

Agenda
Aurora Historic Review Board
Thursday, July 28, 2016, 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 HISTORIC REVIEW BOARD MEETING

2. CITY RECORDER DOES ROLL CALL

Chair Gayle Abernathy
Member Karen Townsend
Member Mera Frochen
Member Mella Dee Fraser
Member John Berard

3. CONSENT AGENDA

- a) Historic Review Board Minutes, June 2016
- b) City Council Minutes
- c) Planning Commission Minutes

4. CORRESPONDENCE – Goal 5 State Administrative Rules Update.

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) Discussion and or Action on Sign application for The Leathers Shell Gas Station 21687 HWY 99E.
- b) Discussion and or Action on Project Application for New Roof Cover Over Porch and New Sign Application for Aurora Family Health 21348 Hwy 99E. Tim Corcoran.
- c) Discussion and or Action/Presentation for Aurora Colony Historical Society at 21561 Main Street.

7. OLD BUSINESS

- a) Discussion and or Action on CLG Grant Feedback from Ian Johnson Historic Preservations Office.
- b) Discussion and or Action on Sign Violations within the District

8. ADJOURN

Minutes
Aurora Historic Review Board Meeting
Thursday, June 23, 2016, 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: None

1. CALL TO ORDER OF THE HISTORIC REVIEW BOARD MEETING

The meeting of June 23, 2016 was called to order by Acting Chair Berard at 7:04 pm

2. CITY RECORDER DOES ROLL CALL

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

3. CONSENT AGENDA

- a) Historic Review Board Meeting Minutes – May, 2016, Under Old Business #7 should say shows not show.
- b) City Council Minutes – NA
- c) Planning Commission – NA

A motion to approve the Historic Review Board minutes of May 26, 2016 as amended was made by Member Frochen and is seconded by Member Fraser. Passed by all.

CORRESPONDENCE – NA

4. VISITORS

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

There were no visitors that spoke during this time.

5. NEW BUSINESS

- a) NA

6. OLD BUSINESS

- a) Discussion and or Action Historic Inventory
- b) Discussion and or Action on CLG Grant Items, City Recorder Richardson updates the Board on the pending grant items and informs them that it is currently under review.

Action: To ask the owner of the 21510 Main Street to do something with the unsightly fence.

7. ADJOURN

Acting Chairman Berard adjourned the meeting of June 23, 2016 at 7:12 pm.

Member John Berard, Acting Chairman

ATTEST:

Kelly Richardson, CMC
City Recorder

From: JOHNSON Ian * OPRD [Ian.Johnson@oregon.gov]
Sent: Monday, July 25, 2016 4:59 PM
To: JOHNSON Ian * OPRD
Subject: FW: Goal 5 Oregon Administrative Rule Revision

Oregon Partners:

A brief correction to the previous email I sent, below. The rulemaking process will begin this year, 2016. Meetings will begin as soon as the RAC can be assembled and meeting dates established.

The second paragraph of the email below should read as follows: DLCD will assemble a Rules Advisory Committee (RAC) and organize meetings as soon as possible. Meetings will be held through **October 2016** with a hearing and possible adoption by the Commission in **November 2016**. If needed, another public meeting may be held in **January 2017**. The RAC meetings are open to the public, and a public comment opportunity will be provided at each meeting. The Oregon SHPO will send out a web link to more project specific information once it is posted online.

Ian Johnson
Associate Deputy State Historic Preservation Officer
(503) 986-0678

From: JOHNSON Ian * OPRD
Sent: Monday, July 25, 2016 2:30 PM
To: JOHNSON Ian * OPRD
Subject: Goal 5 Oregon Administrative Rule Revision

Oregon Partners:

On Friday, July 22nd, the present membership of the Land Conservation and Development Commission (Commission) voted unanimously to initiate amendments to OAR 660-023-0200, "Historic Resources," a rule implementing part of Statewide Planning Goal 5, "Natural Resources, Scenic and Historic Areas, and Open Spaces." The purpose of the proposed rule amendments are to (1) clarify minimum requirements for local protection of sites listed on the National Register of Historic Places, (2) align state and federal requirements regarding National Register sites, and (3) provide a definition of "property owner" to provide clarity for implementation of owner consent statutes. The meeting agenda, reports, and submitted written public comments are available on the Oregon Department of Land Conservation and Development (DLCD) website here: <http://www.oregon.gov/LCD/Pages/meetings.aspx>.

DLCD will assemble a Rules Advisory Committee (RAC) and organize meetings as soon as possible. Meetings will be held through October 2017 with a hearing and possible adoption by the Commission in November 2017. If needed, another public meeting may be held in January 2017. The RAC meetings are open to the public, and a public comment opportunity will be provided at each meeting. The Oregon SHPO will send out a web link to more project specific information once it is posted online.

Please direct both questions regarding the process and comments for consideration by the RAC to Rob Hallyburton, Community Services Division Manager, DLCD at rob.hallyburton@state.or.us or at Oregon Dept. of Land Conservation and Development, 635 Capitol Street NE, Suite 150, Salem, OR 97301-2540.

Please feel free to forward this information to anyone who may have an interest in participating in this process.

Sincerely,

Ian P. Johnson
Associate Deputy State Historic Preservation Officer
(503) 986-0678

Oregon State Historic Preservation Office
725 Summer St NE, Suite C
Salem, OR 97301

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Visit our Blog, The Oregon Heritage Exchange: <http://oregonheritage.wordpress.com/>

From: JOHNSON Ian * OPRD [Ian.Johnson@oregon.gov]
Sent: Friday, July 15, 2016 2:58 PM
To: JOHNSON Ian * OPRD
Cc: CURRAN Chrissy * OPRD
Subject: Proposed ammendment to Goal 5 Oregon Adminstrative Rule for historic resources
Attachments: Historic resource amendment proposal Final July 2016.pdf

Thank you to those who were able to participate in our conference calls regarding proposed changes to the Goal 5 Oregon Administrative Rule for historic resources. Attached is the memo summarizing the proposed changes to the rule.

As noted in the teleconferences, the Oregon Department of Land Conservation and Development (DLCD) will consider initiating the rule making process for Goal 5 of Oregon's Comprehensive Land Use Planning Law, addressing historic resources, at the July 21-22 meeting of the Land Conservation and Development Commission in Boardman, Oregon. Meeting details and a staff report are here: <http://www.oregon.gov/LCD/Pages/meetings.aspx> The Commission will consider initiating the rulemaking process at the meeting; however, no further action will be taken. The current text of the Goal 5 Oregon Administrative Rule (OAR 660-023-0200) as currently written is here: http://arcweb.sos.state.or.us/pages/rules/oars_600/oar_660/660_023.html.

Should the Commission choose to initiate the rule making process, we expect that the process will take approximately three months with a hearing and possible adoption at the November 2016 meeting of the Commission. If needed, another public meeting could be held in January 2017. DLCD has indicated that the agency may, at its option, terminate the rule-making process if the project cannot be completed within the given timeline.

The potential revision of the rules for Goal 5 of Oregon's Comprehensive Land Use Law for historic resources may have important implications for the designation of local historic landmarks and administration of local preservation programs. The Oregon SHPO will provide an update following the Commission meeting on July 21st-22nd, including how our partners may be involved should the rule-making process go forward.

Please feel free to forward this email to any person who may be interested. If there is sufficient interest, the Oregon SHPO will hold additional informational teleconferences in the future.

Ian P. Johnson
Associate Deputy State Historic Preservation Officer
(503) 986-0678

Oregon State Historic Preservation Office
725 Summer St NE, Suite C
Salem, OR 97301

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Proposed Amendments to the Goal 5 Rule for Historic Resources

The Department of Land Conservation and Development (DLCD), with the input and advice of the State Historic Preservation Office (SHPO), proposes to address four priority issues with amendments to the Goal 5 rule for historic resources (OAR 660-023-0200):

1. Achieve a well-articulated base level of protection for historic resources listed in the National Register of Historic Places (National Register) that can be applied directly without the need to amend local codes.
2. Clarify the circumstances under which the owner consent provisions in ORS 197.772(1) apply to historic resources listed in the National Register.
3. Better explain how the standard Goal 5 process described in OAR 660-023-0030 through 0050 is augmented by the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation, published by the National Park Service (NPS).
4. Clarify who has standing under the owner consent provisions of ORS 197.772(2) highlight an alternate path for removing a local historic designation.

A new section would be added to the rule to address the first two issues. The new section would describe a protection standard for properties listed in the National Register; require the standard be applied directly to sites listed in the National Register after the date of rule amendments; and require that additional protection measures be applied through a local designation process subject to owner consent, also after the date of rule amendments. The addition of a definition for “property owner” would clarify that public owners and some “owners of interest” are entitled to consideration under ORS 197.772(1) (owner consent).

The third issue would be addressed by amending existing provisions of sections (3) through (5) of the rule. The intent of the rule would not be changed, but amendments would clarify how guidance provided by NPS regarding the treatment of properties listed in the National Register informs local Goal 5 historic protection plans and local inventories of designated historic sites.

The fourth issue relates to ORS 197.772(2) and the Carmon house case, currently under consideration by the Oregon Supreme Court. A survey conducted by SHPO identified jurisdictions that misapplied the statute, which requires local historic designations to be removed from a property if it was imposed without owner consent. Rule amendments would describe standing under ORS 197.772(2).

Base level protection for sites listed on the National Register of Historic Places

History

Advisory committee and work group recommendations, staff reports, and draft rules leading to the September 1996 adoption of OAR chapter 660, division 23 (the “Goal 5 rule”) indicate that a fundamental premise of the rulemaking process was that the Land Conservation and Development Commission (LCDC) should determine the state’s interest in each resource category in order to guide rule making, and the revised Goal 5 process should reflect these stated interests. For historic resources, this led to a “must-protect” standard for properties listed in the National Register and a “may-protect” standard for locally-designated historic resources.

When the Goal 5 rule was adopted by LCDC, the commission assumed that all cities and counties would come into compliance with the rule through statutorily mandated periodic review.¹ Due to statutory changes that have exempted most cities and all counties from the requirement to complete periodic review, this has not come to be. For cities that still go through periodic review, the required scope of review has narrowed such that historic preservation is unlikely to be addressed. Because OAR 660-023-0200 (the historic resources protection rule) provides local governments considerable flexibility in how they implement historic preservation programs, combined with the loss of periodic review, local implementation varies widely. Some communities have a fully developed historic preservation program that automatically applies to sites listed in the National Register. Others offer little or no protection.

The current rule

The Goal 5 historic rule makes a distinction between “historic resources of statewide significance” and other historic resources. It defines “historic resources of statewide significance” as buildings, structures, objects, sites, and districts listed in the National Register, pursuant to the National Historic Preservation Act of 1966, as amended.² It requires local governments to protect all historic resources of statewide significance through local historic protection regulations, regardless of whether these resources are “designated” in the local plan. The rule, however, only describes one approach for

¹ “Periodic review” is a scheduled update of a local government’s comprehensive plan and land use regulations.

² The terms “statewide significance” and “local significance” mean different things for the state and federal programs. The National Park Service’s historic preservation program recognizes sites of local, state, regional, and national significance. These classifications refer to the nature of the site and the historic events, or architectural themes that contribute to a site’s significance. For example, a site classified as “locally significant” can be listed in the National Register of Historic Places. The Goal 5 rule uses the term “historic resource of statewide significance” to mean sites the State of Oregon has decided are worth protecting (all sites listed in the National Register), while “locally significant sites” refers to sites a local government has decided are worth protecting.

designing a local historic preservation program and selecting local protection measures. The description provides guidance rather than standards, and initiation of a program is easily interpreted as optional. Aside from a general definition of “protect,” the rule does not set standards for implementing the “shall protect” directive for National Register properties.

The decision to rely on a voluntary, incentive-based federal program to identify properties that must be protected by local historic resource protection programs has resulted in unforeseen consequences. As written and applied, OAR 660-023-0200 discourages participation in the National Register program. The application of local review criteria can be perceived as costly and burdensome by some property owners. SHPO has found property owners and local jurisdictions reluctant to participate in the federal program because they do not want to trigger state or local Goal 5 requirements. The disincentive to participate in the federal program is particularly evident in discussions surrounding listing historic districts in the National Register.

Status of local programs

A SHPO survey of local jurisdictions in March 2016 revealed great variation in how National Register sites are addressed under local Goal 5 historic resources programs. Some jurisdictions provide no review of the intended demolition or significant alteration of properties listed in the National Register. Some jurisdictions incorporate National Register properties into the same review process they apply to locally designated resources, and some have a separate review process for National Register properties

Proposed amendments

Amend Section (1)

- Remove the definition for “historic areas” (the term was not used in the rule).
- Replace the term “historic resources of statewide significance” with the term “historic resources of statewide interest.” The definition would not be changed.
- Add the delay of permits for demolition, relocation, or major exterior alteration of a historic resource to the definition of “protect.” This would become the minimum standard for a local protection program.
- Add a definition for “property owner.”

New section

- Explain how this rule supersedes the standard Goal 5 process described in OAR 660-23-0030 through 0050 for sites of statewide significance;
- Set baseline protection standards that apply directly to National Register sites until they are incorporated into a jurisdiction’s comprehensive plan and code.

- For properties listed after the effective date of rule amendments, require that a National Register property be locally designated as a significant resource in order to apply additional local protection standards.

Owner consent provision in ORS 197.772(1) and its application to sites listed on the National Register of Historic Places

History

ORS 197.772 is the codification of Senate Bill 588 from the 1995 legislative session. Section (1) allows a property owner to withhold consent to any form of historic property designation. When SB 588 was being deliberated by the Legislature, language was inserted to preserve Oregon's ability to participate in NPS' historic preservation program. SHPO operates with technical and financial support from NPS. SHPO also administers a program that distributes NPS grant funds to Certified Local Governments and property owners. These grants enabled preservation projects that might not otherwise proceed.

Both state law and the National Register program include a provision for owner consent. However, the National Register has a very narrow definition of owner and a process for determining owner consent in the case of a historic district nomination, neither of which exist in state law. The National Register defines "owner" as those with a "fee simple interest" and prohibits public entities from preventing a nomination. This means that public entities, including service districts, have no standing when a property or resource in their ownership is considered for listing in the National Register. Additionally, a district listing may only be prevented when the majority of the owners object to listing. There is no individual right to opt out of listing within a National Register-listed Historic District. Once listed, NPS does not require local protections for a National Register listed property. NPS assumes that state and local governments will incorporate federal listings into local voluntary, incentive-based preservation programs; however, this is not the case in Oregon.

Consistent with federal laws, ORS 197.772(1) explicitly states that owner consent is not required for the consideration and nomination of a property to the National Register. Once a property is listed on the National Register, provisions in OAR 660-012-0200 apply. In some cases local governments have developed Goal 5 historic resource programs that apply local protections to National Register properties without the expressed consent of the owner. If there was an intent by LCDC when drafting the rule to rely on the federal owner consent provisions for nomination and listing to satisfy Oregon's statutory requirements for owner consent, it is not discussed in records left by the Goal 5 subcommittee or the Historic Resource Working Group. Furthermore, ORS 197.772 does not limit consent to a particular legal construct of ownership, while the

federal program has a detailed definition for what type of owner can interrupt a listing process due to lack of consent.

The current rule

OAR 660-023-0200 conflates designating a property with protecting a property. This is different from the process required for other Goal 5 resources, where the decision of whether to protect a resource comes after it is determined to be significant. The rule gives local governments considerable latitude in devising protection standards. They are encouraged to follow federal guidance, but are not required to do so. They are also excused from making findings on the economic, social, environmental and energy consequences of protecting designated resources (an “ESEE analysis”) to support their selected strategy. Section (8) of the rule requires protection of National Register sites, yet does not require protection to be applied through a local adoption process. The rule also does not have a definition of “owner.” The result is that properties owned by public entities, and properties in which a public or private entity has an interest not recognized by NPS, can have restrictions placed on them without consideration of the consequences it will have for the owner. Jurisdictions that automatically apply local protections to federally-listed properties compromise their own ability to weigh the pros and cons of imposing standards that complicate efforts to maintain and upgrade structures, utilities or districts serving the public.

Status of local programs

A SHPO survey of Oregon cities and counties found that a majority respondents add individual properties listed in the National Register to their local landmark lists. Of these communities, some did so automatically while most used a local designation process. This also seems to be a common approach for historic districts. About one third of the respondents stated they did not add properties listed in the National Register to their Goal 5 designated resource list. Some of these communities did not apply any protections to National Register properties, some applied the same protection measures applied to locally designated properties, and three respondents said the review standards they apply to National Register properties are different from the standards they apply to locally-designated properties. In some cases stringent local protection standards have been automatically applied to National Register properties without consent of owners who would otherwise have standing under Oregon’s owner consent law.

Proposed amendments

Amend Section (1)

- Add definition of “property owner.”

Explanation of how the standard Goal 5 process is augmented by the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation

History

The Goal 5 rule includes a description of the standard Goal 5 process, to “guide local planning for all Goal 5 resource categories.” The “standard process” is described OAR 660-23-0030 through 0050. The Goal 5 rule also includes a separate rule for each resource category. These resource-specific rules do one or more of the following:

- Provide specifics to augment the standard process; require process steps that supersede the standard process
- Mandate specific sources be used when gathering inventory data
- Mandate a specific threshold for determining significance of a resource, or
- Offer local governments the option of using a state-identified threshold for significance or protection in order to reduce the time and cost of determining appropriate local thresholds and protection measures.

When drafting the Goal 5 rule for historic resources, LCDC followed the recommendation of the Goal 5 advisory committee and the Historic Resource Working Group, which favored the standards and procedures recommended by the U.S. Secretary of Interior over the standard Goal 5 process. The federal program, however, is a voluntary one, and LCDC needed to incorporate some requirements into the rule. The blending of federal guidance and state requirements resulted in a rule that is difficult to follow.

The current rule

OAR 660-23-0200 allows local governments to choose whether to develop a local historic preservation program. It requires some specific process steps for conducting an inventory; recommends against requiring an ESEE analysis; and requires lists of designated historic resources to be adopted as land use regulations, not as comprehensive plan elements. The rule is not specific about the relationship of the comprehensive plan to other local historic preservation program elements. The rule does not do a good job explaining, for each directive, which specific part of the standard process is being superseded, and which parts still apply.

Status of local programs

Many jurisdictions participate in the federal Certified Local Government program, which is a partnership between the NPS, SHPO, and the local government that provides federal pass-through grant funds for program administration and resource designation and protection, among other activities. Participating communities must have a preservation program in place that conforms to federal and state guidelines, but the requirements are largely procedural and allow for a high degree of local autonomy.

Participants in the Certified Local Government program generally have more-developed resource protection programs, and the benefits and restrictions these local programs place on owners of historic resources vary widely.

Proposed amendments

New Section

- Use protection measures that are recommended in national guidance and specify how they shall apply to resources listed in the National Register.
- Specify which aspects of the standard process are to be superseded in order to provide this base level of protection to National Register properties.

Amend Section (2)

- Specify that the section only applies to local program decisions to inventory, designate and protect locally designated resources.
- Delete confusing language. The intent of the deleted language would be addressed by adding clarity to other sections.

Amend Section (3)

- Clarify that, rather than following the order of the Goal 5 process described in OAR 660-023-0030 through 0050, jurisdictions should adopt local protection codes *before* locally significant resources are identified.

Amend Sections (4) and (7)

- Clarify how the steps described in OAR 660-023-0030 are supplemented or superseded when developing a local inventory of historic resources and making a determination of significance.
- Place more emphasis on the need for a “local historic context” as a basis for local protection standards.

New Section

- Clarify that inventories of significant historic resources sites shall reside in land use regulations. (OAR 660-023-0030(5) allows resource lists to reside in comprehensive plans or in land use regulations.)

[Clarify standing under the owner consent provisions of ORS 197.772\(2\) and describe an alternate path for removing a local historic designation](#)

History

ORS 197.772(2) requires local governments to remove a historic designation from a property if it was imposed on the property without consent and the owner with standing under ORS 197.772 requests that the designation be removed. (The meaning of “imposed” and the question of who has standing to request removal of a designation that was imposed is currently under consideration by the Oregon Supreme Court.)

The federal program does not allow properties to be removed from the National Register because an owner who granted consent changes their mind or a subsequent owner objects to the listing. Properties can have the federal designation removed if NPS finds that the resource no longer meets the standard for listing. Properties listed after December 12, 1980, may be removed for the same reason or if there is an error in procedure or professional judgement as prescribed by federal regulations.

The current rule

The rule addresses removing a local historic designation from a property in the case of a designation being imposed on a property owner. No further clarification is provided for discerning when the local designation has been imposed. The rule does not describe requirements or options for reasons unrelated to owner consent.

Status of local programs

Some jurisdictions misapply the owner consent provisions by allowing an owner who originally consented to designation or a subsequent owner of a designated resource to delist a site without consideration of the historic resource qualities for which it was originally listed

Proposed amendments

Amend Section (6)

- Clarify what it means to have a local historic designation “imposed” without owner consent, based on Oregon Supreme Court ruling.
- Provide a path for removing a local designation, consistent with federal guidance, based on findings that the value of a resource has diminished since its listing, or based on conflicting priorities that supersede the value of maintaining the designation.

Amend Section (9)

- Make the wording of this section, as it applies to permit delays, consistent with the definition of “protect.”

OAR 660-023-0200
Historic Resources

(1) For purposes of this rule, the following definitions apply:

(a) "Designation" is a decision by a local government declaring that a historic resource is "significant" and including the resource on the list of significant historic resources.

(b) "Historic areas" are lands with buildings, structures, objects, sites, or districts that have local, regional, statewide, or national historic significance.

(c) "Historic resources" are those buildings, structures, objects, sites, or districts that have a relationship to events or conditions of the human past.

(d) "Historic resources of statewide significance" are buildings, structures, objects, sites, or districts listed in the National Register of Historic Places, and within approved national register historic districts pursuant to the National Historic Preservation Act of 1966 (PL 89-665; 16 U.S.C. 470).

(e) "Protect" means to require local government review of applications for demolition, removal, or major exterior alteration of a historic resource.

(2) Local governments are not required to amend acknowledged plans or land use regulations in order to provide new or amended inventories or programs regarding historic resources, except as specified in this rule. The requirements of the standard Goal 5 process (see OAR 660-023-0030 through 660-023-0050) in conjunction with the requirements of this rule apply when local governments choose to amend acknowledged historic preservation plans and regulations. However, the sequence of steps in the standard process is not recommended, as per section (3) of this rule. The provisions in section (3) of this rule are advisory only. Sections (4) through (9) of this rule are mandatory for all local governments, except where the rule provides recommended or optional criteria.

(3) Local comprehensive plans should foster and encourage the preservation, management, and enhancement of structures, resources, and objects of historic significance within the jurisdiction in a manner conforming with, but not limited by, the provisions of ORS 358.605. In developing local historic preservation programs, local governments should follow the recommendations in the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation. Where possible, local governments should develop a local historic context statement and adopt a historic preservation plan and a historic preservation ordinance before commencement of local historic inventories.

