AGENDA

City of Aurora
PLANNING COMMISSION MEETING
Tuesday, March 06, 2012, 7:00 p.m.
Council Chambers
21420 Main Street N.E., Aurora, Oregon

1. Call to Order of Planning Commission Meeting:

2. City Recorder Calls Roll

Chairman, Schaefer
Commissioner, Willman
Commissioner, Gibson
Commissioner, Graham
Commissioner, Fawcett
Commissioner, Braun
Commissioner, TBA

3. Consent Agenda

All matters listed within the Consent Agenda have been distributed to each member of the Aurora Planning Commission for reading and study, are considered to be routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the consent Agenda and placed on the Regular Agenda by request.

Minutes

I. Aurora Planning Commission Meeting –February 07, 2012
II. City Council – January 10 , 2012

Correspondence

I. Public Hearing notice on March 13, 2012

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 Council could look into the matter and provide some response in the future.

5. New Business

6. Old Business

A. Discussion and or update on Transportation Planning Rule
B. Discussion and or Update on 99E Corridor Study.
C. Discussion and or Update on Historic Review Board Design Guideline Update.

This is a public meeting and all interested citizens are invited to attend. The meeting place is not handicapped accessible; those needing assistance should contact the city Office three (3) working days before regularly scheduled meetings. The minutes of this and all public meetings are available at City Hall during regular business hours. All meetings are audio taped and may be video taped
C:\msword\planningcommission111032009

7. **Commission Action/Discussion**

A. City Planning Activity (in Your Packets)
Status of Development Projects within the City.

8. **Adjourn**

This is a public meeting and all interested citizens are invited to attend. The meeting place is not handicapped accessible; those needing assistance should contact the city Office three (3) working days before regularly scheduled meetings. The minutes of this and all public meetings are available at City Hall during regular business hours. All meetings are audio taped and may be video taped
C:\msword\planningcommission111032009

Minutes
Aurora Planning Commission Meeting
Tuesday, February 07, 2012 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: Bill Graupp, Aurora
Joe Fidanzo, Aurora

1. **Call to Order of Planning Commission Meeting**

The meeting was called to order by Temporary Planning Chair Joseph Schaefer at 7:00 p.m.

2. **City Recorder Did Roll Call**

Chairman, Schaefer -	**present**
Commissioner, TBA	
Commissioner, Gibson	**absent**
Commissioner, Graham	**Present**
Commissioner, Fawcett	**Present, entered late**
Commissioner, Braun	**Present**

3. **Consent Agenda**

Minutes

I. Aurora Planning Commission Meeting –January 03, 2012
II. City Council – December 12 , 2011

Correspondence

I. **Mid-Willamette Council of Governments letter to Joseph Schaefer, re: taxlot 3100 and 3800**, City Planner Wakeley discusses her determination report.

- Determination was requested regarding whether the above referenced tax lots 3100 & 3800 zoned properly. Tax lot 3100 (C) with Historic Overlay, 3800 (R1) with a Historic Overlay and requires a minimum lot size of 10,000 and lot 3800 is 9,148.
- In 1980 a zone change application and variance contingent on property being partitioned, ORD 255, these two lots were never lawfully established units of land as there were applicable planning and partition ordinances and regulations in place that were required to be completed as a condition of approval see ORS 92.010.Biib
- 92.176 does allow a city to approve and application to validate a unit of land that was created by a sale if the unit of land could have complied with the criteria in effect that the unit of land was sold.
- Staff determination that the partition would have met the minimum zone requirements in place at the time of zone change approval, based upon the applicable staff report recommending approval.

Commissioner Braun made a correction to the minutes on page two from Concordia College to Concordia University.

A motion is made to approve the amended minutes with the change on page two by Commissioner Graham and seconded by Commissioner Fawcett.

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.

