

AGENDA
Aurora Planning Commission Meeting
Tuesday, June 2, 2015, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

1. CALL TO ORDER OF THE AURORA PLANNING COMMISSION MEETING

2. CITY RECORDER DOES ROLL CALL

3. CONSENT AGENDA

- a) Planning Commission – May, 2015
- b) City Council Minutes – April, 2015
- c) Historic Review Board Meeting Minutes – April , 2015

4. CORRESPONDENCE - NA

5. Public Hearing

- a) Discussion on Home Occupation 15-01 21424 Liberty Black star Studio

6. VISITORS

Anyone wishing to address the Aurora 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 Aurora Planning Commission could look into the matter and provide some response in the future.

7. NEW BUSINESS

- a) None

8. OLD BUSINESS

- a) Discussion and or Action on the Aurora Vision Action Plan
- b) Discussion and or Action on Beyer Annexation for Discussion Purposes Only As An Example.

9. Commission Action/Discussion

- a) City Planning Activity (In Your Packets) Status of Development Projects within the City.
 - Bixler Request Extension

10. ADJOURN

Minutes
Aurora Planning Commission Meeting
Tuesday, May 5, 2015, at 7:00 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT Renata Wakeley, City Planner

STAFF ABSENT: Kelly Richardson, City Recorder

VISITORS PRESENT: None

1. CALL TO ORDER OF THE CITY COUNCIL MEETING

Meeting was called to order by Chairman Schaefer at 7:03 pm

2. CITY RECORDER DOES ROLL CALL

Chair Schaefer - Present
Commissioner – McNamara - Present
Commissioner Fawcett - Present
Commissioner Gibson - Present
Commissioner Rhoden-Feely - Present
Commissioner Weidman - Present
Commissioner - NA

3. CONSENT AGENDA

- a) Planning Commission Minutes – April, 2015
- b) City Council Meeting Minutes – March, 2015
- c) Historic Review Board Minutes – March, 2015

Motion to approve the consent agenda as presented was made by Commissioner Fawcett and is seconded by Commissioner Gibson. Motion approved by all.

4. CORRESPONDENCE –

- a) Email Regarding Business Development Grants, Brief discussion no action taken.

5. VISITORS

Anyone wishing to address the Aurora 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 Aurora Planning Commission could look into the matter and provide some response in the future.

None

6. NEW BUSINESS

- a) Discussion and or Action on Aurora Visioning Document 2015, the document was discussed and changes made they broke it into two parts part two will be discussed at the June meeting.
- b) Discussion and or Action on Annexation Processes, This was a general discussion and examples will be given at the June meeting.
- c) Discussion and or Review of Sample MMD Applications, there was a general discussion the consensus of the group was they liked the Keizer sample.

7. OLD BUSINESS

- a) NA

8. COMMISSION/DISCUSSION

- a) City Planning Activity (in your packets) Status of Development Projects within the City.

9. ADJOURN

Chair Schaefer adjourned the May 2, 2015 Aurora Planning Commission Meeting at 8:38 P.M.

Chair Schaefer

ATTEST:

Kelly Richardson, CMC
City Recorder

**CITY OF AURORA
PLANNING COMMISSION**

STAFF REPORT: Home Occupation, Type II, 2015-01 (HO-15-01)
DATE: May 26, 2015

APPLICANT/OWNER: Susan Black
21424 Liberty Street NE
Aurora, OR 97002

REQUEST: Type II Home Occupation permit approval to operate an art studio, work rooms, and classroom to teach individual students associated with Black Star Studio.

SITE LOCATION: 21424 Liberty Street NE at the intersection of 4th Street NE and Liberty Street NE in Aurora. Map 041.W.13AB, Tax Lot 300

SITE SIZE: 0.33 acres, or approximately 14,375 square feet

DESIGNATION: Zoning: Low Density Residential (R1)

CRITERIA: Aurora Municipal Code (AMC) Chapters 16.10 Low Density Residential and 16.46 Home Occupations and 16.60 Conditional Uses

ENCLOSURES: Exhibit A: Assessor Map
Exhibit B: Applicant's Home Occupation Application

I. REQUEST

Type II Home Occupation permit approval to operate an art studio, work rooms, and classroom to teach individual students associated with Black Star Studio.

