

Minutes
Aurora Planning Commission Meeting/Worksession
Tuesday, September 06, 2011 at 7:00 P.M.
Aurora Commons Room, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

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

VISITORS PRESENT: Richard Harrison, Aurora

1. Call to Order of Planning Commission Meeting

The meeting was called to order by Planning Chair Nick Kaiser at 7:02 p.m.

2. City Recorder Did Roll Call

Chairman, Kaiser - Present
Commissioner, Graupp Present
Commissioner, Gibson Came in late
Commissioner, Graham Absent
Commissioner, Fawcett came in late
Commissioner, Braun Present
Commissioner, Schafer Present

3. Consent Agenda

Minutes

- **Planning Commission Meeting – August 02, 2011**
Pg 2 OTAC spelled wrong OTAK is correct
Pg 2 Schaffer is spelled wrong Schafer is correct
Pg 1 comments on Council minutes did not approve of the word felt changed it to stated.
Pg 2 consensus of the Commission remove September should read future Code update.
- **City Council – July 12, 2011**

Correspondence

- I. **HRB status report to Council**, there was a brief discussion about the report.
- II. **2011 2nd quarter Community Block Grant Awards**
- III. **Training Flyer**
- IV. **League of Oregon Cities Bulletin**

A motion to accept the consent agenda with the changes stated for the August 02, 2011 minutes was made by Commissioner Braun and seconded by Commissioner Graupp. Motion Passes Unanimously.

4. Visitor

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

Richard Harrison, Aurora OR, spoke to the Planning Commission about the information that he has gathered along with the information provided to him by City Planner Wakeley in regards to his property and its build ability. Mr. Harrison spoke to the Commissioners in regards to the code 16.48.040 Sec A & B he also stated he has made application to Division of State Lands for a wetlands inventory determination report.

Planning Commission discussed briefly with Mr. Harrison and City Planner Wakeley however until the City receives and application/permit there is not a lot we can do at this point.

Gary Lovell, Aurora was only visiting and made no comments.

5. New Business

NONE

6. Unfinished Business

A. Aurora State Airport Master Plan Review Update

- There is one more PAC meetings scheduled for September 15, @ 5:00 at North Marion School District
- Review of Chapter 6 and Chapter 7

B. Discussion and or Action on Historic Review Guidelines

- There is a brief discussion on the direction to go with the guidelines most if not all of the Commissioners along with Councilor Sahlin gave input and once it was all done they decided on four core areas to start with;
 - Chapter 17 of the Municipal Code specifically the procedural aspects and are they followed and the need for some fine tuning of procedure.
 - It was an over whelming agreement that the Guidelines were too subjective and need more clarity.
 - Inventory VS district and type I & II would need administrative approval verses going to the Board.
 - Enforcement and violation follow up, who checks to see if conditions were indeed met.
- Discussion on SHPO inventory was briefly discussed, Commissioners were not sure they agreed with the entire document.

7. Commission Action/Discussion

A. City Planner Activity Sheet (not in your packets) Status of Development Projects within the City: Attached.

City Planner Wakeley read her report.

Wakeley updated the Commission and read her report.

- D&S Spa (Dave Foster) questions as to whether or not he would need a site design review for starting a small inn. Wakeley had no concerns and stated he did not need to go through site design.
- Richard Harrison helping him with his property questions
- Working on drafting letter to Annie Kirk for help with the tree list.

There were no more questions of Planner Wakeley.

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8. Adjourn 8:25 P.M.

A motion to adjourn the September 06, 2011 meeting is made by Commissioner Gibson and seconded by Commissioner Fawcett. Motion Passes Unanimously.



Nick Kaiser, Chairman

ATTEST:



Kelly Richardson, City Recorder