Joe Fidanzo 15323 Ottaway Rd NE Aurora, 97002, explains to the Commission the drywell situation and possible annexation. I am wondering if,

- Annexation fee's could be waived
- What is the process
- Is there any reason Planning would not recommend to the Council.
- Wakeley advises the Commission that at this time we can only discuss with staff.
- Voter approval is required as stated in code 16.66.030

Councilor Graupp had been visiting in the Middle East and explains the Middle East has a completely different take on Planning in their country than we do and they are quite wealthy and build enormous cities and infrastructure.

1. New Business

A. Discussion and or Action on Staff Direction and review of City County Insurance Sign Code. Chairman Schaefer explains to the rest of the Commission the off premise sign situation and how if you determine whether or not we cannot allow because it is off premise you would indeed determine it by content.

Discussion between The City Planner and City Attorney both agree that content based defence could be quite costly to the city. Other cities in this situation have opted to change their sign code and at a later date this may be our option as well.

Wakeley is asking for guidance and recommendation from Planning to the City Council and has provided 3 options to choose from as follows,

1. Request City Council concurrence for continued enforcement of 16.44.070.K. prohibition for off-prem signage.

OR

2. Request City Council concurrence in directing staff to no longer enforce 16.44.070.K.

OR

3. Request City Council authorization for staff, legal counsel and/or Planning Commission amendment to AMC 16.44 to remove the prohibition of off-premise signage.

- Commissioner Fawcett asks if A boards are considered off premise signage.
- Commissioner Willman states that by reviewing our sign code there could be a compromise.
- City Planner Wakeley explains that this is a private residence and that the code revision process is lengthy and costly. Wakeley does agree that there are a few areas of the sign code that could benefit from a revision.
- The 3 options are then read from Chairman Schaefer, he does state that it is not uncommon to relax enforcement due to current case law.

- The document you are looking at currently comes from City County Insurance it is there model sign code and it gives a place to start when funds become available.

It is the consensus of the Planning Commission to recommend option number two to the City Council.

2. Unfinished Business

A. **Discussion and or Action on Transportation Planning Rule,** there is no action taken by the Planning Commission it is stated that the rule has been approved by LCDC and is now in writing and it basically loosens driveway access restrictions for entering a State Highway.

B. **Discussion and or Update on 99E Corridor Study.** There is no new information at this time for discussion.

C. **Discussion and or Update on Historic Review Board Design Guidelines Update.** There is no new updates however members of Planning have attended meetings and it appears to be moving slowly.

3. Commission Action/Discussion

A. City Planner Activity Sheet (in your packets)
Status of Development Projects within the City: Attached.

- Continue working with City Attorney Koho on street tree ordinance
- Airport Planning rule at this time I am working hard to keep staff time down.
- I have placed it back on the State staff to find out why they say it's a compliance issue.

Fidanzo does ask the Planning Commission about the vote for annexation and what currently is the percentage needed for passage.

8. Adjourn 8:21 P.M.

A motion to adjourn the February 07, 2012 meeting is made by Commissioner Braun and seconded by Commissioner Fawcett. Motion Passes Unanimously.

_____
Chairman, Schaefer

ATTEST:

_____
Kelly Richardson, City Recorder

Xerox WorkCentre 7435
Transmission Report

G3-ID	503 678 2758	Date & Time : 02/14/2012 1:50 PM
Local Name	CITY OF AURORA	Page : 1(Last Page)
Company Logo	CITY OF AURORA	

The job has been sent.
Original Size: A4

Public Hearing: March 13, 2012

Public Hearing on proposed composting registration permits for Compost 1, Compost 2, and Compost 3 in Aurora

DEQ will hold a public hearing on these proposed permits, and invites comment on the provisions of the permits. If you have received this notice by postal mail, either you have requested to receive DEQ notifications by mail, or you own property located within one quarter mile of the subject facility.

DEQ offered a public comment period concerning these permits Nov. 23-Dec. 23, 2011. In response to community interest, DEQ has now scheduled a public hearing and an additional comment period.

Since the previous comment period, Clackamas County has issued updated land use requirements for these facilities.

Hearing details:

Date: March 13, 2012

Location:
Aurora American Legion Hall
21510 Main St.
Aurora OR 97002

Schedule:
Information session begins at 6:30 p.m., followed by public hearing

Public comment period ends:
5:00 p.m., March 16, 2012.