(4) Local governments shall provide broad public notice prior to the collection of information about historic resources. Local governments shall notify landowners about opportunities to participate in the inventory process. Local governments may delegate

the determination of significant historic sites to a local planning commission or historic resources commission. The determination of significance should be based on the National Register Criteria for Evaluation or the Secretary of the Interior's Standards for Evaluation.

(5) Local governments shall adopt or amend the list of significant historic resource sites (i.e., "designate" such sites) as a land use regulation. Local governments shall allow owners of inventoried historic resources to refuse historic resource designation at any time prior to adoption of the designation and shall not include a site on a list of significant historic resources if the owner of the property objects to its designation.

(6) The local government shall allow a property owner to remove from the property a historic property designation that was imposed on the property by the local government.

(7) Local governments are not required to apply the ESEE process in order to determine a program to protect historic resources. Rather, local governments are encouraged to adopt historic preservation regulations regarding the demolition, removal, or major exterior alteration of all designated historic resources. Historic protection ordinances should be consistent with standards and guidelines recommended in the Standards and Guidelines for Archeology and Historic Preservation published by the U.S. Secretary of the Interior.

(8) Local governments shall protect all historic resources of statewide significance through local historic protection regulations, regardless of whether these resources are "designated" in the local plan.

(9) A local government shall not issue a permit for demolition or modification of a historic resource described under subsection (6) of this rule for at least 120 days from the date a property owner requests removal of historic resource designation from the property.

ORS 197.772 Consent for designation as historic property. (1) Notwithstanding any other provision of law, a local government shall allow a property owner to refuse to consent to any form of historic property designation at any point during the designation process. Such refusal to consent shall remove the property from any form of consideration for historic property designation under ORS 358.480 to 358.545 or other law except for consideration or nomination to the National Register of Historic Places pursuant to the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470 et seq.).

(2) No permit for the demolition or modification of property removed from consideration for historic property designation under subsection (1) of this section shall be issued during the 120-day period following the date of the property owner's refusal to consent.

(3) A local government shall allow a property owner to remove from the property a historic property designation that was imposed on the property by the local government.

**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 (4th Thursday of each month) so that board members can become familiar with your property and project. It is helpful, but not required, if you can attend the meeting.

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

Name LEATHERS LIMITED PARTNERSHIP Date 07/21/16
 Business Name AURORA SHELL #11
 Physical Address 21687 Hwy. 99 E., AURORA, OR 97002
 Mailing Address 255 DEPOT ST., FAIRVIEW, OR 97024
 Phone 503-661-1244 EXT 117 Email steve@leathersfuels.net

Number of signs requested 3 TO REPLACE 3 EXISTING

Colors (please bring samples)

Background WHITE mfg/number SEE ATTACHED COLOR
 Trim N/A mfg/number PALETTE
 Lettering N/A mfg/number _____
 Other Design Elements SHELL BRAND Pecten (SEA SHELL LOGO)

Type signs:

1 EA
(2 FACES)

Freestanding sign(s)
 Location FIRST/HWY 99 "PRICE SIGN"
 Size (dimension) 4'0" X 8'0"
 Height from ground to top of sign 8'0"
 Material of signs PLEXI
 Material of supporting structure BRICK & STEEL
 Font/size 8" NUMERALS 4" LETTERS

w/ RED BORDER & YELLOW FIELD

2 EA

Wall sign(s) "CANOPY SIGNS"
 Location 1 EA EAST FACE OF CANOPY; 1 EA SOUTH FACE OF CANOPY
 Size (dimension) 24" X 24"
 Total wall area (façade) upon which the sign will be mounted (sq.ft) _____
 Total sign area (sq.ft) 4 SQ FT EA X 2 = 8 TOTAL
 Material of sign PLEXI
 Font/size N/A

A-Frame sign(s)
Number of signs (see sign code) N/A
Location(s) _____
Size (dimension) _____
Material _____
Font/size _____

Other type of sign N/A
Location _____
Size (dimension) _____
Material _____
Font/size _____

Do your sign(s) requiring lighting?

Yes No IF PERMISSIBLE!

Proposed lighting INTERIALLY BY LED LIGHTING

Attach the following in order for your application to be accepted:

1. Site plan drawn to scale with project location shown.
2. Elevations, including dimensions.
3. Photograph of property is helpful but not required.

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

07/21/16
Date


Signature of Applicant

STEPHEN REIMER
FOR LEATHERS LIMITED PARTNERSHIP

Recorder

From: Steve Reimer [Steve@LeathersFuels.net]
Sent: Thursday, July 21, 2016 4:33 PM
To: Recorder
Cc: 'Aaron Randels'
Subject: RE: Leathers Shell Signage Revision Proposal
Attachments: Leathers Shell Sign-Application.pdf; Aurora Shell Site Plan & PID Sign Proposal.pdf; Shell Color Palette.pdf; Aurora Shell- Street Shots-Exist'g Signage.pdf; Troutdale Monument Sample.jpg

Dear Kelly,

Attached hereto, please find our submittal of an Application for Certificate of Appropriateness/Sign Application as well as accompanying documents to aid the Historic Review Board members in their review.

Attached documents included are:

1. Sign Application
2. Aurora Shell Site Plan & PID Sign Proposal- shows proposed elements of change
3. Shell Color Palette- demonstrates precise color identification
4. Aurora Street Shots-Exist'g Signage- for your convenience
5. City of Troutdale Monument Sample photo is submitted herewith to show only the configuration of the Shell Pecten and pricing elements; Aurora Shell sign frame and general construction of monument base shall remain as it currently exists. Also, Leathers has no plans to include the two advertising strips as are shown in the Troutdale Shell sign example (e.g., V-Power, Fuel Rewards). These are not proposed in the Aurora Shell signage application.

In terms of the lighting of both the monument sign and the canopy signs, Leathers (and Shell) would be ever so grateful for the opportunity to show the soft illumination of backlighted (internally illuminated) signs.

We trust these documents will be sufficient to properly review our proposed signage changes. However, should your team have any difficulty or require any additional information, please do not hesitate to contact us to discuss any of these elements in advance of the July 28th, HRB meeting.

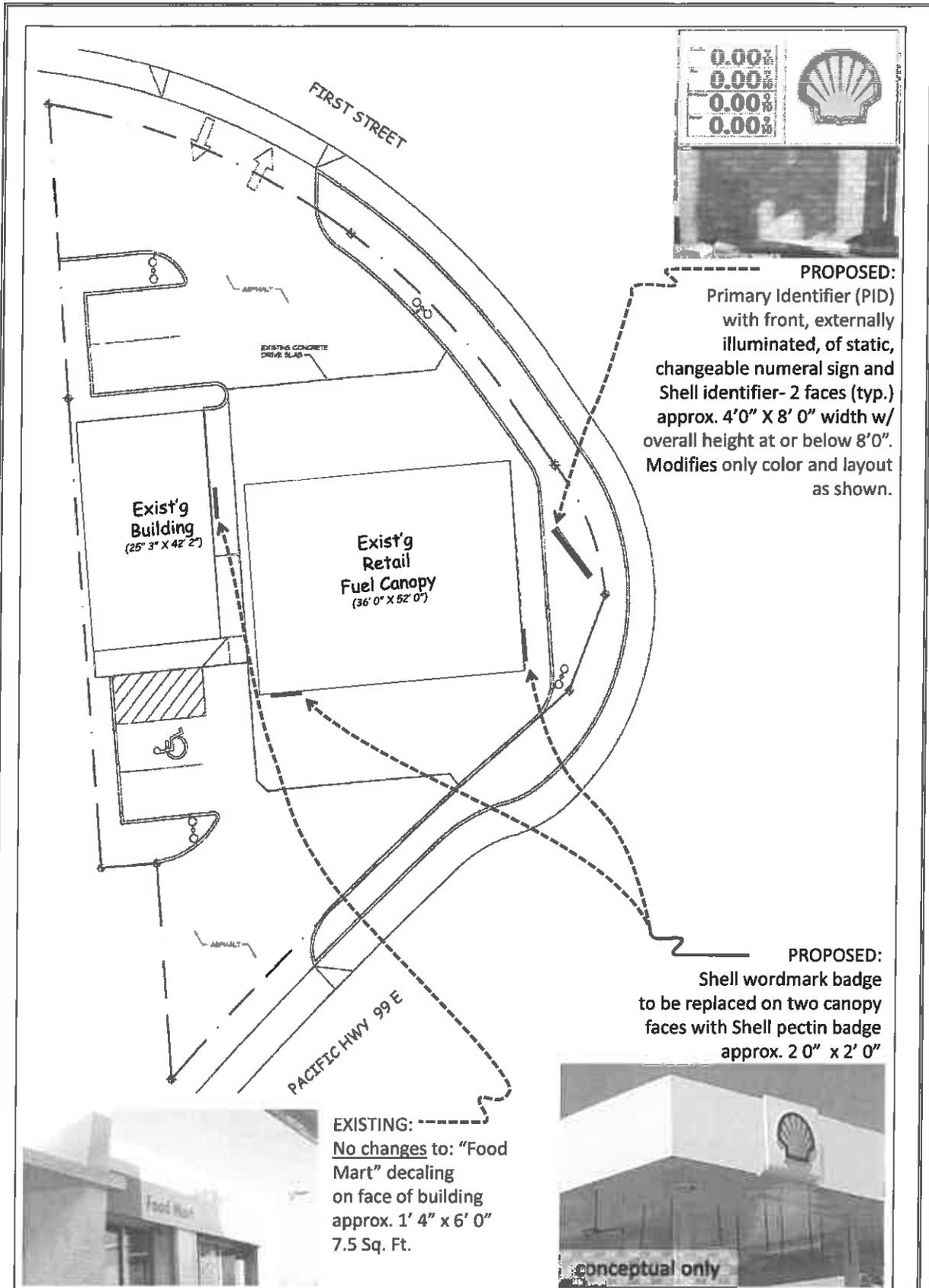
If you would, please confirm that our proposal will have a place on the agenda that night. We are planning to be present at that meeting and are looking forward to greeting each of you there.

Yours Truly

Steve Reimer

Property Manager
Leathers Enterprises, Inc.
255 Depot Street
Fairview, OR 97024
503-661-1244 Office ext. 117
503-661-0234 Fax
steve@leathersfuels.net
www.leathersfuels.com

Confidentiality Notice: This communication contains confidential information. It is intended for the above-named recipient only at the Internet e-mail address which is its ultimate intended destination. If you are not that recipient or are not authorized to have access to that address you are not authorized to read, review, retransmit or copy this communication in whole or part. If you received this communication in error please notify the sender immediately.



PROPOSED:
 Primary Identifier (PID)
 with front, externally
 illuminated, of static,
 changeable numeral sign and
 Shell identifier- 2 faces (typ.)
 approx. 4'0" X 8' 0" width w/
 overall height at or below 8'0".
 Modifies only color and layout
 as shown.

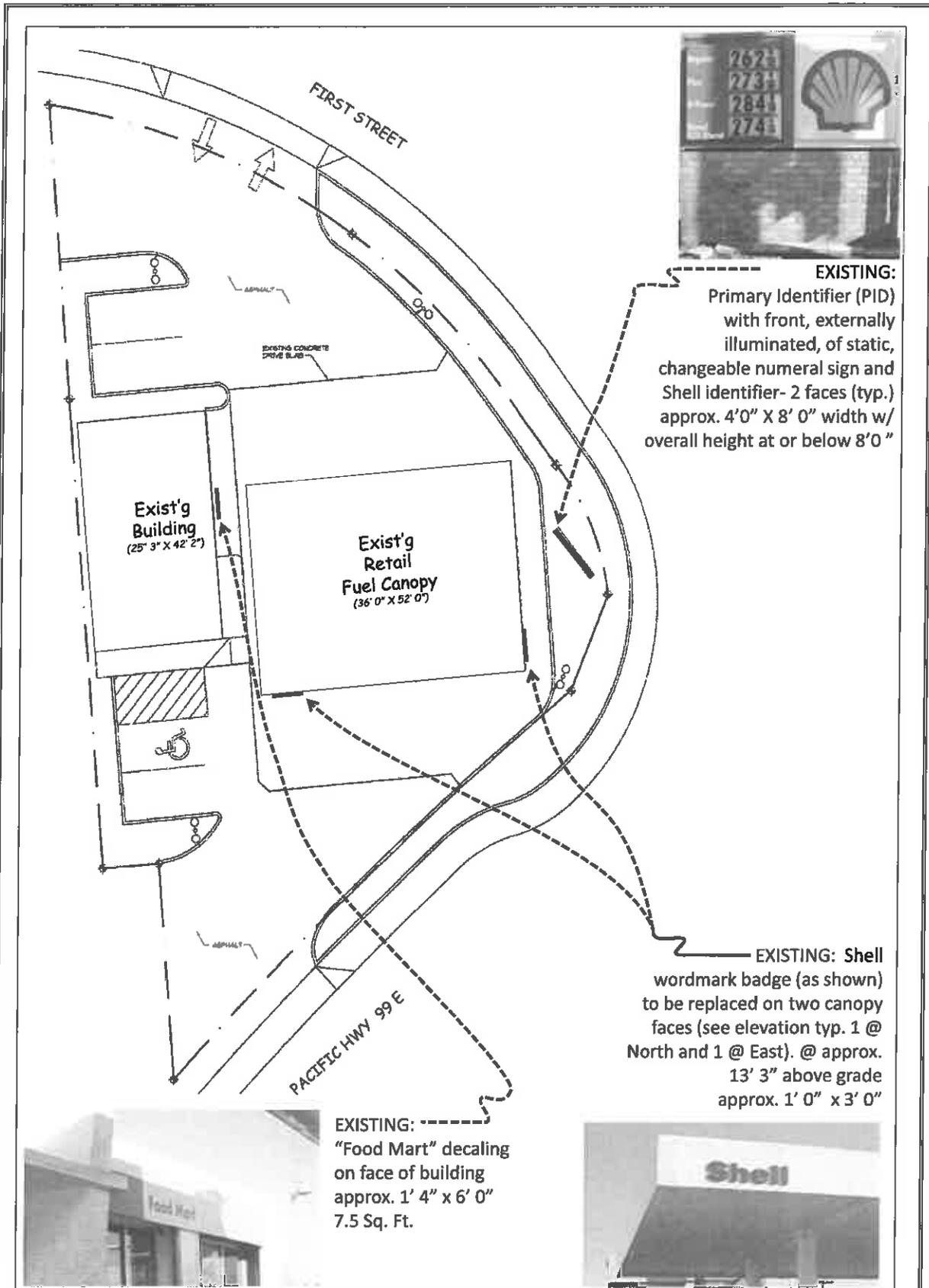
PROPOSED:
 Shell wordmark badge
 to be replaced on two canopy
 faces with Shell pecten badge
 approx. 2' 0" x 2' 0"



EXISTING:
 No changes to: "Food
 Mart" decaling
 on face of building
 approx. 1' 4" x 6' 0"
 7.5 Sq. Ft.



SITE PLAN- Signage Proposed	Date: 07-07-16	Scope of Change:
Aurora Shell #11 21687 Hwy. 99 E., Aurora, OR 97002	Rev:	a) 2 ea. canopy fascia identifier, from "Shell" wordmark to Shell pecten logo
	Scale: as shown	b) monument sign changes as shown (2 faces)



EXISTING:
 Primary Identifier (PID) with front, externally illuminated, of static, changeable numeral sign and Shell identifier- 2 faces (typ.) approx. 4' 0" X 8' 0" width w/ overall height at or below 8' 0"

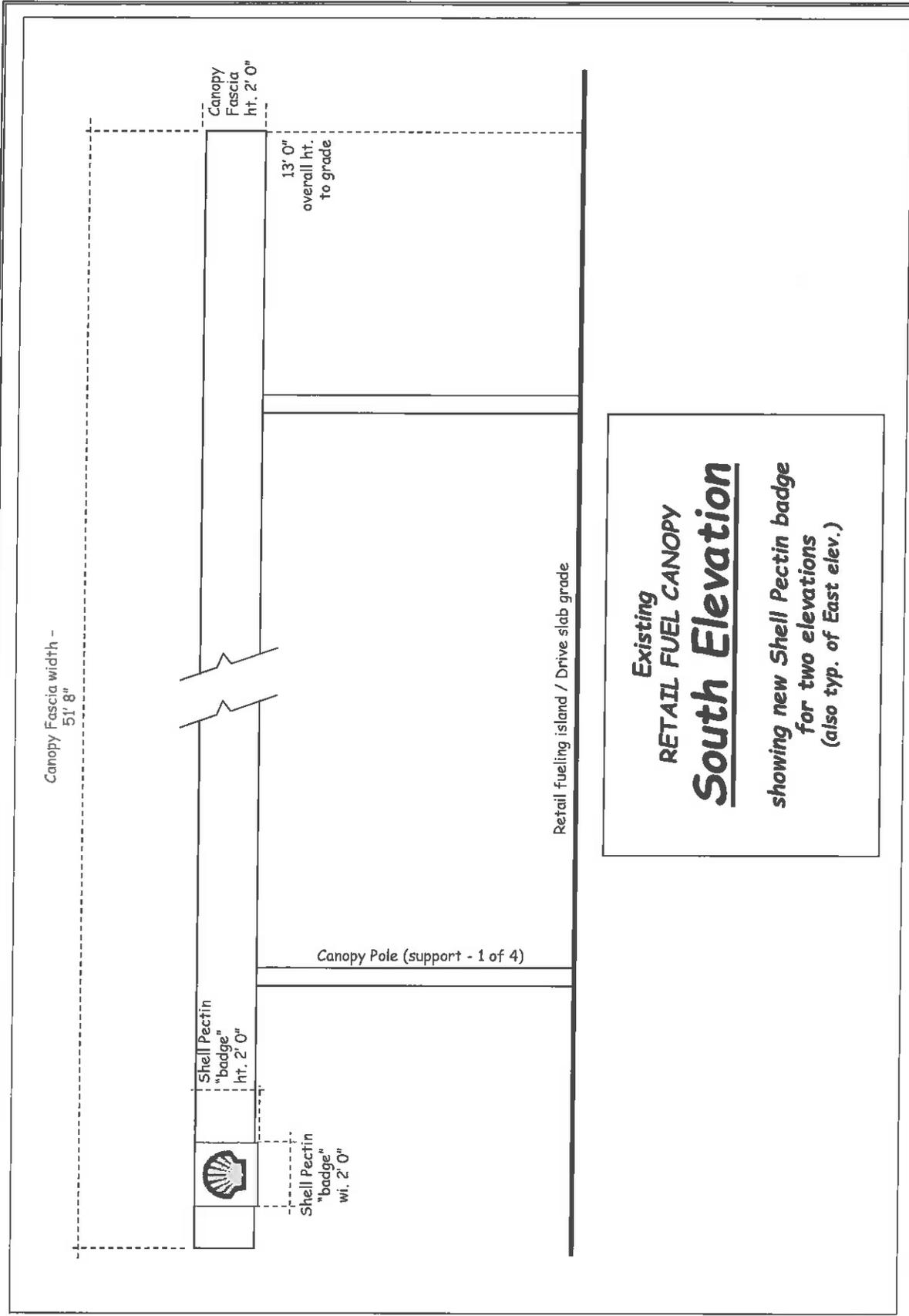
EXISTING: Shell wordmark badge (as shown) to be replaced on two canopy faces (see elevation typ. 1 @ North and 1 @ East). @ approx. 13' 3" above grade approx. 1' 0" x 3' 0"



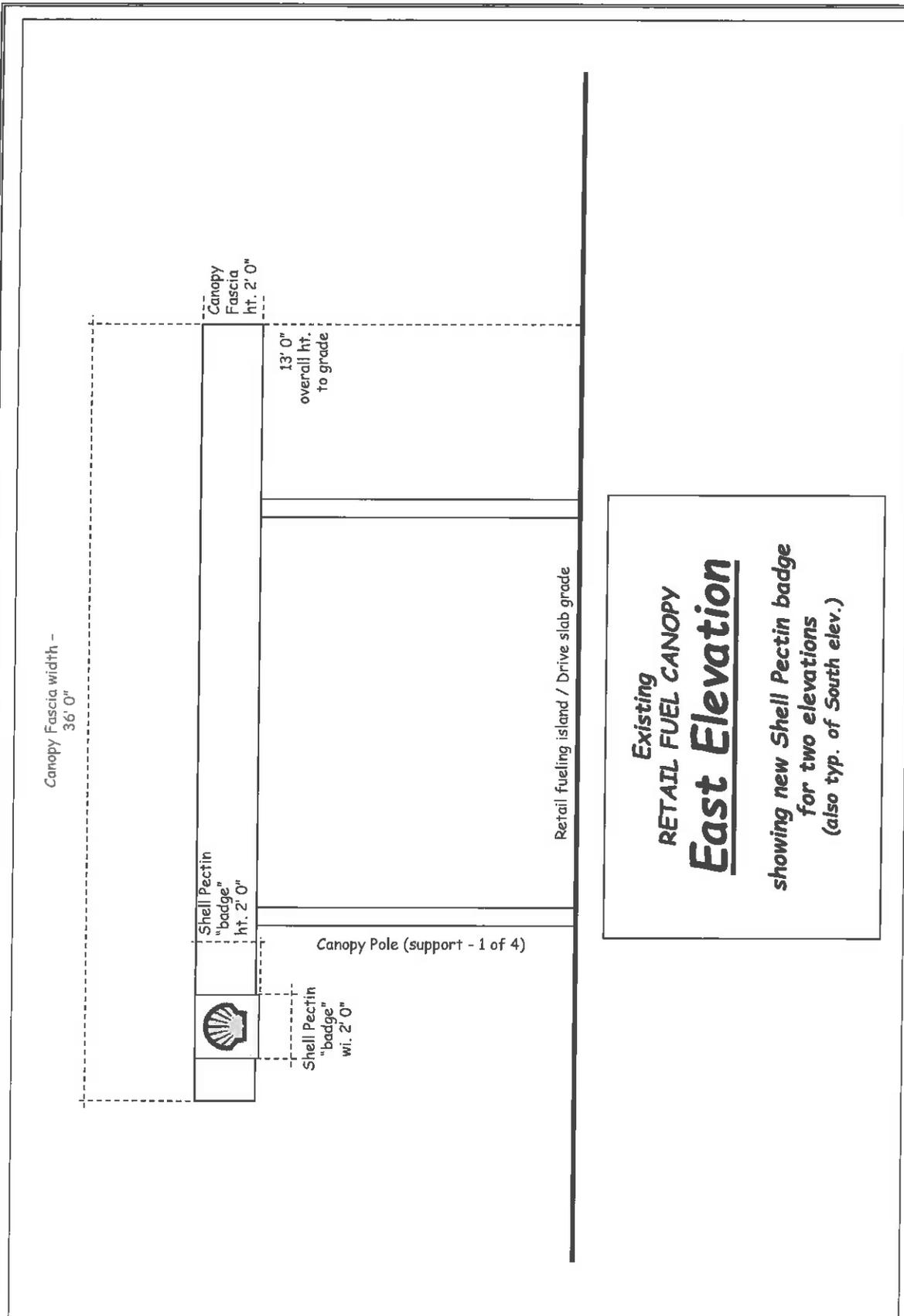
EXISTING:
 "Food Mart" decaling on face of building approx. 1' 4" x 6' 0" 7.5 Sq. Ft.



