

# AGENDA

City of Aurora  
**PLANNING COMMISSION MEETING**  
Tuesday, May 07, 2013, 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, TBA,**  
**Commissioner, Sallee**

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 –April 02, 2013
- II. City Council Minutes –
- III. Historic Review Board Minutes

### **Correspondence**

- I. **Information on Economic Development Grant Offered by Marion County for Private Sector Businesses.**
- II.

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**

- A. **Discussion and or Action on Memo and Information SDR 12-02**
- B. **Discussion on Business License Smokin Salsa.**

6. **Old Business**

**A. Review of Title 17 Revisions, March 25**

**7. Commission Action/Discussion**

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

**8. Adjourn,**

**Minutes**  
**Aurora Planning Commission Meeting**  
Tuesday, April 02, 2013, at 7:00 P.M.  
Aurora Commons Room, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

**STAFF PRESENT:** Mary Lambert, Administrative Assistant  
Renata Wakeley, City Planner

**STAFF ABSENT:** Kelly Richardson, City Recorder

**VISITORS PRESENT:** Bill Graupp, Aurora  
Karen Townsend, Aurora

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

The meeting was called to order by Planning Chair Joseph Schaefer at 7:07 p.m.

**2. Administrative Assistant does Roll Call**

<b>Chairman, Schaefer</b>	<b>Present</b>
<b>Commissioner, Willman</b>	<b>Present</b>
<b>Commissioner, Gibson</b>	<b>Present</b>
<b>Commissioner, Graham</b>	<b>Present</b>
<b>Commissioner, Fawcett</b>	<b>Present</b>
<b>Commissioner, Sallee</b>	<b>Present</b>
<b>Vacant seat</b>	

**3. Consent Agenda**

**Minutes**

- I. Aurora Planning Commission Meeting –March 05, 2013

**Correspondence**

I. **Letter from DLCD to COG Re: Invitation on GIS Data.** Chairman Schaefer stated he is concerned this will become an unfunded mandate. Planner Wakeley stated the first year they will be working with COG for the data but she doesn't know what will happen down the road.

II. **Resolution Number 664 Planning Commission Fee Schedule adopted**

III. **Email Regarding North Marion Enterprise Zone from Renata and Greg Leo** This memo was in regards to the Coastal Parkway proposal. Planner Wakely stated that HB 2696 was scheduled for an April 8<sup>th</sup> hearing and Greg Leo would like to know if the Planning Commission would like to send a comment. After some discussion the consensus of the Commission is that they are not ready to formally comment at this time.

VI. **Information on HB 2696 In regards to North Marion Enterprise Zone.** HB 2696 is in regards to the Coastal Parkway project.

**A motion is made by Commissioner Sallee to accept the consent agenda, seconded by Commissioner Graham and 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.

**Councilor Bill Graupp**, 14629 Ehlen Rd, showed the commission a sample of a pamphlet he has designed to promote and give information about Aurora. He used the same logo that is on the city utility trucks. He intends to ask the city council to approve the logo at their meeting next week and wanted feedback from the commission to take to that meeting. Chairman Schaefer stated the building in the logo is not compliant with the Historic District code and he doesn't think it should be used unless it can be manipulated to make some changes – particularly changing the roof color, eliminating the fireplace and changing the windows. The overall consensus is that this is a good concept and will be a good way to get information out to the community, but perhaps use another logo.

**5. New Business**

None

**6. Old Business**

**A. Review of Title 17 revisions, March 25, 2013**

- Commissioner Sallee presented a copy of Chapter 17.40 in which she had rearranged the sections alphabetically to make it easier to find information needed. She also wants to make information easy to find based on residential vs. commercial properties and contributing vs. non-contributing properties.
- Discussion about the need for a process for demolition of structures.
- HRB Chairman Karen Townsend spoke of a need to add church and storefront rehabilitation/restoration and ornamental detail to Title 17.
- Planner Wakeley reminded council that the first public hearing on the changes will need to be in June.
- HRB Chairman Karen Townsend said the goal of HRB is to have Appendix A revisions complete by then as well.
- Renata Wakeley also reminded the commission to make sure changes are made in Track changes so people can follow them.
- After discussion of the maximum height of buildings in the historic district the consensus of the commission is to leave the maximum height of a building 35'.
- There was discussion regarding the process of sending out notices. It is believed that notices are not always being mailed when they are required. Chairman Schaefer stated we need to, at a minimum, meet state statute requirements in this area. Councilor Graupp stated he would be willing to put together a flow chart for city staff to follow. Chairman Schaefer agreed.

**B. Discussion of parking exemptions for properties located in the historic, commercial district.**

It was noted that parking in the downtown historic district is limited. The commission discussed exemptions. Discussion included ADA requirements and whether it is the City's responsibility or not.

**7. Commission Action/Discussion**

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

- Notice of Decision SDR 12-02

Karen Townsend told Renata Wakeley it was decided that the Historic Review Board will not review existing signs until the new code is finished.

8. **Adjourn 9:23 P.M.**

**A motion to adjourn the April 02, 2013 meeting is made by Commissioner Sallee, seconded by Commissioner Graham and passes unanimously.**

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Chairman Schaefer

**ATTEST:**

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Mary C Lambert, Administrative Assistant

**Minutes**  
**Aurora City Council Meeting**  
Tuesday, March 12, 2013, at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT: Mary Lambert, Administrative Assistant  
Jan Vlcek, Finance Officer  
Otis Phillips, Waste Water Superintendent

STAFF ABSENT: Kelly Richardson, City Recorder  
Bob Southard, Water Superintendent  
Pete Marcellais, Marion County Deputy

VISITORS PRESENT: Kris Sallee, Aurora  
Spud Sperb, Aurora  
Jim Fisher, Aurora  
Wendy Buck – Portland General Electric  
Annie Kirk, Aurora  
Bill Simon, Aurora

1. Call to Order of the City Council Meeting

The meeting was called to order by Mayor Greg Taylor at 7:00 p.m.

2. Administrative Assistant does roll call

Mayor Taylor – present  
Councilor Graupp - present  
Councilor Brotherton -absent  
Councilor Sahlin – present  
Councilor Vlcek - present

**3. Consent Agenda**

- I. City Council Meeting Minutes – February 12, 2013
- II. Planning Commission Meeting Minutes – February 05, 2013
- III. Historic Review Board Minutes –January 24, 2013**

No comments on minutes

**Correspondence**

- I. League or Oregon Cities HB Summary**
- II. Land Use Bills**
- III. Marion County Board of Commissioners Invite to Business Meeting**
- IV. BHNS News letter House Summary on Health Care**

Motion to approve consent agenda was made by Councilor Vlcek, seconded by Councilor Graupp. Motion passes.

**4. Visitors**

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

**Jim Fisher, 20960 Liberty St,** has questions on behalf of the American Legion. First, whose responsibility is it to prune trees up in the telephone lines? Mayor Taylor informs him he should contact CenturyTel as it is their phone lines the tree is growing into.

Mr. Fisher would also like to know what can be done in regards to the problem of water running down into the basement of the American Legion Hall when it rains. Third St has been paved higher than the sidewalk now, causing the problem. Mayor Taylor states that he and Public Works Superintendent Bob Southard have been looking into repaving and adding new sidewalks on 3<sup>rd</sup> St. Mr. Fisher asked what can be done in the interim, sand bags? Mayor Taylor replied that he will discuss this with Bob Southard and they may just work on fixing that area soon.

**5. Discussion with Parks Committee**

Councilor Sahlin gave the report for the Parks Committee.

- Initial tree survey quote was more than \$2500 so will need to put out RFP. Councilor Graupp had mentioned someone at the Oregon State Extension Service may want to assist with the tree survey. Councilor Sahlin has been trying to contact him and will continue to do so. Councilor Sahlin also received follow up information for the work that Mike Bruno did on the tree survey some time ago. There was no formal report. Will have further discussion on that.
- Has water fountain been fixed? Mayor Taylor answered that he believes it was fixed but the water has been turned off until spring.
- Will water be plumbed to the Amphitheater before Memorial Day weekend? Mayor Taylor said yes, will probably plumb from the well house.
- He was asked to put together a drawing for a recycling center – Mayor Taylor would like to speak with him about that first.
- Will put together a proposal for laminated signs for the restrooms stating hours open and contact number.
- Putting together a flyer to distribute to people who live around the park asking them to call if they see something going on.
- Asked about the broken window on restroom – Mayor Taylor stated they are looking into having it repaired with something other than glass. Should be done soon. Only replacing this one window for now.
- Would like to see if Triple T can spray ball field for weeds this spring. This will be discussed when the contract renewal is discussed later in the meeting.

- Ball field needs new bases – would like to look into getting approval to make that purchase. Mayor Taylor asked about anyone to donate. Not at this time. Mayor Taylor also reiterated that Pryde may use the ball field free of charge; we just ask that they give us a schedule. Councilor Graupp asked if Pryde might contribute bases for the field. Councilor Sahlin stated he feels they do enough already.
- The committee is wondering if they can schedule a park cleanup. Mayor Taylor said he would like to wait until the play structure is repaired.

There were no further questions.

## 6. Discussion with Traffic Safety Commission

Commission has not been formed yet.

## 7. Reports

### A. Marion County Deputy Report –(included in your packet)

Deputy Sheriff Pete Marcellais was not in attendance.

- Mayor Taylor stated he had asked Deputy Marcellais for a report showing what is happening where and when. The report was a list of acronyms that he will need to get clarification on.
- We have had a lot of issues the last 60 days. A motion sensor camera has been installed at the park to try to identify who is doing damage there.
- Has been very aggressive and changed hours in response to night time activities in town.

There were no questions from council.

### B. Finance Officer's Report – Financials (not included in your packets)

Finance Officer Jan Vlcek read her report.

