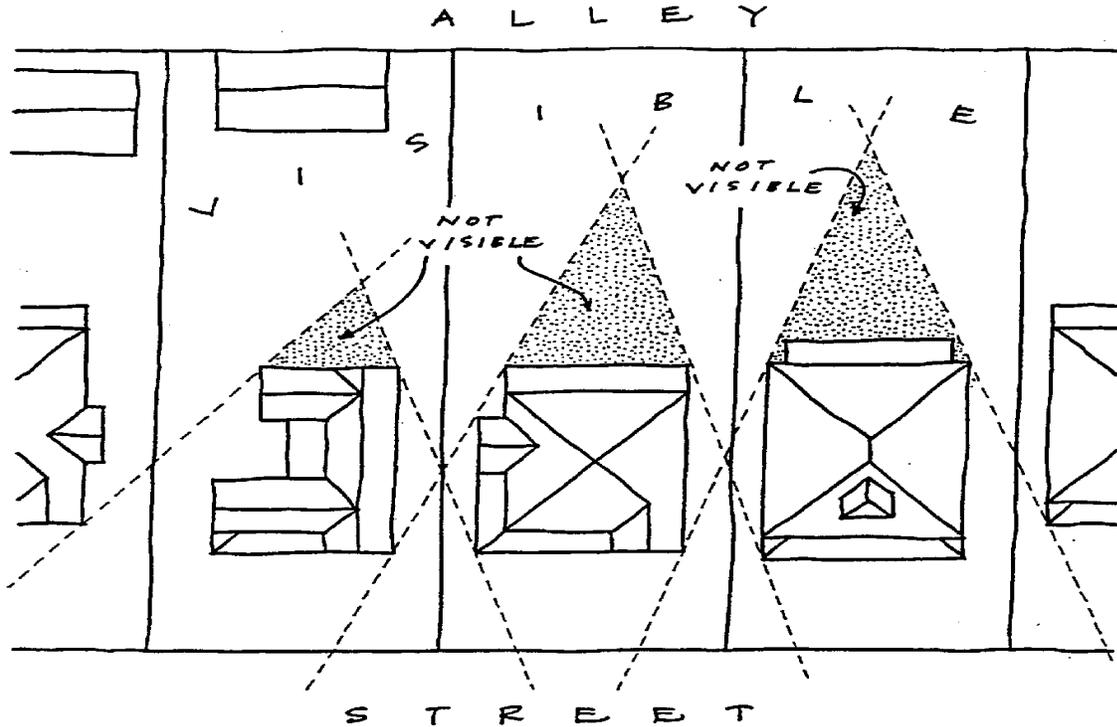


Figure 13. Areas of lots which are visible from the public street are primary facades.

Replacement or Substitution of Original Features

It is recommended that deteriorated architectural features be repaired rather than replaced. In the event replacement of historic materials is necessary, the new materials must match that being replaced in design, color, texture, and other visual qualities. Any structural building totally destroyed, or the need to be totally replaced will be identifiable or documented in inventory.

30. Replacement of missing elements may be included in repair activities.

- Use the same kind of material as the original. A substitute material is acceptable only if the form and design of the substitute itself conveys the visual appearance of the original material on a permanent basis.

31. Replace missing historically significant features in kind.

- Replace only those amounts that are beyond repair.
- If alternate materials must be used, they must match the original in appearance.
- Covering materials that have not achieved historic significance are discouraged.

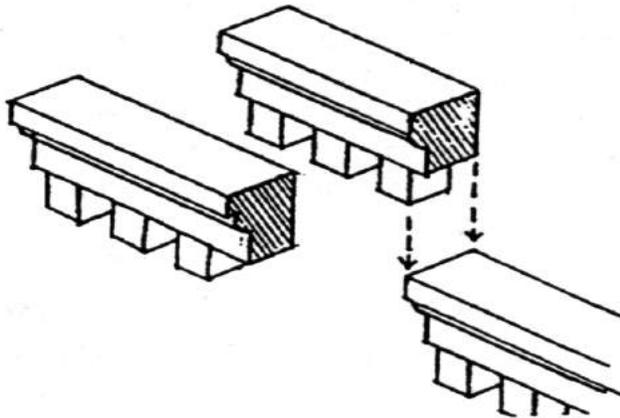


Figure 14. Where replacement is required, replace only those portions that are deteriorated beyond repair.

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- 32. Replacement of missing architectural elements must be based on accurate information about original features.**
- The design must be substantiated by physical or pictorial evidence.
 - This will avoid creating a misrepresentation of the building's genuine heritage. Seek photographic information from the Aurora Historic Inventory or Old Aurora Colony Museum.
- 33. Where reconstruction of an element is impossible, develop a compatible new design.**
- This is appropriate where inadequate information exists to allow for an accurate reconstruction of missing features.
 - Relate the new design to the building in general size, scale and material.
 - Such a replacement must be clearly documented in the Aurora Historic Inventory as being new, so it will not create a false historical impression.
- 34. Conjectural “historic” designs for replacement parts that cannot be substantiated by written, physical or pictorial evidence are not allowed. (*Design Standards AMC 17.40.180*)**
- Use materials similar to those employed historically.
 - The Old Aurora Colony Museum can help you locate older photos that may document original features of similar structures in Aurora.

Materials

The use of materials that are compatible in quality, color, texture, finish, and dimension to historic materials are encouraged.

35. The majority of the architecture in Aurora is constructed of naturally found products including masonry and wood; mixed materials including concrete and plaster.

- Materials that are compatible with the building in color, quality, texture, finish and dimension must be used when replacement of lost, hidden or missing elements is necessary. *(Ch. 17.040)*
- Manufactured wood products, faux masonry and rock, and sheet materials are acceptable only upon review of proposed application and location and are limited to noncontributing structures.
- The rehabilitation of non-compatible storefronts is encouraged.
- Non-historic materials can be removed and replaced with brick, wood and glass to replicate the historic look of the storefront.
- Metals may be used for flashings, hardware, signage, and accessories.

Foundations

Foundation height helps to establish the design of a structure. Porch steps, water tables, ventilators and access doors or windows, are features that are considered to be part of foundations. Every measure needs to be taken to preserve these details with the replacement of a foundation.

36. Changes to foundations should match or be compatible with original foundations in height and use of materials. Although the height may be altered to improve accessibility.

- Where buildings are on wood post and masonry pad foundations, concrete block and poured concrete wall foundations are considered acceptable replacements. Rusticated and decorative concrete block should be avoided as they have no relationship to historic foundations.
- Often foundations were covered with 1" x 4" vertical wood skirting. If skirting exists every effort needs to be made to replicate the historic look and material after the masonry foundation is installed.
- Textured paint and thin coat stucco can be applied to concrete block and poured concrete foundations to imitate the historic appearance of early concrete.
- The height of the replacement foundation should consider stairs, access doors, windows and ventilators and ensure that the installation of the foundation will