You may submit written comments until the end of the comment period, regardless of whether you make comments at the hearing.

Where can I send my written comments?
Compost 1, 2, & 3 Comments
c/o Holly Pence, Solid Waste Permit Coordinator
DEQ Northwest Region
2020 SW 4th Ave., Suite 400
Portland, OR 97201
Fax: 503-229-6945
E-mail: Pence.Holly@deq.state.or.us

Where can I get technical information?
Stephanie Rawson, Compliance Specialist
(503) 229-5562 or Toll Free: (800) 452-4011
DEQ Northwest Region
2020 SW 4th Ave., Suite 400
Portland, OR 97201
Fax: (503) 229-6945
E-mail: Rawson.Stephanie@deq.state.or.us

Where can I get background information?
Visit DEQ's website at www.deq.state.or.us/news/publicnotices/PN.asp. The public notice posted there contains links to the draft permits and DEQ's evaluation reports.

You may also review the facility file at the Northwest Region DEQ office in Portland. For a review appointment, contact Holly Pence at (503) 229-5353 or e-mail Pence.Holly@deq.state.or.us

Permit expiration
These permits will each expire on November 15, 2021.

Who is the applicant?
R. Marc Anderson
P.O. Box 166
Aurora, Oregon 97002

Where are the facilities located?

Compost 1
6822 S. Anderson Road
Aurora, Oregon 97002

Compost 2
5997 S. Anderson Road
Aurora, Oregon 97002

Compost 3
26241 S. Meridian Road
Aurora, Oregon 97002

Who might have an interest?
People who work, live, and recreate in the area.

DEQ
State of Oregon
Department of Environmental Quality

Northwest Region Office
Solid Waste
2020 SW 4th Ave, Ste 400
Portland OR 97201
Phone: (503) 229-5353
(800) 452-4011
Fax: (503) 229-6945
Contact: Holly Pence
Email: Pence.Holly@deq.state.or.us
www.oregon.gov/DEQ

Save trees and tax dollars!

To receive DEQ notifications automatically by e-mail, send a message to subscriptions@deq.state.or.us

See DEQ's privacy policy at www.deq.state.or.us/terms/Ethics

Notice Issued: 2/10/2012
By: Holly Pence

#	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	0712	COG	2-14; 1:49 PM	1:01	2/2	ECM		Completed

March 2012 Update

LAND USE APPLICATIONS

Project	Status
Building Permits	
Sign Permits	• Zukin application approval (attached) • City Council discussion of "off-premise" signage based upon Planning Commission recommendation (see February CC meeting minutes)
Manufactured Home Permit	
Land Use Applications	

ADDITIONAL PLANNING

Project	Status
Transportation System Plan	• Adoption of a street tree ordinance –Ordinance 468 (pending final CC adoption)
ODOT 99E Corridor Study	• No meetings have been scheduled. No new information has been released.
Urban Renewal District Feasibility Study	
Development Code/HRB updates	• No new information has been received since the 12/28 response email to ODA regarding compliance with Airport Planning Rule.
Water Master Plan	
Newsletter/Community Updates	
Misc.	

Mid-Willamette Valley
Council of Governments
105 HIGH STREET S.E. • SALEM, OREGON 97301-3667 • www.mwvcog.org
TELEPHONE (503) 588-6177 • FAX (503) 588-6094 • e-mail: mwvcog@open.org
An equal opportunity lender, provider and employer

Getting things done together!

February 27, 2012

JR Zukin Corp .d.b.a Meadow Outdoor Advertising
PO Box 331
The Dalles, OR 97058

RE: Sign Permit 12-01 – 21187 Highway 99E, Lot 1000 of Map 41W13B

You have requested placement of one (1) free standing pole sign measuring approximately 36 square feet on the above referenced property. The application includes a height of eighteen (18) feet although the application also contains a statement that final height is undetermined.