- Majority of estimates needed for budget are in. She is waiting for a response from Marion County Sheriff's Office regarding the police contract.
- Grove, Mueller and Swank will send proposal for next audit.
- Letters have been sent out for reimbursement of costs for our planner, attorney and engineer totaling \$5437.
- Spoke with Budget Committee member Byron Schreiver. He will not renew his 3 year term due to conflicts with the proposed meeting dates. Mayor Taylor asked City Attorney Koho to check if the vacancy needs to be posted and get back to him.
- Finance Officer Vlcek stated she would like to have the council appoint a Budget Officer for fiscal year 2013-2014 and have comments, questions, revisions, and approval of the Budget Committee calendar. Mayor Taylor stated he had asked the council to review the calendar that was received at the last meeting for any conflicts.

The 2013-2014 budget calendar was accepted by consensus of the council.

1. Revenue & Expense Report  
There was no discussion by council.
2. Appointment of Budget Officer
  - The duties of the Budget Officer include preparing the budget and budget message and getting the publishing notices in the paper.

Councilor Graupp makes a motion that Finance Officer Vlcek be the Budget Officer for fiscal year 2013-2014. The motion is seconded by Councilor Sahlin and is passed by a 3-1 vote with Councilor Vlcek opposed.

There were no more questions from the council.

**C. Public Works Department's Report – ( included in your packet)**

1. Monthly Status Report (Storm Water)
2. Monthly Status Report (Water)

Public Works Superintendent Bob Southard was not present to go over his reports. Mayor Taylor went over the reports.

- Water line repair on Ehlen Rd is finished and working well. Will be able to determine in 30 days if we have drastically reduced our water usage by eliminating the leaky pipe.
- Councilor Graupp asked if the water being plumbed to the amphitheatre is potable. Mayor Taylor replied, yes, it is potable, it is not filtered.
- The signs that had been taken down by vandals will be put back in place this week, reinforced.
- We are 3 weeks out on schedule for the playground equipment repair. Everything will be covered by our insurance.
- Question from Annie Kirk, 21370 Main St – is it correct that there is a camera at the park. Mayor Taylor confirmed it is up and aimed at the restroom area. It is activated by motion and takes photos. We hope to obtain a few more cameras.

There were no further questions.

3. Waste Water Treatment Plant Update from Otis Phillips (included in your packet)  
Waste Water Treatment Plant Supervisor Otis Phillips went over his report.
  - Everything looks good.
  - Just started the plant back up on Monday, discharging, will keep it running until the end of April. Capacity is good, water is running great.
  - Councilor Graupp asked if WWTPS Phillips had ordered the new irrigation motor – no, pricing it out. Will try to squeeze it in before the end of the fiscal year.

- WWTPS Phillips stated he had seen on the news where the North Marion School football team is doing odd jobs to raise money for new helmets and would like to consider offering them the job of cleaning up the field at the plant after Public Works Superintendent Southard completes the harvesting. Mayor Taylor replied he will contact them about this. Liability issue will be handled the same as with other volunteers, they will need to sign a waiver.

There were no further questions of WWTPS Phillips.

**D. City Recorder's Report** (not included in your packet)

Mayor Taylor reported that City Recorder Kelly Richardson is currently out for neck surgery for 3 weeks. She will be in contact via phone and email beginning next week. The office remains open with the two administrative assistants, Mary Lambert and Sophia Kuznetsov, covering.

No Questions from Council.

**E. City Attorney's Report** – (not Included in your packet)

- **Rodger Eddy update** City Attorney Koho has not heard from Mr. Eddy since he sent out the letter with the April 1, 2013 deadline for completion or substantial start of requirements. Time is approaching where the council may need to take action. Koho will have action options at the next meeting. Mayor Taylor stated that Mr. Eddy has been coming into City Hall with records requests. Koho does not believe he will find what he is looking for in the minutes. He is looking for an agreement with the police to guard his property. Council never agreed to this and this was confirmed with the previous city attorney.
- **Discussion on possible Saturday Market** Koho conferred with City Planner Renata Wakeley and they both conclude a temporary use is possible. Koho went over Wakeley's recommendations including a Certificate of Appropriateness from HRB, City Council authorizing the Mayor to sign a letter stating the city right of way may be used for this purpose, a business license application or waiver from City Council and some sort of site plan. Councilor Sahlin stated they will probably use the 2<sup>nd</sup> St location and offered to get a list of items needed to Mary Claire. Annie Kirk – Aurora, asked if there is anything relative to safety. Mayor Taylor replied that the site plan will be reviewed by Council and perhaps the fire department as well. Mayor Taylor asked Administrative Assistant Mary Lambert to contact the City of Canby asking how they regulate their Saturday Market and pass that information on to Councilor Sahlin.

There were no further questions for City Attorney Koho.

**8. Ordinances and Resolutions**

**A. Discussion and or Action on Ordinance 469** AN ORDINANCE PROVIDING FOR AN AMENDMENT TO THE CITY OF AURORA COMPREHENSIVE PLAN OF THAT CERTAIN PROPERTY OWNED BY ANTHONY AND GAYLE FIDANZO, WHICH IS WITHIN THE CITY'S URBAN GROWTH BOUNDARY AND ABUTS THE CORPORATE CITY LIMITS.

Mayor Taylor reads the ordinance by title only and asks for questions or discussion. There is none.

Councilor Graupp makes a motion to accept Ordinance 469 as read, Councilor Vlcek seconds the motion and it passes unanimously.

**B. Discussion and or Action on Resolution Number 664 Updating the current Planning and Zoning Fee Schedule.**

Councilor Vlcek asked if Aurora is in line with other cities regarding the fees.

Mayor Taylor responds the biggest change is how we handle independent contact with our contractors. It is now stated that there will be a deposit required and charges for contact not specifically outlined in our fee schedule. It is to keep our costs down. Mayor Taylor then reads Resolution Number 664 by title only.

Councilor Vlcek makes a motion to pass Resolution 664, Councilor Graupp seconds the motion and it passes unanimously.

**C. Discussion and or Action on Ordinance Number 470 Adopting Franchise Agreement Extension with Portland General Electric.**

This is the first reading and it is read by title only by Mayor Taylor. This item will be revisited at the next meeting.

**9. New Business**

**A. Discussion and or Action on PGE Franchise Agreement renewal**

Wendy Buck introduced herself as a representative for Portland General Electric. She stated PGE has had a long term relationship with Aurora. She has been happy to work with City Attorney Koho and City Recorder Richardson to renew the franchise agreement and will be happy to answer any questions.

Mayor Taylor stated this is a standard, yearly procedure.

Councilor Graupp asked Ms. Buck if PGE offers any renewable options that would lower the cost to the city, perhaps the city loaning land for solar panels. Ms Buck replied that they do have some such partnerships which would be totally separate from this franchise agreement. She will ask their solar department to send information to City Hall.

There were no more questions.

**B. Discussion and or Action on Renewal of Triple T contract for Park**

Mayor Taylor stated there are no changes to the contract and that he feels the work performed has been excellent.

Councilor Sahlin asked if we could include one weed spray application in March to the ball field in the contract. Mayor Taylor responded that with council's approval he will propose an addition to the contract of spraying the ball and clarified if there is an amended cost he has the council's authority to make that agreement. Council agreed.

Councilor Graupp makes a motion to accept the Triple T contract with an addendum to include one weed spray application to the city park ball field in March. The motion is seconded by Councilor Vlcek and passes unanimously.

**C. Discussion and or Action on joining the North Marion Enterprise Zone.**

The information received from Donald City Manager Heidi Blaine regarding the Designation of the North Marion Enterprise Zone included these main points:

- Enterprise Zones are small areas sponsored by one or more local governments to offer tax and other incentives for investments in non-retail businesses;
- The proposed zone would include areas in Aurora, Donald and Hubbard;
- Only new property is exempted, usually for three years but may be exempted longer under special circumstances;
- Primary beneficiaries are manufacturing and other more industrially oriented facilities;
- To qualify, the business must create new full-time employment of more than one job or a 10 percent increase.

Councilor Graupp stated this is a proposed resolution from COG that will be requiring a vote at the next meeting by each of the three cities involved. Cost will be a maximum 20 hours billed by COG split by the three cities. He volunteered to be the contact person for Aurora. Mayor Taylor stated he thinks this will be a good step in the right direction. Annie Kirk, 21370 Main St, stated this is very valuable information for the city to which Councilor Graupp replied that once it is approved he will put out a pamphlet.

There was no further discussion.

Councilor Sahlin asked if he might give a report on the Economic Development Committee. Mayor Taylor agreed. Councilor Sahlin reported they had their second meeting last week. They decided to meet on the third Thursday of each month. They focused on city appearance, an amendment to parking which was discussed at last week's planning meeting and Councilor Graupp has offered to put together informational pamphlets with information such as city ordinances and how to start a business in Aurora. Councilor Graupp then stated he needs a city logo. He would like something colorful. Mayor Taylor stated the city has always used the ox barn. Councilor Graupp mentioned he had asked the public works employees about the logo on their shirts. They did not remember where the work was done. City Hall will look into who may have the template.

There was no further discussion.

**10. Old Business**

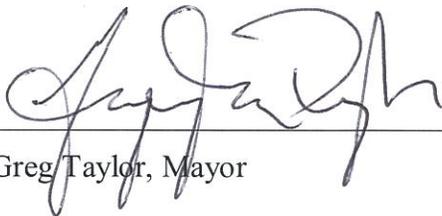
**A. Discussion and or Action on the 99E Planter Strips.**

Mayor Taylor stated it was brought to the council's attention that the planter strips along Hwy 99E are in bad shape. He went to Triple T for a bid. The bid came back at \$1800 which the city cannot afford. A call for volunteers was then put out but it wasn't specific enough. We could have a cleanup day but then how do we maintain the areas? There were many suggestions on how to get this done through volunteers. Councilor Vlcek asked if the strips can go under the parks to which Mayor Taylor answered no; it would have to go under the street fund. Annie Kirk, Aurora, asked if she could look at the Triple T proposal and perhaps adjust the scope and look to other landscape contractors in the area. For example, Living Color donated time and material on the initial project. There was a question inquiring whose responsibility it is to maintain the strips, the property owner or the city. Mayor Taylor said there is no formal agreement with the property owners. He also opposes asking owners to maintain them because it was a city project. City Attorney Koho stated that a property owner can maintain that strip as they prefer. If the city wants the strips maintained a certain way then the city needs to take ownership. It was agreed that Councilor Vlcek, Annie Kirk and Spud Spurb, Aurora, will get together to look at options and proposals and bring it to Mayor Taylor as soon as possible. He is able to approve a date for volunteers or a low bid without council approval.