II. PROCEDURE

Type II Home Occupations are processed as Quasi-Judicial Decisions. Quasi-Judicial Decisions are conducted as stated in Chapter 16.76 of the AMC. Section 16.46 provides the criteria for reviewing Home Occupations. Type II Home Occupations are listed as a Conditional Use under the R-1 zone.

The application was received and fees paid on March 23, 2015. The application was determined complete by staff on April 20, 2015 and notice was mailed to surrounding property owners on May 8, 2015 and a newspaper of general circulation in the City. The City has until **July 21, 2015**, or 120 days from acceptance of the application to approve, modify and approve, or deny this proposal.

III. APPEAL

Appeals are governed by AMC 16.76.260. An appeal of the Commission's decision shall be made, in writing, to the City Council within 15 days of the Planning Commission's final written decision.

IV. CRITERIA AND FINDINGS

The applicable review criteria for Home Occupations are found under 16.46 -Home Occupations of the Aurora Municipal Code (AMC) for Conditional Uses.

16.46.050.B.1.

The Planning Commission shall approve, approve with conditions, or deny any application for a Type II home occupation. The decision to approve, approve with conditions, or deny an application for a Type II home occupation permit shall be made by the planning commission upon findings of whether or not the proposed use:

- a. Is in conformance with the standards contained in this chapter.

FINDING: The property currently meets the standards for Low Density Residential (R1) zoning, including height and accessory structures. The applicant is not proposing new construction or building permit approval but rather use of an existing studio structure in the NE corner of the property and the second floor/attic of the existing garage for the home occupation, if permitted. The studio structure and garage are setback 13 feet and 11 feet, respectively, from the rear property line. Rear setbacks in the zone are ten (10) feet for single story structures and twenty (20) feet for two story structures. The Marion County Assessor shows the 280 square foot multi-purpose building as permitted/constructed in 1988 and the 220 square foot improved attic space over the garage as permitted/constructed in 2003.

Type II home occupations are a permitted use under the zone, pending home occupation permit approval by the Planning Commission under AMC 16.46.

The Home Occupations standards identified in AMC 16.46 include: 16.46.020.D.1., “properties located outside the historic commercial and historic residential overlays shall be permitted one (1) non-illuminated sign, not exceeding one hundred forty-four (144) square inches, which shall be attached to the residence or accessory structure or placed in a window. This is included as a recommended condition of approval.

16.46.020.D.2. limits daily customer or client visits to five (5) per day. Customers and clients may not visit the business between the hours of ten (10) p.m. and eight (8) a.m. and shall not generate excessive traffic or monopolize on-street parking. This is included as a recommended condition of approval.

16.46.020.D. 3. states storage of materials, goods and equipment which is screened entirely from view by a solid fence is permitted. Storage shall not exceed five percent of the total lot area and shall not occur within the front yard or the required side yard setback. Any storage of materials, goods, and equipment shall be reviewed and approved by the city and the fire department. This is included as a recommended condition of approval.

16.46.040 includes additional conditions for all home occupations, including: prohibition of outside employees to be engaged in the business activity other than persons principally residing on the premises;

no more than three (3) deliveries per week to the residence by suppliers; limiting the total square footage of the business activity to use more than 700 square feet of the structure; and/or prohibiting storage, use, or distribution of toxic or flammable materials. Staff recommends the applicant be required to acknowledge that they have read all of AMC section 16.46 for Home Occupations and shall maintain a signed copy acknowledging understanding of and conformance with the provisions of AMC 16.46. This is included as a recommended condition of approval.

