

**Agenda**  
**Aurora Historic Review Board**  
Thursday, October 22, 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 - September, 2015
- b) City Council Minutes – September, 2015
- c) Planning Commission Minutes – September, 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) Sign application for The Aurora Colony Grocery located at 21637 Highway 99E and Jenny Ahn property owner.

**7. OLD BUSINESS**

- a) Discussion and or Action on Historic Inventory specific to categories.
- b) Discussion and or Action on CLG grant components and opportunities.

**8. ADJOURN**

**Minutes**  
**Aurora Historic Review Board Meeting**  
Thursday, September 24, 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:** Mr. Mason, Christ Lutheran  
Craig Johnson, Christ Lutheran  
Judi Aus, Canby  
Lance Lyons, Aurora  
Not sure left message, Aurora

**1. CALL TO ORDER OF THE HISTORIC REVIEW BOARD MEETING**

The meeting of September 24, 2015 was called to order by Chair Abernathy at 7:00 pm

**2. CITY RECORDER DOES ROLL CALL**

Chair Abernathy – Absent  
Member Berard - Present  
Member Frochen – Present  
Member Fraser – Present  
Member Townsend - Present

**3. CONSENT AGENDA**

- a) Historic Review Board Meeting Minutes – August, 2015, Under Old Business #7 the first bullet should say prospective and home improvement businesses there.
- b) City Council Minutes – August, 2015
- c) Planning Commission – August, 2015

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

Consensus of the group due to the holiday season the November meeting will be on the third Thursday of the month along with the December meeting. 11/19/15 and 12/17/15.  
Member Berard will not be at the October, 2015 meeting.

**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) NA

## 7. OLD BUSINESS

a) Discussion and or Action Christ Lutheran Church height variance and design changes. As presented by the Christ Lutheran Church the revised plans show a 48 Ft tower with approximately an 8-10 ft cross on top of that. The board is initially surprised by that and state basically you went back to your original design that we had earlier disapproved of due to the height issues. The applicants Christ Lutheran and the Architect Richard Rothweiler at this point state that they had gone back to more of the original old church look. The Architect felt this was more in keeping with the original 1900 church and accommodated the large bell better with more access to it. The board asks the dimensions at this point none were given at this point.

Member Townsend at this point points out her major concerns which is proportion to the other historic buildings on that same block what you are proposing is very large and will dominate the block. The Architect disagrees with Townsend's perspective he feels as though there is enough space between the buildings and that the block will allow for this building. I (Architect) does think it will be seen which is a good thing for the town and it will be a draw not a detriment. Townsend disagrees and feels that there are things that can be adjusted to the design which would allow the shorter tower as previously approved.

Other members of the board feel as though it would be a great addition to the area and don't think it will dominate the block Member Berard even goes on to say is it not our duty to promote and support growth which is what this is. Townsend goes on to say it is also our job to protect the colony history this is what sets us apart and makes our district what it is today. I really do think the proportions are all out of whack.

Townsend again makes a few suggestions on how to scale it down and make it more visually pleasing. She asks the architect what the bare minimum height they would need to accommodate the bell he states 7feet at bare minimum however it would be very tight and cumbersome. Other members like the design and they all think it matches the period they do not live across the street so it's hard to envision what that would be like. This discussion goes back and forth eventually they come to a vote.

Member Townsend motions to approve the variance with the minimum amount of height needed 7 feet and to allow a smaller cross on top there is no second motion fails.

Member Berard makes a motion to approve the height variance as presented and allow the height increase and is seconded by Member Frochen. 3 ayes to 1 nay motion passes.

After the conclusion of the matter the Architect sympathizes with member Townsend and states he will try to minimize the height were he can since she lives across the street.

- b) Discussion and or Action on Historic Inventory, This is need as quickly as possible so City Recorder Richardson will contact the contractor on the project to make sure it gets done.
- c) Discussion and or Action regarding the Design Guidelines, This is discussed at length between the different members many items are listed and discussed as changes. The entire group agree that they will each month go over the changes and then submit them to the contractor for final document and then approval. They will work on these changes on their time and bring them back to the group each month.