At the conclusion of this discussion, Councilor Sahlin asked that those that are on the I Love Aurora Facebook page would try to diffuse some of the negative comments. Annie Kirk replied it may be something for the newsletter, that we invite them to come to the council meetings. Mayor Taylor agreed. He will see about getting it into the next newsletter.

**11. Adjourn**

A motion to adjourn the March 12, 2013, meeting at 8:29 p.m. was made by Councilor Vlcek seconded by Councilor Graupp and passed unanimously.



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Greg Taylor, Mayor

ATTEST:



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Mary C. Lambert, Administrative Assistant

# HISTORIC REVIEW BOARD MINUTES

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21420 MAIN STREET N.E., AURORA OR 97002  
COUNCIL CHAMBERS MARCH 28 2013

**Staff Members Present:** Sophia Kuznetsov, Administrative Assistant

**Others Present:** None

The meeting of March 28, 2013 was called to order at 7:00 p.m. by Chairman Townsend.

## **Administrative Assistant takes Roll Call**

Chairman Karen Townsend – Present  
Vice-Chair Gayle Abernathy – Present  
Member Bill Simon – Present  
Member Merra Frochen – Present  
Member Mella Dee Fraser – Present

## **CONSENT AGENDA**

A motion to approve the HRB minutes of February 28 2013, with corrections, was made by Merra Frochen, seconded by Bill Simon and passed unanimously.

## **CORRESPONDENCE**

None

## VISITORS

Bill Graupp	Aurora	City Council Member
Joseph Schaefer	Aurora	Planning Commission Chair
Kris Sallee	Aurora	Planning Commission Member
Patrick Harris	Aurora	Aurora Colony Historical Society

## OLD BUSINESS

### A. Discussion and/or Action of Updating the Historic Guidelines per City Council Request.

#### a. Review of Title 17 revision

- The members went over the changes that were made to the Sign Section of Title 17. Recommend changes will be made to the revision. Title 17 Signs revisions will be presented at the April 2<sup>nd</sup> 2013 Planning Commission Meeting.

### B. Aurora Historic District Sign Review

- Tabled until further notice

### C. Discussion on sign application for Emma Walking Tour throughout the Historic District. Submitted by Aurora Colony Historical Society

- Karen Townsend along with Patrick Harris who is also a part of the Emma Committee sat in the audience during their presentation of the application. She brought another example of the sign with "Emma" in HRB approved font for review; the sign examples that were presented at the February 28, 2013 meeting had the "Emma" in cursive font.
- The members asked if the applicants have a preference on whether or not they use Emma's signature which is in cursive font and not on the approved font list. The applicants wanted to present a couple different options including one with Emma Geisey's signature for the board to review; they are leaving the decision up to the board.
- The sign with the approved font is clearer for the tourists to see when they are doing the tour, and were in agreement to use reverse lettering the number in white font in a blue circle.

- The Emma Committee also presented the Vista sign, it will be an informational sign attached to the fence near the Pheasant Run Winery, and the board had no concerns with the vista informational sign.
- Signage will be considered “Historical Identification/Name” signs as per Aurora Municipal Code #17.20.070, C. 4. & #17.20.060, A 1. These signs won’t take way the number of signs a business owner may have due to it being a Historical Identification sign.

A motion to approve the application for the Emma Walking Tour signs was approved with Times New Roman Font and to have reverse lettering with the number in white font in a blue circle was made by Bill Simon and seconded by Merra Frochen and passed unanimously.

A motion to approve the application for the Vista informational sign as presented was made by Mella Fraser and seconded by Bill Simon and passed unanimously.

## **NEW BUSINESS**

### **A. Discussion and/or action on sign application for replacement of existing signs on historic buildings. Submitted by Patrick Harris of the A.C.H.S & A.C.V.A.**

- The Aurora Colony Historical Society and the Aurora Colony Visitor’s Association would like to gradually replace all the existing historical informational signs on historic buildings.
- The signage they are proposing will be the outline of the sun from the Old Aurora Colony museum logo. The color will be a neutral gun metal gray with black graphics. The signs may not exceed 6 Sq ft.
- Signage will be considered “Historical Identification/Name” signs as per Aurora Municipal Code #17.20.070, C. 4. & #17.20.060, A 1. These signs won’t take way the number of signs a business owner may have due to it being a Historical Identification sign.

A motion to approve the application as presented was made by Merra Frochen and seconded by Mella Dee Fraser and passed unanimously.

**B. Discussion and/or Action on project application for 21358 Highway 99E, Aurora OR 97002. Submitted by Tim & Susie Corcoran.**

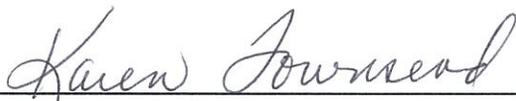
- The applicant's proposition is to restore the front porch of the Miller House. The applicant would like to make the front porch as original as possible.
- The members had concerns only on the replacement of the balusters on the front porch. Chairman Townsend brought a picture of the George Miller house from the early 1900's, that show that the balusters on the front porch are straight not turned.
- The members don't want to hold up the restoration process on the house, they felt that the front porch should look as original as in the photograph.

A motion to approve the application on all points except for Balusters was made by Merra Frochen and seconded by Bill Simon and passed unanimously.

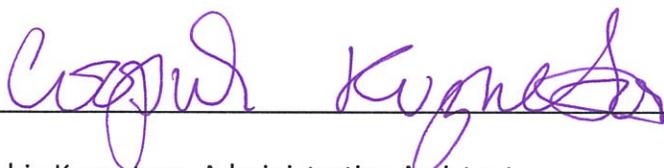
A motion to approve the balusters to match originals as shown on the George Miller House photographed in the 1900's was made by Merra Frochen and seconded by Bill Simon and passed unanimously.

**ADJOURN**

A motion to adjourn was made at 9:20pm by Bill Simon, seconded by Merra Frochen and passed unanimously.



Karen Townsend, Chairman



Sophia Kuznetsov, Administrative Assistant



# *Marion County*

OREGON

**For immediate release:** April 23, 2013

**Contact:** Don Russo, Economic Development Manager  
(503) 589-3264 or drusso@co.marion.or.us

## **Marion County Accepting Applications for Economic Development Grants**

Salem, OR – A deadline of June 30 has been set to apply for economic development grant funds allocated by Marion County. Grants up to \$50,000 will be awarded in the fiscal year beginning July 1 from a fund of \$100,000 provided to Marion County from Oregon Lottery proceeds. The purpose of the grant program is to assist private-sector employers retain and create jobs, and develop new products or services.

Established private-sector business entities are eligible. Start-ups with less than three years of financial performance and nonprofit organizations are not eligible at this time. Applicants must demonstrate how they will meet the following criteria:

- Retain or create jobs;
- Expand an employer's services or production;
- Bring in additional sales revenue from outside Marion County; and
- Enhance the property tax base.

The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, then make recommendations to the Marion County Board of Commissioners for funding approval. The Board of Commissioners holds decision-making authority for all grants. "We have a tremendous resource of experience and knowledge on our Economic Development Advisory Board," said Commissioner Patti Milne. "Their work on this grant program and their continued interest in economic development is greatly appreciated."

EDAB Chair Bill Cummins said, "Our volunteer board is eager to stimulate economic development in Marion County and we encourage people to apply. Our priority is to assist employers already based here to strengthen their businesses. We believe economic development is critical to help retain and create jobs, increase revenue from outside sources, and improve the tax base for government and schools."

Each year, Marion County receives 2.5% of the net revenues of the video lottery games played within the county. According to ORS 461.547, that money is to be targeted toward economic development.

The grant application form and other materials are available at the Marion County web site at <http://www.co.marion.or.us/BOC/EDAB.htm>



**Marion County**  
OREGON

# Economic Development Grant Application

Please return completed application (pp. 6-8)  
by email to Don Russo at [drusso@co.marion.or.us](mailto:drusso@co.marion.or.us)

Marion County Economic Development Lottery Grant Program  
P.O. Box 14500  
Salem, OR 97309

Completed applications must be received by the last day of June or December to qualify for consideration in the following six month period. Applications may be returned to the applicant for more information, referred to another agency for review, and subsequently held over until information is complete. Applicants may be invited to meet with the Economic Development Advisory Board to discuss their pending application.

Questions? Please call Don Russo, Economic Development Manager, at 503-589-3264

For Office Use Only:

Submitted By: \_\_\_\_\_

Received By: \_\_\_\_\_

# Marion County Economic Development Lottery Grant Program

## PURPOSE

Proceeds from the Oregon State Lottery allocated to Marion County will be used to assist private-sector employers retain and create jobs, develop new products or services, and expand the economy in Marion County.

## DEFINITION

Economic development involves a concerted effort of entrepreneurs, community leaders and policymakers working together to support investment that will grow the economy, improve the standard of living and increase the tax base.

## GOALS

- a. Assist employers to retain and create jobs.
- b. Assist employers to expand their products or services.
- c. Support core sectors of the economy within Marion County in traded-sector industries, agriculture and natural resources, and tourism.

## APPLICATION CATEGORIES

- a. **Job Retention or Creation**
  - i. Specific jobs identified by the employer, retained or new
  - ii. Limited to \$50,000 per project, including up to \$5,000 per job
- b. **Product or Service Expansion**
  - i. Equipment or machinery purchase
  - ii. Increase productivity or market share, or expand into a new or emerging market
  - iii. Limited to \$50,000 per project, including up to \$5,000 per new job
- c. **Sector**
  - i. Traded-sector industries
  - ii. Agriculture and natural resources, including related support services
  - iii. Tourism

## ELIGIBILITY

- Private-sector businesses with at least three years of financial history
- Nonprofit organizations and government entities are not eligible at this time.