AMC 16.46.090. requires a business license to operate a home occupation. A business license shall be on file with the City of Aurora at all times that the Home Occupation is in operation. A home occupation permit shall become invalid if the applicant moves his or her residence. These are listed as conditions of approval below.

- b. Will be subordinate to the residential use of the property.

FINDING: According to Marion County Assessor records, the owner of the property is the applicant. Staff has determined the proposed home occupation/business is subordinate to the primary residence and residential use and this criteria is met.

- c. Is undertaken in a manner that is not detrimental nor disruptive in terms of appearance or operation to neighboring properties and residents.

FINDING: The applicant proposes use of an existing, permitted accessory structure and attic space above the permitted garage, which are both subordinate to the primary residential structure. The proposed use will be contained within the existing accessory structure and does not appear to be one that would create excessive noise, odors, or disruptions to neighbors. The subject property measures 0.33 acres. The studio structure measures 13 feet from rear property line (which is also land outside of the current urban growth boundary) and 21 feet from the northern property line/nearest residential use. The garage measures 11 feet from the rear property line (which is also land outside of the current urban growth boundary) and 32 feet from the southern property line/nearest residential use.

Property owners within 200 feet of the subject property were mailed notice of the proposed home occupation and public hearing. At the time of writing of the staff report, the City not received testimony regarding the application from interested parties. Staff finds this criteria is met.

V. CONCLUSIONS AND RECOMMENDATIONS

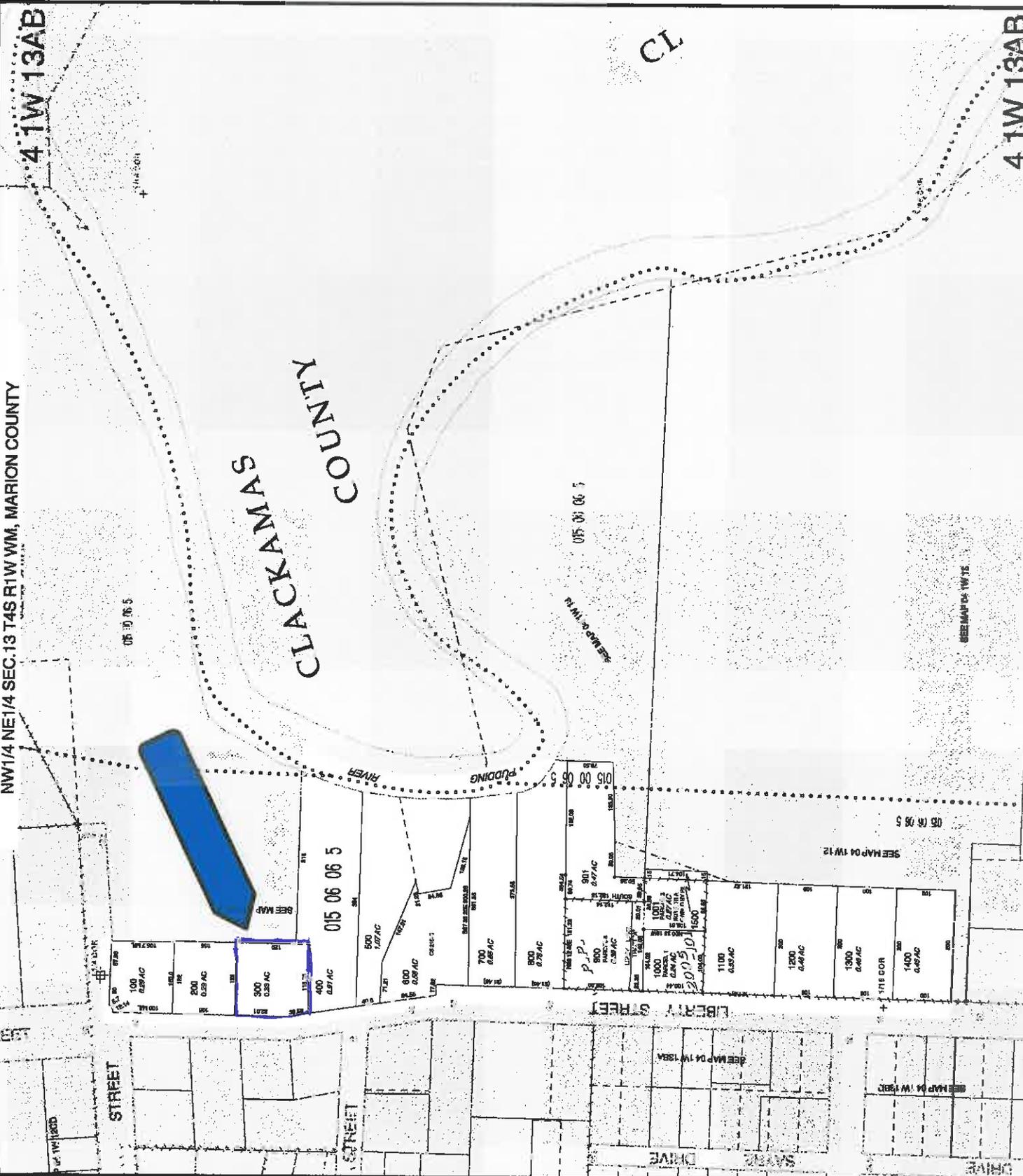
Based on the findings in the staff report, staff recommends that the Planning Commission **approve** the application for a Type II Home Occupation (HO-15-01) based upon the following:

- 1) Develop the subject property in accordance with plans approved by the city.
- 2) Comply with all City of Aurora and State of Oregon development, building and fire codes.
- 3) One (1) non-illuminated sign, not exceeding one hundred forty-four (144) square inches, which shall be attached to the residence or accessory structure or placed in a window. This is included as a recommended condition of approval.

- 4) Customer and client visits shall be limited to no more than five (5) per day. Customers and clients may not visit the business between the hours of ten (10) p.m. and eight (8) a.m. and shall not generate excessive traffic or monopolize on-street parking.
- 5) Storage of materials, goods and equipment screened entirely from view by a solid fence may be permitted. Storage shall not exceed five percent of the total lot area and shall not occur within the front yard or the required side yard setback. Any storage of materials, goods, and equipment shall be reviewed and approved by the city and the fire department.
- 6) The applicant is required to acknowledge that they have read all of AMC section 16.46 for Home Occupations and shall maintain a signed copy acknowledging understanding of and conformance with the provisions of AMC 16.46 on file with the City of Aurora.
- 7) A business license shall be on file with the City of Aurora at all times that the Home Occupation is in operation. A home occupation permit shall become invalid if the applicant moves his or her residence.

VI. PLANNING COMMISSION ACTION

- A. Approve the home occupation permit (file #HO-2015-01) for an art studio, work rooms, and classroom to teach individual students on the property's accessory structure:
 1. As recommended by staff, or
 2. As determined by the Planning Commission stating how the application satisfies all the required criteria, and any revisions to the recommended conditions of approval, or
- B. Deny the request for a home occupation permit for an art studio, work rooms, and classroom to teach individual students on the property's accessory structure stating how the application does not meet the applicable approval criteria.
- C. Continue the hearing to a time certain or indefinitely (considering the 120 day limit on applications).



LEGEND

- LINE TYPES**
- TAX LOT BOUNDARY
 - OLD PROPERTY LINE
 - ROAD RIGHT-OF-WAY
 - VACATED RIGHT-OF-WAY
 - RAILROAD
 - RAILROAD RIGHT-OF-WAY
 - STREAM, LAKE, ETC. TAX LOT BOUNDARY
 - STREAM, LAKE, ETC. NON-BOUNDARY
 - SUBDIVISION BOUNDARY
 - PARTITION PLAT BKT.
 - TAX CODE BOUNDARY
 - WATERWAY
- SYMBOL TYPES**
- BALC
 - CONTROL POINT
 - SURVEY MONUMENTS
 - GLLA CORNERS
 - SECTION 1/4 SEC 1/4 SEC 1/4 SEC
 - 1/4 SEC 1/4 SEC 1/4 SEC

NUMBERS

TAX CODE NO.