SITE PLAN- Signage Existing	Date: 07-07-16	Scope of Change:
Aurora Shell #11 21687 Hwy. 99 E., Aurora, OR 97002	Rev:	a) 2 ea. canopy fascia identifier, from "Shell" wordmark to Shell pecten logo
	Scale: as shown	b) monument sign changes as shown (2 faces)



CANOPY PLAN- Signage Proposed	Date: 05-19-16	Scope of Change:
Aurora Shell #11 21687 Hwy. 99 E., Aurora, OR 97002	Rev:	a) 2 ea. canopy fascia identifier, from "Shell" wordmark to Shell pecten logo
	Scale: as shown	b) monument sign changes as shown (2 faces)



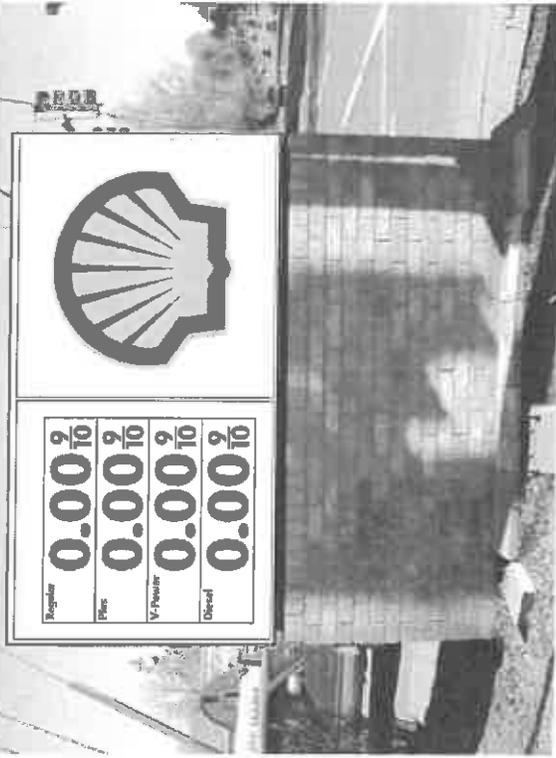
Existing
RETAIL FUEL CANOPY
East Elevation
 showing new Shell Pecten badge
 for two elevations
 (also typ. of South elev.)

CANOPY PLAN- Signage Proposed	Date: 05-19-16	Scope of Change:
Aurora Shell #11 21687 Hwy. 99 E., Aurora, OR 97002	Rev:	a) 2 ea. canopy fascia identifier, from "Shell" wordmark to Shell pecten logo
	Scale: as shown	b) monument sign changes as shown (2 faces)

Existing Signage



Proposed Signage



**Existing
MOMEMENT STYLE
PRIMARY IDENTIFIER
& PRICE SIGN**

South Elevation

*showing new Shell Pecten badge
for two elevations
(also typ. of North elev.)*

PRICE SIGN- Signage Proposed	Date: 05-19-16	Scope of Change:
Aurora Shell #11 21687 Hwy. 99 E., Aurora, OR 97002	Rev:	a) 2 ea. canopy fascia identifier, from "Shell" wordmark to Shell pecten logo
	Scale: as shown	b) monument sign changes as shown (2 faces)

Background > About RVI > The Shell Brand

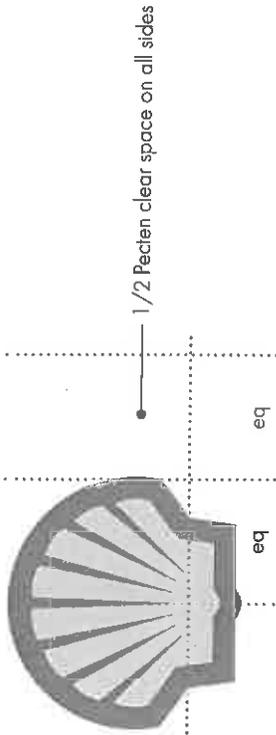
The Brand Is Shell

As the focus of all brand investment and brand-building, it is essential that we manage our brand resources consistently.

The Pecten

The Pecten is the symbol of the Shell brand.

- Use the Pecten alone
- Use the Pecten alone in its own free space wherever possible



Color Palette

Only this color palette may be used in the application of any elements which appear in this document. Color match references for other materials can be found at www.shell.com/onestrاند

Only Pantone® and/or RAL references are shown here. For further information refer to the Color References Policy on the One-Source website.

Notes: Do not color match to the examples shown here. They are just a guide. Always color match to Pantone® color swatches.

Our Font Is Futura

All text must use Futura. No other fonts are acceptable.

Self Serve

All messaging appears in Futura Bold caps and lower case.

ABCDEFGHIJKLMN O P Q R S T U V W X Y Z
abcdefghijklmnopqrstuvwxyz

Futura Bold for messaging

0123456789

Futura Bold Condensed for pricing only

	Shell Yellow Pantone® SHL003 (If unavailable, use PMS 116C)
	Shell Red Pantone® SHL005 (If unavailable, use PMS 485C)
	Shell Warm White RAL 9016
	Shell Blue Pantone® 294C
	Shell Warm Silver Pantone® 8002
	Shell Gray Pantone® SHL001 (If unavailable, use PMS 431C)
	Shell (Diesel) Green Pantone® 348C

**City of Aurora
HISTORIC REVIEW BOARD
Application for Certificate of Appropriateness**

PROJECT INFORMATION SHEET

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

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

Name TIM CORCORAN Date 07/16/16
 Business name (if applicable) AURORA FAMILY HEALTH
 Physical address 21348 Hwy 99-E AURORA 97002
 Mailing address SAME
 Phone 503-312-4819 email AURORA COLONY@gmail.com
 Type of project(s) List all NEW ROOF OVER EXISTING PORCH
NEW SIGN SIMILAR TO EXISTING

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

Project specifics:
 Painting: base color WHITE mfg/number _____
 trim color NAVY BLUE mfg/number _____
 trim color RED mfg/number _____

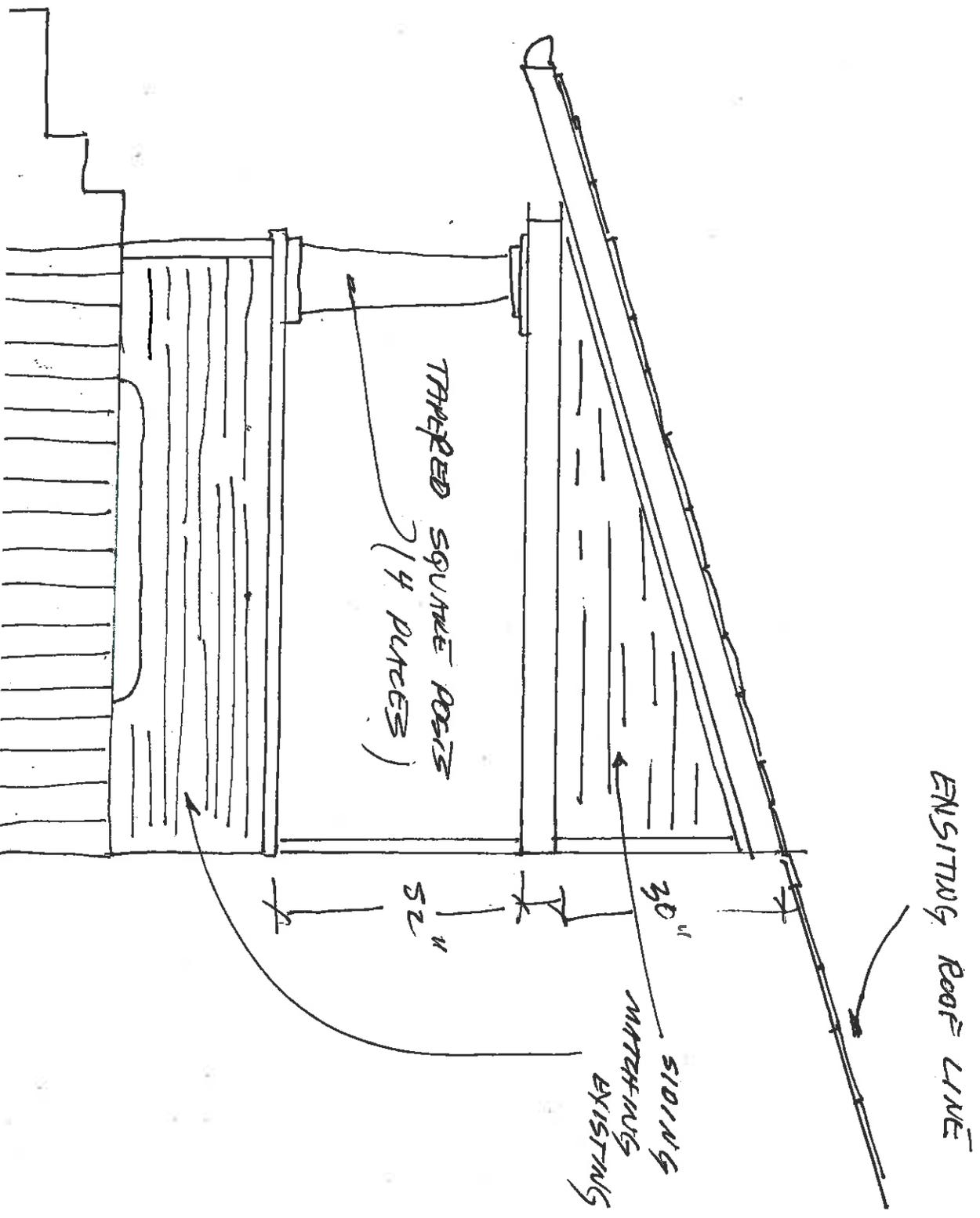
Guidelines used. Item/page(s) SAME AS EXISTING

Please bring samples of colors you propose to use.

Fencing: Picket Stock Privacy
 Other (describe) _____
 Dimensions: Height _____ Length _____
 Color _____
 Material _____
 Location (as shown on site plan) _____
 Guidelines used: Item/page(s) _____

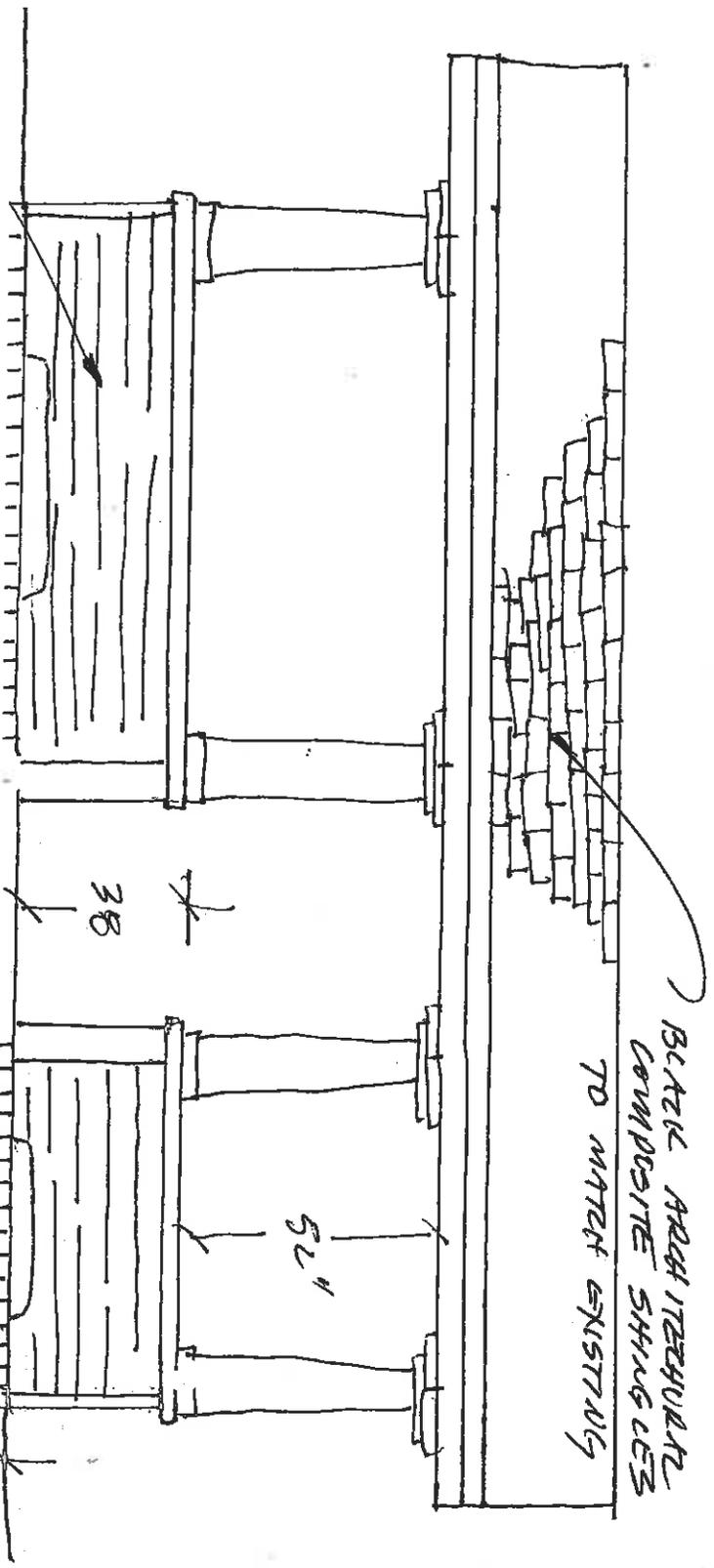
*pd ck 25.00
4638*

2134B Hwy 99-E
Anacort, 97002



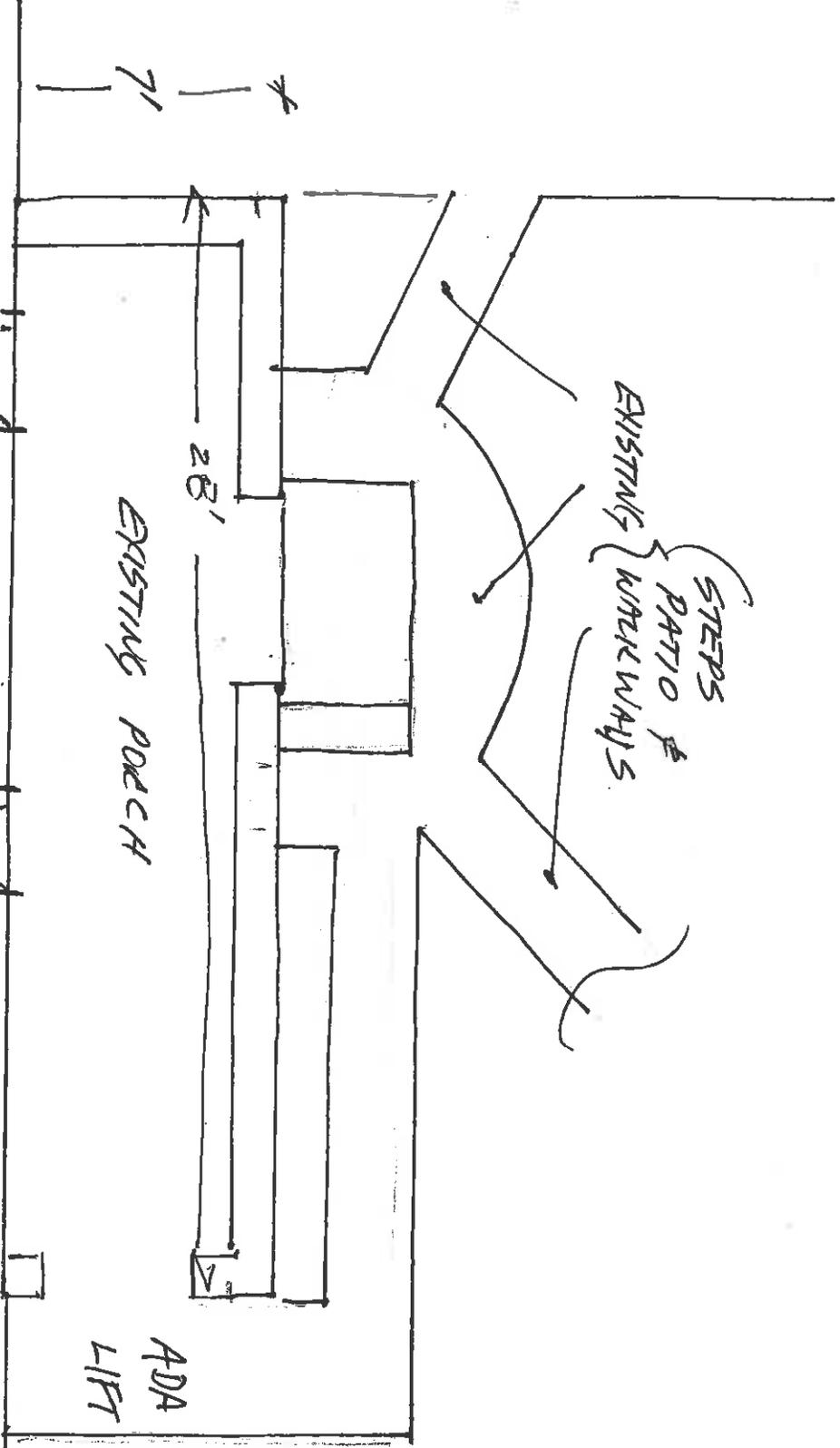
21348 Hwy 99-E
Aurora, 97002

FRAMING VIEW (WITH ROOF)

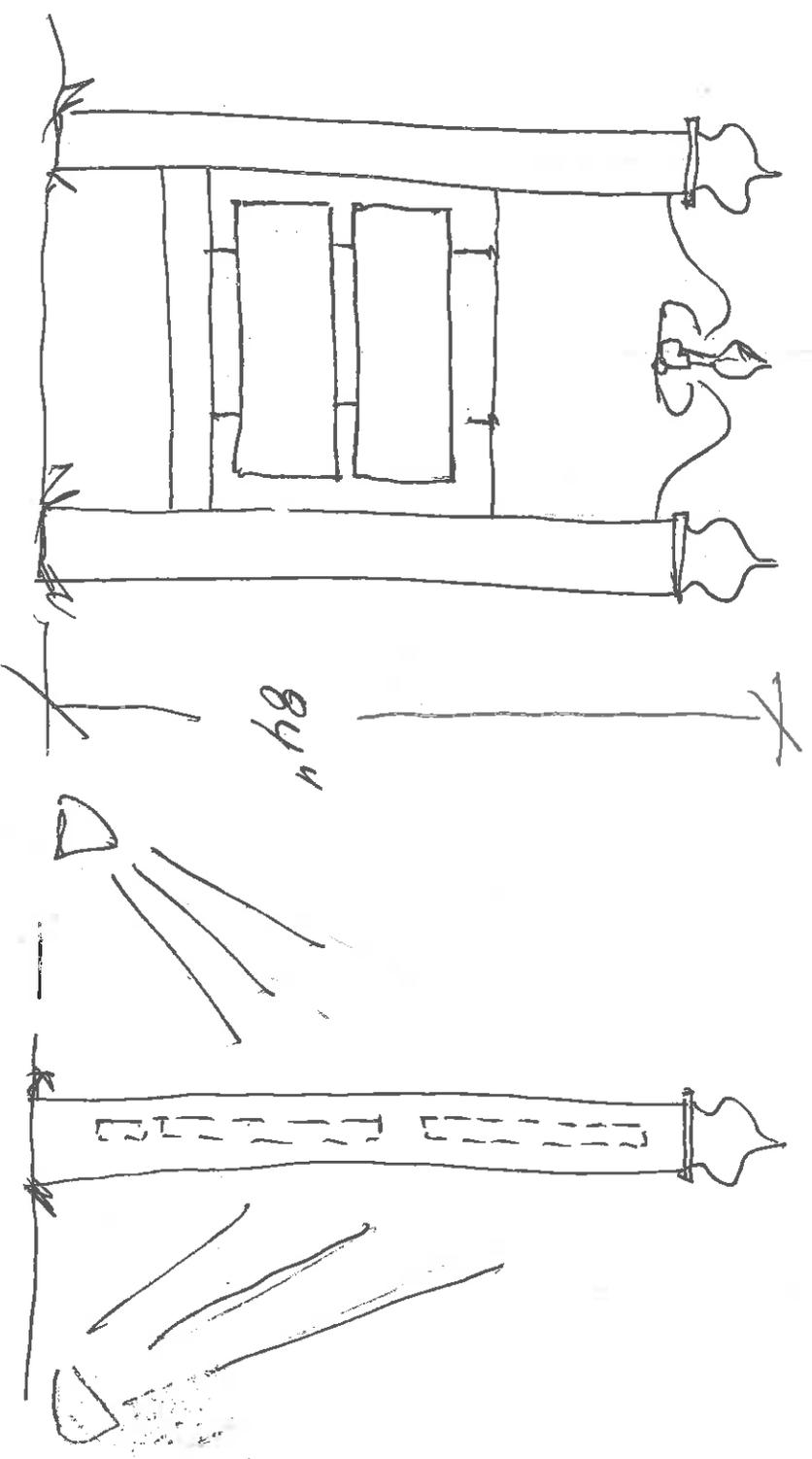


2/3/98 Hwy 99-E
Anderst, 97002

OVERVIEW (WITHOUT ROOF)



21348 Hwy 99-E
Aurora, OR
97002



65' GRAD LEVEL
FLOOD LIGHTS (2X)