## GUIDELINES

*Applicants will be evaluated against the following desired criteria*

- Grants should be used to retain or create jobs in Marion County
- Grants should increase sales revenue into Marion County by a minimum of three times the grant award within three years.
- Projects should have clearly defined measurable results that are specific for each project and defined in the contract award.
- Additional funding sources and amounts will be identified.
- Grant funds should be leveraged at least 3:1 by other investment funds.
- Grant funds will be expended within one year of contract award, unless an extension is granted by Marion County.
- Marion County Lottery Grants cannot be used for activity that would be illegal by local, state or federal authorities. All businesses awarded funding will agree to a Money-Back Guarantee. The guarantee provision will require a business to return all or part of the value of a grant if the business misuses the funds through illegal activity, if the business falls substantially out of compliance with the grant contract, or if grant funds are used for purposes not defined in the contract.

### **TARGETED SECTORS (priority areas, preference given):**

- Traded-sector industries are those that produce a product or service that is desired by buyers outside the area, including but not limited to food and beverage processors, metal fabricators, secondary wood products, electronics and electrical commerce, and other manufacturing companies, along with those service industries that support them.
- Natural resource-based industries or related processes, especially in agriculture and forest products, that use land and water to make products of value.
- Tourism is travel for recreational, leisure, or business purposes. Tourism industries bring people from outside their usual environment to visit and spend money, including but not limited to hotels and resorts, historical sites, agri-tourism, wineries, golf courses and entertainment venues, such as amusement parks, shopping malls, music venues, and theatres.

**DECISION PROCESS:** The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, and then select which ones to recommend to the Board of Commissioners for funding approval. The Board of Commissioners are the final decision-making authority for all grants. Applicants may be invited to meet with the board to discuss their pending application. Applicants who are denied may reapply in future grant cycles.

**CRITERIA FOR AWARDING FUNDS:** Priority will be given to applicants based on how high they score in the criteria below. Members of EDAB will rank applications on a point system where each of the criteria (defined below and including budget) can earn up to 10 points for a maximum of 60 points per applicant.

Complete the attached application and demonstrate how you will meet the following criteria:

- Create or retain jobs (10 points).
- Expand an employer's services or production (10 points).
- Bring in sales revenue from outside Marion County (10 points).
- Enhance the property tax base (10 points).
- Other factors that support the purposes of the grant program, e.g. targeted sectors (10 points).
- Budget (10 points).

**BUDGET:** Each application must include an operating budget that details project revenue and expense. Project budgets must specify the uses of grant funds, as well as show the sources of other funds to complete and maintain the project. Also include three years of financial history.

Budgets will be evaluated (and can earn up to 10 points) against the following criteria:

- Expenses are reasonable, customary and necessary and reflect current cost trends to complete the proposed scope of work.
- Expenditures and sources of funds are described clearly and reflect all project activities.

*Budgets may not include costs incurred prior to the award of funding or costs for the development of the application.*

**REPORTING REQUIREMENTS:** All entities awarded funding will be required to submit proof of expenditures and clearly defined measurable results that show the effectiveness of the project. The timing and format of reports and invoices will be negotiated at the time of contracting. All reports are considered public information.

**CONTRACT REQUIREMENTS:** Upon approval of the grant application by the Board of Commissioners, each successful applicant will be required to execute a Memorandum of Understanding with Marion County prior to the distribution of funds. Unless other payment arrangements are approved in the application, funds will be released upon submission of proof of expenditures (invoices or receipts). The timing and format of reports and invoices will be set forth within the contract. Measurements to evaluate the effectiveness of the grant will be set forth within in the contract.

Under Oregon Public Records laws, all applications and reports are considered public information. Those receiving funds will operate independently, and not operate as agents of the Oregon Lottery or its fiscal agents, the State of Oregon or Marion County.

**NOTICE:** Marion County will disclose limited company information (not proprietary information) on the type and amount of financial subsidies granted by Marion County, the benefits companies have committed to create, and the results in complying with those obligations. The disclosure of information on the amounts of subsidies and their effectiveness helps public officials and citizens evaluate the use of lottery funds for economic development grant subsidies.

**FUNDING AVAILABILITY:** Eligible applicants are encouraged to submit proposals for the Marion County Economic Development Lottery Grant Program. Projects will be considered for funding as long as resources are available. Unfortunately, some deserving projects may not receive funding. All contracts will be awarded on a cost reimbursement basis; awardees will be required to document progress periodically in order to be reimbursed. **Costs incurred prior to the award of grant, or in anticipation of grant cannot be reimbursed.**

**COLLABORATION:** Applicants need to show how their grant proposals help implement, or are consistent with, the Marion County Strategic Plan or other state, regional and local economic development efforts (e.g., SEDCOR, Job Growers, Travel Salem, GROW North Santiam, City of Salem, Mid-Willamette Valley Council of Governments, Business Oregon and others.) Letters of support from other organizations are encouraged.

Applicants may also want to consider applying to the Revolving Loan Fund of the Mid-Willamette Valley Council of Government at

<http://www.mwvcog.org:8080/2/departments/ced/small-business-finance> .

Funding up to \$300,000 is available for land, building acquisition, construction, equipment and working capital with a preference for agricultural processing and manufacturing related businesses in Marion County.

**TIME LINES:** Grant award recipients can expect up to three months processing time from their application date to the issuance of the first grant check for their project. All successful applications and the subsequent contracts are reviewed and approved by the Board of Commissioners, pursuant to the Oregon Public Meetings Law.

*Note: Recipients of grant awards will expend the funds within one year of approval. If not, the award must be reviewed and re-approved by the Marion County Board of Commissioners, or the funds must be returned. Marion County and its agents retain the right to ask additional questions of the grant recipients as deemed necessary.*

## Application

**Please return by email completed application to:  
Marion County Economic Development Lottery Grant Program, attn: Don Russo  
Office of the Board of Commissioners, [drosso@co.marion.or.us](mailto:drosso@co.marion.or.us)  
Completed applications must be received by the last day of June or December to qualify for consideration in the following six months. Applications may be returned to the applicant for more information, referred to another agency for review, and subsequently held over until information is complete. Applicant may be asked for additional financial information or invited to meet with the Economic Development Advisory Board.**

**Date:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Employer Tax Identification Number:** \_\_\_\_\_

**Project Contact (person responsible for the project):**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**Applicant Category (check any that apply)**

\_\_\_\_ Traded-sector entity within Marion County

\_\_\_\_ Natural resources entity located within Marion County

\_\_\_\_ Tourism entity located within Marion County

**Application Category (please check any that apply):**

\_\_\_\_ Job Retention or Creation

\_\_\_\_ Product or Service Creation or Expansion

\_\_\_\_ Tourism

Company: \_\_\_\_\_

Grant Funds Requested \$ \_\_\_\_\_ Additional funds \$ \_\_\_\_\_

**Description of Entity Requesting Funds**

- Years in business: \_\_\_\_\_
- Current FTE: \_\_\_\_\_ FTE projected in 2 years: \_\_\_\_\_  
(a full time equivalent employee is defined as employed for 2,080 hours per year)
- Is job retention an issue for your company? Yes No
- If yes, explain the potential threats to jobs at your company?
- Number of employees who will be retained through this project: \_\_\_\_\_
- Number of employees who will be hired through this project: \_\_\_\_\_

**Project Description: provide a brief description of your proposed project and answer the following questions:**

- Describe your business including your products or services, market, work force and financial situation.
- Describe your specific project.
- Demonstrate how your project will meet the following criteria:
  - Retain or create jobs;
  - Expand your company's services or production;
  - Bring in sales revenue from outside Marion County;
  - Enhance the tax property base
- Why is the grant funding needed?
- What is the plan for implementing this project? For example, what is the start date, what are project components (or phases); what is the anticipated completion date?
- When will the grant funds be needed?
- From what other sources are you seeking funds?
- How does your project connect with other economic development efforts?

- How will the project sustain itself once grant funds have been expended?
- Who are the key persons involved with the project? Also list the partners or businesses involved with your project and show specifically what will be the responsibility and involvement of each of the project partners? Are all involved partners and businesses willing to comply with the guideline of this grant?
- Specifically, who will be responsible for the reporting requirements?
- Cite three clearly defined measurements you can use to evaluate the effectiveness of your project.

**Project Budget:** Please attach a complete description of all income and expenses necessary to carry out this project. Please specify line items where grant funds will be expended and line items where you will use other sources of capital. Please identify the source and amounts of other funds.

**My signature below indicates that I understand that if my business is awarded funds under this application I will:**

- Agree to specific measurements that can be used to identify the effectiveness of my project.
- Agree to a Money-Back Guarantee on grant funds.
- Allow Marion County to disclose limited company information (non-proprietary) on the type and amount of grant awarded by Marion County, the benefits my company has committed to create relevant to this grant program, and the evaluation of my company in complying with those obligations.
- Track expenditures related to this project separately from other organizational funds, and provide reports at specified intervals agreed upon in the contract.
- Complete a final report at the end of the project providing both anecdotal information and data on the project's outcomes. (Final payment will not be made until a final report is accepted and reviewed by the Marion County Economic Development Advisory Board.)
- Have sufficient resources on hand to cover project costs incurred between invoices. (Invoices may be submitted no more often than once each month, or as negotiated.)
- Have the authority to sign this application on behalf of my organization.
- Have the authority to sign a Memorandum of Understanding before funds are delivered and comply with the terms and conditions therein for the duration of the project.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

## recorder

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**From:** Wakeley, Renata [renatac@mwwcog.org]  
**Sent:** Thursday, April 25, 2013 4:27 PM  
**To:** Donald City Manager; recorder  
**Subject:** FW: Marion County Now Accepting Economic Development Grant Applications  
**Attachments:** 2013.EDAB.Lottery Grant Program.doc; Grant.Application.Criteria.2013.doc

See email below from Marion County regarding a potential grant source for private sector employers and note the June and December deadlines.

Please share with your Planning Commissions, City Councils, and local businesses. You may have already received an email directly from Don Russo, Marion County Economic Development Manager, but I wanted to make sure to send in case it was not forwarded to you.