**Action: None**

## **8. ADJOURN**

**Chairman Abernathy adjourned the meeting of September 24, 2015 at 8:34 pm.**

---

Karen Townsend, Vice Chairman

ATTEST:

---

Kelly Richardson, CMC  
City Recorder

**Minutes**  
**Aurora City Council Meeting**  
Tuesday, September 08, 2015, at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main Street NE, Aurora, OR 97002

**STAFF PRESENT** Mary Lambert, Finance Officer  
Dennis Koho, City Attorney

**STAFF ABSENT** Kelly Richardson, City Recorder  
Darrel Lockard, Public Works Superintendent

**VISITORS PRESENT:**

---

**1. CALL TO ORDER OF THE CITY COUNCIL MEETING**

Meeting was called to order by Mayor Bill Graupp at 7:01 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 – August, 2015, Councilor Sallee points out in the minutes the Marion County Deputy Report, pg 2 of 10 states she had requested the speed trailer to be on Liberty Street. Pg 3 comments on action items Councilor Vlcek asked about the SCA Special City Allotment Grant we had not applied for it and I was wondering if we have missed our opportunity. Mayor Graupp informs her that I think we had said that last month at the meeting. Councilor Southard was wondering as to getting a date on when the leak at the park would be fixed Mayor Graupp states unknown and we can talk about it during public works report. Councilor Vlcek still wants an explanation as to why we did not apply for the SCA grant this was something very important and emphasized at the budget committee meeting, Pg 4 had asked about the Emergency Response plan and I had for it to be a regular agenda item. I would like to see it under Old Business each month. Sallee doesn't understand the City Planner staff report dates and Mayor Graupp clarifies.
- b) Planning Commission – August, 2015
- c) Historic Review Board Meeting – July, 2015

**ACTION ITEM;** Put the EOP on the agenda each month, Council also wants explanation why we did not make application for the SCA grant.

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

#### 4. CORRESPONDENCE –

- a) Wave Broad Band Fee Increase
- b) New Contact Information for Rail Road, Councilor Vlcek wanted to confirm the phone number because it didn't look correct.

#### 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.

Anna Rankin – Pudding River Watershed Council Coordinator, I know that you have over the past few months been talking about the money left on the books at the council. The money left on the books I can actually go and get a small grant to add to it so I would like to talk to you about developing Aurora Mill Plain Corridor Restoration 25% grant match does this look like something you would like to peruse this opportunity. Councilor Vlcek asks if this would be valid as to our last conversation regarding the evasive species and maintenance. It looks like your ultimate goal is a dog park and a cleaned up creek area. Graupp this is really just a thought at this point. Second thought was what is the city plan regarding your storm water management. The money can be spent internally for management, Graupp how often would you say we need to meet with pudding river council I am a large component on conference calls. Let's put you on the agenda for October for the next steps.

#### 6. REPORTS

- a) Mayor Bill Graupp
  - Mayor report he informs the group of the discussions at the Planning Commission meetings referring to RV parking so far the discussion is leaning towards no more than one RV per site, must be moveable/operable at all times and cannot have ramps or stairs/structures of any kind built around the RV. They are trying to address this as there has been some complaints as storage units and or living area. Do we want them to continue with these discussions? It is the consensus of the Council to move forward. Second item is storage containers as structures/shed storage Sahlin the intent was that under 200 square feet it was not regulated. The Planning Commission wants to disallow in the commercial district. Council discussion is review the code and they don't feel that we should be the good taste cops especially if it is less than 200 square feet. Lastly regarding the marijuana regulations their intent is to have recreational the same as our recent code update regarding medical marijuana rather than reinvent the wheel. Councilor Vlcek, what about grow operations, Mayor Graupp states that we didn't allow it in the Historic District and only in specific areas in commercial zone. Consensus is to move forward as presented.