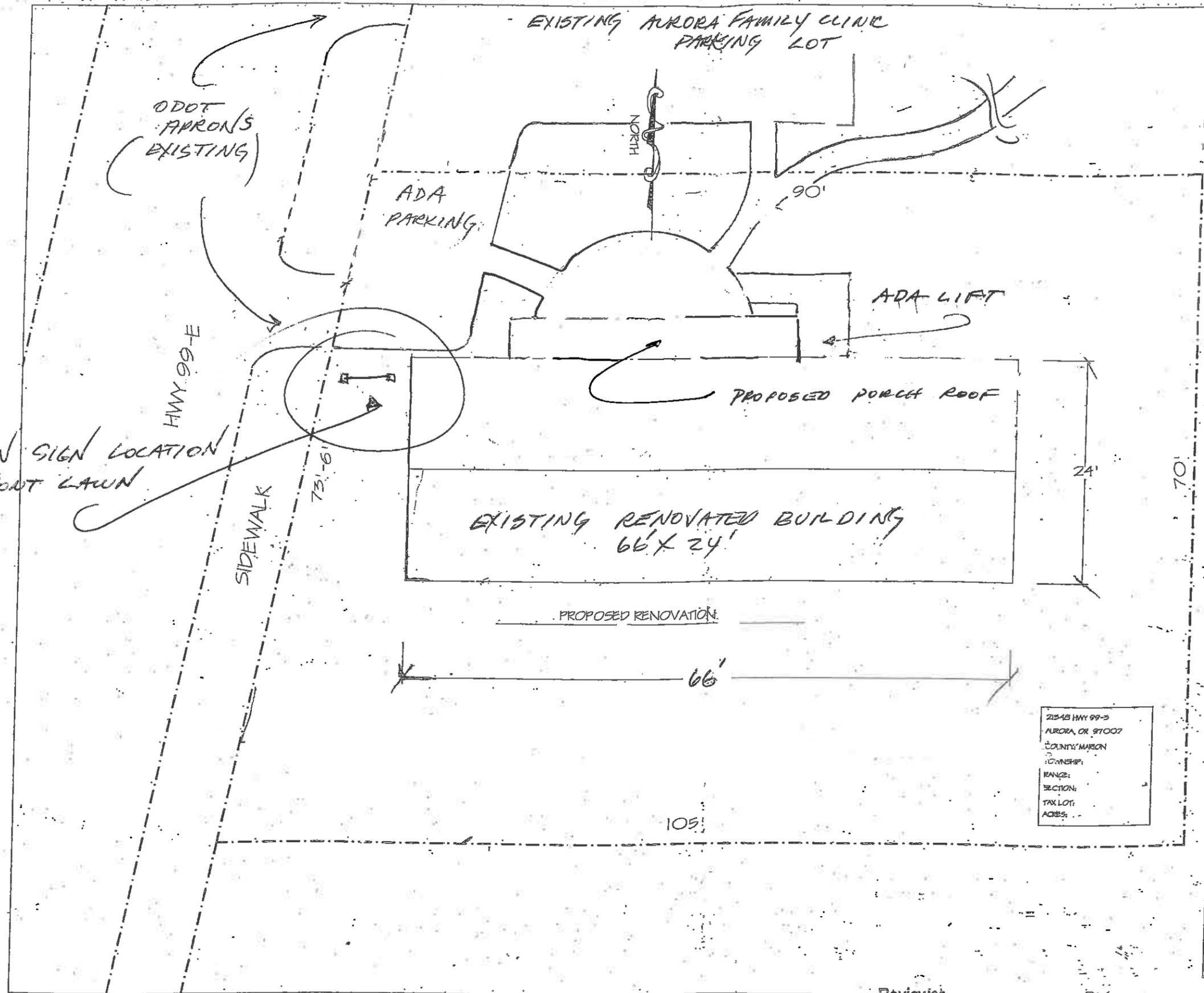
21358

**AURORA
FAMILY HEALTH**

**BIRTH
CENTER**

MIDWIFERY

ACUPUNCTURE



REVISED
05/16

DRAWN BY:
TIM CORCORAN
(503) 312-4819

RENOVATION FOR:
SUSIE AND TIM CORCORAN
21348 HWY 99-E
AURORA, OR 97002

DATE: 06/05/16

21348 HWY 99-E
AURORA, OR 97002
COUNTY: MARION
OWNER:
RANGE:
SECTION:
TAX LOT:
ACCESS:

SITE PLAN

①

Reviewer

Date

**City of Aurora
HISTORIC REVIEW BOARD
Application for Certificate of Appropriateness**

PROJECT INFORMATION SHEET

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

Name Guy Sporb Date 7/25/16
 Business name (if applicable) Aurora Colony Historical Society
 Physical address 21501 Main St, Aurora, OR
 Mailing address 15018 Second St Aurora
 Phone 503-504-3523 email spudsporb@gmail.com
 Type of project(s) List all Preservation + Research Facility

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

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

Guidelines used. Item/page(s) Info in Submittal Packet
Please bring samples of colors you propose to use.

Fencing: Picket Stock Privacy
 Other (describe) _____
 Dimensions: Height _____ Length _____
 Color _____
 Material _____
 Location (as shown on site plan) _____
 Guidelines used: Item/page(s) Info in Submittal Packet

City of Aurora Planning/Development Application

(Check appropriate box)

- | | |
|--|---|
| <input checked="" type="checkbox"/> SITE DEVELOPMENT REVIEW (AMC 16.58)
<input type="checkbox"/> FLOOD PLAN DEV. PERMIT (AMC 16.18)
<input type="checkbox"/> HISTORIC OVERLAY DISTRICT (AMC 16.20-16.22)
<input type="checkbox"/> Certificate of Appropriateness
<input type="checkbox"/> Demolition Permit
<input type="checkbox"/> Sign Review
<input type="checkbox"/> MANUFACTURED HOME PARK (AMC 16.36)
<input type="checkbox"/> COMPREHENSIVE PLAN AMENDMENT (AMC 16.80)
<input type="checkbox"/> Text <input type="checkbox"/> Map
<input type="checkbox"/> ZONING ORDINANCE AMENDMENT (AMC 16.80)
<input type="checkbox"/> Text <input type="checkbox"/> Map | <input type="checkbox"/> CONDITIONAL USE (AMC 16.60)
<input type="checkbox"/> VARIANCE (AMC 16.64)
<input type="checkbox"/> HOME OCCUPATION (AMC 16.46)
<input type="checkbox"/> Type I <input type="checkbox"/> Type II
<input type="checkbox"/> NON-CONFORMING USE (AMC 16.62)
<input type="checkbox"/> LAND DIVISION
<input type="checkbox"/> Subdivision (AMC 16.72)
<input type="checkbox"/> Partition (AMC 16.70)
<input type="checkbox"/> Property Line Adjustment (AMC 16.68)
<input type="checkbox"/> APPEAL TO _____ (AMC 16.74-16.78)
<input type="checkbox"/> OTHER _____ |
|--|---|

APPLICANT GENERAL INFORMATION

Applicant Iselin Architects, P.C. Jessica Iselin, Project Architect Phone 503-656-1942

Mailing Address 1307 7th Street Oregon City, OR 97045

Property Owner Aurora Colony Historical Society Phone 503-678-5754

Mailing Address 15018 Second St. Aurora, OR

Contact person if different than applicant Guy Spurb Phone 503-504-3523

Mailing Address 21261 Main St NE Aurora, OR

PROPERTY DESCRIPTION

Address 21561 Main Street Aurora, OR 97002 **Tax Map #** 4-1W-12CD **Tax Lot #** 5700

Legal Description (attach add'l sheet if necessary) _____

Total Acres or Sq. Ft. 10,750 sf **Existing Land Use** Historic Residence / Retail Use

Existing Zoning Commercial, Historic Commercial, Parking District **Proposed Zoning (if applicable)** _____

Proposed use New preservation and research facility

ACTION REQUESTED: (use additional sheets as needed) _____

Applicant requests Site Development Review approval

ATTACHMENTS:

A. Plot plan of subject property- show scale, north arrow, location of all existing and proposed structures, road access to property, names of owners of each property, etc. Plot plans can be submitted on tax assessor maps which can be obtained from the tax assessor's office in the Marion County Courthouse, Salem OR.

B. Legal description of the property as it appears on the deed (metes and bounds). This can be obtained at the Marion County Clerk's office in the Marion County Courthouse, Salem OR.

ADDITIONAL INFORMATION

In order to expedite and complete the processing of this application, the City of Aurora requires that all pertinent material required for review of this application be submitted at the time application is made. If the application is found to be incomplete, review and processing of the application will not begin until the application is made complete. The submittal requirement relative to this application may be obtained from the specific sections of the Aurora Municipal Code pertaining to this application. If there are any questions as to submittal requirements, contact the City Hall prior to formal submission of the application.

In submitting this application, the applicant should be prepared to give evidence and information which will justify the request and satisfy all the required applicable criteria. The filing fee deposit must be paid at the time of submission. This fee in no way assures approval of the application and is refundable to the extent that the fee is not used to cover all actual costs of processing the application.

I certify that the statements made in this application are complete and true to the best of my knowledge. I understand that any false statements may result in denial of this application. I understand that the original fee paid is only a deposit and I agree to pay all additional actual costs of processing this application, including, but not limited to, all planning, engineering, City attorney and City administration fees & costs. I understand that no final development approval shall be given and/or building permit shall be issued until all actual costs for processing this application are paid in full.

Jessica A. Iselin
Signature of Applicant

7-14-16
Date

Guy Spurb
Signature of Property Owner

7/25/16
Date

Office Use Only: Received By: _____ Date: _____ Fee Paid \$ _____
Receipt # _____ Case File # _____ Planning Director Review _____ Date: _____
<small>Last updated 6-14-2010</small>

iAISELIN ARCHITECTS, P.C.

1307 Seventh Street Oregon City, OR 97045 p: 503-656-1942 f: 503-656-0658

Site Development Review Application

Date: July 15, 2016

Project: ACHS Preservation and Research Building

Property Owner: Aurora Colony Historical Society
15018 2nd Street
Aurora, OR 97002
Contact: Ken Hartley, President
503-678-5754

Architect: Iselin Architects, P.C.
1307 Seventh Street
Oregon City, OR 97045
Jessica Iselin, Project Architect
503-656-1942 phone 503-656-0658 fax
jessica@iselinarch.com

Civil Engineer: Sisul Engineering Inc.
375 Portland Avenue
Gladstone, OR 97027
Tom Sisul, Project Engineer
503-657-0188
tomsisul@sisulengineering.com

Site Address: 21561 Main Street
4-1W-12CD TL5700

Site Area: +/- 10,750 sf (.25 acre)

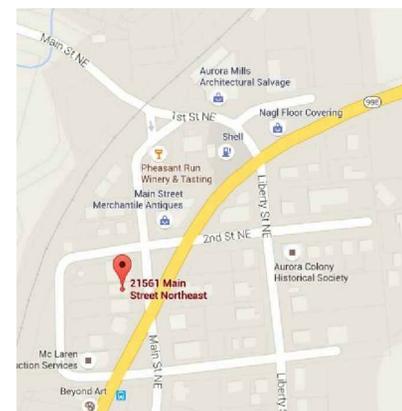
Zone: C - Commercial
HC – Historic Commercial Overlay
PD – Parking District Overlay

Building Area:

New:	Main Level:	2,029 sf
	<u>Lower Level:</u>	<u>3,744 sf</u>
	Total Area:	5,773 sf



AURORA COLONY HISTORICAL SOCIETY



VICINITY MAP
NT6

DRAWING INDEX

- A0 COVER
- A1.0 SITE PLAN
- A1.1 MAIN LEVEL FLOOR PLAN
- A1.2 LOWER LEVEL FLOOR PLAN
- A2.1 BUILDING ELEVATIONS
- A2.2 BUILDING ELEVATIONS

TOPOGRAPHIC SURVEY

- C1 PRELIMINARY UTILITIES PLAN
- C2 PRELIMINARY GRADING PLAN

PROJECT INFORMATION

PROJECT DESCRIPTION	NEW TWO STORY PRESERVATION AND RESEARCH FACILITY TO BE LOCATED ON THE SAME LOT AS AN EXISTING HISTORIC HOME CURRENTLY BEING UTILIZED AS RETAIL SPACE.	
PROPERTY LOCATION	4-1W-12CD TL5700	
ADDRESS	21561 MAIN STREET AURORA, OR 97002	
COUNTY ZONE	MARION C - COMMERCIAL HC - HISTORIC COMMERCIAL OVERLAY PD - PARKING DISTRICT OVERLAY	
SITE AREA	+/- 10,750 SF (.25 AC)	
BUILDING SQUARE FOOTAGE		
LOWER LEVEL FLOOR AREA	2,029 SF	
MAIN LEVEL FLOOR AREA	3,744 SF	
TOTAL	5,773 SF	
BUILDING COVERAGE		
MILLS STONER	13%	(1,444 SF W/ PORCH, STAIRS)
NEW BUILDING	35%	(3,778 SF W/ PORCH)
LANDSCAPING	36%	

CONTACT INFORMATION

OWNER
 AURORA COLONY HISTORICAL SOCIETY
 15018 2ND STREET
 AURORA, OR 97002
 CONTACT: KEN HARTLEY, PRESIDENT
 P. (503) 678-5754

ARCHITECT
 ISELIN ARCHITECTS, PC
 1307 7TH ST
 OREGON CITY, OR 97045
 CONTACT: JESSICA ISELIN
 P. (503) 656-1942
 F. (503) 656-0658

CIVIL ENGINEER
 SISUL ENGINEERING INC.
 375 PORTLAND AVENUE
 GLADSTONE, OR 97027
 CONTACT: TOM SISUL, PROJECT ENGINEER
 P. (503) 657-0188



**ISELIN
ARCHITECTS
P.C.**

1307 Seventh Street
 Oregon City, OR 97045
 503-656-1942 ph
 503-656-0658 fax
 www.iselinarchitects.com

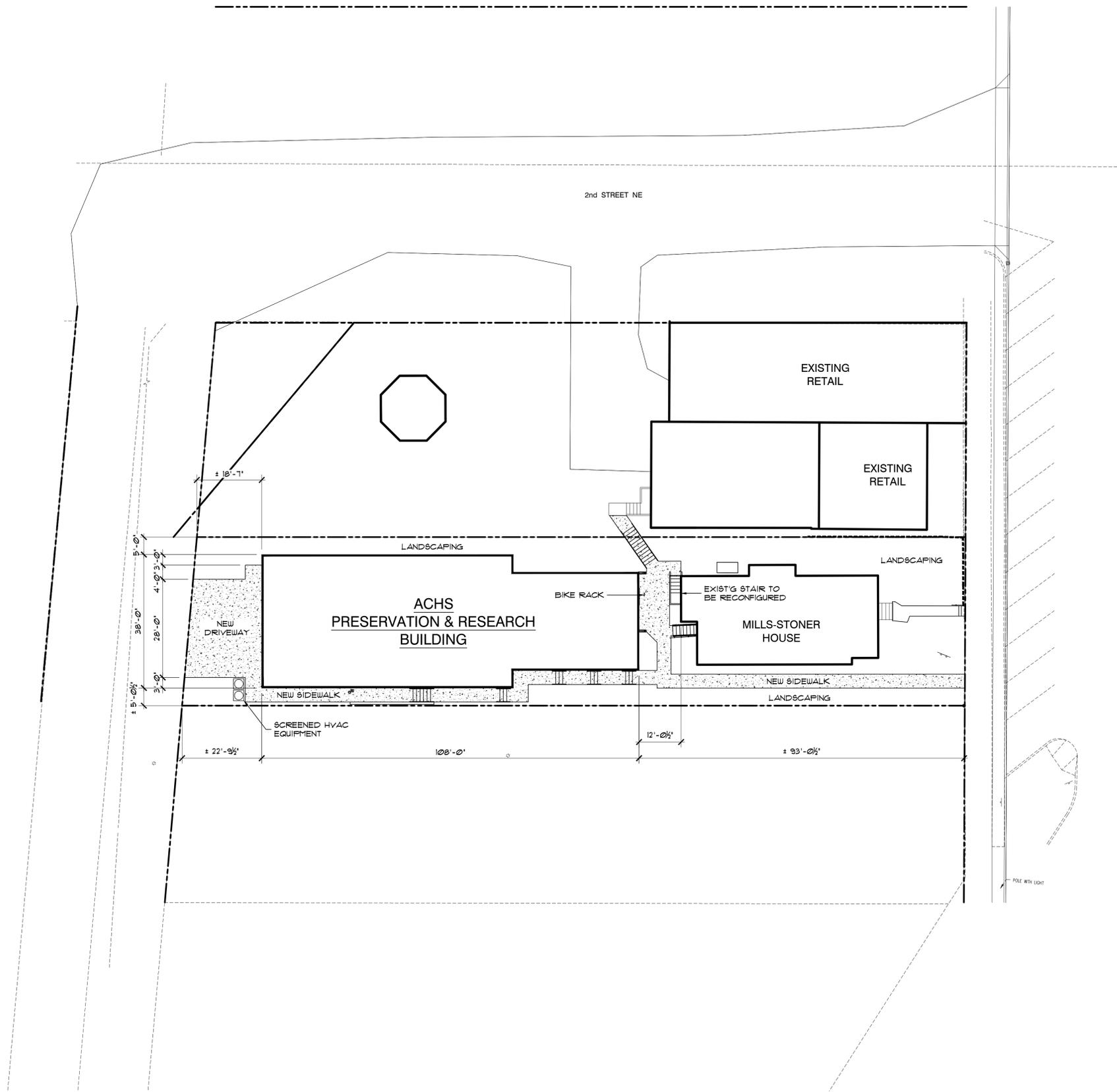
NOT FOR
 PRELIMINARY
 CONSTRUCTION

Aurora Colony Historical Society
Preservation & Research Facility
 21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
 FILE : A-COV
 DATE : 07/15/16

SHEET #
A0

COVER SHEET & GENERAL NOTES




SITE PLAN

1/16" = 1'-0"

NOT FOR PRELIMINARY CONSTRUCTION

Aurora Colony Historical Society
Preservation & Research Facility
 21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
 FILE : A-SIT
 DATE : 07/15/16

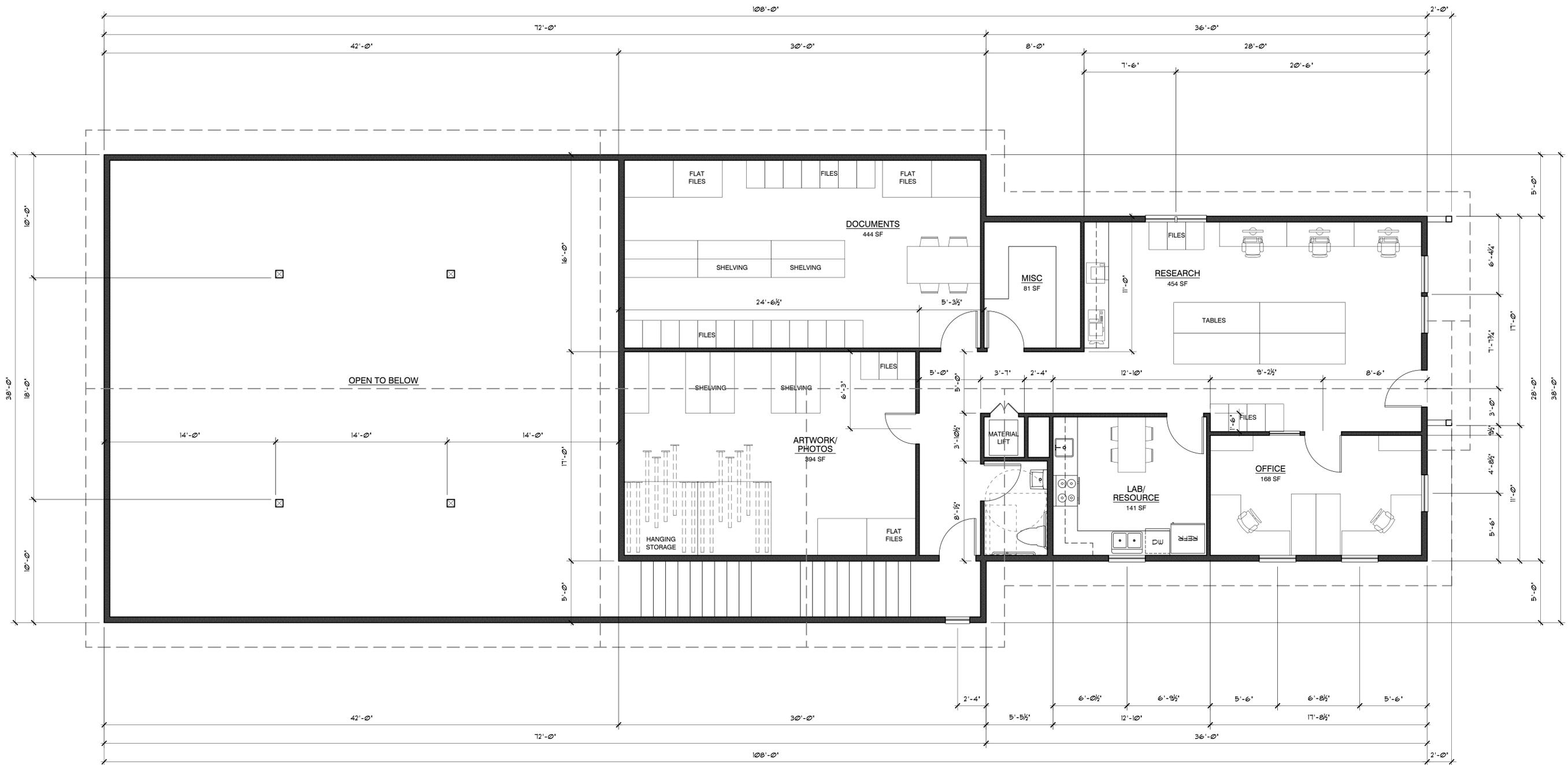
SHEET #
A1.0



**ISELIN
ARCHITECTS
P.C.**

1307 Seventh Street
Oregon City, OR 97045
503-656-1942 ph
503-656-0658 fax
www.iselinarchitects.com

NOT FOR
PRELIMINARY
CONSTRUCTION



Aurora Colony Historical Society
Preservation & Research Facility
21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
FILE : A-FP
DATE : 07/15/16

MAIN LEVEL FLOOR PLAN
1/4" = 1'-0"

