

Minutes
Aurora Planning Commission Meeting
Tuesday, October 02, 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

STAFF ABSENT:

VISITORS PRESENT: Bill Graupp, Aurora
Karen Townsend, Aurora
Scott Brotherton, Aurora

1. Call to Order of Planning Commission Meeting

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

2. City Recorder Did Roll Call

Chairman, Schaefer -	Present
Commissioner, Willman	Present
Commissioner, Gibson	Present
Commissioner, Graham	Present
Commissioner, Fawcett	Present
Commissioner, Braun	Absent

3. Consent Agenda

Minutes

- I. Aurora Planning Commission Meeting –September 04, 2012
- II. HRB Minutes
- III. City Council – August 14 , 2012

Correspondence

- I. **OR 99E Woodburn to Aurora Corridor Segment Plan, Project Management Meeting #3.** There is a brief discussion on the 3 draft improvement options describing this memo, Planning Commission is asking City Planner Wakeley about drawings because it would be much easier to grab the concept I had included them by email, Chairman Schaefer asks if we are in a hurry to provide comment Wakeley informs the Commission that she had provided a response in my review asking for clarity honestly I have not heard back nor about a meeting. Soon there will be an open house at Hubbard City Hall and these options will be discussed I do not have a date for that I have not been

attending just reviewing and commenting however it might be a good idea for someone from the city attend.

The Commission requested drawings for the next Planning Commission meeting.

II. Email from ODOT, New Enhance Application Solicitation, City Planner Wakeley is happy to have PC provide comment on this ODOT STIP application process this is new from ODOT. Wakeley states that I have spoke to ODOT about Aurora/Donald interchange and the continuation of sidewalk along 99E if there are others you can let me know. Side note in speaking to several of the County planners this application process the Woodburn interchange has received funding and they will be shutting down 99E for quite a while. I have asked for more information on this I will be sharing with everyone once I receive it. I am not sure if you can request help from the County or State to help with signage to make everyone aware. Councilor Graupp states it will be limited access not fully closed. Chairman Schaefer states that I would like to comment that the Hubbard cut off would be the way to go so let's confirm that traffic get detoured away from Aurora to 551 however Townsend says no it's good that they come into town. With the STIP Aurora/Donald interchange, side walk project am I hearing that this is something that we want to see keep moving forward because if it is not on the ODOT list for 2015 it will not be considered. Councilor Graupp states that I would like to see the safety flashing light Board member Townsend stated that originally we had asked for a sidewalk on the west side of 99 by the yarn shop for safety and we did not make it into their cycle to be approved. Wakeley states that funds are reduced so sorting through how we get these items added for business. This application is 5 pages. I have not heard a lot of excitement on these three intersections that are proposed from ODOT.

Commissioner Rob Graham will help assist Wakeley on this grant application for the STIP.

Motion to approve the consent agenda was made by Commissioner Gibson and seconded by Commissioner Graham.

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.

No one spoke at this time.

5. Public Hearing

A. Discussion and or Action on Extended/Continuation of CPMA-12-01 Anthony Fidanzo,

Was called to order at 7:15

The applicant is not here to night, City Planner Wakeley gives a report or recollection on the process to date and so far MR. Fidanzo has been receiving positive comments however he has nothing in writing and Wakeley asked for an extension in this matter.

Currently we are covered by the 120 day rule agreement that Mr. Fidanzo signed and I recommend or ask for a continuance on this matter.

A motion is made by Commissioner Fawcett to continue the hearing until November 6, 2012 at the next regularly scheduled meeting and is seconded by Commissioner Graham. Motion Passes.

The Public Hearing closed at 7:20 with no comments from the audience.

6. New Business

- A. Discussion and or Action on request for extension Gateway Aurora Project and Subdivision by Bixler.** Chairman Schaefer asks about the history of this extension and Wakeley states originally they were given 3 years at which point now Mr. Bixler submits a letter to Council and asks that it be extended for 2 years. Wakeley states that we have repeatedly asked for items and about half of the items we are requesting are getting lost at this point I think a 2 year extension is overly generous and I believe a one year is adequate.