Council discussed, NA

**ACTION ITEM: NA**

b) Marion County Deputy

- Deputy report there is none on file.

Council discussed Mayor Graupp informs the group that in discussions with the Sheriff's office they are currently looking into speeding issues and accidents on Airport and Ardnt Rd. Marion County Planners came down, ODOT came down, ODA was there, and Clackamas County was there. Councilor Sahlin all they need to do is a protected left hand turn lane case closed. Mayor Graupp well ODOT won't allow that. Just letting you know of the discussions. Also were going to see a lot more traffic on Airport Rd from the airport.

Mayor Graupp asks consensus of council what are your thoughts on painting the curbs along 99E in the no parking areas. Councilor Vlcek who is going to pay for it I really don't think we should pay for it but which side are you referring to? Mayor Graupp the east side abutting the bakery and the medical offices. This was a request for Marion County Sheriff's office to make it safer along 99E. Consensus of the council is for them to spend some time hanging tickets and let the matter take care of itself.

**ACTION ITEM: NA**

c) Finance Officer

- Finance officer report do you have any questions, Kris and Bob also requested that I do the expense to budget each month in the council packets and it will be much more current as well and in addition to the treasure report which is usually a month behind.

Council discussed Mistie Hesse as the consultant CPA that will be working very closely with Mary.

**ACTION ITEM: Action to be.....**

d) Public Works

- Public Works report is attached Mayor Graupp states he has not spoken to him in a few days. I do know that they recently had a few water meters go bad and they were working on those. I believe they were cut on our side from landscaping activities. There were 5 trees taken out in the park. Reports on DEQ those are finished. Mayor Graupp we are working on calling the 3 applicants. Councilor Sallee asks if anyone else is doing interviews from Council Mayor Graupp states this is just the initial round and Darrel and I are conducting those calls at this time. Councilor Vlcek asks a question regarding the flow meter calibration report, is due before December and that has been completed. and so it looks like we were 4 months behind I guess yes as stated by Mayor Graupp. Sallee so I had forwarded to you a project description list to you Mayor Graupp we changed the format and it's a work in progress. Sallee a master list of mandatory reports I would like to see that as well. Can we get a copy of the flow report Mayor

Graupp I think we can email it to you but I don't think it needs to be a part of the Council packets Sallee well I made this request of that information Mayor Graupp I had instructed him not to spend time on it Sallee why not Mayor Graupp because it is extra work and until we are back to full staff I am not going to have him spend time on this. Councilor Vlcek states he requested it as well and the Mayor reiterated his answer.

Councilor Sallee will Darrel be at the next meeting I have questions for him, and they are

1. This report the first few items seem repetitive
2. I have asked repeatedly asked for a master projects list
3. Mandatory testing report and when their due.
4. DEQ report when is it due it looks like the deadline has been extended why?
5. Flow meter calibration was this done?
6. Water consumption this is what I have been requesting in a report to see the flow demands.
7. I would like to know status of the roads this looks like it's been on here for several months now.
8. The park trees this seem repetitive issue I thought we had already looked into this I do see 4 more will be removed in September.

Sallee, stop lines this has been on here since March that is an easy fix. Southard I think the best solution would be a permanent stop line affixed so that we don't have to continue using staff time.

Council discussed, that they are frustrated with the lack of response to their requests regarding public works we would like to see where his time is being spent. We all have a task list of items that need to be done how can you operate the department without one. Sahlin I just don't see where items are completed and we really don't know if reports are being filed. We have stated that we want Darell to be a worker but that also means items need to be completed to be in compliance with the job.

Councilor Vlcek all we get is he did not have time that excuse is really wearing thin at this point. If he doesn't have time then where is his time being spent.

**ACTION ITEM: The Councilors are asking for a more detailed report and task items.**

e) Parks Committee

- Park report Councilor Sahlin asks Councilor Vlcek the status on the soccer goals, it was my understanding that he had them all completed but when I saw his wife a while back she looked at me like WHAT so I will check on that again.

