

Agenda
Aurora Historic Review Board
Thursday, November 19, 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, October 2015
- b) City Council Minutes, October 2015
- c) Planning Commission Minutes, October 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.

8. ADJOURN

Minutes
Aurora Historic Review Board Meeting
Thursday, October 22, 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: Jenny Ahn, Aurora

1. CALL TO ORDER OF THE HISTORIC REVIEW BOARD MEETING

The meeting of October 22, 2015 was called to order by Chair Abernathy at 7:01 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 – September, 2015 Chair Abernathy was absent, and in the second paragraph of Old Business it refers to member Townsend.
- b) City Council Minutes – September, 2015
- c) Planning Commission – September, 2015

A motion to approve the Historic Review Board minutes of September 24, 2015 as amended was made by Member Townsend and is seconded by Member Frochen. Passed by all.

Member Townsend would like their first name added for a better historical record of events.

4. CORRESPONDENCE – NA

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) Discussion and or Action on Sign Application for The Aurora Colony Grocery located at 21637 Hwy 99E. 2 new signs were presented by the applicant both wall signs. During the discussion the board agreed that the front façade would include both front angles therefore the 30x90 sign along with the 32x19 sign near the door would be in compliance with the code. As per code section 17.24.100 B 2, walls signs. Also for materials as they were both wood 17.24.070 and the white background and dark lettering was also consistent with the code.

A motion was made by Member Frochen to approve the sign application as presented and is seconded by Member Fraser. Motion passed by all.

7. OLD BUSINESS

- a) Discussion and or Action on Historic Inventory specific categories. The board came up with these columns
1. Zone
 2. Classification
 3. Year Built
 4. Special status, meaning Colony or Post Colony
 5. Architectural style
 6. Historic Registry status, this is the NR codes which are already there.
 7. Height remove it will be in the big inventory.
 8. Take off materials use this only in the big inventory
- b) Discussion and or Action on CLG grant components and opportunities. Guidelines Discussion for printing purposes the guidelines will be blue design standards on yellow and the guide and attachments are white.

8. ADJOURN

Chairman Abernathy adjourned the meeting of October 22, 2015 at 9:12 pm.

Gayle Abernathy, Chairman

ATTEST:

Kelly Richardson, CMC
City Recorder

Minutes
Aurora City Council Meeting
Tuesday, October 13, 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
Dale Huitt, Marion County

STAFF ABSENT Dennis Koho, City Attorney
Mary Lambert, Finance Officer

VISITORS PRESENT: Bryon Schriever, Aurora
Joseph Schaefer, Aurora

1. CALL TO ORDER OF THE CITY COUNCIL MEETING

Meeting was called to order by Mayor Bill Graupp at 7:00 pm

2. CITY RECORDER DOES ROLL CALL

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

3. CONSENT AGENDA

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

Motion to approve the consent agenda as presented was made by Councilor Southard 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.

Byron Schriever, Aurora came in to update the council on his water filter he stated this time it has been 6 months filter was brown in color and Public Works Super Lockard stated they would begin using charcoal again and see if that clears it up any.

Joseph Schaefer, Aurora wanted to commend everyone for doing their part as we made it through a difficult water season without having to sanction a shortage.

6. REPORTS

a) Mayor Bill Graupp

- Mayor Graupp briefly explains the lock down process and forms that need filled out for the North Marion Schools District.

No discussion.

ACTION ITEM: NA

b) Marion County Deputy

- Deputy report is routine nothing major to report except we did have one business that had been broken into. Councilor Sallee again asks about the speed trailer and asks if it could be place on Liberty Street. Officer Huitt states that maybe 25 is still too high for that street we may need to look into it.

Council had no discussion at this time.

ACTION ITEM: NA

c) Finance Officer , absent

- Finance officer report as attached. Mayor Graupp reminds council to fill out the audit questionnaire and get it back in.

Council had no discussion.

ACTION ITEM: NA

d) Public Works

- Public Works report as attached and hopefully the new format addresses many of the councils questions and concerns. I am currently working with Kelly and Mayor Graupp to gather a list of essential tests and there due dates which I hope to have by the end of the year. Lockard reports that the leak at the park has been fixed; Councilor Sallee asks if there are any more leaks and Lockard states none known at this time. The DEQ paperwork for the recent spill has been finished and all requirements satisfied. Councilor Vleck asks how the Canby Herald found out about the situation and Lockard states that the reporter read our minutes posted online and he called DEQ for more information. Councilor Sallee asks if the TMDL report has been finished, Lockard no not quite yet it has been extended until January 2016. The reason I sent all of you the letter regarding street sweeping they would highly recommend that we get on some type of plan for that. There is a brief discussion regarding funding this would cost around

6400.00 a year for every other month. Council suggests maybe looking into a couple times a year during the worst of the winter months to clean up the leaves and debris. Lockard will look into this. It still could be for 6 times a year but more geared towards when it is needed.

ACTION ITEM: Lockard to look into revising street sweeping proposal.

e) Parks Committee

- Park report Lockard informs council that when we repaired the leak we put in for future hose bib. The canopy of trees will be trimmed in the next two weeks. The hazardous trees will again be done this next week.

Council discussed, NA

ACTION ITEM: NA

f) City Recorder

- Recorder report as attached mostly routine however Richardson informs council that a letter did go out to the property on 99E and they responded stating the structure was not a hazard in their opinion and requests we withdraw our letter.

Council discusses the letter from the Renues and decides to have City Attorney Koho continue to move forward.

ACTION ITEM: Koho to move forward.