Aurora Municipal Code (AMC) 16.44.100.A. allows one free-standing sign with thirty-six (36) square feet being the maximum allowable size.

Please note AMC 16.44.070.E states, "The number of colors used on signs shall be minimized for maximum effect. Four colors including the background color is maximum. Fluorescent colors are not allowed". You will be responsible for ensuring the signage continues to conform to the Aurora Municipal Code.

The proposed signage meets the applicable standards from Section 16.44 of the Aurora Municipal Code. Sign Permit 12-01 is approved.

If you have any questions, please call me at (503) 588-6177.

Sincerely,

Renata Wakeley
City Planner

cc: Kelly Richardson, City Recorder

City of Aurora
Building /Planning Application

(Check appropriate box)

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

APPLICANT GENERAL INFORMATION

Applicant JR ZUKIN CORP. d/b/a MEADOWS OUTDOOR ADVERTISING Phone 541-296-9684

Mailing Address P.O. Box 331 THE DALLES, OR 97058

Property Owner ROBERT SOUTHARD Phone 503-678-1035

Mailing Address 21187 99E AURORA, OR

Contact person if different than applicant _____ Phone _____

Mailing Address _____

PROPERTY DESCRIPTION

Address 21187 99E AURORA, OR Tax Map # 041W13B Tax Lot # 1400

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

Total Acres or Sq. Ft. _____ Existing Land Use _____

Existing Zoning _____ Proposed Zoning (if applicable) _____

Proposed use _____

ACTION REQUESTED: (use additional sheets as needed)

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.