Council discussed the infield and ask who is responsible for maintenance, Councilor Sahlin believes Living Color has been spraying it. The infield has been looking really well. Vlcek asks if they have access to rollers for the field Sahlin will look into it for next spring.

**ACTION ITEM: NA**

f) City Recorder

- Recorder report is in your packet I do know she has an upcoming conference following her vacation. Councilor Vlcek asks if there are 5 new homes are we over our budgeted amount now. Mary were close at 3. However some of them came in before the end of the fiscal year.

Council discussed Mayor informs Council that beginning this month services at city hall could slow because of all the upgrades to the systems are starting for the server and the financial software.

**ACTION ITEM: Action to be.....**

g) City Attorney

- City Attorney report, main issue to present is the Eddy property for the record as background filed suit to enforce its right to enforce fines or foreclose on property. They appealed to city council and city council found that the fines were appropriate and did not exceed the value of the home. Currently he has a purchaser and they have made us an offer that was discussed during the executive session for an amount and then for the new person to agree in writing that the property will be in full compliance of the code there offer was 120 days I would ask for authority this way by motion to have authority to settle the matter at \$12,500.00 and resolution of compliance issues on the property within 90 days. further like council acknowledge that the amount may not be possible and then I may go down to the amount that was discussed during executive session .

Council discussed, Vlcek I am concerned that if they construct something and they need approval that we don't hinder them or file a lien because they are trying to get something approved. Mayor Graupp, make sure they are aware they are in the Historic District and as such they must comply with title 17 moving forward.

**ACTION ITEM: Action to be.....**

Motion to give City Attorney Koho the ability to negotiate the target amount at \$12,500 with the ability to go down to the original amount discussed in executive session and to have them in writing state they will be in compliance with the code within 90 days is made by Councilor Sahlin and is seconded by Councilor Vlcek. Motion passed by 4-1

**7. ORDINANCES, RESOLUTIONS AND PROCLAMATIONS**

- a) Discussion and or Action on Resolution 702 this Resolution is for an Amendment for Insurance benefits naming Spouse and multiple children and the costs involved.

Motion to approve Resolution Number 702 with the changes added for spouse and multiple children at a cost to the employee of \$200.00 dollars is made by Councilor Vlcek and seconded by Councilor Sahlin. Motion passed by all.

**8. NEW BUSINESS**

- a) Discussion and or Conversation with City Engineer John Ashley. Discussion regarding the Wastewater Treatment Plant Master Plan, Peter Olsen @ Kellar and Associates essentially

what we did was meet with Public Works and discussed the following plan we walked through the plant and put together a scope of work. I have also contacted Michelle Billbury with the State of Oregon regarding getting a technical assistance grant to go along with it to help defer cost. Councilor Vlcek is this strictly wastewater yes it is we are currently finishing up with the storm water plan. Graupp explains that at last month's meeting we had this scope of work and the council asked to have City Engineer come and explain the scope of work before allowing me to sign it so that is why they are here. Ashley turns it over to Peter Olsen with Kellar and Associates to explain further, it is just treatment plant not collections. Olsen provides council with a few examples the one that best fits our needs is Lane Community College for level and scope of work. These are the guidelines and this is how DEQ wants it presented don't forget these various components. This is what we use and its very structured and because of budget issues we feel that this variation of it will best address your issues and give you a plan for the life cycle. We will have a workshop with Council and final review and adopted document. What this doesn't include is anything with any Airport annexation possibilities as it doesn't apply at this time. Next year we will possibly look at the collections system. Councilor Vlcek had a question regarding task 5 Kellar had stated we will look at the as-builds to determine this. Councilor Sahlin does this take into consideration capacity increases/ expansion at the treatment plant. Kellar I think a more appropriate place for this is in collections at a later date.

City Attorney Koho, do you come up with recommendations and or actions to be done. Kellar yes but you are the governing body it will come as a recommendation and DEQ will then do whatever it is they do.