Renata Wakeley, Senior Planner  
Mid-Willamette Valley Council of Governments  
100 High Street SE, Suite 200, Salem, OR 97301  
503 540 1618 direct  
503 588 6177 reception  
503 588 6094 fax

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**From:** Don Russo [<mailto:DRusso@co.marion.or.us>]  
**Sent:** Thursday, April 25, 2013 9:30 AM  
**Subject:** Marion County Now Accepting Economic Development Grant Applications

### **Marion County Accepting Applications for Economic Development Grants**

Salem, OR - A deadline of June 30 has been set to apply for economic development grant funds allocated by Marion County. Grants up to \$50,000 will be awarded in the fiscal year beginning July 1 from a fund of \$100,000 provided to Marion County from Oregon Lottery proceeds. The purpose of the grant program is to assist private-sector employers retain and create jobs, and develop new products or services.

Established private-sector business entities are eligible. Start-ups with less than three years of financial performance and nonprofit organizations are not eligible at this time. Applicants must demonstrate how they will meet the following criteria:

- Retain or create jobs;
- Expand an employer's services or production;
- Bring in additional sales revenue from outside Marion County; and

- Enhance the property tax base.

The Marion County Economic Development Advisory Board (EDAB) will review and rank all applications, then make recommendations to the Marion County Board of Commissioners for funding approval. The Board of Commissioners holds decision-making authority for all grants. "We have a tremendous resource of experience and knowledge on our Economic Development Advisory Board," said Commissioner Patti Milne. "Their work on this grant program and their continued interest in economic development is greatly appreciated."

EDAB Chair Bill Cummins said, "Our volunteer board is eager to stimulate economic development in Marion County and we encourage people to apply. Our priority is to assist employers already based here to strengthen their businesses. We believe economic development is critical to help retain and create jobs, increase revenue from outside sources, and improve the tax base for government and schools."

Each year, Marion County receives 2.5% of the net revenues of the video lottery games played within the county. According to ORS 461.547, that money is to be targeted toward economic development.

The grant application form and other materials are available at the Marion County web site at <http://www.co.marion.or.us/BOC/EDAB.htm>

# # #

Don Russo  
Economic Development Manager  
Marion County Board of Commissioners Office  
PO Box 14500  
Salem, OR 97309-5036  
503-589-3264

CONFIDENTIALITY NOTICE: This message is intended solely for the use of the individual and entity to whom it is addressed, and may contain information that is privileged, confidential, and exempt from disclosure under applicable state and federal laws. If you are not the addressee, or are not authorized to receive information for the intended addressee, you are hereby notified that you may not use, copy, distribute, or disclose to anyone this message or the information contained herein. If you have received this message in error, please advise the sender immediately by reply email and delete this message. Thank you

# Memorandum

## MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS

105 HIGH STREET S. E. SALEM, OREGON 97301-3667

TELEPHONE: (503)588-6177

FAX: (503)588-6094

TO: Aurora Planning Commission  
FROM: Renata Wakeley, City Planner  
RE: 21200 Highway 99E  
DATE: May 2, 2013

### Requested Action

- a) Direct staff to follow up with Mr. Conner on some, none, or all of the enforcement actions outlined below.
- b) Direct staff on the current business license application (attached) for a new mobile kitchen to be located at the Ross's RV and Food Cart site.

### Background

In July 2012, planning staff reviewed a business license application for the above reference property submitted by a Mr. Ross for RV and Food Cart manufacturing. Planning staff requested a determination from the City Council on whether the application should be delayed due to pending enforcement actions/noncompliance of the property owner, Mr. Erickson. Council directed staff to move forward with approval of the business application in order to not further delay Mr. Ross but to follow up with Mr. Erickson on potential enforcement actions.

Staff has worked with the property owner and business license applicant to address conformance concerns, such as landscaping, parking, and fencing, to bring the property into greater conformance with the current code.

Additionally, staff issued the attached SDR-12-02 administrative approval for installation of one food cart on site for Conner's BBQ. Since approval of SDR-12-02, staff has determined the food cart does not substantially conform to the application and approval, as submitted, including:

- a) Seating is now being provided on-site, whereas the application stated no seating was to be provided;
- b) Location of the food cart does not comply with the application submission; and
- c) Location of parking spaces for the food cart does not comply with the application submission.

# City of Aurora Business License Application

21420 Main St. NE  
 Aurora, Oregon 97002  
 Phone 503.678.1283  
 Fax 503.678.2758  
<http://www.ci.aurora.or.us/>

## LICENSE TYPES (Check One)

- New License.....\$100.00
- Annual Renewal.....\$50.00
- Seasonal... (120 days) \$30.00
- Two Day..... \$20.00
- One Day..... \$15.00

FOR AURORA CITY HALL  
 OFFICE USE ONLY

Receipt No. 252496  
 Fee Paid \$100 OK 1918  
 Date Issued \_\_\_\_\_

LICENSE NUMBER \_\_\_\_\_

Check applicable categories:	NUMBER OF PARKING SPACES PROVIDED ON-SITE: <u>3</u>
NEW BUSINESS? <u>Yes</u>	SIGNAGE? _____ (attach sample) NUMBER OF EMPLOYEES? <u>1</u>
BLDG/LAND OWNER? _____	HOME BUSINESS: <u>Yes</u> <u>No</u> DO YOU HAVE AN ALARM? <u>no</u>

PLEASE NOTE: Any document falsification or misrepresentation on this application shall be cause to reject or revoke this license. Incomplete sections will delay the approval and your application returned to you. License fee is non-refundable in the event of business termination, nor is license transferable, per Ordinance #355. Annual license period is February 1 through January 31 of each calendar year. It will be considered past due after March 2<sup>nd</sup> of every year. In addition, all businesses are required to register their name with the State of Oregon <http://www.sos.state.or.us/corporation/forms/business.htm>.

**Business Name** Mr. Smokin' Salsa LLC  
 If sub-leasing; name of Primary Business Ross RV's & Food Carts

**Physical Location** 21200 NE Hwy 99 E. Aurora, OR. 97002

**Business Mailing Address (if different than above)** PO Box 612

City Canby State OR Zip 97013 Business Phone 503-349-6818

**Description of Business** Salsa processing kitchen

**Owner/Manager Name/Emergency Contact(s)** David & Jeannette Van Tassel  
 Address (no P.O. Boxes) 1586 NE 19th Loop  
 City Canby State OR Zip 97013  
 Emergency Phone 503-266-6887 ODL# 3371578

I, the undersigned, do hereby certify that all statements made here are true with the understanding that omissions of fact or misstatements on my part shall be cause for forfeiture of eligibility for a permit.

Applicant Name David Van Tassel Applicant phone \_\_\_\_\_  
 Applicant Signature [Signature] Date \_\_\_\_\_

**City Use Only**

ZONING: \_\_\_\_\_  
 HRB REVIEW REQUIRED?  Yes  No  
 Planning Review  Yes  No  
 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**Administrative Review Required**

Sign Permit (AMC 16.44)  
 Type I Home Occupation Permit (AMC 16.46)

**Planning Commission Review Required**

Conditional Use Permit (AMC 16.60)  
 Site Development Review (AMC 16.58)  
 Type II Home Occupation Permit (AMC 16.46)

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**Historic Review Board Use Only for Historic District Overlay**

Not Applicable \_\_\_\_\_ Date Forwarded \_\_\_\_\_  
 Certificate of Appropriateness (AMC 17.16)  
 Sign Review (AMC 17.20)

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

## recorder

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**From:** David Van Tassel [david@mrsmokinsalsa.com]  
**Sent:** Thursday, April 25, 2013 4:56 PM  
**To:** assistant  
**Cc:** recorder  
**Subject:** Mr. Smokin' Salsa

City of Aurora,

Just wanted to let you to know that we are not a food cart. We will be the **Very First** Mobile Kitchen Licensed in the State of Oregon. We will be producing my smoked salsa there. We are being Licensed by the State agriculture inspector Mike Black. When we are able to open we are expecting a lot of media coverage for this big step for our State. Thank you for your time and consideration.

David Van Tassel  
P.O. Box 612  
Canby, OR. 97013  
[www.mrsmokinsalsa.com](http://www.mrsmokinsalsa.com)  
[david@mrsmokinsalsa.com](mailto:david@mrsmokinsalsa.com)  
[jeannette@mrsmokinsalsa.com](mailto:jeannette@mrsmokinsalsa.com)  
David 503-349-6818  
Jeannette 503-522-2713

# AMENDED ANNUAL REPORT



Corporation Division  
[www.filinginoregon.com](http://www.filinginoregon.com)

**E-FILED**  
Apr 02, 2013  
OREGON SECRETARY OF STATE

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**REGISTRY NUMBER**

51133594

**REGISTRATION DATE**

04/07/2008

**BUSINESS NAME**

MR. SMOKIN' SALSA, LLC

**BUSINESS ACTIVITY**

WE MAKE A ONE OF A KIND SMOKED SALSA.

**MAILING ADDRESS**

PO BOX 612  
CANBY OR 97013 USA

**TYPE**

DOMESTIC LIMITED LIABILITY COMPANY

**PRIMARY PLACE OF BUSINESS**

1586 NE 19TH LP  
CANBY OR 97013 USA

**JURISDICTION**

OREGON

**REGISTERED AGENT**

DAVID THOMAS VAN TASSEL

1586 NE 19TH LP  
CANBY OR 97013 USA

**MEMBER**

JEANNETTE E VAN TASSEL

PO BOX 612  
CANBY OR 97013 USA

**MEMBER**

DAVID THOMAS VAN TASSEL

PO BOX 612  
CANBY OR 97013 USA



---

By my signature, I declare as an authorized authority, that this filing has been examined by me and is, to the best of my knowledge and belief, true, correct, and complete. Making false statements in this document is against the law and may be penalized by fines, imprisonment, or both.

By typing my name in the electronic signature field, I am agreeing to conduct business electronically with the State of Oregon. I understand that transactions and/or signatures in records may not be denied legal effect solely because they are conducted, executed, or prepared in electronic form and that if a law requires a record or signature to be in writing, an electronic record or signature satisfies that requirement.