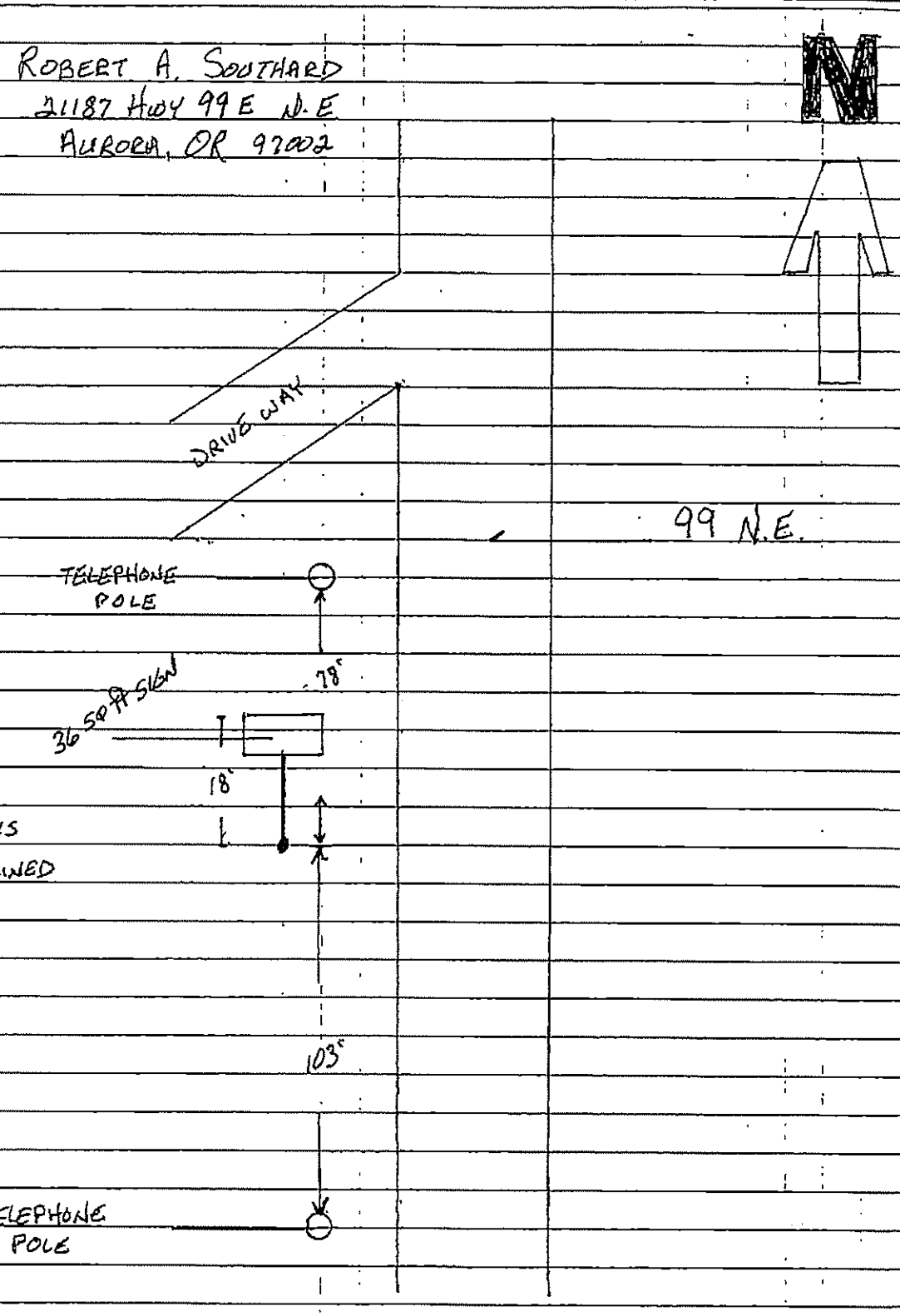
Signature of Applicant _____ Date _____

Signature of Property Owner _____ Date 1-24-12