Motion to accept proposal/task order from City Engineer Ashley is made by Councilor Southard and is seconded by Councilor Vlcek. Motion is passed by all.

Councilor Sahlin asks the status of the Storm Water Report? City Engineer Ashley I have collected a lot of the data there is still a bit more that needs to be collected and verified. We still need data for a few streets and John Newburg the surveyor will meet with Darrel to collect the data needed. This issue has been going on for around 6 years so we need to get this done. Councilor Vlcek will this report allow us to know what we should charge for sewer the data will help but the Bartlett report will deal with the financial services.

Sallee, I don't think we looked at the June meeting minutes since we didn't have July meeting, it was discussed and Mayor Graupp states that we did review them at the August meeting.

- b) Discussion and or Action on SEDCOR Fee Schedule, This is up for discussion only as I need more information but Hubbard has decided to charge for the applications and this came up from the COG as there is one enterprise zone and so all in the zone would need to do the same thing or not. The question is if Donald and or Aurora don't charge the fee will it be in keeping with. Does anyone have an issue with charging a fee for the application the consensus of the council is to not worry about it currently until the Mayor comes back with more information.

## **9. OLD BUSINESS**

a) Discussion and or Action on Appeal Notice (2015-01) Historic District Overlay Sills Property , You should have a packet of information and Mr. Sills is not here for the 3 month however he asked to move on. Staff found that they have replaced windows with vinyl that is not in compliance of the code title 17 contributing structure. Mr. Sills admits that he didn't follow procedure and make application prior to installation which is what trigger this whole thing.

- 1) Honor the appeal and say it's ok
- 2) We can give a partial appeal with amendments of what we want to see
- 3) Deny the appeal which means the windows would need replaced with wood windows at stated by code.

I went down and inspected the building and had some thoughts, City Attorney Koho states just as a preliminary and to state for the record if anyone has gone down and looked at the property they should state that for the record, Mayor Graupp has anyone gone down to the property or have any type of financial investment Councilor Vlcek and Mayor Graupp along with City Attorney Koho state they have been to see the property.

Council Discussion, Mayor Graupp dose state there are obviously different sections to the building in question and there are some fairly new sections. Other than the windows everything else has been brought up to code. On the section of building in question the windows are clearly not in compliance of the code title 17. I did not see the building prior however Sills claims that he only replaced what was there from the 70's renovation. Councilor Sallee at this time states that at one time her parents did own that property. I do remember seeing it was in disrepair when I came to town and the building does look good now but I am not advocating this in anyway. He did violate a key component.

Councilor Sahlin I don't want to talk about this for an hour I don't have a problem with it. Councilor Sallee is the majority of the house built after 1920 correct yes. Councilor Vlcek I have 2 feelings the first impression of the street I like it the fact that he is acknowledging they didn't follow the rules I think we deal with so we don't set a precedence that you can do whatever you want and then file an appeal later. I think we allow it and I think give them a fine and move on. Mayor Graupp states I think that is where I was going but Councilor Sahlin that is what we did with the Airport Rd property we fined I believe \$500.00 then and moved on. Sallee thought is the property looks good it looks great I looked at the code and if you look at the definition of renovate it follows that and technically it is a nonconforming structure so I am fine with charging them a fee and then allowing them to keep what they have. Mayor Graupp states I think around 1,000 is appropriate since it is a contributing structure Vlcek thinks 1,000 is too steep. Mayor Graupp because what HRB wants is for them to replace them back with wood that would be at a higher cost. Sahlin since the city has now set a precedence that you can't just do what you want or you will be fined and they can save face but the city is not a push over I think split the difference go with \$750.00 and move on. City Attorney your fine I understand what council is saying and I will draft an order for the Mayor to sign.

Motion by Councilor Vlcek that they uphold the appeal to allow the property owner to keep the windows however impose a fine in the amount of \$750.00 dollars for not making application prior to his project and is seconded by Councilor Sallee. Motion passed by all.