SHEET #

A1.1

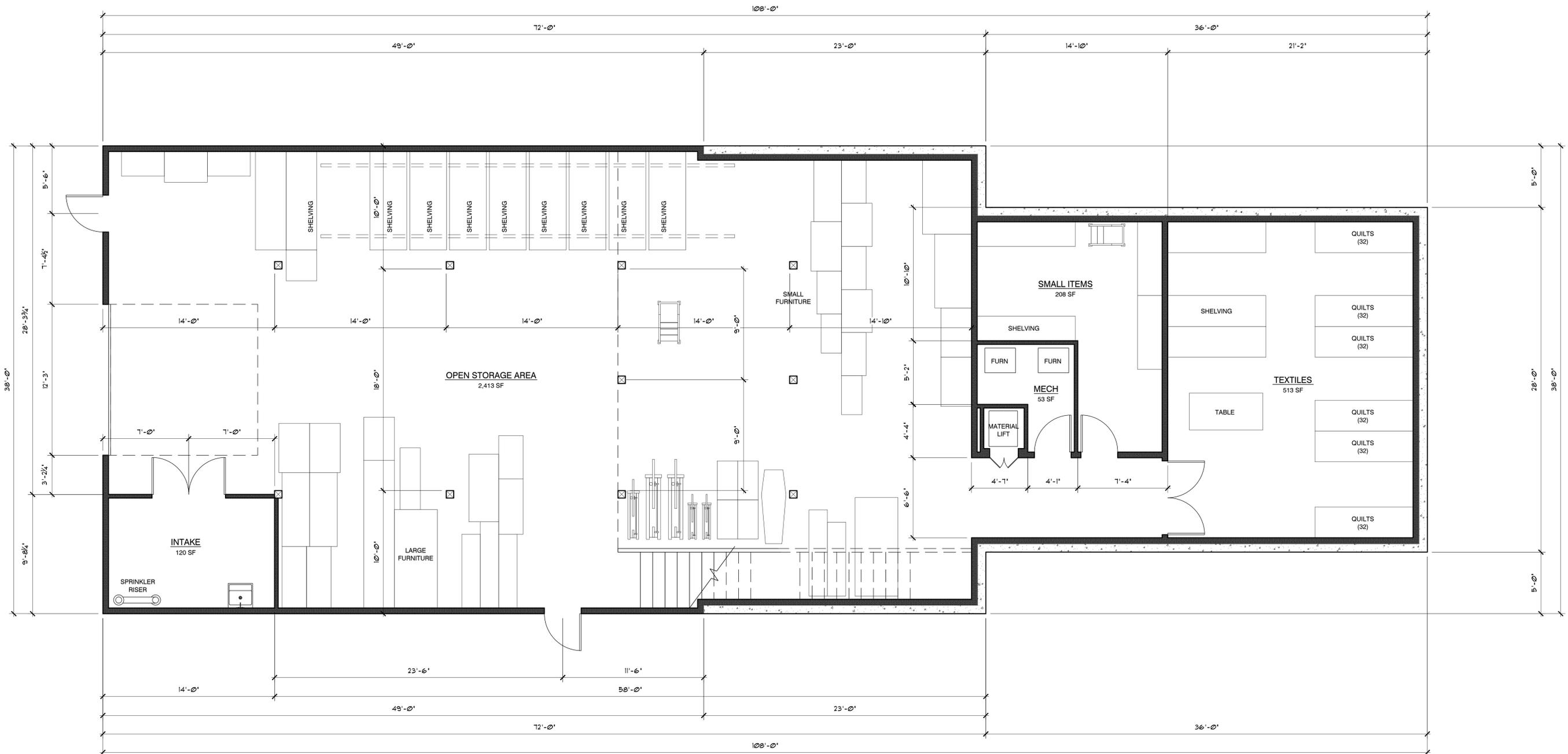
MAIN LEVEL
FLOOR PLAN



**ISELIN
ARCHITECTS
P.C.**

1307 Seventh Street
Oregon City, OR 97045
503-656-1942 ph
503-656-0658 fax
www.iselinarchitects.com

NOT FOR
PRELIMINARY
CONSTRUCTION



Aurora Colony Historical Society
Preservation & Research Facility
21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
FILE : A-FP
DATE : 07/15/16

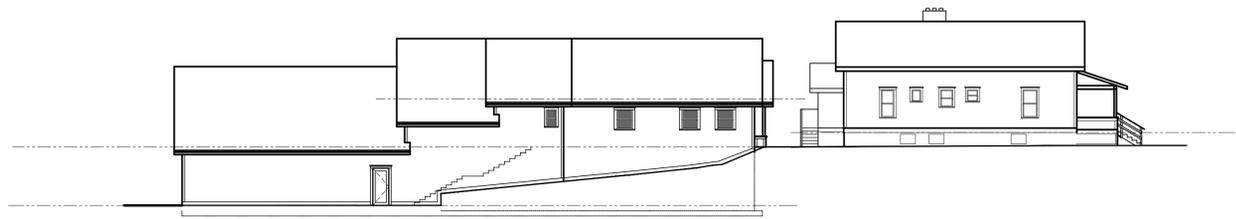
LOWER LEVEL FLOOR PLAN

1/4" = 1'-0"

SHEET #

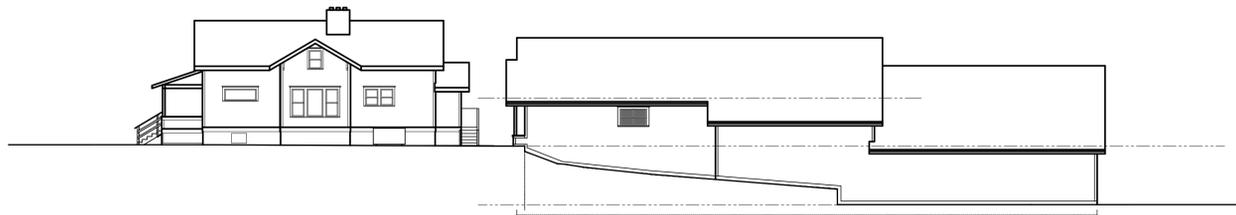
A1.2

LOWER LEVEL
FLOOR PLAN



SOUTH SITE REFERENCE ELEVATIONS

1/16" = 1'-0"



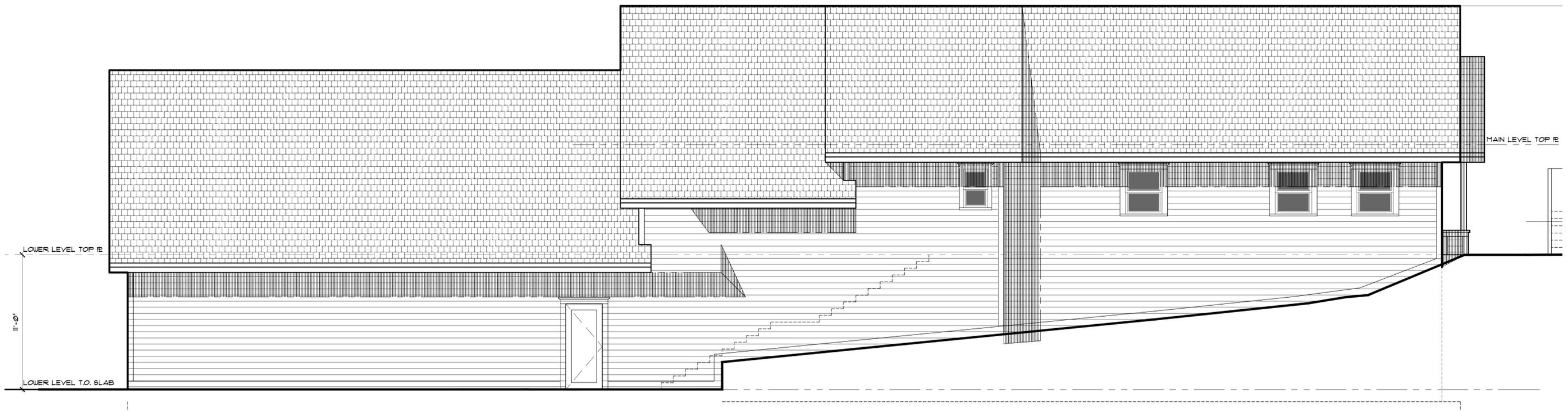
NORTH SITE REFERENCE ELEVATIONS

1/16" = 1'-0"



WEST ELEVATION

1/4" = 1'-0"



SOUTH ELEVATION

1/4" = 1'-0"



**ISELIN
ARCHITECTS
P.C.**

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NOT FOR
PRELIMINARY
CONSTRUCTION

Aurora Colony Historical Society
Preservation & Research Facility
21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
FILE : A-ELV
DATE : 07/15/16

SHEET #

A2.1

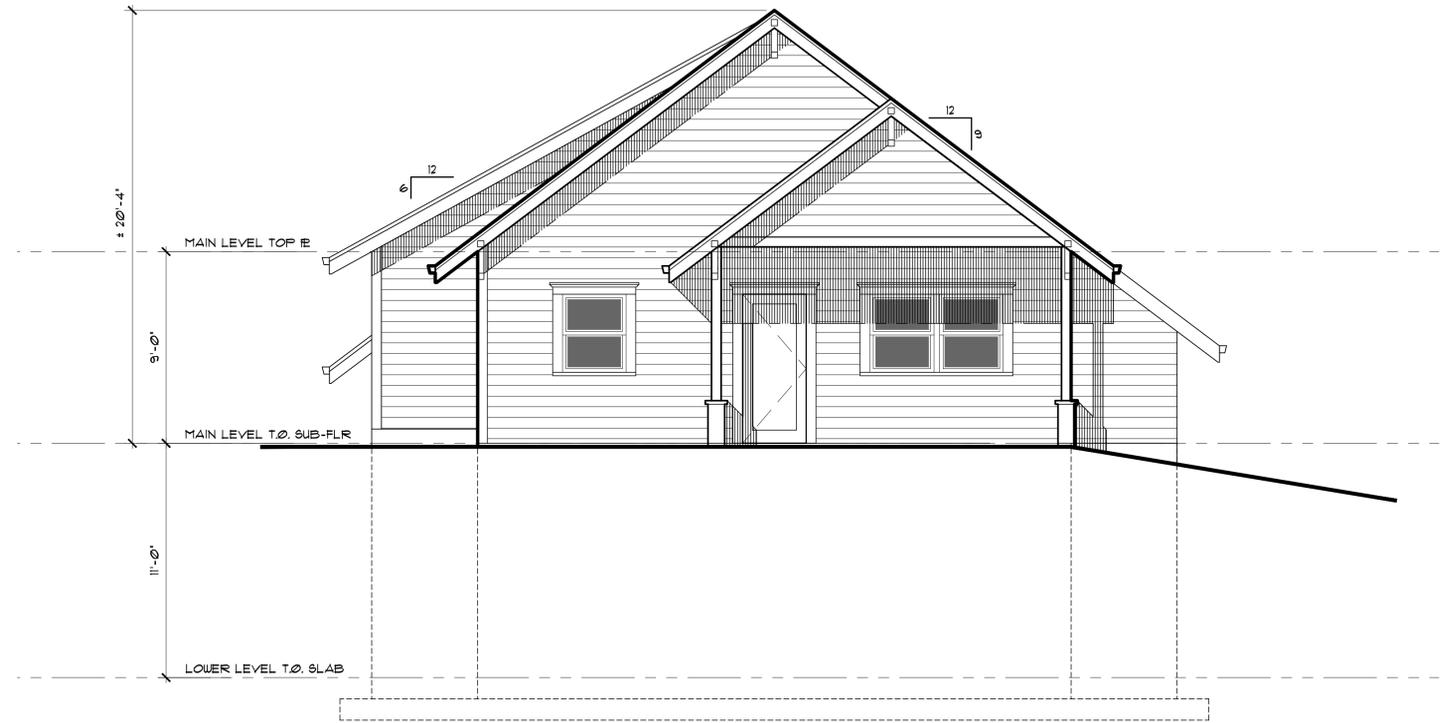
BUILDING ELEVATIONS



ISELIN ARCHITECTS P.C.

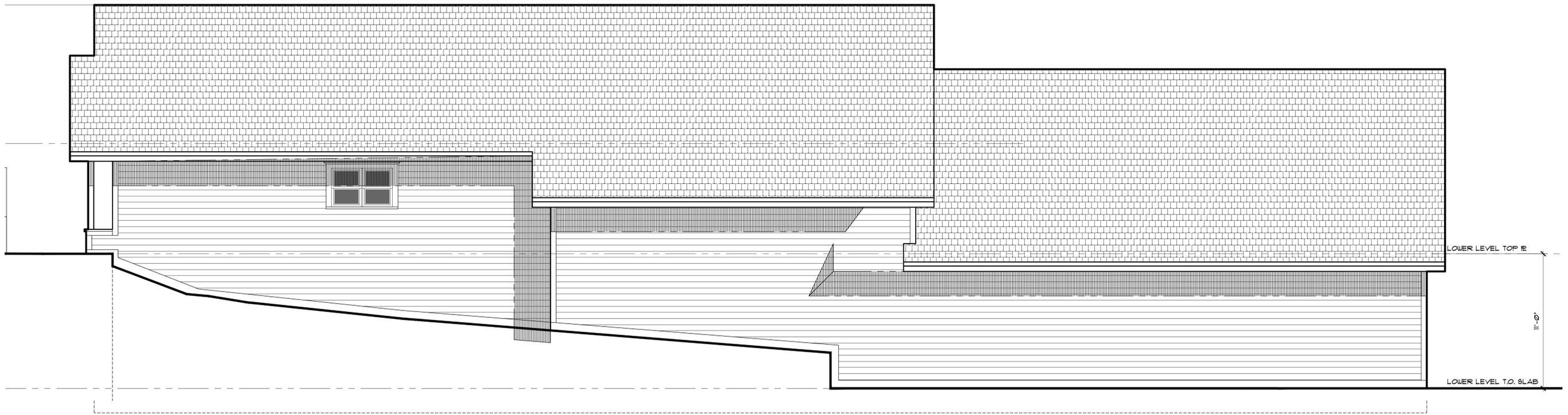
1307 Seventh Street
Oregon City, OR 97045
503-656-1942 ph
503-656-0658 fax
www.iselinarchitects.com

NOT FOR
PRELIMINARY
CONSTRUCTION



EAST ELEVATION

1/4" = 1'-0"



NORTH ELEVATION

1/4" = 1'-0"

Aurora Colony Historical Society
Preservation & Research Facility
21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
FILE : A-ELV
DATE : 07/15/16

SHEET #

A2.2

BUILDING ELEVATIONS

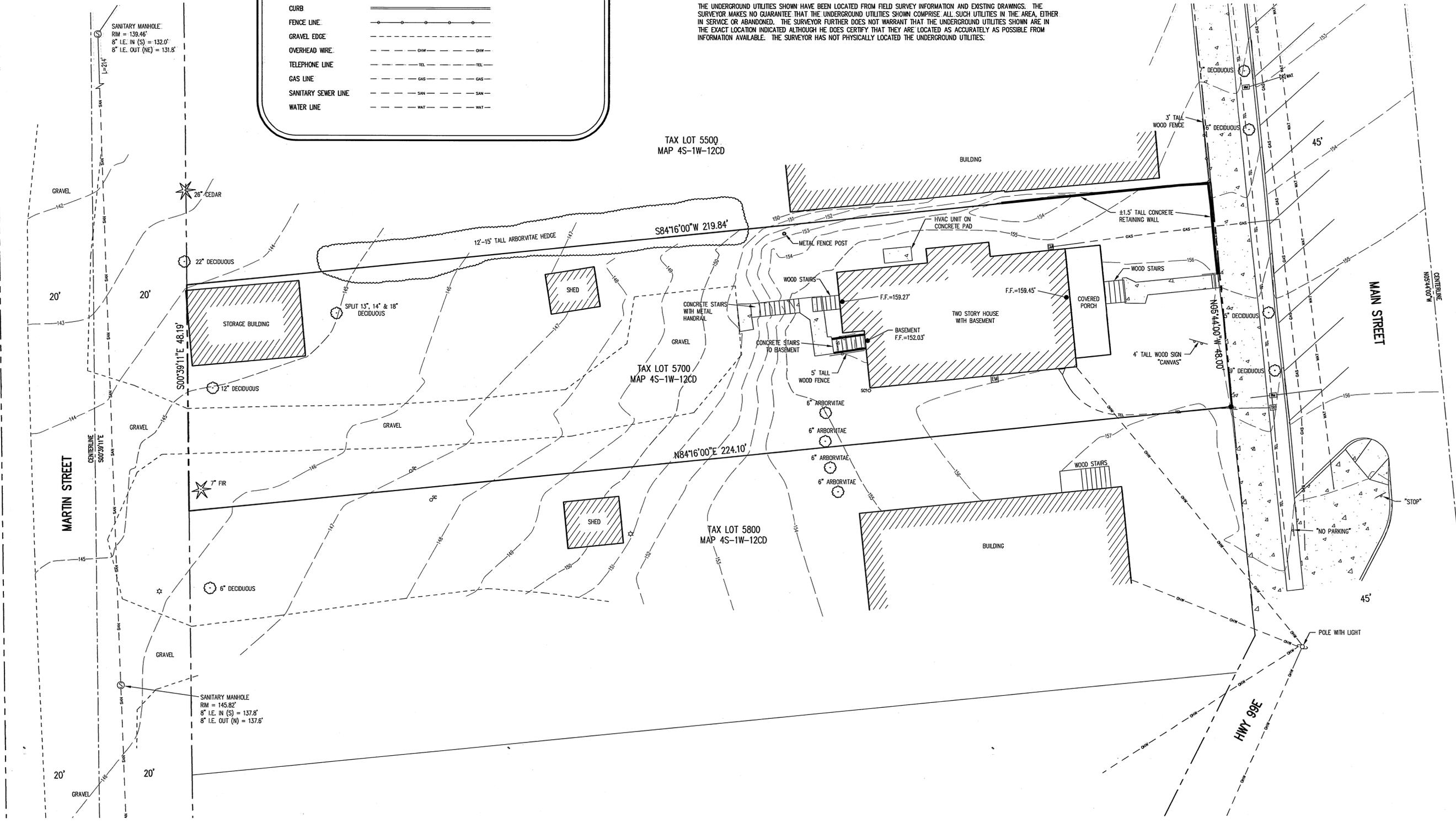
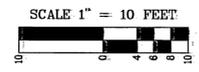
LEGEND			
DECIDUOUS TREE		GAS METER	
CONIFEROUS TREE		UTILITY POLE	
FIRE HYDRANT		ELECTRICAL METER	
WATER METER		STREET LIGHT	
WATER VALVE		TELEPHONE/TELEVISION JUNCTION BOX	
SANITARY SEWER CLEAN OUT		TELEPHONE/TELEVISION RISER	
SANITARY SEWER MANHOLE		SIGN	
		FOUND PROPERTY CORNER MONUMENT	
RIGHT-OF-WAY LINE			
BOUNDARY LINE			
PROPERTY LINE			
CENTERLINE			
CURB			
FENCE LINE			
GRAVEL EDGE			
OVERHEAD WIRE			
TELEPHONE LINE			
GAS LINE			
SANITARY SEWER LINE			
WATER LINE			

NOTES

- 1) THE FIELD SURVEY FOR THIS MAP WAS COMPLETED ON DECEMBER 22, 2014.
- 2) ELEVATIONS AND CONTOURS ARE BASED ON THE USGS BENCHMARK NUMBER 58. THE BENCHMARK IS A 3" BRASS DISK IN THE SIDEWALK AT THE SOUTHEAST CORNER OF THE INTERSECTION OF 1ST STREET AND MAIN STREET, AND HAS AN ELEVATION OF 132.10 FEET ON THE NAVD 1988 DATUM.
- 3) THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CENTERLINE OF MAIN STREET PER PARTITION PLAT 2005-04.
- 4) THE RIGHT-OF-WAY WIDTHS WERE ESTABLISH USING INFORMATION FROM RECORD SURVEYS AND THE TAX ASSESSOR'S MAP.
- 5) THE SURVEYOR WAS NOT PROVIDED WITH A TITLE REPORT FOR THE PROPERTY AND IT IS UNKNOWN IF ANY EASEMENTS ENCUMBER OR BENEFIT THE PROPERTY.
- 6) THE UNDERGROUND UTILITIES ARE BASED ON THE MARKINGS PER LOCATE TICKET NUMBER 14285168.

UTILITY STATEMENT

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.



NORTHWEST
 1815 NW 169th PLACE SUITE 2090
 BEAVERTON, OR 97006
 PH: (503) 848-2127 FAX: (503) 848-2179
 EMAIL: nvsurveying@nwsvy.com

NS
SURVEYING, INC.

A PORTION OF LOT 1, BLOCK 2, MAP OF AURORA, LOCATED IN THE SOUTHWEST 1/4 OF SECTION 12, TOWNSHIP 4 SOUTH, RANGE 1 WEST, 11N, CITY OF AURORA, MARION COUNTY, OREGON

TOPOGRAPHIC SURVEY
AURORA, OREGON

DRAWING NO.: 1252 TOPO
 SCALE: AS NOTED
 DRAWING GENERATED BY: LD2004
 DRAWN BY: CDW
 CHECKED BY: SFF
PREPARED FOR:
 AURORA COLONY HISTORICAL SOCIETY
 21561 MAIN STREET
 AURORA, OR 97002

REVISIONS:
 INITIAL RELEASE: JAN. 8, 2015

REGISTERED PROFESSIONAL LAND SURVEYOR
Scott F. Field
 OREGON
 JUNE 30, 1997
 SCOTT F. FIELD
 2844
 12-31-2015
 RENEWAL DATE

JOB NUMBER
1252
 SHEET
1 OF 1



ISELIN ARCHITECTS P.C.

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Oregon City, OR 97045
503-656-1942 ph
503-656-0658 fax
www.iselinarchitects.com

NOT FOR PRELIMINARY CONSTRUCTION

Aurora Colony Historical Society

Preservation & Research Facility

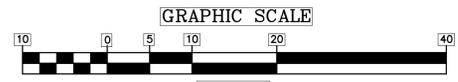
21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
FILE :
DATE : 06/20/16

SHEET #

C1.0

UTILITY PLAN



NE 2ND ST (PUBLIC)

TAX LOT 5500

ACHS PRESERVATION & RESEARCH BUILDING

TAX LOT 5700

TAX LOT 5800

MAIN ST (PUBLIC)

EXIST SSMH
RIM = 139.46'
IE 8" IN (S) 132.0'
IE 8" OUT (N) 131.8'

SANITARY CO#1
RIM: 144.25
IE: 137.94

INSTALL 11-SC 740 CHAMBERS AND 6 END CAP TO INFILTRATE A 25-YEAR STORM EVENT.

EXISTING CLEANOUT ADJUST TO FINISHGRADE
RIM:146.91

EXISTING CLEANOUT
RIM:155.71

RECONNECT EXISTING HOUSE WATER SERVICE
L = 8±'

EXISTING WATER METER AND SERVICE LINE TO FRONT BUILDING

EXIST SSMH
RIM = 145.82'
IE 8" IN (S) 137.8'
IE 8" OUT (N) 137.6'

TAP EXISTING SANITARY LINE
IE 4" D3034 PVC 135.44'
L=36.43'
(TAP TO BUILDING)
S=0.1389

CONTACT STORM FILTER CATCHBASIN
RIM 144.5
IE 6" OUT 142.2

STORM LINE
6" 3034 PVC
L = 5'
S = 0.020 MIN.