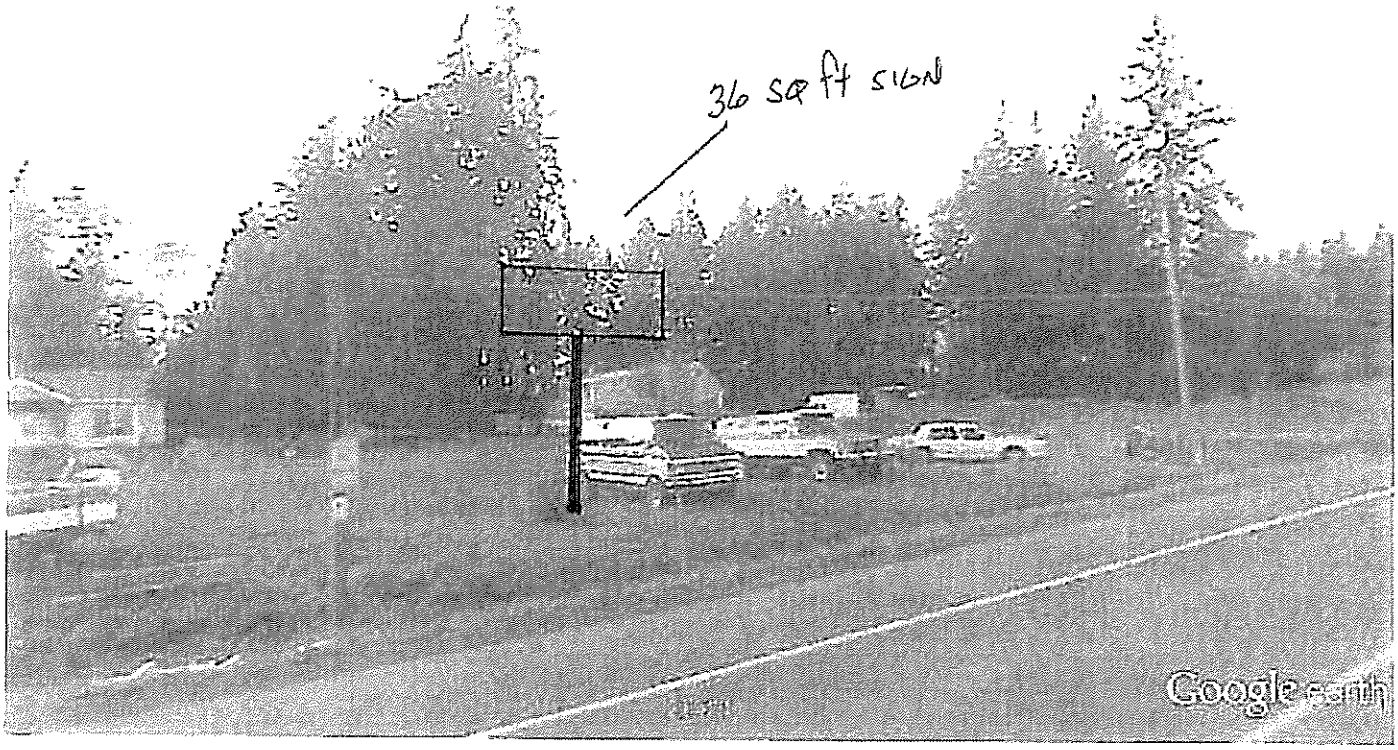
Office Use Only: Received By: _____ Date: 12-14-11 Fee Paid$ CEC