Councilor Sallee and with that I think this is something that Planning Commission and HRB the City office somehow we have to come up with a way to better communicate they are in the historic district something in the water bill something. Finance officer Lambert states it is in their water bill, Councilor

Vlcek did they have to take out a permit Councilor Sallee no because it's a remodel it is a window replacement. So there is no way to capture that see that's the thing. Councilor Vlcek well ok if there had been then I would say congratulations you made it but since there was not well then there was not a loop hole that he didn't fallow I am still ok with the \$750.00 Councilor Sallee yes so then that is setting a precedence moving forward that there is some sort of fine for that is appropriate per case. Mayor Graupp we should put in the letter that you did that it was a nonconforming Councilor Sallee no that it is a non-contributing structure according to the 2011 inventory so that needs to be in the letter.

Vlcek what is the status of the house on highway 99E the Raneu property Mayor Graupp it is in the works we are just trying to finish up with the Eddy property.

**10. ADJOURN,**

Mayor Graupp adjourned the September 08, 2015 Council Meeting at 8:47 PM.

---

Bill Graupp, Mayor

ATTEST:

---

Kelly Richardson, CMC  
City Recorder

**Minutes**  
**Aurora Planning Commission Meeting**  
Tuesday, September 1, 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

**STAFF ABSENT:** Renata Wakeley, City Planner

**VISITORS PRESENT:** None

---

**1. CALL TO ORDER OF THE CITY COUNCIL MEETING**

Meeting was called to order by Chairman Schaefer at 7:07 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 – Absent during roll call came in late.

**3. CONSENT AGENDA**

a) Planning Commission Minutes – August, 2015

b) City Council Meeting Minutes – NA, 2015

c) Historic Review Board Minutes – July, 2015

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

**NEW BUSINESS**

a) NA

**6. OLD BUSINESS**

- a) Discussion and or Action on Various Code Sections Regarding Vehicles and Recreational Vehicles. Chair Schaefer begins with stating that he had asked all of you to begin looking at these various code sections and supplying some input at this meeting. Various members of the Commission give their thoughts on this. McNamara felt it adequate while Weidman had concerns regarding move ability and Ensign had a question regarding decks and ramps surrounding it. While Mayor Graupp asks if accessory structure definition is clear enough to disallow Chair Schaefer felt that it was. Schaefer also stated that Ensign & Weidman’s concerns were addressed in the food cart section of the code.

Other discussion points were shipping containers in the Commercial zone to be used for storage. During various points of view given it was consensus of the Commission to disallow shipping containers’ in the residential and commercial zones.

- b) Discussion and or Action on Recreational Marijuana Code. Mayor Graupp had suggested at one time we treat it the same as the (MMD) Medical Marijuana code that we just worked on. There was not a lot of discussion from the commission and they all agreed to follow the MMD regulations.

There is a brief discussion regarding the upcoming Luther Church height variance application that was requested by HRB to come before the board.

**7. COMMISSION/DISCUSSION**

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

**8. ADJOURN**

Chair Schaefer adjourned the September 1, 2015 Aurora Planning Commission Meeting at 8:03 P.M.

At this point in the meeting Mayor Graupp asks the group there thoughts on possibly joining Aurora to Mt. Angel via a bike path on Meridian Rd. This was a discussion that I started with the other Mayors during the recent Mayor’s conference I attended. I am also looking into the possibility of a grant to begin a dog park and having the kids at the high school design it at the property by Aurora Mills. The entire group thought it to be a great idea and use of the property.