000 00 00 0

ACREAGE - ALL ACREAGES INCLUDE ANY PORTION THAT MAY LIE WITHIN THE INDICATED PUBLIC RIGHT OF WAY.

TICK MARKS - WHEN A TICK MARK IS INDICATED ON THE INTERIOR OF A LINE, THEN THE DIMENSION CLOSE TO THE TICK MARK, GENERALLY THIS IS USED WHEN DIMENSIONS GO INTO PUBLIC RIGHT OF WAYS.

ARROWS ARE USED WITH DIMENSIONS IN AREAS OF GREATER COMPLEXITY.

NOTICE: This map was created for Assessor's Office Use ONLY.



SCALE 1" = 100'

Plot file created: June 16, 2012

City of Aurora
Building / Planning Application

(Check appropriate box)

- SITE DEVELOPMENT REVIEW (AMC 16.58)
- FLOODPLAIN DEV. PERMIT (AMC 16.18)
- HISTORIC OVERLAY DISTRICT (AMC 16.20-16.22)
- Certificate of Appropriateness
 - Denial/Review Permit
 - Sign Review
- MANUFACTURED HOME PARK (AMC 16.38)
- COMPREHENSIVE PLAN AMENDMENT (AMC 16.80)
- ZONING ORDINANCE AMENDMENT (AMC 16.80)
 - Text
 - Map
 - Other
- CONDITIONAL USE (AMC 16.80)
- VARIANCE (AMC 16.84)
- HOME OCCUPATION (AMC 16.46)
 - Type I
 - Type II
- HOMEWORKING USE (AMC 16.82)
- LAND DIVISION
 - Submittal (AMC 16.72)
 - Petition (AMC 16.70)
- Property Line Adjustment (AMC 16.68)
- APPEAL TO _____ (AMC 16.74-16.78)

300 deposit

APPLICANT GENERAL INFORMATION

Applicant: Susan Black - Black Star Studio Phone: 503-776-9082
 Mailing Address: 21424 Liberty Street NE Aurora 97002
 Property Owner: Susan Black + John Beard Phone: 503-776-9082
 Mailing Address: 21424 Liberty Street NE Aurora 97002
 Contact person if different than applicant: _____ Phone: _____

PROPERTY DESCRIPTION

Address: 21424 Liberty St NE Tax Map # 041W13AS Tax Lot # 01506065
 Legal Description (attach lot/ street if necessary): _____

Total Acres: 0.33

Existing Zoning: _____ Existing Land Use: Residential
 Proposed Zoning: _____ Proposed Zoning (if applicable): _____
 ACTION REQUESTED (use additional sheets as needed): Home Occupation Type II Approval

ATTACHMENTS

A. Plot plan of subject property, show scale, north arrow, location of all existing and proposed structures, road access to property, names of owners of each property, etc. Plot plans can be submitted on tax assessor maps which can be obtained from the tax assessor's office in the Marion County Courthouse, Salem OR.
 B. Legal description of the property as it appears on the deed (metes and bounds). This can be obtained at the Marion County Clerk's office in the Marion County Courthouse, Salem OR.

ADDITIONAL INFORMATION

In order to expedite and complete the processing of this application, the City of Aurora requires that all pertinent material required for review of this application be submitted at the time application is made. If the application is found to be incomplete, review and processing of this 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 this 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: Susan Black Date: 3/23/15
 Signature of Property Owner: Susan Black Date: 3/23/15
 Office Use Only: Received By: _____ Date: _____ Fee Paid: 300 Case File #: 041W13AS-01506065
 Receipt #: _____ Planning Director: RB/VIEW Date: _____

BI

Narrative To Support the Application of
Susan Black (Black Star Studio) for an
Aurora Business License – Type II Home Occupation

I am an artist operating under the name "Black Star Studio." I live/work at 21424 Liberty Street NE. My business name is registered with the State of Oregon.