Receipt # _____ Case File # _____ Planning Director Review _____ Date: _____

ROBERT A. SOUTHARD
21187 HWY 99E N.E
AURORA, OR 97002



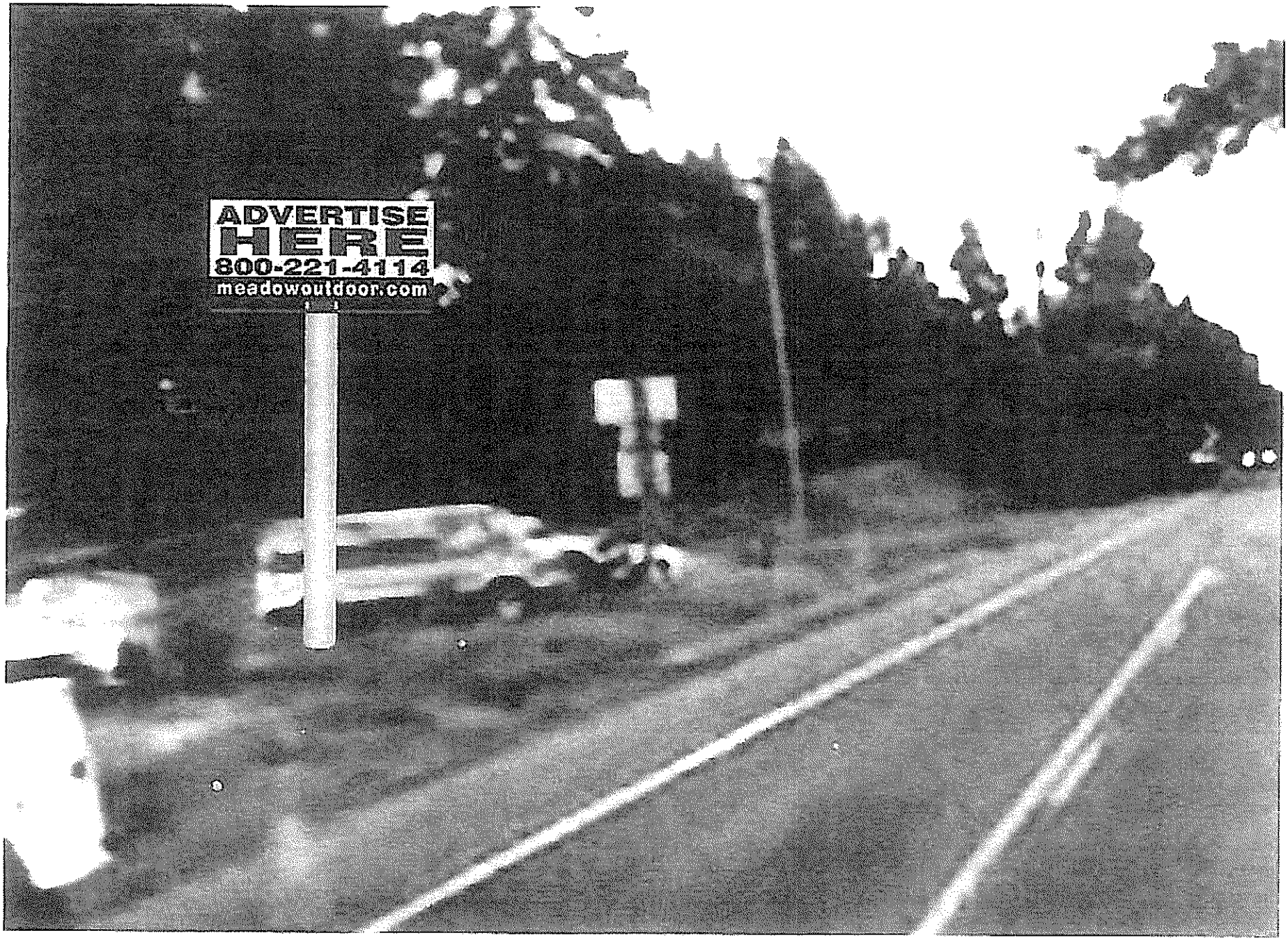
MEADOW OUTDOOR ADVERTISING

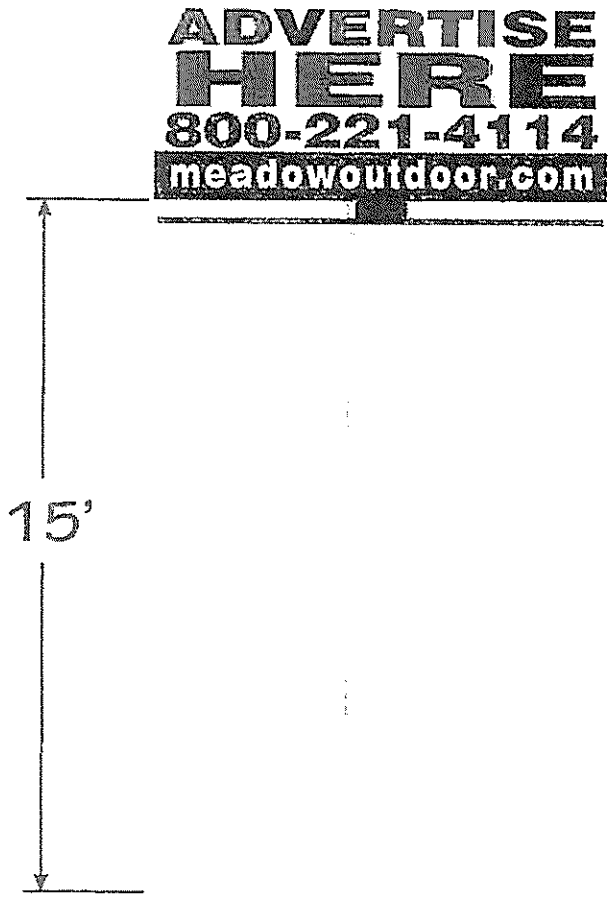


Google earth

feet 10

meters 4


ADVERTISE
HERE
800-221-4114
meadowoutdoor.com



Steel Structure w/Catwalk
Stretched Vinyl Sign Face 4x9: 36ft^2
Copy & Colors Vary w/Display
Single Electric Lamp,
w/Enclosed Wiring on Interior of Pole.

ORDINANCE NUMBER 468

A BILL FOR AN ORDINANCE SPECIFYING CERTAIN TREES FOR USE NEAR CITY STREETS

WHEREAS, the City of Aurora adopted their 2009 Transportation System Plan (TSP) in March of 2010, and the updated TSP requires planting strips and the installation of streets trees on new development and infill development; and

WHEREAS, Aurora Municipal Code (AMC) section 16.34.030.U. states, "Within 6 months of developing frontage improvements, two (2) inch caliper trees shall be installed in planting strips in accordance with the City of Aurora's street tree list"; and

WHEREAS, the Planning Commission studied the street tree issue and recommends the list contained in this ordinance; and

WHEREAS, the City Council needs to adopt a street tree list specific to the City of Aurora to assist citizens in complying with the AMC requirement:

The City of Aurora ordains as follows:

Section 1. The City of Aurora's street tree list for planting strips shall be:

CITY OF AURORA STREET TREE LIST

A. **Spacing.** The spacing of street trees shall be in accordance with the species, size, classes listed in the official tree list of this chapter, and trees shall be planted not less than one tree per twenty-five (25) feet of street frontage.