Lockard is excused to go home at this time at Councilor Southards request.

g) City Attorney, absent

- City Attorney report Mayor Graupp informs the council that the Eddy property sale fell through the purchaser was not aware of the city demands and didn't want to continue. We still have our court date set for December 1 so everything is continuing to move forward on the foreclosure. The process will take approximately another six months following the court date. I have also asked Koho to work with the developers regarding the Orchard view estates so it is being addressed as well. We have found that the CCR's were done however the process was not completed. Councilor Vlcek states that as the process moves forward I may need to declare a conflict because my daughter owns one of the properties in Orchard view.

Council discussion NA

ACTION ITEM: Follow up with planning.

7. ORDINANCES, RESOLUTIONS AND PROCLAMATIONS

- a) Resolution Number 703 A Resolution to Renew the Contract with SEDCOR Enterprise Zone Manager and setting an application fee.

Motion to approve Resolution Number 703 and renew contract with SEDCOR and establish a fee is made by Councilor Sahlin and is seconded by Councilor Vlcek. Ayes 4 Nays 1 Councilor Vlcek. Motion Passes.

8. NEW BUSINESS

- a) NA

9. OLD BUSINESS

- a) Discussion on EOP overview, Council would like to have City Recorder Richardson look into the process for updating the plan and making sure it is accurate.

Councilor Sallee asks where we are on filling or open positions and it is stated that we are still in the process of filling the vacant utility worker position but were close.

There is a brief discussion regarding the upcoming code revisions and clarification on previous intent and Councilor Sahlin states that the intent was not to be the style police for accessory structures. Anything less than 200 square feet didn't need a permit anything over did. Chair Schaefer asks Councilor Sahlin to attend the Planning Commission meeting in November to supply the historical data for the hearing.

Action Item, place living color contract on the November agenda.

10. ADJOURN,

Mayor Graupp adjourned the October 13, 2015 Council Meeting at 8:27 PM.

Let the record show that City Recorder Richardson states that at some point during the meeting the recorder battery went dead.

Bill Graupp, Mayor

ATTEST:

Kelly Richardson, CMC
City Recorder

Minutes
Aurora Planning Commission Meeting
Tuesday, October 6, 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
 Renata Wakeley, City Planner

STAFF ABSENT:

VISITORS PRESENT: Kathy Kaatz, Aurora
 Bill Graupp, Aurora

1. CALL TO ORDER OF THE CITY COUNCIL MEETING

Meeting was called to order by Chairman Schaefer at 7:00 pm

2. CITY RECORDER DOES ROLL CALL

Chair Schaefer - Present
Commissioner McNamara- Present
Commissioner Fawcett - Present
Commissioner Gibson - Present
Commissioner Rhoden-Feely - Present
Commissioner Weidman - Present
Commissioner Ensign - Present

3. CONSENT AGENDA

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

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

4. CORRESPONDENCE –

- a) 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 at this time.

NEW BUSINESS

- a) Discussion and or Action on Orchard View Storm Water Tract. Chair Schaefer gives the background information to the Commission. This is a storm tract of land in the Orchard View subdivision which consists of 39 lots on the South end of Orchard Street. This tract of land is supposed to be maintained by the homeowners according to the CCR's. The property apparently is still owned by the contractor because things were not filed properly. Currently a neighboring property uses and maintains a portion of the tract and has contacted the city regarding the lack of maintenance and would like to discuss some various options with the city. The property owners of lot 8 the Kaatz's would like to purchase the land since they have been maintaining it since 2011 and add it to their lot as part of their yard. General discussion back and forth between members one thing Chair Schaefer points out is the city has an access easement that needs to be maintained whatever the decision for maintenance of the storm runoff pond and ultimately the Council will decide. Wakeley (City Planner) states that it would be a buildable piece of land however that doesn't appear to be the use proposed here.

Mayor Graupp is in attendance and informs the group that the storm water pond is not large enough to allow additional structures to be built and would like to see the CCR's formed and the tract be maintained by the homeowners as was the original intention.

Action; City Recorder Richardson is asked to invite all of the lot owners to the November meeting to discuss possible options.

- b) Discussion and or Action on UGB Stream lining Rules, no action just wanted to discuss this with everyone. City Planner Wakeley whom works for Council of Governments is concerned that the numbers they are using are to low the projection is off according to the league. The State says 5 employees an acre and currently we are just looking into the projections to make sure there accurate. The upshot to this is the lower the number the better for the smaller communities it would be saying we need more land. Recently Legislature passed a law regarding simpler rules. The COG felt if the rules were followed there would be less appeals filed. If Aurora grows this would likely be the policy to follow so please look it over.
- c) Discussion and or Action on Proposed Text for Code Update, There is a lengthy discussion regarding the various code changes which will be presented at the November meeting regarding recreational marijuana, shipping containers in the commercial zone and recreational vehicles. Various options were considered and City Planner Wakeley will work on the text for our next meeting.

6. OLD BUSINESS

- a) Discussion and or Action on Airport Growth, Commissioner Ensign wanted this on the agenda as a new member he wanted to learn some of the history regarding the airport. He is very excited as a new member and is interested in increasing our UGB . Chair Schaefer explains that it is not for lack of interest however it is a very costly endeavor. There was a buildable land study done in 2009 as part of the comp plan update and based on those

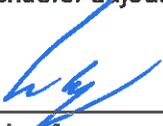
numbers there was no justification for it. These types of studies are done about every 10 years or so. Other avenues could be a industry specific EOA however again very costly. no decision were made just discussion.

7. COMMISSION/DISCUSSION

- a) City Planning Activity (in your packets) Status of Development Projects within the City. City Planner Wakeley reads her report as attached. Most of the discussion happened earlier in the meeting.

8. ADJOURN

Chair Schaefer adjourned the October 6, 2015 Aurora Planning Commission Meeting at 8:31 P.M.



Chair Schaefer

ATTEST:



Kelly Richardson, CMC
City Recorder