**ELECTRONIC SIGNATURE**

DAVID THOMAS VAN TASSEL

**TITLE**

MEMBER

**DATE SIGNED**

04-02-2013

## Business Registry Business Name Search

[New Search](#)

Business Entity Data

04-18-2013

10:34

Registry Nbr	Entity Type	Entity Status	Jurisdiction	Registry Date	Next Renewal Date	Renewal Due?
511335-94	DLLC	ACT	OREGON	04-07-2008	04-07-2014	
<b>Entity Name</b>	MR. SMOKIN' SALSA, LLC					
<b>Foreign Name</b>						

[New Search](#)

Associated Names

Type	PPB	PRINCIPAL PLACE OF BUSINESS		
<b>Addr 1</b>	1586 NE 19TH LP			
<b>Addr 2</b>				
<b>CSZ</b>	CANBY	OR	97013	<b>Country</b> UNITED STATES OF AMERICA

*Please click [here](#) for general information about registered agents and service of process.*

Type	AGT	REGISTERED AGENT	Start Date	03-25-2012	Resign Date
<b>Name</b>	DAVID	THOMAS	VAN TASSEL		
<b>Addr 1</b>	1586 NE 19TH LP				
<b>Addr 2</b>					
<b>CSZ</b>	CANBY	OR	97013	<b>Country</b>	UNITED STATES OF AMERICA

Type	MAL	MAILING ADDRESS		
<b>Addr 1</b>	PO BOX 612			
<b>Addr 2</b>				
<b>CSZ</b>	CANBY	OR	97013	<b>Country</b> UNITED STATES OF AMERICA

Type	MEM	MEMBER		Resign Date
<b>Name</b>	DAVID	THOMAS	VAN TASSEL	
<b>Addr 1</b>	PO BOX 612			
<b>Addr 2</b>				
<b>CSZ</b>	CANBY	OR	97013	<b>Country</b> UNITED STATES OF AMERICA

Type	MEM	MEMBER		Resign Date
<b>Name</b>	JEANNETTE	E	VAN TASSEL	
<b>Addr 1</b>	PO BOX 612			
<b>Addr 2</b>				
<b>CSZ</b>	CANBY	OR	97013	<b>Country</b> UNITED STATES OF AMERICA

[New Search](#)

### Name History

Business Entity Name	Name	Name	Start Date	End Date
	Type	Status		
MR. SMOKIN' SALSA, LLC	EN	CUR	04-07-2008	

Please read before ordering Copies.

[New Search](#)

### Summary History

Image Available	Action	Transaction Date	Effective Date	Status	Name/Agent Change	Dissolved By
	AMENDED ANNUAL REPORT	04-02-2013		FI		
	AMENDED ANNUAL REPORT	03-25-2012		FI	Agent	
	ANNUAL REPORT PAYMENT	04-07-2011	04-06-2011	SYS		
	ANNUAL REPORT PAYMENT	04-08-2010	04-07-2010	SYS		
	AMENDED ANNUAL REPORT	04-08-2009		FI		
	ARTICLES OF ORGANIZATION	04-07-2008		FI	Agent	

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# Consultation Report

## Oregon Department of Agriculture

County: Clackamas

Food Safety Division • 635 Capitol Street NE • Salem, OR 97301 • Phone (503) 986-4720 • Fax (503) 986-4729

[www.oregon.gov/ODA/FSD](http://www.oregon.gov/ODA/FSD)

1st Consultation

Salem's / Inspector's / Firm's Copy

Person Contacted David Van		Establishment No.	License Type 59	Type of Establishment Food PROCESSOR	Inspection Date April 15, 2013
Name: <del>LOS ROAST</del> Mr. <i>Smolin</i> Telephone: <del>(503) 310-0607</del> <i>SALSA</i> <span style="margin-left: 100px;"><i>503-266-6887</i></span>				Next Insp. Date	
Street: 21200 Hwy 99E				Water System PUBLIC	
City: <i>Aurora</i>		State: <i>OR</i>		Zip: <i>97002</i>	
Sanitarian Mike Black	IPY 1	Enforcement Action None	Travel Minutes -120	Inspection Minutes 120	Inspection Purpose CONSULT

**Narrative:**

This is a follow up consultation visit per the firm's request. Today's visit is to go over the licensing of a processor to make salsa in a mobile cart. The cart is made at Ross RV and food carts. The owner of the food cart was given 21 CFR 110 and OAR 616 Division 25 to have a check list of all necessary items to do processing in the cart. The cart will have a handsink, lighting covered, floors walls ceiling made of durable cleanable and light colored material, way to wash equipment (3 compartment sink), wall and floor corners sealed. Right now there is nothing in the cart so all items on the lists are required to process Salsa. The grey water will be pumped to a septic area about 100 ft away and water will be added to the trailer with a potable water hose from city water source. Once the items are added to the cart please fill free to contact me to license the establishment. Right now cooking outside is not approved by the Department of Agriculture to process food for sale to the public.

Approval by the Oregon Department of Agriculture does not grant approval by any other regulatory agencies. Please contact and obtain approval by additional regulatory agencies as required.

If you have any questions, please do not hesitate to call or write to us.

Received By: 	Department Representative — Phone Number 
Prepared By:	Department Representative — Phone Number Mike Black / Food Safety Specialist 503-881-1502

## May 2013 Update

### LAND USE APPLICATIONS

<u>Project</u>	<u>Status</u>
Building Permits/Correspondence	<ul style="list-style-type: none"><li>• Mr. Smokin' Salsa business license application and concerns regarding non-conformance on SDR-12-02 (Conner Food Cart)</li><li>• Fence variances and staff question on gates (Ramirez)</li></ul>
Sign Permits	<ul style="list-style-type: none"><li>• Sign variance application to Marion County at Pilot as an FYI. City submitted no comments.</li></ul>
Manufactured Home Permit	
Land Use Applications	

### ADDITIONAL PLANNING

<u>Project</u>	<u>Status</u>
ODOT 99E Corridor Study	<ul style="list-style-type: none"><li>• No updates from ODOT</li></ul>
Urban Renewal District Feasibility Study	<ul style="list-style-type: none"><li>•</li></ul>
Development Code/HRB updates	<ul style="list-style-type: none"><li>• Next steps?</li></ul>
Vision Action Plan	<ul style="list-style-type: none"><li>• 2013 update to be completed in June (2012 electronic version to be emailed to PC for preliminary reviews)</li></ul>
Misc.	<ul style="list-style-type: none"><li>•</li></ul>

CITY OF AURORA  
NOTICE OF DECISION FOR  
APPLICATION FOR SITE DESIGN REVIEW  
FOR FOOD CART

File No. SDR 12-02  
February 21, 2013

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APPLICANT: Joe Conner  
7589 SW Vlahos Drive  
Wilsonville, OR 97070

OWNER: David Erickson Ross  
21200 Highway 99E  
Aurora, OR 97002

REQUEST: Site Development Review approval for installation of a food cart related to the food cart manufacturing business currently located on site. The proposed cart measures approximately 110 square feet. The proposal includes on-site parking improvements, landscaping improvements, and revised signage for egress/ingress.

SITE LOCATION: 21200 Highway 99E, Aurora OR 97002  
Map 041.W.13BD, Tax Lots 2900

SITE SIZE: Lot 2900- approx. 54,886 square feet, or 1.26 acres

DESIGNATION: Zoning: Commercial (C) with Gateway Property Development Standards

CRITERIA: Aurora Municipal Code (AMC) Chapters 16.14 Commercial, Overlay, 16.56 Gateway Property Development Standards, and 16.58 Site Development Review

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**I. CRITERIA AND FINDINGS**

The applicable review criteria for site design review applications are found in AMC Chapter 16.56 Gateway Property Development Standards and 16.58 Site Development Review.

**16.58.070 Site Development Review- Minor Modification(s) to approved plans or existing development.**

**FINDING:** Aurora Municipal Code (AMC) section 16.58.070 allows any modification not within the description of a major modification to be considered a minor modification. The Planning Director has determined that the application does not meet the requirements for a major modification under AMC 016.58.060 and can therefore be approved, approved with conditions, or denied following the Planning Director's review based on the finding that no code provisions will be violated and the modification is not a major modification. Minor modifications shall be processed and noticed in accordance with administrative land use decisions under AMC 16.78.

Notice of this decision was mailed to adjacent property owners in accordance with AMC 16.78. The Planning Director finds these conditions are met.

In order to determine that the minor modification will not violate code provisions, the application must be determined to meet the criteria for the Commercial zone and the criteria for Site Development Review approval.

#### **16.14 Commercial Zone**

**FINDINGS:** AMC Chapters 16.14 Commercial Zone provide additional development standards and requirements for use within the zone. There is no minimum lot size, width, or depth under the Commercial zone for parcels served by municipal sewer. The proposed height and setback requirements have been met. Eating and drinking establishments are permitted under the Commercial zone.

16.14.040.E. states parking shall be in accordance with Chapter 16.42.

**FINDINGS:** The site currently contains a 2,000 square foot food cart manufacturing business requiring 1 parking space per 750 square feet, or 3 parking spaces. There are five (5) existing parking spaces on site. An eating or drinking establishment requires 1 parking space per 400 square feet of restaurant space when no seating is provided. The food cart would require 1 additional parking space. The applicant has submitted evidence of three (3) additional parking spaces to be added on site to accommodate the mobile food cart. Staff finds this criterion is met.

AMC 16.42.040.C. requires parking spaces to be available for the parking of operable passenger automobiles of residents, customers, patrons and employees and shall not be used for the storage of vehicles or materials or for the parking of trucks used in the conducting of the business or use. The subsequent use of property for which the appropriate permits are issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading spaces required. This is included as a condition of approval.

Per AMC 16.42.050.A., all parking and maneuvering surfaces shall have a durable, hard and dustless surface such as asphalt, concrete, cobblestone, unit masonry, scored and colored concrete, grasscrete, compacted gravel, or combinations of the above and pursuant to AMC 16.42.050.J. Staff finds this criterion is met.

16.14.040.F. states landscaping shall be in accordance with Chapter 16.38.