/ / / /

/ / / /

/ / / /

B. **Recommended Street Trees.** The following tree species are recommended for use as street and parking lot trees:

Four (4) to six (6) foot planting strip- With or without overhead lines

Species Name	Common Name	Minimum Planter Width	Permitted Under Wires?	Mature Height/Width
Acer griseum	Paperbark Maple	4	Yes	25/20
Lagerstroemia cultivars	Crape Myrtle	4	Yes	20/20
Malus 'Prairifire'	Prairifire Crabapple	4	Yes	20/20
Parrotia persica	Persian Parraotia	4	Yes	35/20
Stryax japonicas	Japanese Snowbell	4	Yes	25/25
Stryax obassia	Bigleaf Snowbell Tree	4	Yes	35/25

Four (4) to six (6) foot planting strip- With overhead lines

Species Name	Common Name	Minimum Planter Width	Permitted Under Wires?	Mature Height/Width
Acer griseum	Paperbark Maple	4	Yes	25/20
Cornus controversa 'June Snow'	June Snow Giant Dogwood	4	No	40/30
Fragus sylvatica 'Purpurea Tricolor'	Tricolor Beech	4	No	35/25
Lagerstremia cultivars	Crape Myrtle	4	Yes	
Ginkgo biloba 'Saratoga'	Saratoga Ginkgo	4	No	35/30
Magnolia gradiflora	Edith Bogue Magnolia	4	No	30/15

'Edith Bogue'				
Malus 'Prairifire'	Prairifire Crabapple	4	Yes	20/20
Parrotia persica	Persian Parrotia	4	No	35/20

Greater than six (6) foot minimum planting strip- With or without overhead lines

Species Name	Common Name	Minimum Planter Width	Permitted Under Wires?	Mature Height/ Width
Acer griseum	Paperbark Maple	6	Yes	25/20
Lagerstroemia cultivars	Crape Myrtle	6	Yes	20/20
Magnolia gradiflora 'Edith Bogue'	Edith Bogue Magnolia	6	Yes	30/15
Ginkgo biloba 'Saratoga'	Saratoga Ginkgo	6	Yes	35/30

Greater than six (6) foot minimum planting strip- Without overhead lines

Species Name	Common Name	Minimum Planter Width	Permitted Under Wires?	Mature Height/ Width
Acer X freemanii 'Autumn Blaze'	Autumn Blaze Maple	6	No	60/45
Acer X freemanii 'Celzam'	Celebration Maple	6	No	45/25
Acer rubrum 'Franksred'	Red Sunset Maple	6	No	45/35
Carpinus betulus	European Hornbeam	6	No	50/35
Ostrya virginiana	American Hophornbeam	6	No	35/35
Tilia cordata	Littleleaf Linden	6	No	50/30

Zelkova serrata 'Green Vase'	Green Vase Zelkova	6	No	50/40
Zelkova serrata 'Village Green'	Village Green Zelkova	6	No	40/38

Section 2. All other trees are prohibited from installation within public rights-of-way as they cause one or more of the following problems: (1) Their roots damage sewer lines or pavement; (2) They are particularly subject to disease or insects; (3) They cause visibility problems along streets or intersections; (4) They create messy sidewalks and pavements, usually due to fruit drop.

ADOPTED by the Aurora City Council at a City Council meeting held on Tuesday, March 13, 2012.

Dated this _____ day of March, 2012.

ATTEST

_____ _____

Gregory Taylor, Mayor **Kelly Richardson, City Recorder**

APPROVED AS TO FORM:

_____

Dennis Koho, City Attorney