TAX LOT 5400

NE MARTIN ST (PUBLIC)

EXISTING EDGE OF GRAVEL

EXIST EDGE OF GRAVEL

L=21.4'

11.00'

32.08'

24.96'

15.75'

5.00'

5.00'

GRAVEL ROAD

CONCRETE SIDEWALK

NEW 1" WATER SERVICE
L = 115'

PRIVATE STORM DRAIN NOTES:

- STORM DRAIN PIPE INSTALLED MORE THAN (2) TWO FEET FROM ANY BUILDING SHALL BE PVC PIPE CONFORMING TO ASTM D1785 OR D2665, SEAMLESS RIBBED PVC PIPE CONFORMING TO ASTM F794, OR DUCTILE IRON PIPE CONFORMING TO AWWA C151 CLASS 52, AS CALLED FOR ON THE PLAN. BRANCH STORM DRAIN LINES SHALL ENTER MAINS THROUGH WYE TYPE FITTINGS. WATER TIGHT GASKETS ARE REQUIRED FOR ALL STORM DRAIN MAINS. PIPE WITHIN 2 FEET OF THE BUILDING SHALL BE ABS OR OTHER PIPE TYPE PERMITTED BY 2014 OREGON STATE PLUMBING SPECIALTY CODE.
- CLEANOUT PIPE, FITTINGS AND JOINTS SHALL BE THE SAME SPECIFICATIONS AS FOR PIPE. CLEANOUTS SHALL MEET THE REQUIREMENTS OF SECTION 707.0 OF THE OREGON STATE PLUMBING SPECIALTY CODE. CLEANOUTS IN PAVED AREAS ARE TO HAVE AN IRON FRAME AND COVER.
- PIPE BACKFILL IN ALL PIPE ZONE AREAS IS TO BE 3/4"-0" CRUSHED ROCK. TRENCH BACKFILL IN PAVED AREAS SHALL BE GRANULAR BACKFILL AND SHALL BE COMPACTED TO 95% MAXIMUM DRY DENSITY PER ASTM D-1557 TEST METHOD.
- ALL MATERIALS, INSTALLATION, TESTS AND INSPECTIONS TO BE MADE IN STRICT ACCORDANCE WITH THE 2014 OREGON STATE PLUMBING SPECIALTY CODE AND THE CITY OF PORTLAND BUILDING DEPARTMENT.

PRIVATE WATERLINE NOTES:

- WATERLINE FACILITIES BEHIND THE RIGHT-OF-WAY ARE PRIVATE IMPROVEMENTS. A CITY OF AURORA PLUMBING PERMIT IS REQUIRED.
- WATERLINE PIPE SHALL MEET THE REQUIREMENTS OF THE 2014 OREGON STATE PLUMBING SPECIALTY CODE.
- BACKFLOW DEVICES ARE REQUIRED ON ANY FIRE, DOMESTIC AND IRRIGATION WATER SUPPLY LINES. THE DOMESTIC SYSTEM BACKFLOW PREVENTOR SHALL BE A DOUBLE CHECK VALVE ON THE OREGON STATE HEALTH DIVISION "APPROVED BACKFLOW PREVENTION DEVICES" LIST AND ACCEPTABLE TO THE CITY OF PORTLAND BUILDING DEPARTMENT AND THE PORTLAND WATER BUREAU. BACKFLOW PREVENTOR BOX/VAULT IS TO MEET THE MINIMUM CLEARANCE DIMENSIONS REQUIRED BY THE OSHD.
- WATERLINE AND APPURTENANCES ARE TO CONFORM TO MATERIALS, INSTALLATION AND TESTING REQUIREMENTS OF THE 2014 OREGON STATE PLUMBING SPECIALTY CODE, THE CITY OF PORTLAND BUILDING DEPARTMENT AND THE OREGON HEALTH DIVISION ADMINISTRATIVE RULES, CHAPTER 333.
- TRENCH BACKFILL IN PAVED AREAS SHALL BE GRANULAR BACKFILL AND SHALL BE COMPACTED TO 95% MAXIMUM DRY DENSITY PER ASTM D-1557 TEST METHOD.

PRIVATE SANITARY SEWER NOTES:

- SANITARY SEWER PIPE LOCATED MORE THAN (2) TWO FEET FROM ANY STRUCTURE SHALL BE PVC SEWER PIPE CONFORMING TO ASTM D3034-SDR WITH JOINTS BEING ELASTOMERIC GASKET CONFORMING TO ASTM 3212. ALL SANITARY SEWER LATERALS SHALL ENTER IN THROUGH A WYE FITTING.
- CLEANOUT PIPE, FITTINGS AND JOINTS SHALL BE THE SAME SPECIFICATIONS AS FOR PIPE. CLEANOUTS SHALL MEET THE REQUIREMENTS OF SECTION 707.0 OF THE OREGON STATE PLUMBING SPECIALTY CODE. CLEANOUTS IN PAVED AREAS ARE TO HAVE AN IRON FRAME AND COVER.
- PIPE BACKFILL IN ALL PIPE ZONE AREAS IS TO BE 3/4"-0" CRUSHED ROCK. TRENCH BACKFILL IN PAVED AREAS SHALL BE GRANULAR BACKFILL AND SHALL BE COMPACTED TO 95% MAXIMUM DRY DENSITY PER ASTM D-1557 TEST METHOD.
- TESTING ON THE SANITARY SEWER SYSTEM MAY BE REQUIRED AT THE DISCRETION OF THE ENGINEER, THE OWNER, OR THE PORTLAND BUILDING DEPARTMENT. TESTING SHALL CONFORM WITH SECTION 712.0 OF THE OREGON STATE PLUMBING SPECIALTY CODE.
- ALL MATERIALS, INSTALLATION, TESTS AND INSPECTIONS TO BE MADE IN STRICT ACCORDANCE WITH THE 2014 OREGON STATE PLUMBING SPECIALTY CODE AND THE CITY OF AURORA BUILDING DEPARTMENT.

SISUL ENGINEERING
375 PORTLAND AVENUE
GLADSTONE, OREGON 97027
(503) 657-0188
DRAWING: SGL16-022-UTILITY PLAN.dwg
VERSION: CAD2016

REGISTERED PROFESSIONAL ENGINEER
7276106
OREGON
JAMES M. FOX
EXPIRES: 12/31/2017
Date: 7-13-16



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NOT FOR
PRELIMINARY
CONSTRUCTION

Aurora Colony Historical Society
Preservation & Research Facility

21561 Main Street Aurora, OR 97002

PROJ. NO. : 1456
FILE :
DATE : 06/20/16

SHEET #

C2.0

GRADING PLAN



NE 2ND ST
(PUBLIC)

TAX LOT 5500

ACHS
PRESERVATION & RESEARCH
BUILDING

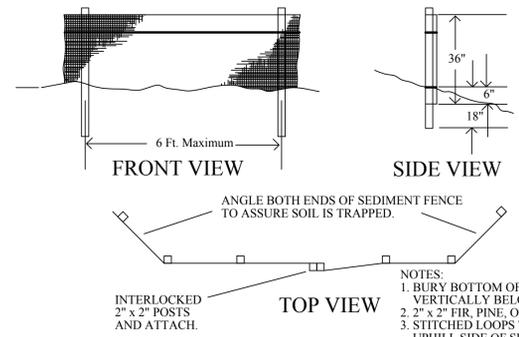
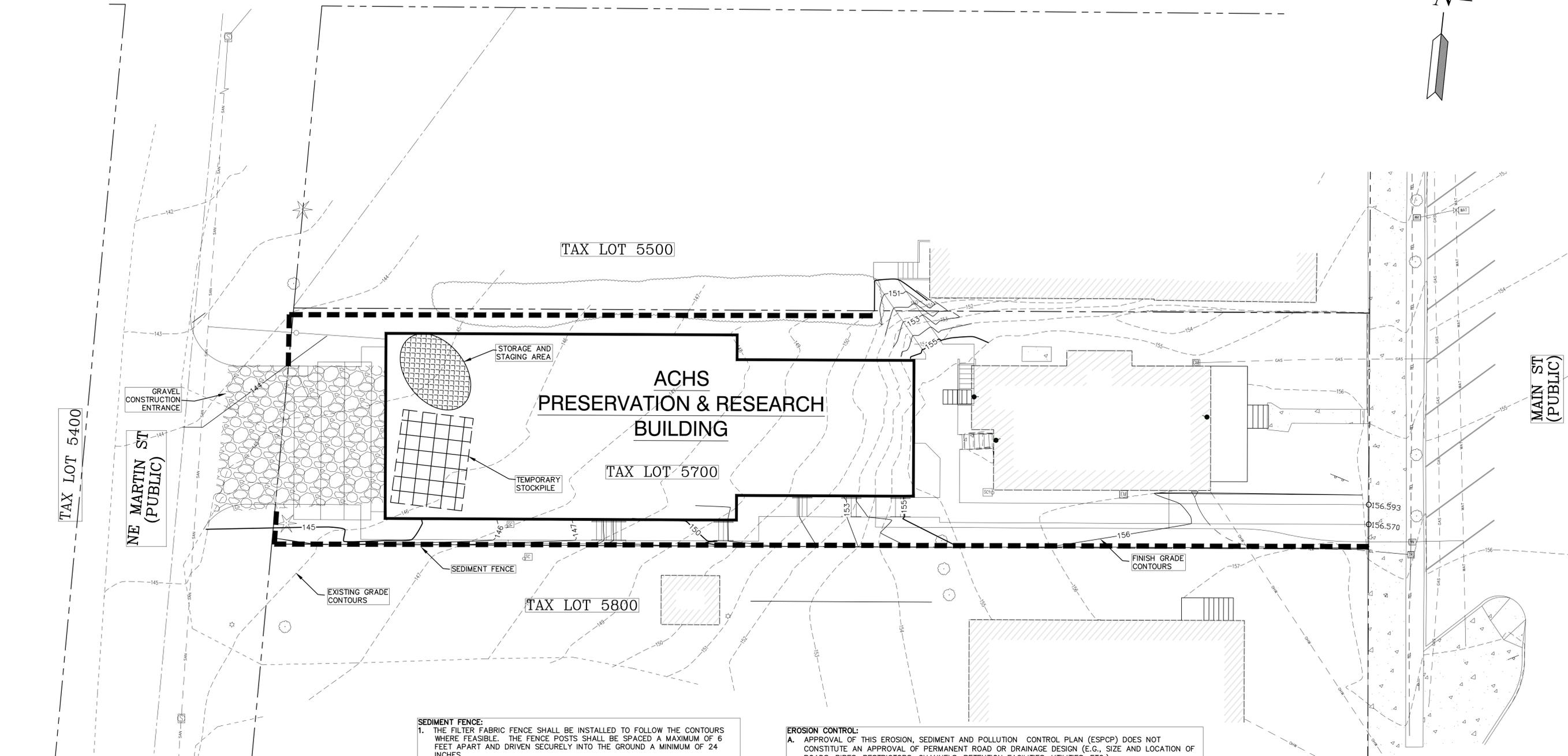
TAX LOT 5700

TAX LOT 5800

MAIN ST
(PUBLIC)

TAX LOT 5400

NE MARTIN ST
(PUBLIC)



Sediment Fence
NTS

- SEDIMENT FENCE:**
1. THE FILTER FABRIC FENCE SHALL BE INSTALLED TO FOLLOW THE CONTOURS WHERE FEASIBLE. THE FENCE POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART AND DRIVEN SECURELY INTO THE GROUND A MINIMUM OF 24 INCHES.
 2. THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL CUT TO THE LENGTH OF THE BARRIER TO AVOID USE OF JOINTS. WHEN JOINTS ARE NECESSARY, FILTER CLOTH SHALL BE SPLICED TOGETHER ONLY AT A SUPPORT POST, WITH A MINIMUM 6-INCH OVERLAP, AND BOTH ENDS SECURELY FASTENED TO THE POST, OR OVERLAP 2 INCH x 2 INCH POSTS AND ATTACH AS SHOWN ON DETAIL SHEET 4-3A OF THE EROSION CONTROL MANUAL.
 3. THE FILTER FABRIC SHALL HAVE A MINIMUM VERTICAL BURIAL OF 6 INCHES. ALL EXCAVATED MATERIAL FROM FILTER FABRIC INSTALLATION, SHALL BE BACKFILLED AND COMPACTED, ALONG THE ENTIRE DISTURBED AREA.
 4. STANDARD OR HEAVY DUTY FILTER FABRIC FENCE SHALL HAVE MANUFACTURED STITCHED LOOPS FOR 2 INCH x 2 INCH POST INSTALLATION. STITCHED LOOPS SHALL BE INSTALLED ON THE UP HILL SIDE OF THE SLOPED AREA.
 5. FILTER FABRIC FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPSLOPE AREA HAS BEEN PERMANENTLY PROTECTED AND STABILIZED.
 6. FILTER FABRIC FENCES SHALL BE INSPECTED BY APPLICANT/CONTRACTOR IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. ANY REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY.
 7. AT NO TIME SHALL MORE THAN 1' OF SEDIMENT BE ALLOWED TO ACCUMULATE BEHIND SILT FENCING.

- EROSION CONTROL:**
- A. APPROVAL OF THIS EROSION, SEDIMENT AND POLLUTION CONTROL PLAN (ESPCP) DOES NOT CONSTITUTE AN APPROVAL OF PERMANENT ROAD OR DRAINAGE DESIGN (E.G., SIZE AND LOCATION OF ROADS, PIPES, RESTRICTORS, CHANNELS, RETENTION FACILITIES, UTILITIES, ETC.)
 - B. THE IMPLEMENTATION OF THIS ESPCP AND THE CONSTRUCTION, MAINTENANCE, REPLACEMENT, AND UPGRADING OF THESE ESPCP FACILITIES IS THE RESPONSIBILITY OF THE APPLICANT/CONTRACTOR UNTIL ALL CONSTRUCTION IS COMPLETED AND APPROVED AND VEGETATION/LANDSCAPING IS ESTABLISHED.
 - C. THE BOUNDARIES OF THE CLEARING LIMITS SHOWN ON THIS PLAN SHALL BE CLEARLY FLAGGED IN THE FIELD PRIOR TO CONSTRUCTION. DURING THE CONSTRUCTION PERIOD, NO DISTURBANCE BEYOND THE FLAGGED CLEARING LIMITS SHALL BE PERMITTED. THE FLAGGING SHALL BE MAINTAINED BY THE APPLICANT/CONTRACTOR FOR THE DURATION OF CONSTRUCTION.
 - D. THE ESPCP FACILITIES SHOWN ON THIS PLAN MUST BE CONSTRUCTED IN CONJUNCTION WITH ALL CLEARING AND GRADING ACTIVITIES, AND IN SUCH A MANNER AS TO INSURE THAT SEDIMENT AND SEDIMENT LADEN WATER DO NOT ENTER THE DRAINAGE SYSTEM, ROADWAYS, OR VIOLATE APPLICABLE WATER STANDARDS.
 - E. THE ESPCP FACILITIES SHOWN ON THIS PLAN ARE THE MINIMUM REQUIREMENTS FOR THE ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, THESE ESPCP FACILITIES SHALL BE UPGRADED AS NEEDED FOR UNEXPECTED STORM EVENTS AND TO ENSURE THAT SEDIMENT AND SEDIMENT LADEN WATER DO NOT LEAVE THE SITE.
 - F. THE ESPCP FACILITIES SHALL BE INSPECTED DAILY BY THE APPLICANT/CONTRACTOR AND MAINTAINED AS NECESSARY TO ENSURE THEIR CONTINUED FUNCTIONING.
 - G. THE ESPCP FACILITIES ON INACTIVE SITES SHALL BE INSPECTED AND MAINTAINED A MINIMUM OF ONCE A WEEK OR WITHIN THE 24 HOURS FOLLOWING A STORM EVENT.
 - H. APPLICANT/CONTRACTOR TO PUT UP ALL REQUIRED EROSION CONTROL SIGNAGE PRIOR TO GROUND DISTURBANCE. A CD WITH ALL REQUIRED EROSION CONTROL SIGNS WILL BE PROVIDED AT THE PRE-CONSTRUCTION MEETING.

NOTES:
1. BURY BOTTOM OF FILTER FABRIC 6" MIN. VERTICALLY BELOW GRADE.
2. 2" x 2" FIR, PINE, OR STEEL FENCE POSTS.
3. STITCHED LOOPS TO BE INSTALLED UPHILL SIDE OF SLOPE.
4. COMPACT NATIVE FILL IN ALL AREAS OF FILTER FABRIC TRENCH.

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375 PORTLAND AVENUE
GLADSTONE, OREGON 97027
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REGISTERED PROFESSIONAL ENGINEER
JAMES M. FOX
OREGON
EXPIRES: 12/31/2017
Date: 7-13-16

Existing Mills-Stoner:	Main Level:	1,219 sf
	Upper Level:	443 sf
	Basement:	<u>1,107 sf</u>
	Total:	2,769 sf

Building Coverage:	Mills Stoner:	13%	(1,444 sf w/ porch, stairs)
	New Building:	35%	<u>(3,778 sf w/ porch)</u>
	Total:	48%	

Landscape Coverage: 36%

Project Summary

The proposed project consists of the development of a new preservation and research facility for the Aurora Colony Historical Society. This facility will be used to consolidate and improve their ongoing work including collecting, analyzing, repairing and preserving a wide variety of historical artifacts. It is anticipated that the proposed facility would house two full time employees, who currently have office space at the ACHS Museum on 2nd Street.

The new building will sit on the same lot as the Mills-Stoner House, which currently houses an antique store. The new building will be a two story, comprised of a main level and a full basement. Primary access to the new building will be a grade level entrance to the main level office area on the east side of the building. A new walkway will extend from this entry past the Mills-Stoner House to the public sidewalk on Main Street. A secondary entrance and overhead door will provide access to the lower level of the building on Martin Street. An additional site sidewalk and stair will provide access from the east side of the new building to the adjacent Giesy Store property. The rear entrance stair to the Mills-Stoner house will be reconstructed and reconfigured as part of this project.

Site Development Review Criteria

- Chapter 16.14 C Commercial Zone
- Chapter 16.22 HC Historic Commercial Overlay
- Chapter 16.28 PD Parking District Overlay
- Chapter 16.38 Landscaping, Screening and Fencing
- Chapter 16.42 Off-Street Parking and Loading Requirements
- Chapter 17.40 Design Standards
- Chapter 17.44 Landscaping

Chapter 16.14 C Commercial Zone

16.14.010 Purpose.

The commercial zone (C) is intended to provide areas for retail and service commercial uses.

16.14.020 Permitted uses.

In the commercial zone, except as specifically stated in Section 16.14.050 activities shall be conducted within an enclosed building or structure and are subject to site development review, Chapter 16.58. Only the following uses and their accessory uses are permitted outright:

1. Auction house, auditorium, exhibit hall, community building, club, lodge hall, fraternal organization or church;
2. Bed and breakfast inn, hotel or motel;
3. Bicycle sales or repair;
4. Cultural exhibits and library services;
5. Day care facility licensed by state;
6. Dwelling units located on the second floor of the commercial structure;
7. Eating and drinking establishments;
8. Financial, insurance and real estate offices;
9. General retail and convenience sales, except adult bookstores;
10. Indoor and outdoor recreation and entertainment facilities, except adult entertainment or adult motion picture theaters;
11. Laundry or dry cleaning establishments;
12. Medical or dental services including labs;
13. Mini storage, with or without a caretaker dwelling;
14. Minor impact utilities;
15. Motor vehicle, farm implement, boat or trailer rental, sales or services including body repairs when repairs are conducted wholly within an enclosed structure;
16. Mortuary, funeral home, crematorium or taxidermy;
17. Nurseries, greenhouses, and landscaping supplies not requiring outside storage for items other than plant materials including wholesale or retail, excluding uses related to medical or recreational marijuana.
18. Parking structure or lot or storage garage;
19. Printing or publishing plant;
20. Professional and administrative offices;
21. Public safety and support facilities;
22. Public transportation passenger terminal or taxi stand;
23. Repair services for household and personal items, excluding motorized vehicles;
24. Sales, grooming and veterinary offices or animal hospitals without outside pens or noise beyond property line;
25. Schools;
26. Service station, retail vehicle fuel sales or car wash when not located adjacent to a residential zone.
27. Single-family residence, provided it is an accessory use and cannot be sold separately;
28. Studios, including art, photography, dance, and music.

The proposed Preservation and Research Facility would be most closely classified as “Cultural exhibits and library services”, which is a permitted use.

16.14.030 Conditional uses.

The following uses and their accessory uses may be permitted when authorized by the Planning Commission in

accordance with the requirements of Chapter 16.60, other relevant sections of this title and any conditions imposed by the Planning Commission:

A. Adult bookstore, adult entertainment or adult motion picture theaters, provided no sales area or activity is ever visible from the building exterior, all building setbacks shall be a minimum of thirty-five (35) feet from any property line and shall be screened and buffered in accordance with Section 16.38.040. In addition, location shall be at least one thousand five hundred (1,500) feet, measured in a straight line, from any of the following:

1. Residential district,
2. Public or private nursery, preschool, elementary, junior, middle or high school,
3. Day care facility, nursery school, convalescent home, home for the aged, resident care facility or hospital,
4. Public library,
5. Community recreation,
6. Church,
7. Historic district or historic structure;

B. Home occupations (Type II) subject to Chapter 16.46;

C. Major impact utilities, including telecommunications facilities subject to Chapter 16.50, provided that a ten (10) foot perimeter setback containing both externally visible landscaping meeting buffering standards and solid screening surrounds the property;

D. Retail or wholesale business with not more than fifty (50) percent of the floor area used for the manufacturing, processing or compounding of products in a manner which is clearly associate to the primary business conducted on the premises, excluding products related to medical or recreational marijuana:

E. On lots that do not abut a residential zone, retail or wholesale business with not more than seventy-five (75) percent of the floor area used for the manufacturing, processing or compounding of products in a manner which is clearly associated with the retail business conducted on the premises;

F. Wholesaling, storage and distribution.

G. Medical Marijuana Dispensaries (MMD) and commercial marijuana retail stores, subject to the following standards:

1. Buffers which shall only be measured at the initial land use application and not subsequent annual renewals:

a. Elementary, middle or high school, public or private: 1000 feet

b. Day care: 1000 feet

c. Other marijuana businesses: 1000 feet

d. May not be adjacent to a residential zone, a public park, or a church.2. The use must be located within a permanent, enclosed structure.

e. The use may not be allowed as a home occupation.

f. Applicant and all employees must pass a criminal background check.

g. The term of a conditional use approval may not exceed one year.

h. Waste materials containing any amount of marijuana or by products must be locked in a secure container on-site.

i. Hours of operation are limited to 10 am to 5 pm.

j. Drives through windows are prohibited.

16.14.040 Development Standards

A. There is no minimum size for lots or parcels served by municipal sewer. Minimum lot sizes for lots or parcels without municipal sewer shall be as determined by the county sanitarian.

The site is served by public sewer line in Martin Street.

B. There is no minimum lot width or depth.

C. Unless otherwise specified, the minimum setback requirements are as follows:

1. There is no minimum front yard setback except as required for buffering of off street parking in accordance with Section 16.38.050;

2. On corner lots and the rear of through lots the minimum setback for the side facing the street shall be ten (10) feet;

3. No side or rear yard setback shall be required except twenty (20) feet screened and buffered in accordance with Chapter 16.38 shall be required where abutting a residential zoning district;

There is no onsite parking, the lot is not a corner lot and the adjacent lots are zoned Commercial, therefore, there are no setback requirements.