  
 \_\_\_\_\_  
 Chair Schaefer

ATTEST:

  
 \_\_\_\_\_  
 Kelly Richardson, CMC  
 City Recorder

City of Aurora  
HISTORIC REVIEW BOARD  
Application for Certificate of Appropriateness

SIGN APPLICATION

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

*You will need to refer to the City of Aurora Municipal Code for Signs in the Historic District which can be obtained at City Hall.*

Name Jenny Ahn Date 10/12/15  
Business Name Aurora Colony Grocery  
Physical Address 21629 HWY 99 NE  
Mailing Address "  
Phone 503-618-1819 Email jjm202@gmail.com

Number of signs requested \_\_\_\_\_

**Colors** (please bring samples)

Background white mfg/number \_\_\_\_\_  
Trim Black mfg/number \_\_\_\_\_  
Lettering Black mfg/number \_\_\_\_\_  
Other Design Elements NONE

**Type signs:**

**Freestanding sign(s)**

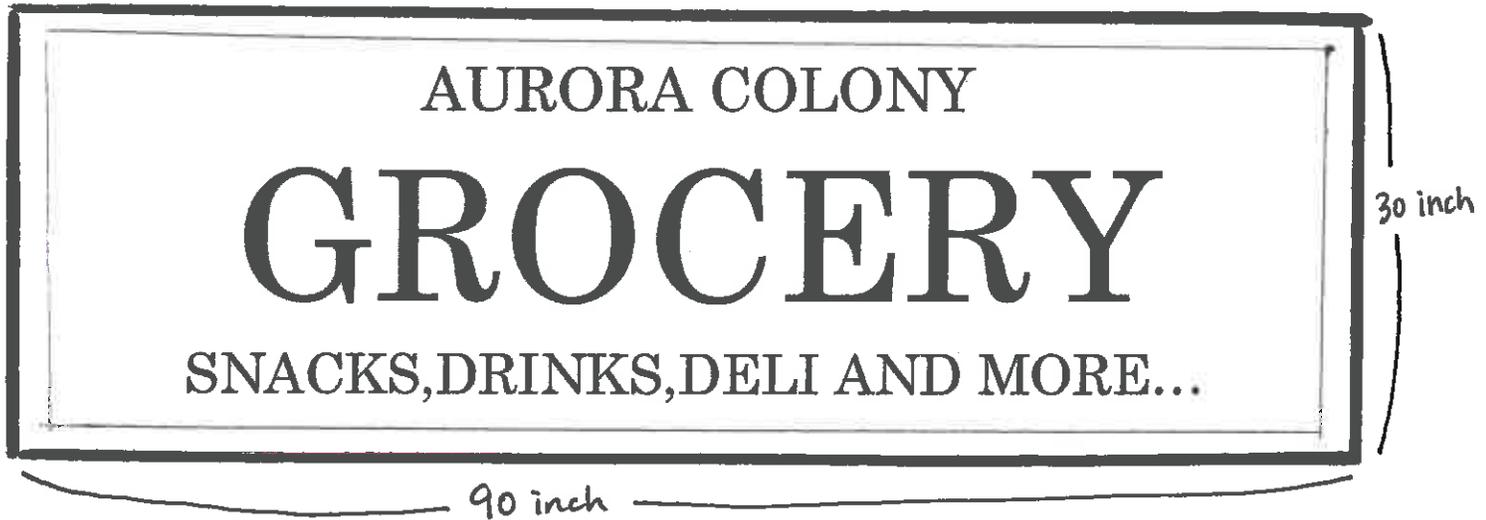
Location \_\_\_\_\_  
Size (dimension) \_\_\_\_\_  
Height from ground to top of sign \_\_\_\_\_  
Material of signs \_\_\_\_\_  
Material of supporting structure \_\_\_\_\_  
Font/size \_\_\_\_\_

**Wall sign(s)** 1 Next to Front door

Location 2 side wall between the parking lot and the 99 NE  
Size (dimension) 90 x 30 inches 19 x 32  
Total wall area (façade) upon which the sign will be mounted (sq.ft) \_\_\_\_\_  
Total sign area (sq.ft) \_\_\_\_\_  
Material of sign wood  
Font/size century school book

SIDE WALL SIGN

WOOD  
Black Lettering  
White Background



NEXT TO FRONT DOOR

WOOD  
Black Lettering  
White Background