**FINDINGS:** 16.38.020.C. requires properties larger than 20,000 square feet in size to have at least fifteen (15) percent of the total area landscaped. The applicant has submitted evidence that this condition will be met within two months of approval of the subject application. Staff finds this criterion can be met, with conditions. 16.38.030 states, 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. This is included as a condition of approval.

16.38.040.E.3. states chain link fences with slats may qualify as screening when combined with a planting of a continuous evergreen hedge. Staff finds this condition is met.

According to AMC 16.14, 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."

**FINDINGS:** 16.56.030.B. for administration and approval of gateway properties states, "Because the application of Section 16.56 Gateway Standard to a development appears to be ministerial, objective and not discretionary and because the approval of building permits is an administrative decision by the Planning Director, all development permit applications on Gateway District properties which do not otherwise require Planning Commission and/or City Council review and approval, shall be processed administratively under the requirements of AMC 16.78. Staff finds this condition is met.

Staff finds the proposed application meets the setback requirement of the Gateway Property Development Standards. The installation of a food cart is not an alteration of the existing structure and staff finds the design standards for Gateway Properties does not apply.

#### **16.58.100 Site Development Review Approval Standards.**

**FINDINGS:** Aurora Municipal Code 16.58 outlines the conditions for approving site development review applications. Staff finds 16.58.100.A for conformance of all applicable chapters can be met with conditions as outlined above under the Commercial zone and as conditioned with this Notice of Decision.

Staff has found that AMC 16.58.100.B. through 16.58.100.I. and 16.58.100. K. not apply to the subject application.

AMC section 16.58.100.J. for access and circulation can be met with the approval of signage prior to business license approval. The applicant has proposed to address access and circulation by creating a one-way traffic pattern through the parking area and restricting access to the site via the western access off of 99E and restricting exiting from the site via the northern access and access easement. Staff finds this criteria can be met, with conditions.

AMC section 16.58.100.L. for parking and loading areas and 16.58.100.M. for landscaping can be met with conditions as outlined above under the Commercial zone criteria and as conditioned with this Notice of Decision.

## **II. NOTICE OF DECISION**

NOTICE IS HEREBY GIVEN THAT THE CITY OF AURORA PLANNING DIRECTOR **APPROVED** THE APPLICATION FOR SITE DESIGN REVIEW-MINOR MODIFICATION FOR INSTALLATION OF A FOOD CART ON THE PROPERTY SUBJECT WITH THE FOLLOWING CONDITIONS OF APPROVAL. THE FINDINGS AND CONCLUSIONS ON WHICH THE DECISION IS BASED ARE CONTAINED ABOVE.

The decision shall become final after the 15 day appeal period, subject to the following conditions of approval:

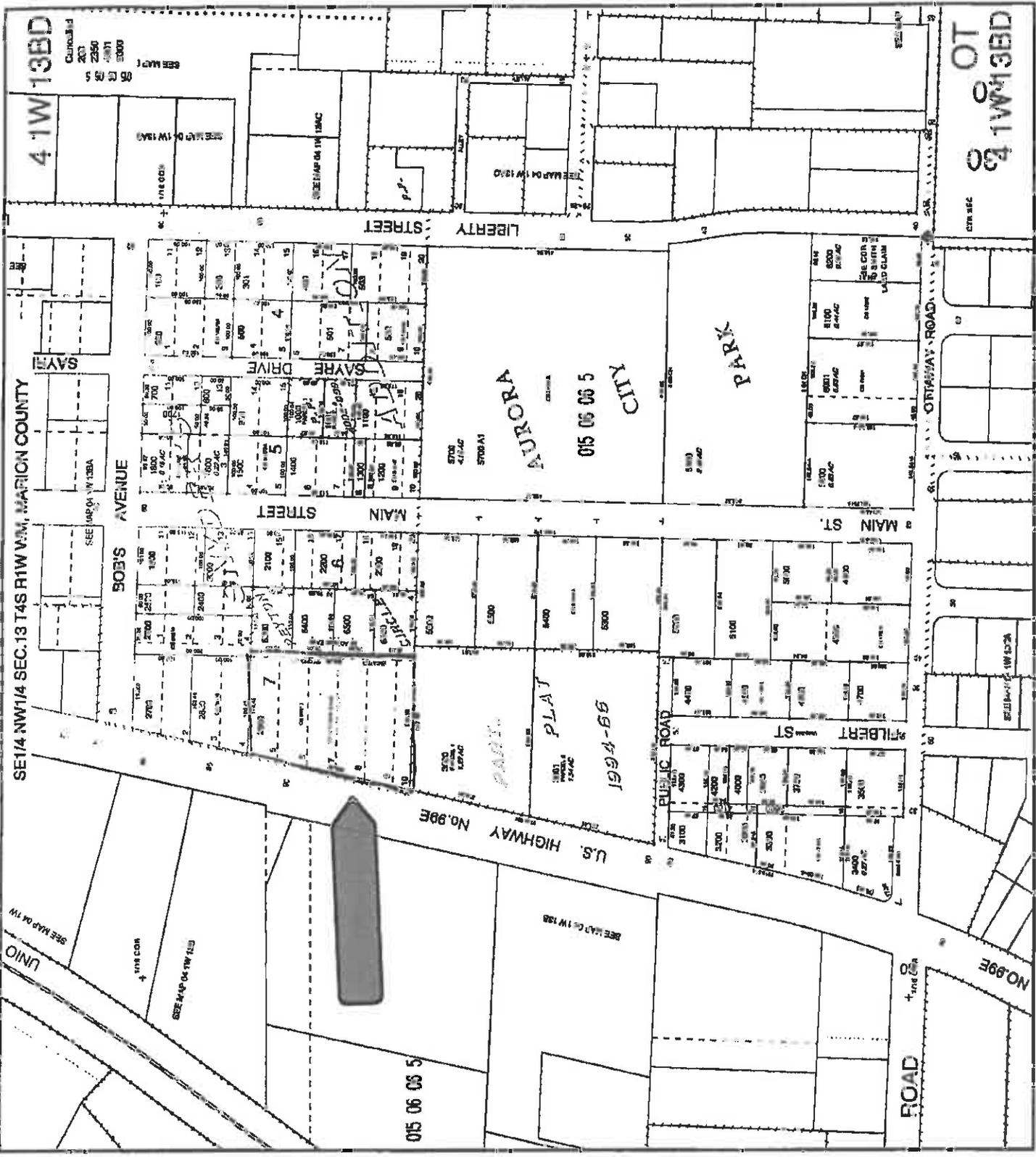
1. The applicant shall comply with all City of Aurora and State of Oregon development, building and fire codes.
2. Applicant shall submit evidence of review and approval by the Oregon Health Department for the food cart business prior to business license approval. Health Department approval shall be maintained at all times or the City business license shall be revoked immediately.
3. Applicant shall submit evidence of review and approval of an electrical permit for the food cart prior to business license approval.
4. Signage shall comply with the requirements of AMC 16.44. Approval of a sign permit application must be obtained from the planning director and building official prior to installation of any signage on the subject properties and prior to business license approval.
5. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees and shall not be used for the storage of vehicles or materials or for the parking of trucks used in the conducting of the business or use. The subsequent use of property for which the appropriate permits are issued shall be conditional upon the unqualified continuance and availability of the amount of parking and loading spaces required.
6. Pursuant to AMC 16.38, the applicant shall install landscaping to meet the fifteen (15) percent requirement within two months of approval of the site development review application. Pursuant to 16.38.030, 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.
7. The proposed business is subject to the Aurora Municipal Code for nuisances. In the event the site is not maintained in a clean and sanitary condition at all times, or the City has reason to believe vermin are present on the site, the City may designate the outdoor food service as a nuisance and terminate this approval.
8. If construction and/or structures installed on the site are a departure from the approved plan, the administrative Site Design Review approval shall be voided immediately.

THE PLANNING DIRECTOR'S DECISION IS FINAL ON THE DATE THE NOTICE OF DECISION IS MAILED. THIS DECISION BECOMES EFFECTIVE AND NOT SUBJECT TO APPEAL AS OF MARCH 12, 2013 UNLESS A TIMELY APPEAL APPLICATION IS FILED WITH APPEAL FEE PAID NOT LATER THAN 5:00 p.m. ON MARCH 11, 2013.

Any party with standing may appeal the final decision in accordance with the City of Aurora Municipal Code 16.78 which provides that a written appeal, together with the required fee, shall be filed with the City Recorder within fifteen (15) calendar days of the date the Notice of Decision was mailed. The appeal fee schedule and forms are available from the City Recorder at City Hall, 21420 Main Street NE, Aurora, Oregon, 97002.

Renata Wakeley, City Planner

Attachments: Exhibit A Assessor Map



**LEGEND**

- LINE TYPES**
- Solid line: 1/4" SECTION
  - Dashed line: 1/2" SECTION
  - Dotted line: 3/4" SECTION
  - Long dashed line: 1" SECTION
  - Short dashed line: 1/2" SECTION
  - Long dash short dash: 1/4" SECTION
  - Long dash double short dash: 1/2" SECTION
  - Long dash triple short dash: 3/4" SECTION
  - Long dash quadruple short dash: 1" SECTION
- SYMBOL TYPES**
- Circle with dot: B.L.C.
  - Circle with cross: CONCRETE, POINTE
  - Circle with horizontal line: SURVEY ADJUSTMENT
  - Circle with vertical line: B.L.C. EXTENSION
  - Circle with diagonal line: 1/4" SEC.
  - Circle with horizontal and vertical lines: 1/2" SEC.
  - Circle with diagonal and horizontal lines: 3/4" SEC.
  - Circle with diagonal and vertical lines: 1" SEC.