D. No building shall exceed forty-five (45) feet in height. Within one hundred (100) feet of a residential zone, no building shall exceed thirty-five (35) feet in height. All buildings greater than thirty-five (35) feet in height are subject to Chapter 16.24.

The maximum height of the building is approximately 31'.

E. Parking shall be in accordance with Chapter 16.42.

Refer to Chapter 16.42.

F. Landscaping shall be in accordance with Chapter 16.38.

Refer to Chapter 16.38.

G. Doors and windows may not be covered with security grates.

No security grates are proposed.

H. All properties located outside the designated historic commercial overlay and the historic residential overlay and adjacent to Highway 99 or Ehlen Road shall be collectively referenced as "gateway properties." The standards of Chapter 16.56 shall apply to all aspects of the site including, but not limited to, structural facade, yard and landscaping that are immediately adjacent to and visible from Highway 99 or Ehlen Road.

Not applicable.

I. Additional requirements shall include any applicable section of this title.

J. Additions and/or accessory structures not located in the rear yard shall be consistent in appearance with the other structures on the property with regard to color, setbacks, architectural style, and overall proportions, unless fully screened with a minimum six (6) foot fence or landscaping. (ORD 482 2016)

The proposed new building is located behind the existing building on the lot. It is similar in style, materials and detailing to the existing building. The main level, which is visible from the front of the lot, is consistent in scale to the existing building.

Chapter 16.22 HC Historic Commercial Overlay

16.22.010 Purpose.

The purpose of the historic commercial overlay is to implement the City of Aurora Design Guidelines for Historic Properties while providing for a concentrated, central commercial, office and retail goods and services area with opportunities for employment and business and professional services in close proximity to residential services. (Ord. 415 § 7.74.010, 2002)

16.22.020 Permitted uses.

In the historic commercial zone, activities shall be conducted within an enclosed structure or building and are subject to Chapter 16.58, and shall require approval under Title 17 as applicable. Only the following uses and their accessory uses are permitted outright:

A. Auditorium, exhibit hall, community building, club, lodge hall, fraternal organization or church;

B. Bed and breakfast inn, hotel or motel;

C. Bicycle sales or repair;

D. Community recreation facilities;

E. Cultural exhibits and library services;

F. Day care facility licensed by state;

G. Dwelling units located on the second floor of the commercial structure;

H. Eating and drinking establishments;

I. Financial, insurance and real estate offices;

J. General retail and convenience sales, except adult bookstores;

K. Medical or dental services including labs;

L. Parking structure or lot;

M. Professional and administrative offices;

- N. Public safety and support facilities;*
- O. Public transportation passenger terminal or taxi stand;*
- P. Repair services for household and personal items, excluding motorized vehicles;*
- Q. Sales, grooming and veterinary offices or animal hospitals without outside pens or noise beyond property line;*
- R. Schools;*
- S. Single-family residence, provided it is an accessory use and cannot be sold separately;*
- T. Studios, including art, photography, dance, and music;*
- U. Vehicle fuel sales. (Ord. 415 § 7.74.020, 2002)*

The proposed Preservation and Research Facility would be most closely classified as “Cultural exhibits and library services”, which is a permitted use.

16.22.030 Conditional uses.

The following uses and their accessory uses may be permitted when authorized by the Planning Commission in accordance with the requirements of Chapter 16.60, a certificate of appropriateness approved by the historic review board, other relevant sections of this title and any conditions imposed by the planning commission:

- A. Home occupations (Type II) subject to Chapter 16.46;*
- B. Retail or wholesale business with not more than fifty (50) percent of the floor area used for the manufacturing, processing or compounding of products in a manner which is clearly incidental to the primary business conducted on the premises. (Ord. 415 § 7.74.030, 2002)*
- C. Food carts located on the same property/lot and accessory to an established indoor eating and drinking establishment.*
 - 1. No structures, product display, or storage shall be located within yard setback or buffering and screening areas.*
 - 2. Drive-through units are prohibited.*
 - 3. Signage shall comply with AMC 16.44 and Title 17, as applicable, and shall be calculated as a portion of total signage as permitted for the site.*
 - 4. Shall be limited to one accessory unit per site/primary business.*
 - 5. Food Carts shall not have any internal floor space available to customers.*
 - 6. Food Carts shall not exceed 15 -20 feet in length.*
 - 7. Sewer or grey water disposal hookups are not permitted.*

16.22.040 Development standards.

A. There is no minimum lot size for lots served by municipal sewer. Minimum lot sizes for lots without municipal sewer shall be as determined by the county sanitarian.

The site is served by public sewer line in Martin Street.

- B. There is no minimum lot depth.*
- C. Minimum lot width shall be fifty (50) feet.*

The existing lot is 48’ wide, with no proposed revisions.

D. No front setbacks shall be permitted, except as necessary to maintain visual clearance areas at unsignalized intersections. No rear or side setbacks are required.

The proposed building sits 12’ behind the existing historic structure to remain. The main level side yard setbacks are approximately 10’, consistent with those of the existing building. The lower level side yard setbacks are 5’.

E. No building shall exceed thirty-five (35) feet in height.

The maximum height of the building is approximately 31’.

F. Parking shall be in accordance with Chapter 16.42 except as specifically exempted by Chapter 16.28 and Title 17, and should be located to the rear of the building. The

planning commission may approve parking to the side of the building where parking to the rear is not feasible.

Refer to Chapter 16.28 and 16.42.

G. Signs shall be in accordance with the requirements of Chapter 16.44, and the City of Aurora Design Guidelines for Historic Properties.

No signage is proposed.

H. Landscaping shall be in accordance with the requirements of the City of Aurora Design Guidelines for Historic Properties, Chapter 16.38, and the Aurora Downtown Improvement Plan.

Refer to Chapter 16.38 and 17.44.

I. All properties, uses and structures in the historic commercial overlay shall be subject to the requirements of Title 17, Historic Preservation, and any applicable section of this title.

Refer to Chapters 17.40 and 17.44.

Chapter 16.28 PD Parking District Overlay

16.28.010 Purpose.

The purpose of the parking district overlay is to preserve the historic character of the commercial core and implement the recommendations of the Aurora downtown improvement plan. The parking district overlay shall apply to properties located in the historic commercial overlay.

16.28.020 Provisions.

The same spatial requirements in Chapter 16.42, shall apply in the parking district overlay, except that:

A. On-street parking shall be counted to meet the required off-street space requirement. Such on-street parking shall be located adjacent to the subject property, or adjacent to a contiguous property under the same ownership, as long as all the property is in the parking district.

New commercial structures are exempt from parking requirements per 17.40.110.

B. Required off-street parking spaces may be located on other parcels within the parking district not further than seven hundred fifty (750) feet from the building, or use they are intended to serve, measured in a straight line from the building. Any proposal to provide off-street parking spaces under this subsection is subject to the approval of the Planning Commission and shall be in accordance with the Aurora Downtown Improvement Plan.

Not applicable.

C. If the developer or building owner so elects, he or she may pay a fee in lieu of providing parking, as designated by City Council. Provided, however, the developer or building owner must provide a minimum of fifty (50) percent of the required parking spaces.

Not applicable.

D. Where the city has used in-lieu parking fees received under this section for parking improvements or otherwise constructed city-owned parking improvements, including, but not limited to, paving, striping and catch basins. The cost of those improvements may be recovered by the city from the developer of property adjacent to such parking at the time the property is developed. The recovery costs shall reflect the costs of those improvements at the time the property is developed and is payable prior to issuance of a building permit.

Not applicable.

E. The in-lieu parking fee shall be paid prior to issuance of a building permit.

Not applicable.

Chapter 16.38 Landscaping, Screening and Fencing

16.38.010 Purpose.

The purpose of this chapter is to establish standards for landscaping, buffering and screening in order to enhance the environment of the city through the use of plant materials as a unifying element and by using trees and other landscaping materials to mitigate the effects of the sun, wind, noise and lack of privacy.

16.38.020 Applicability and approval process.

A. Section 16.38.060 shall apply to all properties in the city. All other sections of this chapter shall apply to all development except single-family residences, duplexes and accessory buildings including accessory dwelling units.

B. In residential zones, at least ten (10) percent of the total area shall be landscaped.

C. In the commercial and industrial zones, landscaping shall be as follows:

1. Properties up to twenty thousand (20,000) square feet in size shall have at least fifteen (15) percent of the total lot area landscaped.

The property size is 10,750 sf. The proposed development would include 3,650 sf of landscape area, roughly 34% of the total site area.

2. Properties larger than twenty thousand (20,000) square feet in size shall have at least ten (10) percent of the total lot area landscaped.

16.38.030 General provisions.

A. Unless otherwise provided by the lease agreement, the owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.

ACHS will continue to maintain the existing and new landscape areas to be developed or modified as part of the proposed development.

B. All plant growth in landscaped areas of developments shall be controlled by pruning, trimming or otherwise so that:

- 1. Public utilities can be maintained or repaired;*
- 2. Pedestrian or vehicular access is unrestricted;*
- 3. Visual clearance provisions are met. (See Chapter 16.40.)*

ACHS will continue to maintain the site to protect clearances and access ways and to provide a clean and attractive property.

C. Certificates of occupancy shall not be issued unless the landscaping requirements have been met or a bond has been posted with the city to insure the completion of landscaping requirements.

D. Existing plant materials may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the plantings.

Existing plant materials will be retained to the extent feasible, beyond the area of construction for the new building.

E. Plant materials are to be watered at intervals sufficient to ensure survival and growth.

New planting areas will be watered by ACHS members as required to establish strong, healthy roots.

F. The use of native plant materials is encouraged to reduce irrigation and maintenance demands.

New planting areas have been designed with a mix of hearty and/or native species that will require limited maintenance once established.

16.38.040 Buffering and screening requirements.

A. Buffering and screening a minimum width of twenty (20) feet shall be required between any nonresidential use in a nonresidential zone which abuts a residential use in a residential zone.

Not applicable. Abutting zones are commercial.

B. A buffer shall consist of an area within a required interior setback adjacent to a property line, having a width of ten (10) feet or greater and a length equal to the length of the property line.

Not applicable. No buffers required.

C. Occupancy of a buffer area shall be limited to utilities, screening, and landscaping. No buildings, access-ways or parking areas shall be allowed in a buffer area.

Not applicable. No buffers required.

D. The minimum improvements within a buffer area shall include:

1. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than ten (10) feet high for deciduous trees and five feet high for evergreen trees measured from the ground to the top of the tree after planting. Spacing for trees shall be as follows:

a. Small or narrow stature trees, under twenty-five (25) feet tall or less than sixteen (16) feet wide at maturity shall be spaced no further than fifteen (15) feet apart;

b. Medium sized trees between twentyfive (25) feet to forty (40) feet tall and with sixteen (16) feet to thirty-five (35) feet wide branching at maturity shall be spaced no greater than twenty-five (25) feet apart;

c. Large trees, over forty (40) feet tall and with more than thirty-five (35) feet wide branching at maturity, shall be spaced no greater than thirty (30) feet apart.

2. In addition, at least one shrub shall be planted for each one hundred (100) square feet of required buffer area.

3. The remaining area shall be planted in groundcover, or spread with bark mulch.

Not applicable. No buffers required.

E. Where screening is required, the following improvements are required in addition to subsection D of this section:

1. A hedge of narrow or broadleaf evergreen shrubs shall be planted which will form a four-foot continuous screen within two years of planting; or

2. An earthen berm planted with evergreen plant materials which will form a continuous screen six feet in height within two years. The unplanted portion of the berm shall be planted in lawn, ground cover or bark mulched; or

3. A six-foot fence or wall providing a continuous sight-obscuring screen. Fences and walls shall be constructed of materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the Planning Director. Corrugated metal is not considered to be acceptable fencing material. Chain link fences with slats may qualify as screening when combined with a planting of a continuous evergreen hedge;

Screening will occur at the anticipated exterior HVAC units. This screening will consist of a continuous evergreen hedge that will reach between 5'-8' at maturity.

F. Buffering and screening provisions shall be superseded by the vision clearance requirements as set forth in Chapter 16.40.

Not applicable. No vision clearance requirements.

G. When the use to be screened is downhill from the adjoining property, the prescribed heights of required fences, walls or landscape screening shall be measured from the actual grade of the adjoining property.

The adjacent property and Martin Street are level with or below the proposed location of the mechanical units to be screened.

16.38.050 Screening—Special provisions.

A. If four or more off-street parking spaces are required under this title, off-street parking adjacent to a public street shall provide a minimum of four square feet of landscaping for each lineal foot of street frontage. The minimum standard for such landscaping shall consist of shrubbery at least two feet in height located adjacent to the street as much as practical and one tree for each fifty (50) lineal feet of street frontage or fraction thereof.

Not applicable. No off-street parking provided.

B. Landscaped parking areas may include special design features which effectively screen the parking lot areas from view. These design features may include the use of landscaped berms, decorative walls, and raised planters. Landscape planters may be used to define or screen the appearance of off-street parking areas from the public right-of-way. Materials to be installed shall achieve a balance between low lying and vertical shrubbery and trees.

Not applicable. No off-street parking provided.

C. Screening of loading areas and outside storage is required according to specification in Section 16.38.040(E).

Not applicable. No loading or outside storage space is proposed.

D. Except for one-family and two-family dwellings, any refuse container or disposal area and service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area, shall be screened from view by placement of a solid wood fence, masonry wall or evergreen hedge between five and eight feet in height. All refuse materials shall be contained within the screened area.

Garbage and recycling facility storage will be housed within the building, on the lower level. The bins will be wheeled out of the building on collection days.

An area will be provided for locating anticipated HVAC units to serve the new building. This area will be located on the lower level, near the overhead door accessed off of Martin Street. The area will be screened with an evergreen hedge that will be between 5' – 8' in height at maturity.

16.38.060 Fences or walls.

A. Fences or walls up to forty-two (42) inches in height may be constructed in required front yards. Rear and side yard fences, or berm/fence combinations behind the required front yard setback may be up to six feet in height without any additional permits. Any fence or fence/berm combination greater than six feet in height shall require variance approval by the Planning Commission and may require a building permit. The prescribed heights of required fences, walls or landscaping shall be measured from the lowest of the adjoining levels of finished grade.

Not applicable. No fences or walls are proposed as part of this development.

C. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the Planning Director. Except in industrially zoned property, chain link fencing is not permitted in the area from the front building line to the front of the property line. PVC coated chain link fencing may be used only behind the required front yard setback or in rear yards. Corrugated metal is not considered to be acceptable fencing material

Not applicable. No fences or walls are proposed as part of this development.

Chapter 16.42 Off-Street Parking and Loading Requirements

Not applicable for new commercial structures in the Commercial overlay zone per 17.40.110.

Chapter 17.40 Design Standards

17.40.010 Purpose

The purpose of these design standards is to protect the historic scale, form, appearance, and integrity of the Aurora Colony National Historic District. (Ord. 473, 2013)

17.40.020 Additions to Structures

A. Contributing Structures – Commercial Overlay

- 1. New additions may only be placed on the rear elevation. Architectural detailing including roofing, siding, trim, doors, and windows shall match the existing structure in design and materials unless supported by evidence in the historic inventory.*
- 2. Previous additions to the original structure that were added prior to 1921 shall be subject to the same standards and criteria as the original portion of the structure; however, in the event that the addition does not match the original, the exterior features of the addition may be altered to match the original.*
- 3. Additions to contributing structures that were built in 1921 or later may be removed, and following removal, the exterior materials on that portion of the structure must match the remainder of the structure.*
- 4. Additions to commercial structures are exempt from the parking requirements in Title 16. (Ord. 473, 2013)*

B. Contributing Structures – Residential Overlay

- 1. New additions may only be placed on the rear elevation. Architectural detailing including roofing, siding, trim, doors, and windows shall be compatible with the existing structure in design and materials.*
- 2. Previous additions to the original structure that were added prior to 1921 shall be subject to the same standards and criteria as the original portion of the structure; however, in the event that the addition does not match the original, the exterior features of the addition may be altered to match the original.*
- 3. Additions to contributing structures that were built in 1921 or later may be removed, and following removal, the exterior materials on that portion of the structure must match the remainder of the structure. (Ord. 473, 2013)*

C. Non-contributing Structures – Commercial Overlay

- 1. Additions to commercial structures are exempt from the parking requirements in Title 16. (Ord. 473, 2013)*

D. Non-contributing Structures – Residential Overlay

N/A (Ord. 473, 2013)

Not applicable.

17.40.030 Awnings

A. Contributing Structures – Commercial Overlay

- 1. Awning styles must be in character with historic buildings. Brightly colored and curvilinear patterns or shapes are prohibited. Examples of permitted awnings are included under Appendix A.*
- 2. Backlighting of awnings is prohibited.*
- 3. Text on awnings is limited to border areas.*
- 4. Awnings are prohibited on residential structures that have been converted to commercial uses. (Ord. 473, 2013)*

B. Contributing Structures – Residential Overlay

- 1. Awning styles must be in character with historic buildings. Brightly colored and curvilinear patterns or shapes are prohibited. Examples of permitted awning are included under Appendix A.*
- 2. Backlighting of awnings is prohibited.*
- 3. Text on awnings is prohibited.*
- 4. Awnings are prohibited on residential structures that have been converted to commercial use.*
- 5. Awnings shall be limited to rear elevations. (Ord. 473, 2013)*

C. Non-Contributing Structures – Commercial Overlay

- 1. Awning styles must be in character with historic buildings. Brightly colored and curvilinear patterns or shapes are prohibited. Examples of permitted awnings are included under Appendix A.*
- 2. Backlighting of awnings is prohibited.*
- 3. Text on awnings is limited to border areas.*

4. Awnings are prohibited on residential structures that have been converted to commercial use. (Ord. 473, 2013)

D. Non-Contributing Structures – Residential Overlay

1. Awnings are prohibited on residential structures that have been converted to commercial use.
2. Awning styles must be in character with historic buildings. Brightly colored and curvilinear patterns or shapes are prohibited. Examples of permitted awnings are included under Appendix A.
3. Backlighting of awnings is prohibited.
4. Awnings shall be limited to rear elevations. (Ord. 473, 2013)

Not applicable. No awnings are proposed.

17.40.040 Chimneys

A. Contributing Structures – Commercial Overlay

1. Masonry chimneys shall be faced with traditional red clay brick.
2. Masonry chimneys shall be preserved, or replaced with traditional red clay brick if preservation is not feasible. (Ord. 473, 2013)

B. Contributing Structures – Residential Overlay

1. Chimneys shall be masonry faced with traditional red clay brick.
2. Masonry chimneys shall be preserved, or replaced with traditional red clay brick if preservation is not feasible. (Ord. 473, 2013)

C. Non-contributing Structures – Commercial Overlay

1. Non-masonry materials may be used. (Ord. 473, 2013)

D. Non-contributing Structures – Residential Overlay

1. Non-masonry materials may be used. (Ord. 473, 2013)

Not applicable. No chimneys are proposed.

17.40.050 Doors

A. Contributing Structures – Commercial Overlay

1. The original location, materials, size, and decorative features of doors shall be preserved, and when doors are being replaced, all those elements shall be replaced in kind. Restoration of original door features is permitted.

2. New door openings may only be located on the rear elevation.

3. Doors shall be made of wood; fiberglass and metal doors are prohibited. (Ord. 473, 2013)

B. Contributing Structures – Residential Overlay

1. The original location, materials, size, and decorative features of doors shall be preserved, and when doors are being replaced, all those elements shall be replaced in kind. Restoration of original door features is permitted.

2. New door openings may only be located on the rear elevation.

3. Doors shall be made of wood; fiberglass and metal doors are prohibited. (Ord. 473, 2013)

C. Non-contributing Structures – Commercial Overlay

1. Door design and materials are not regulated on these structures. (Ord. 473, 2013)

Not applicable.

D. Non-contributing Structures – Residential

1. Door design and materials are not regulated on these structures. (Ord. 473, 2013)

17.40.060 Drive-in and Drive Thru Structures

A. All Structures within Historic District

1. Drive-in and drive-thru commercial structures and businesses are prohibited within the Historic District. (Ord. 473, 2013)

Not applicable. No Drive-thru structures are proposed.

17.40.070 Fences

A. Contributing Structures – Commercial Overlay

1. Fences shall be wood picket fences, three (3) to four (4) feet high, painted white or with a natural protective finish.

2. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four feet are only permitted on rear property lines when they are screened with landscaping from the right-of-way. However, these

types of fences are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure.

3. Fences not expressly permitted are prohibited unless there is evidence of a different fence type in the historic inventory. (Ord. 473, 2013)

B. Contributing Structures – Residential Overlay

1. Fences in the Historic Commercial overlay and fences for contributing structures throughout the Historic district shall be wood picket fences, three (3) to four (4) feet high, painted white or with a natural protective finish.

2. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four (4) feet are only permitted on rear property lines when they are screened with landscaping from the right-of-way. However, these types of fences are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure.

3. Fences not expressly permitted are prohibited unless there is evidence of a different fence type in the historic inventory. (Ord. 473, 2013)

C. Non-contributing Structures – Commercial Overlay

1. Fences shall be wood picket fences, three (3) to (4) four feet high, painted white or with a natural protective finish.

2. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four feet are only permitted on rear property lines when they are screened with landscaping from the right-of-way. However, these types of fences are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure. (Ord. 473, 2013)

3. Fences not expressly permitted are prohibited. (Ord. 473, 2013)

D. Non-contributing Structures – Residential Overlay

1. Fences shall be wood picket fences, three (3) to four (4) feet high, painted white or with a natural protective finish.

2. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four (4) feet are only permitted on rear property lines or side property lines in rear yards only (back of house) when they are screened with landscaping from the right-of-way. However, these types of fencing are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure.

3. Fences not expressly permitted are prohibited. (Ord. 473, 2013)

Not applicable. No fencing is proposed.

17.40.080 Foundations

A. All Structures within Historic District

1. Concrete block, brick, and poured concrete foundations are permitted.

2. Textured paint and thin coat stucco may be applied on foundations.

3. The height of replacement foundations may be altered to improve accessibility.

4. Rusticated and decorative concrete block are prohibited.

5. On contributing structures with vertically oriented wood skirting, the wood skirting shall be replaced after a foundation is repaired or replaced. (Ord. 473, 2013)

The new building will have a poured concrete foundation.

17.40.090 Garage Doors

A. Contributing Structures – Commercial Overlay

1. Commercial garage doors may not exceed twelve (12) feet in width.

2. Multiple garage doors shall be separated by a minimum of two (2) feet.

3. On contributing structures and detached garages serving them, visible garage door finish materials must be painted wood.

4. Windows are permitted in garage doors. (Ord. 473, 2013)

B. Contributing Structures – Residential Overlay

1. Front facing garage doors shall be set back a minimum of four (4) feet from the front façade of residential structures.