A motion is made to recommend an extension for 1 year to City Council by Commissioner Sallee and is seconded by Commissioner Willman. Motion approved based on Municipal Code 16.76.360.

- B. Discussion and or Action on Email from Sandra Larsen Department of Aviation.**

City Planner Wakeley states, there is no formal action so that is why I did not submit a staff report. I looked at this situation and since this is over the height restriction in your code I then contacted the Department of Aviation and

Mr. Pitchford felt as though because this was so far away from the airport this should not be an issue, however based on our code I had to look into it. Since then he is no longer interested in the property because he does not feel he is subject to ODA 7640 form. However maybe we look at this and see if this is overly strict for the entire city. I wanted to bring this to your attention and this maybe one that we look at it and shrink the overlay zone in regards to this situation. Mr. Pitchford stated that some trees are taller and the city's own water tower is higher than that. Since we do not have anything in front of us I am not requesting a ruling just wanted to bring it to your attention.

HRB Board member Townsend asks if this would be a situation to notice surrounding properties, and I would ask that you considered looking at this situation and review the overlay to find out if this is warranted.

7. Old Business

A. Discussion and or Action on Historic Review Board Guidelines

- **Review of Title 17 revisions,**

Chairman Schaefer explains basically I followed the standard format in the code and I did go with the city standard numbering,

What I added here is that it gave the HRB the ability to approve or adopt the inventory and this is 17.04

- First change is on the inventory, and having it apart of the appendix and be part of the code.
- Question is the issue of how to inform citizens of the code standards, City Recorder states that the staff informs citizens already, and as they come into the office we hand out material.
- 17.04.50 A. this is where we put in applicability, Townsend states that demolish and remove are missing.
- Definitions, pg 401 new definitions for colony structure and bricks or masonry are new, Finished Material I would add to that siding and trim.

Masonry definition, Townsend feels that it is missing some items, to make this definition clear.

- 17.16
- I made changes to this section for clarity
- 406 pg, item 4 approval of application under this title.
- 407 pg amendments to guidelines and inventory, again this is procedural,

There is a lengthy discussion on neon or LED open signs. PC wants to allow however HRB does not want this. Commissioner Willman is totally against not allowing a neon sign because it is very hard to see if a business is open or not.

Salle states there should be some compromise because we need to let people know if these businesses are open or not.

Chairman Townsend of the HRB states that if you approve this you will have every store front displaying a neon sign and this will not be a look that we want in the historic sign.

Councilor Brotherton a guest, if you're a business that deals with cash basics it could be allowed however could you limit it if you were a church no not really but we could limit it as per size.

As per the discussion and the ability to not come to a decision Chairman Schaefer requests that HRB do some research on how other Historic towns have dealt with this? We will resume the discussion on how to handle neon and or LED lights then.

- Accessory Dwelling mostly formatting
- 17.28.50 was added for outdoor display, this is in the base code allows however in the guidelines it has a specific item.
Not sure if we need this here because it is A,B,C are in the base code.
- D. adds language from Guidelines section 15 for displays.
- 17.010 Contributing Structures, Schaefer states should be no cannot move,

Townsend states if the building is in danger it should be allowed to be moved.

- Fences, Stock does this mean wire Chairman Schaefer asked, Townsend states that this should be allowed.
- What about old fashion rod iron fences, what if someone is in a nonconforming structure next to the museum then how do you know if this applies. If it is not listed as allowed then it is prohibited.

- We do not address what is appropriate, we are going to allow or not.
- **Porches**, Schaefer states that a brick or masonry porch doesn't fit and other members of Planning Commission did not agree.
It is discussed to keep section A or not in the 17.36.040 it is determined that we need to tidy it up and not make people have a wooden only porch structure after the discussion is completed.

At the next November meeting a complete draft of these items will be presented for better clarity these list are just a few highlights of discussion that took place.

8. Commission Action/Discussion

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

9. Adjourn 9:15 P.M.

A motion to adjourn the October 02, 2012 meeting is made by Commissioner Fawcett and seconded by Commissioner Willman. Motion Passes Unanimously.



Chairman, Schaefer

ATTEST:



Kelly Richardson, City Recorder