**NUMBERS**  
 0000 0000 0

**NOTICE:** THIS MAP WAS  
 CREATED FOR AURORA'S  
 OFFICE USE ONLY.



SCALE 1" = 100'  
 015 06 05 5

Plot file created: September 27, 2011

**Exhibit**

# City of Aurora Building /Planning Application

(Check appropriate box)

- |   |  |
|---|--|
| <input type="checkbox"/> SITE DEVELOPMENT REVIEW (AMC 16.58)<br><input type="checkbox"/> FLOOD PLAN DEV. PERMIT (AMC 16.16)<br><input type="checkbox"/> HISTORIC OVERLAY DISTRICT (AMC 16.20-16.22)<br><input type="checkbox"/> Certificate of Appropriateness<br><input type="checkbox"/> Demolition Permit<br><input type="checkbox"/> Sign Review<br><input type="checkbox"/> MANUFACTURED HOME PARK (AMC 16.30)<br><input type="checkbox"/> COMPREHENSIVE PLAN AMENDMENT (AMC 16.80)<br><input type="checkbox"/> Text <input type="checkbox"/> Map<br><input type="checkbox"/> ZONING ORDINANCE AMENDMENT (AMC 16.80)<br><input type="checkbox"/> Text <input type="checkbox"/> Map | <input type="checkbox"/> CONDITIONAL USE (AMC 16.60)<br><input type="checkbox"/> VARIANCE (AMC 16.64)<br><input type="checkbox"/> HOME OCCUPATION (AMC 16.45)<br>___ Type I ___ Type II<br><input type="checkbox"/> NON-CONFORMING USE (AMC 16.62)<br><input type="checkbox"/> LAND DIVISION<br><input type="checkbox"/> Subdivision (AMC 16.72)<br><input type="checkbox"/> Partition (AMC 16.70)<br><input type="checkbox"/> Property Line Adjustment (AMC 16.68)<br><input type="checkbox"/> APPEAL TO _____ (AMC 16.74-16.78)<br><input checked="" type="checkbox"/> OTHER <u>Sign</u> |
|---|--|

**APPLICANT GENERAL INFORMATION**

Applicant JOE GUNNER Phone 503 913 1040  
 Mailing Address 7229 SW VILPUS DR, WILSONVILLE, OR 97072  
 Property Owner JOE GUNNER Phone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 Contact person if different than applicant JOE GUNNER Phone \_\_\_\_\_  
 Mailing Address \_\_\_\_\_

**PROPERTY DESCRIPTION**

Address 22200 HWY 96E Tax Map # 41W13B0 Tax Lot # 2100  
 Legal Description (attach add'l sheet if necessary) \_\_\_\_\_

Total Acres or Sq. Ft. \_\_\_\_\_ Existing Land Use \_\_\_\_\_  
 Existing Zoning RESIDENTIAL Proposed Zoning (if applicable) \_\_\_\_\_  
 Proposed use garage for building / Gas lift  
 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 3-16-13  
 Signature of Property Owner \_\_\_\_\_ Date 3-18-13

Office Use Only: Received By: <u>AMEL</u> Date: <u>3-19-13</u> Fee Paid \$ <u>100.00</u>
Receipt # _____ Case File # _____ Planning Director Review _____ Date: _____



Overall Ratings

5 Stars of 5 (22 Reviews)

Customer Service

My Account

Free Shipping  
To 4841 - Item 157

All items in  
\$21.00 and more

3 Items: \$79.29  
+ \$0.00 free shipping

Home | Custom Signs | No Parking Signs | Reserved Parking | Parking Lot | Handicap | Disabled | Tow Away | Permit Parking | Posts

Shopping Cart



- To remove an item from the shopping cart, click on **Delete** button.
- To change the quantity, edit the number and click on **Update** button.
- Click on **Checkout Now** to proceed to check out process.

Item Description	Expires if Still On	Unit Price	Qty.	Amount
 <p><b>ENTER ONLY</b>                      Size : 18" x 18" (H x W)                      Material : Engineer Grade Reflective Aluminum Sign, 60 mil                      Part #: K-1265-1G-18x18  <small>Qualifies for FREE Shipping</small>  <small>for \$25+ orders</small></p>	3/19	\$39.95/Sign Package 1 Sign	1 Sign	\$39.95
 <p><b>EXIT ONLY</b>                      Size : 18" x 18" (H x W)                      Material : Engineer Grade Reflective Aluminum Sign, 60 mil                      Part #: K-1265-1G-18x18  <small>Qualifies for FREE Shipping</small>  <small>for \$25+ orders</small></p>	3/19	\$69.95/Sign Package 1 Sign	1 Sign	\$69.95
 <p>Fence Bracket, 22" Long with 2 Bolts &amp; 2 nuts  <b>Fence Bracket for 16" high signs with 2 bolts &amp; 2 nuts</b>                      Size : 1.75" x 17" (H x W)                      Material : Fence Bracket for Hanging Sign                      Part #: Fence-Bracket-17-16  <small>Qualifies for FREE Shipping</small>  <small>for \$25+ orders</small></p>	3/19	\$6.95/Bracket Package 1 Bracket	2 Brackets	\$13.90

3 items in your cart.

Total : \$78.79

4. Continue Shopping

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Alternative Checkout Options

CHECK OUT WITH   
The safer, easier way to pay.

CHECK OUT WITH   
Get some time to pay.

Pay with 

Buy with 

Suggested Accessories

Based on the previous orders of our customers, we have found that most of them buy these accessories along with the kind of products you are buying.



Attached Hardware for Signs (2 Bolts, 2 Nuts)  
**Sign Attachments Kit - 2 Bolts and 2 nuts**  
 Part #: K-1271  
 Package: 1 Kit  
 as low as \$0.95 /Kit

[Add to Cart](#)



**8' Tall Standard Round Signpost (with bolts & nuts)**  
 Standard U-Channel Sign Post - 8' tall (2-1/8" Wide)  
 Part #: K-153-8M  
 Package: 1 Post  
 as low as \$23.00 /Post

[Add to Cart](#)



Fence Bracket, 22" Long with 2 Bolts & 2 nuts  
**Fence bracket for 26" high signs with 2 bolts & 2 nuts**  
 Part #: Fence-Bracket-22-16  
 Package: 1 Bracket  
 as low as \$7.25 /Bracket

[Add to Cart](#)

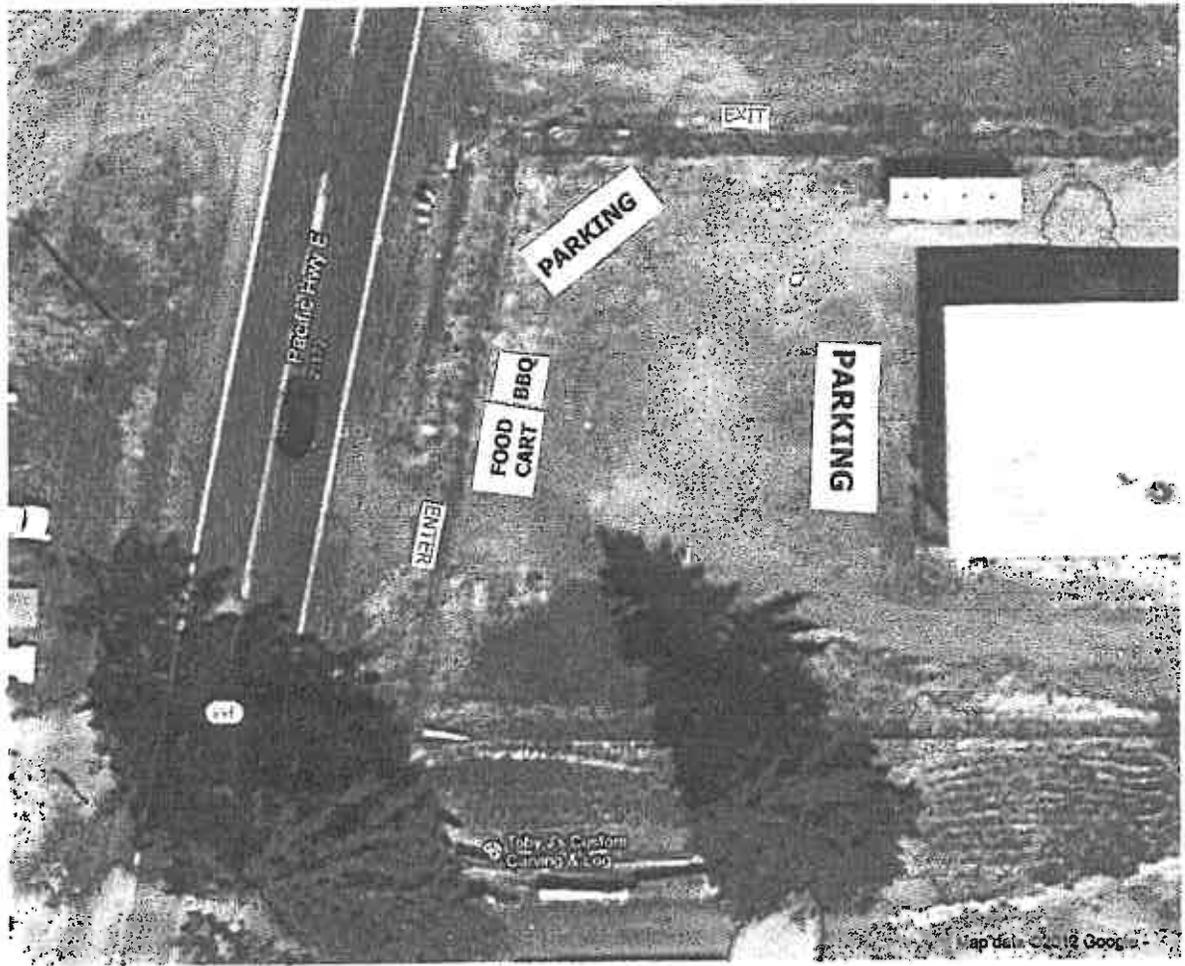
**8' Tall Black Round Sign Post (with bolts & nuts)**  
 Standard U-Channel Sign Post - 8' tall (2-1/8" wide)  
 Part #: K-153-8BK

**8' Tall Round Cast Iron Sign Stand (with bolts & nuts) for signs up to 24" x 24"**  
 17" dia. Cast Iron Stand with a 48" tall post.

**7' Tall Black Round Sign Post (with bolts & nuts)**  
 Heavy Duty Fluted Quality U-Channel Sign Post - 7' tall (2-1/8" wide)

Google

To see all the details that are visible on the screen, use the "Print" link next to the map.



(NE ANDERSON)