2. Residential garage doors may not exceed eight (8) feet in width.

3. Multiple garage doors shall be separated by a minimum of two (2) feet.

4. On contributing structures and detached garages serving them, visible garage door finish materials must be painted wood.

5. Windows are permitted on garage doors. (Ord. 473, 2013)

C. Non-Contributing Structures – Commercial Overlay

1. Commercial garage doors may not exceed twelve (12) feet in width.

2. Multiple garage doors shall be separated by a minimum of two (2) feet.

3. *Windows are permitted in garage doors. (Ord. 473, 2013)*

The proposed overhead door will be a single unit, 12' wide x 8' high. There will be no windows in the door.

D. Non-Contributing Structures – Residential Overlay

1. *Front facing garage doors shall be set back a minimum of four (4) feet from the front façade of residential structures.*
2. *Residential garage doors may not exceed eight (8) feet in width.*
3. *Multiple garage doors shall be separated by a minimum of two (2) feet.*
4. *Windows are permitted in garage doors. (Ord. 473, 2013)*

17.40.100 Height

A. All Structures within Historic District

1. *The maximum height of structures is thirty-five (35) feet. (Ord. 473, 2013)*

The maximum building height is 31'.

17.40.110 New Construction in the Historic District

A. Non-contributing Structures – Commercial Overlay

1. *New structures shall be subject to the design standards in Section 17.40.*
2. *New commercial structures are exempt from the parking requirements in Title 16. (Ord. 473, 2013)*

B. Non-contributing Structures – Residential Overlay

No parking required.

1. *New structures shall be subject to the design standards in Section 17.40. (Ord. 473, 2013)*

17.40.120 Paint

A. Contributing Structures – Commercial Overlay

1. *Contributing Structures shall be painted with colors selected from the list in Appendix A for contributing structures. (Ord. 473, 2013)*

B. Contributing Structures – Residential Overlay

1. *Contributing Structures shall be painted with colors selected from the list in Appendix A for contributing structures. (Ord. 473, 2013)*

C. Non-contributing Structures – Commercial Overlay

1. *Non-Contributing commercial Structures shall be painted with colors selected from the list in Appendix A for non-contributing structures. (Ord. 473, 2013)*

The new building will be painted from colors selected from the city of Aurora approved painting list. It is anticipated that the building will be a cream color with white trim.

D. Non-contributing Structures- Residential Overlay

1. *Paint color for noncontributing structures are not regulated by this title. (Ord. 473, 2013)*

17.40.130 Porches

A. Contributing Structures – Commercial Overlay

1. *Porches shall be painted.*
2. *Porches shall be preserved in their original design, and repair or replacement shall match the original in both materials and design, except that modern foundations, which are not visible, may be installed.*
3. *Front porches shall not be enclosed by walls, screens, or windows. (Ord. 473, 2013)*

B. Contributing Structures – Residential Overlay

1. *Porches shall be painted.*
2. *Porches shall be preserved in their original design, and repair or replacement shall match the original in both materials and design, except that modern foundations, which are not visible, may be installed.*
3. *One porch entrance shall be located on the front elevation and have a direct pedestrian path from the porch to the sidewalk.*

4. *Front porches shall not be enclosed by walls, screens, or windows. (Ord. 473, 2013)*

C. Non-contributing Structures – Commercial Overlay

1. *Front porches shall not be enclosed by walls, screens, or windows.*

- 2. Porches on front elevations shall be painted. (Ord. 473, 2013)*

A small front patio is incorporated into the new building design. The porch will be 17' wide with a gabled roof projection of 3'-6". The porch will be open with 2' high x 2' long partial walls at either end.

D. Non-contributing Structures – Residential Overlay

- 1. One porch entrance shall be located on the front elevation and have a direct pedestrian path from the porch to the sidewalk.*
- 2. Porches on front elevations shall be painted.*
- 3. Front porches shall not be enclosed by walls, screens, or windows. (Ord. 473, 2013)*

17.40.130 Public Right-of-Way

A. Commercial Overlay

- 1. Sidewalks shall be concrete without coloring. The finish shall be broom finished and scored perpendicular to the path, in traditional squares of twenty-four (24) to thirty six (36) inches. Troweled edges are required.*

Sidewalks currently exist on Main Street in front of the property. These sidewalks will not be impacted by the proposed development.

- 2. Streetlights in the Historic Commercial Overlay shall be lamp style only.*

Main Street is currently illuminated by light fixtures mounted on public utility poles. No new street lighting is proposed.

- 3. Curb cuts for residential properties may not exceed twenty (20) feet in width. (Ord. 473, 2013)*

Not applicable.

B. Residential Overlay

- 1. Sidewalks shall be concrete without coloring. The finish shall be broom finished and scored perpendicular to the path, in traditional squares of twenty-four (24) to thirty six (36) inches. Troweled edges are required.*
- 2. Streetlights in the Historic Commercial Overlay shall be lamp style only.*
- 3. Curb cuts for residential properties may not exceed twenty (20) feet in width. (Ord. 473, 2013)*

17.40.150 Roofs

A. Contributing Structures – Commercial Overlay

- 1. The repair and alteration of roofs shall match the original style and pitch.*
- 2. The addition of new roof elements such as vents, chimneys, and dormers shall not be readily visible from the right-of-way, unless the property has frontage on more than one right-of-way, in which case new elements shall be on a side elevation and screened from view.*
- 3. New decorative features such as cupolas or cresting shall be permitted only when historic evidence demonstrates those features were included in the original structure.*
- 4. For residential structures, the roof pitch shall be 8:12 (equal to 34°) or steeper. On mansard roofs, the upper areas of the roof may have a shallower pitch so long as the lowest roof planes are steeper than 12:12 (equal to 45°).*
- 5. For all structures, roofing materials on all sloped roofs shall be black composition shingles or wood shingles. Metal roofing on sloped roofs is prohibited.*
- 6. Flat roofs are permitted on commercial structures when the roof and all mechanical equipment on the roof, including railings, are screened by a parapet. The materials used for flat roofs are not regulated by this section.*
- 7. Skylights are prohibited. (Ord. 473, 2013)*

B. Contributing Structures – Residential Overlay

- 1. The repair and alteration of roofs shall match the original style and pitch.*
- 2. The addition of new roof elements such as vents, chimneys, and dormers shall not be readily visible from the right-of-way, unless the property has frontage on more than one right-of-way, in which case new elements shall be on a side elevation and screened from view.*
- 3. New decorative features such as cupolas or cresting shall be permitted only when historic evidence demonstrates those features were included in the original structure.*

4. For residential structures, the roof pitch shall be 8:12 (equal to 34°) or steeper. On mansard roofs, the upper areas of the roof may have a shallower pitch so long as the lowest roof planes are steeper than 12:12 (equal to 45°).

5. For all structures, roofing materials on all sloped roofs shall be black composition shingles or wood shingles. Metal roofing on sloped roofs is prohibited.

6. Skylights are prohibited. (Ord. 473, 2013)

C. Non-contributing Structures – Commercial Overlay

1. For residential structures the roof pitch shall be 8:12 (equal to 34°) or steeper. On mansard roofs, the upper areas of the roof may have a shallower pitch so long as the lowest roof planes are steeper than 12:12 (equal to 45°).

Not applicable.

2. For all structures, roofing materials on all sloped roofs shall be black composition shingles or wood shingles. Metal roofing on sloped roofs is prohibited.

The new roof will be covered with black composition shingles.

3. Flat roofs are permitted on commercial structures when the roof and all mechanical equipment on the roof, including railings, are screened by a parapet. The materials used for flat roofs are not regulated by this section. (Ord. 473, 2013)

Not applicable. No flat roofs are proposed.

D. Non-contributing Structures – Residential Overlay

1. For residential structures, the roof pitch shall be 8:12 (equal to 34°) or steeper. On mansard roofs, the upper areas of the roof may have a shallower pitch so long as the lowest roof planes are steeper than 12:12 (equal to 45°).

2. For all structures, roofing materials on all sloped roofs shall be black composition shingles or wood shingles. Metal roofing on sloped roofs is prohibited. (Ord. 473, 2013)

17.40.160 Setbacks

A. All Structures within Historic District

1. Residential structures shall be set back a minimum of ten (10) feet from side lot lines, and minimum of twenty (20) feet from rear lot lines.

Not applicable.

2. Commercial and mixed-use structures shall be set back a minimum of ten (10) feet from rear lot lines, and a maximum of ten (10) feet from front lot lines. There is no minimum setback from front lot lines.

The proposed building is set back between 18' – 23' from the rear property line. The existing Mills-Stoner house sits approximately 24' back from the front property line and will see no modifications.

3. 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. (Ord. 473, 2013)

Not applicable.

17.40.170 Siding

A. Contributing Structures – Commercial Overlay

1. Horizontal lap wood siding is required and historic siding patterns shall be matched when repairing or replacing siding.

2. Siding shall be painted; unpainted and stained wood is prohibited.

3. Decorative shingle patterns are prohibited on contributing structures, unless originally used as documented in the Historic Resources Inventory.

4. The paint color of siding shall be uniform on all sides of a structure. (Ord. 473, 2013)

B. Contributing Structures – Residential Overlay

1. *Horizontal lap wood siding is required and historic siding patterns shall be matched when repairing or replacing siding.*
 2. *Siding shall be painted; unpainted and stained wood is prohibited.*
 3. *Decorative shingle patterns are prohibited on contributing structures, unless originally used as documented in the Historic Resources Inventory.*
 4. *The paint color of siding shall be uniform on all sides of a structure. (Ord. 473, 2013)*
- C. *Non-contributing Structures – Commercial Overlay*
1. *Wood horizontal lap siding shall have a reveal not exceeding six (6) inches, with the exception of board and batten siding comprised of solid sawn wood.*

2. *Masonry is permitted.*

No masonry will be incorporated into the new building.

3. *Composite smooth surface materials are permitted.*

The new building will be sided with James Hardie Artisan V-rustic siding with a 7” exposure, which is similar in appearance to the WP-11 v-groove siding on the Mills-Stoner house.

4. *Siding shall be painted; unpainted and stained wood is prohibited.*

All siding and trim will be painted.

5. *The paint color of siding shall be uniform on all sides of a structure. (Ord. 473, 2013)*

The building will be uniformly painted on all sides with one color for siding and a second color for trim. Colors will be as selected from the city’s list of colors approved for non-contributing structures in the historic zone.

- D. *Non-contributing Structures – Residential Overlay*
1. *Siding shall be masonry or horizontal lap siding with a reveal not exceeding six (6) inches is required, with the exception of board and batten siding comprised of solid sawn wood.*
 2. *Siding shall be painted; unpainted and stained wood is prohibited.*
 3. *The paint color of siding shall be uniform on all sides of a structure. (Ord. 473, 2013)*

17.40.180 Facades

- A. *All Contributing Structures in the Historic District*
1. *The design of the front and side elevations shall be preserved. (Ord. 473, 2013)*

17.40.190 Windows

- A. *Contributing Structures – Commercial Overlay*
1. *Windows shall be trimmed with wood, and wood framed storm windows are permitted.*
 2. *Window frames and sashes shall be made of wood.*
 3. *New window openings are only permitted where they are not visible from the right-of-way. New windows and window openings on rear elevations shall match the materials, style, colors, and trim of other windows on the structure.*
 4. *Transom and clerestory windows are permitted above doors. (Ord. 473, 2013)*
- B. *Contributing Structures – Residential Overlay*
1. *Windows visible from the right-of-way shall be vertically oriented.*
 2. *Window frames and sashes shall be made of wood.*
 3. *New window openings are only permitted where they are not visible from the right-of-way. New windows and window openings on rear elevations shall match the materials, style, colors, and trim of other windows on the structure.*
 4. *Transom and clerestory windows are permitted above doors. (Ord. 473, 2013)*
- C. *Non-contributing Structures – Commercial Overlay*

1. *Windows shall be trimmed with wood, and wood framed storm windows are permitted. Storefront windows manufactured with metal frames shall have wood trim covering the exterior of the metal frames.*

All windows in the new building will be wood with a powder coated fiberglass exterior. Typical window trim shall consist of a 2" sill, 1x6 jamb trim and a 1x4 head trim with crown molding.

2. *Transom and clerestory windows are permitted above doors. (Ord. 473, 2013)*

No transom or clerestory windows are proposed.

D. *Non-contributing Structures – Residential Overlay*

1. *Windows visible from the right-of-way shall be vertically oriented.*

2. *Transom and clerestory windows are permitted above doors. (Ord. 473, 2013)*

Chapter 17.44 Landscaping

17.44.010 Purpose

The purpose of this chapter is to establish standards for landscaping, buffering and screening to enhance the appearance of the Historic District using trees and other landscaping materials to mitigate the effects of sun, wind, noise and the lack of privacy.

17.44.020 Applicability

This section shall apply to all new construction in the Historic District.

17.44.030 General Provisions

A. *In the Historic Residential Overlay at least ten (10) percent of the total area shall be landscaped.*

B. *In the Historic Commercial Overlay, landscaping shall be as follows:*

1. *Properties up to twenty thousand (20,000) square feet in size shall have at least fifteen (15) percent of the total lot area landscaped.*

The property size is 10,750 sf. The proposed development would include 3,650 sf of landscape area, roughly 34% of the total site area.

2. *Properties larger than twenty thousand (20,000) square feet in size shall have at least ten (10) percent of the total lot area landscaped.*

C. *Unless otherwise provided by the lease agreement, the owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.*

ACHS will continue to maintain the existing and new landscape areas to be developed or modified as part of the proposed development.

D. *All plant growth in landscaped areas of developments shall be controlled by pruning, trimming of otherwise so that:*

1. *Public utilities can be maintained or repaired;*

2. *Pedestrian or vehicular access is unrestricted;*

3. *Visual clearance provisions are met (See Chapter 16.40).*

ACHS will continue to maintain the site to protect clearances and access ways and to provide a clean and attractive property.

E. *Certificates of occupancy shall not be issued unless the landscaping requirements have been met or a bond has been posted with the city to ensure the completion of the landscaping requirements.*

F. *Existing plant materials may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the plantings.*

Existing plant materials will be retained to the extent feasible, beyond the area of construction for the new building.

G. Plant materials are to be watered at intervals sufficient to ensure survival and growth.

New planting areas will be watered by ACHS members as required to establish strong, healthy roots.

H. Synthetic plant materials are not permitted.

No synthetic plant materials are proposed.

I. Berms and excavations are prohibited in the commercial overlay.

No berms will be created and excavation shall be limited to that which will be required for the new building construction.

J. Berms and excavations are prohibited in front yards of residential overlay. (Ord. 473, 2013)

Not applicable.

17.44.040 Buffering and Screening Requirements

A. A minimum landscape buffer width of twenty (20) feet shall be required between any nonresidential use in a non-residential zone which abuts a residential zone.

Not applicable. Abutting zones are commercial.

B. A buffer shall consist of an area within an interior setback adjacent to a property line, having a width of ten (10) feet or greater and a length equal to the length of the property line.

Not applicable. No buffers required.

C. Occupancy of a buffer area shall be limited to utilities, screening, and landscaping. No buildings, access ways or parking areas shall be allowed in a buffer area.

Not applicable. No buffers required.

D. The minimum improvements within a buffer area shall include:

1. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than ten (10) feet high for deciduous trees and five feet high for evergreen trees measured from the ground to the top of the tree after planting.

a. Small or narrow stature trees, under twenty-five (25) feet tall or less than sixteen (16) feet wide at maturity shall be spaced no further than fifteen (15) feet apart.

b. Medium sized trees between twenty-five (25) feet to forty (40) feet tall and with sixteen (16) feet to thirty-five (35) feet wide branching at maturity shall be spaced no greater than twenty-five (25) feet apart;

c. Large trees, over forty (40) feet tall and with more than thirty-five (35) feet wide branching at maturity, shall be spaced no greater than thirty (30) feet apart.

2. In addition, at least one shrub shall be planted for each one hundred (100) square feet of required buffer area.

3. The remaining area shall be planted in groundcover, or spread with bark mulch.

Not applicable. No buffers required.

E. Where screening is required a hedge of narrow or broadleaf evergreen shrubs shall be planted which will form a four-foot continuous screen within two years of planting; or

Screening will occur at the anticipated exterior HVAC units. This screening will consist of a continuous evergreen hedge that will reach between 5'-8' at maturity.

F. Buffering and screening provisions shall be superseded by the vision clearance requirements as set forth in Chapter 16.40.

Not applicable. No vision clearance requirements.

G. When the use to be screened is downhill from the adjoining property, the prescribed heights of required fences, walls or landscape screening shall be measured from the actual grade of the adjoining property. (Ord. 473, 2013)

The adjacent property and Martin Street are level with or below the proposed location of the mechanical units to be screened.

17.44.050 Screening

A. If four or more off-street parking spaces are provided, off-street parking adjacent to a public street shall provide a minimum of four square feet of landscape screening for each lineal foot of street frontage. The screening shall consist of shrubbery at least two feet in height located as close to the street as practical and one tree for each fifty (50) lineal feet of street frontage or fraction thereof.

Not applicable. No off-street parking provided.

B. Landscaped screening shall achieve a balance between low lying and vertical shrubbery and trees.

Not applicable. No off-street parking provided.

C. Screening of loading areas and outside storage is required according to the standards of Section 17.44.040(E).

Not applicable. No loading or outside storage space is proposed.

D. Except for one-family and two-family dwellings, any refuse container or disposal area and service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area, shall be screened from view by placement of a solid wood fence, masonry wall not exceeding six (6) feet in height, or evergreen hedge between five and eight feet in height. All refuse materials shall be contained within the screened area. (Ord. 473, 2013)

Garbage and recycling facility storage will be housed within the building, on the lower level. The bins will be wheeled out of the building on collection days.

An area will be provided for locating anticipated HVAC units to serve the new building. This area will be located on the lower level, near the overhead door accessed off of Martin Street. The area will be screened with an evergreen hedge that will be between 5' – 8' in height at maturity.



Oregon

Kate Brown, Governor

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July 20, 2016

Ms. Kelly Richardson
City Recorder
City of Aurora
21420 Main St NE
Aurora, OR 97038



RE: 2015 Certified Local Government Grant

Thank you for the opportunity to review the revised Aurora Colony Historic Resources Inventory (Inventory) and Design Guide for Historic Properties (Guide). The Oregon SHPO finds that the submitted materials are thorough and complete.

There are four items to address before we can accept final drafts of these documents noted in the attached document. Please address these items and forward completed documents to our office no later than August 15th. The rest of the provided comments are advisory and can be addressed if desired, and additional comments are provided for your consideration in the marked drafts. Please send our office updated copies should these documents be edited after the grant period.

It has been a pleasure to work with you. Please contact me with any further questions, comments, or concerns.

Sincerely,

Ian P. Johnson, Historian
Associate Deputy State Historic Preservation Officer
(503) 986-0678 or ian.johnson@oregon.gov

Encl.



Review comments for City of Aurora, 2015 Certified Local Government Grant

Revised Aurora Colony Historic Resources Inventory (Inventory) and

Design Guide for Historic Properties (Guide)

Required Revisions:

1. In the Inventory, page 18, please correct the passage discussing the State Special Assessment Program to indicate clearly that a property must be either listed as a contributing resource within the listed historic district or individually listed to be eligible for the Program. Please see the attached fact sheet for further details.
2. In the Inventory, please identify "Not in Period" (NP) as the correct classification for buildings constructed after 1921 within the historic district. See our publication, "Conducting Historic resource Surveys in Oregon," available at our website for further information. Use this classification as necessary.
3. In the Guide, please note that "colony style" is not an architectural style. Consider describing this type of building and the Post Colony Buildings in the same manner as is done in the Inventory, which identifies these as "Colony Period Houses." Otherwise, the style can be described as mid-nineteenth century vernacular with classical or gothic details.
4. On page 86 of the guide, please note that the state tax program does not "freeze" a property's assessed value. Please see the attached fact sheet and edit the title and accompanying passage to ensure that it accurately describes the program under the current law.

Revisions to consider

Aurora Colony Historic Resources Inventory

1. On page 16, the passage on the Special Assessment Program appears to be removed. Consider including a single paragraph describing the program based on the attached fact sheet.
2. Given the age of the original document, please indicate on pages 16 and 17 if the recommendations listed here were re-evaluated following the prior survey and if they are still relevant.
3. Throughout the document, please include as detailed a description of the alterations to each building as possible. For example, instead of stating that a façade was "redone," identify what materials or features were removed or altered, and/or what materials or features were added.

Design Guide for Historic Properties

As written, the Guide is incredibly comprehensive; however, it is not always clear what is required or recommended, or when a statement is simply provided as a point of information. We recommend being very clear on what is and is not required in design guidelines to avoid confusion. Below are a few recommendations.

1. Review the statements in Guide to ensure that for each statement under the numbered guideline that it is clear if the guideline is compulsory or advisory. If discussion is needed, it can follow the declarative statement. It may also be useful to clearly divide compulsory and advisory guidelines into separate sections under each numbered guideline.

Review comments for City of Aurora, 2015 Certified Local Government Grant
Revised Aurora Colony Historic Resources Inventory (Inventory) and
Design Guide for Historic Properties (Guide)

Design Guide for Historic Properties, revisions to consider, continued.

2. If there are items, such as maintenance of gutters, that are intended to be advisory but will not be enforced through the code, consider setting these apart from other items the Landmarks Commission would consider as part of their review, either within each guideline or in a comprehensive section addressing general building maintainince.
3. Throughout the document, please be consistent on whether conjectural recreation of “historic” features is or is not acceptable and under what circumstances. The Oregon SHPO strongly supports the prohibition of conjectural recreation, which seems to be generally supported in the Guide, however, some passages are unclear. Please see the marked document.
4. Consider rearranging the sections of the Guide so that guidelines and general topics that apply to all property types appear first, followed by specific guidelines for each building type, commercial, residential, and churches, etc. This may result in repeating some material; however, it will be easier to locate relevant information.
5. On page 26, please reconsider using the terms “remodeling,” “renovation,” “and adaptive use” in the Guide and instead substitute the four approaches to the treatment of historic properties used by the National Park Service: “Preservation,” “Rehabilitation,” “Restoration,” and “Reconstruction.” These terms are define d by NPS here:
<https://www.nps.gov/tps/standards/four-treatments.htm> .
6. Beginning with Guideline 68 and continuing through the discussion on relocation of historic buildings, the description of the process appears to be mingled with the requirements for a relocation permit. Consider expanding the general discussion already present to include the process for obtaining a relocation permit so that the guidelines can focus on the conditions under which a permit may be issued.
7. Consider removing or rephrasing statements that might date the document or become irrelevant with the passage of time. Please see the marked document.
8. Consider including an image of a typical residence and commercial building with all of the architectural details named to assist users in identifying the parts of their building and the applicable section of the Guide for their project. Please be sure that Glossary is complete, including both architectural terms and planning terms, such as “zero lot line,” and similar.