I work (and store my paints, pastels, brushes, paper and other supplies) in the accessory building ("studio") on my property. I display my finished work in the second-story room ("gallery") over the garage.

Included with this application is a site plan of the property and floor plans of the studio and the gallery, along with proof of property ownership and my check for \$100, along with a deposit check of \$300.

I would like to teach individual students (not groups) in my studio and to escort individual visitors to my gallery. And I would like to charge a fee for my teaching and to sell my work.

Here are specific comments showing how Black Star Studio conforms to the Aurora MC for a Type II Home Occupation:

MC 16.46.020

D.1. No signage anticipated.

D.2. No more than 5 daily visitors or clients anticipated; none before 8 AM or after 10 PM.

D.3. All art materials are stored indoors.

Susan Black/2

MC 14.46.040

- A. I am the only person engaged in the business; I reside on the premises.
- B. No more than 3 deliveries of art supplies per week anticipated. These come in packages via UPS, USPS and FedEx.
- C. Nothing about my work produces anything noxious.
- D. My work takes place within my studio building and the second floor of the garage. These areas comprise 16% of the combined gross floor area of the house, the garage and the accessory structure.

E.F.G.H. Not applicable.

Thank you.

Susan Black
January 19, 2015

Resubmitted 3/23/15

Exhibit B3

1/14-6/30/15 REAL PROPERTY TAX STATEMENT ACCOUNT NO.: R10760

MARION COUNTY, OREGON - 555 COURT ST NE #2733 SEASLEM, OR 97301
 PROPERTY DESCRIPTION: 21424 LIBERTY ST NE
 AURORA, OR 97002
 ACRES: 0.33
 MAP: 041W13AB00300
 CODE: 01506065

EDWARD, JOHN &
 BLAKE, SUSAN
 21424 LIBERTY ST NE
 AURORA, OR 97002

VALUES: LAST YEAR THIS YEAR
 MARKET VALUES: 80,500 80,500
 LAND 200,750 246,450
 IMPROVEMENT 201,250 324,950
 TOTAL VALUE 267,220 275,230
 ABSTRACTED

NET TAXABLE: 267,220 275,230

if a mortgage company pays your taxes, this statement is for your records only.
 Full Payment with 2% Discount 2,480.02 2,489.48
 1/2 Payment with 5% Discount 1,408.15

THIS YEAR'S TAX
 EDUCATION 172.27
 LIBRARY 22.51
 LOCAL OPTIO 134.85
 GENERAL GOVERNMENT TOTAL 1,906.30

EXCLUDE FROM LIMIT:
 AURORA BOND 841.60
 MARION SCHOOL 415.10
 CHEMUKETA COM COL BOND 79.84

EXCLUDE FROM LIMIT TOTAL: 1,336.54
 2014-15 PROPERTY TAX TOTALS: 3,408.15
 TOTAL TAX (After Discount): 4,275.94

Exhibit BS

REMOVED BY: [illegible]

FORM 323 PAGE 47
MARION COUNTY
BILL BURGER, COUNTY CLERK
66-10-2014 03:19 PM
Contract Number 2007001 \$ 50.00
Instrument 2014 00011581

After recording comes to:
John Bazzard and Susan B Leach
81 Syc Jackson Way
San Francisco, CA 94127

Name, Address, Zip
Unit # change is requested all tax statements shall be sent
to the following address.
SMRS, 8A, ARLING

723780 2013-2014B

**WARRANTY DEED - STATUTORY FORM
(INDIVIDUAL)**

Tyler P. Phillips and Brett W. Phillips, married to each other

Gender, conveys and warrants to John Bazzard and Susan B Leach, not as tenants in common,
but with right of survivorship

of

Contains, the following described real property free of encumbrances except as specifically set forth herein:

See the Exhibit 'A'

Before signing or accepting this instrument, the person transferring the title should inquire about the
person's rights, if any, under ORS 166.386, 166.391 and 166.392 and Sections 5 to 11, Chapter
434, Oregon Laws 2007. This instrument does not affect any of the property described in this
instrument in violation of applicable law and regulations. Before signing or accepting this
instrument, the person acquiring the title to the property should check with the appropriate city or
county planning department under ORS 228.020 or 214.010, to verify the approved name of this lot or parcel,
determine any limits on interests against farming or forest products, as defined in ORS 20.020, and to
inquire about the rights of neighboring property owners, if any, under ORS 166.300, 166.301 and 166.302
to 166.338 and Sections 5 to 11, Chapter 424, Oregon Laws 2007.

Subject to said covenants, Conditions, Restrictions, Reservations, set back lines, Power of
Special Deputies, and Easements of Easement, if any.

The fee consideration for this conveyance is \$ 425,000.00 (same comply with the requirements of ORS
88.0397).

ME
R10760
041W13AB--
00300

* Legal Description
Page 3

2847-0042

A.T.S.

B6

35AW-CD97

Request by: 2014-03-19

Dated this 19 day of March 2014, I, a corporate officer, have caused its name to be signed by order of its board of directors.


Tyler P. Philippay

STATE OF OREGON
County of WAGON
Personally appeared on March 19, 2014, the above named Tyler P. Philippay (or in marital status) and acknowledged the foregoing instrument to be his/her voluntary act and deed.

Before me:

Tyler P. Philippay
Notary Public for Oregon
My commission expires: 7-7-2017

STATE OF OREGON
County of WAGON
Personally appeared on March 19, 2014, the above named Erez W. Philippay (or in marital status) and acknowledged the foregoing instrument to be his/her voluntary act and deed.

Before me:

Erez W. Philippay
Notary Public for Oregon
My commission expires: 7-7-2017

*If the notary is the spouse of a licensee, either spouse or licensee and the licensee are not permitted to act as a notary public for the licensee's spouse or licensee.

EXHIBIT B7

1906-5097

Order No: FT10043725-FTMMW01

EXHIBIT "A"

Beginning at a point on the East line of Liberty Street in the City of Anson, said point being the Northwest corner of lot seven, less of land conveyed to George M. Daugherty, et al., as shown on the plat of said lot seven, in Marion County Chad Records; thence Easterly along the Northern line of said tract a distance of 120.00 feet to the Northern Northwest corner of said tract; thence Southerly along the Eastern line and extension thereof a distance of 120.00 feet; thence Westward parallel to the Northern line of said tract to the East line of said Liberty Street; thence Northernly along Liberty Street to the place of beginning.

FT00000001.dwg

EXHIBIT B8

NOTICE OF PUBLIC HEARING

Date: June 2, 2015

Time: 7:00 P.M.

Place: Planning Commission
Aurora City Hall
21420 Main Street NE
Aurora, Oregon 97002

Nature of Application: Home Occupation 15-01
Location: 21424 Liberty Street NE at the intersection of 4th Street NE
and Liberty Street NE in Aurora. Map 041.W.13AB, Tax
Lot 300

Name of Applicant: Susan Black/Black Star Studios

Zone: Low Density Residential (R1)

Request: Type II Home Occupation permit approval to operate an art
studio, work rooms, studio and classroom to teach
individual students associated with Black Star Studio.

Additional information is available at City Hall, 21420 Main Street NE, Aurora, Oregon.

Type II Home Occupations are processed as Quasi-Judicial Decisions. Quasi-Judicial Decisions are conducted as stated in Chapter 16.76 of the AMC. Section 16.46 provides the criteria for reviewing Home Occupations. Type II Home Occupations are listed as a Conditional Use under the R-1 zone.

The planning commission's review will determine if tentative Home Occupation permit approval will be granted for this application. The public hearing on this matter will be conducted in accordance with the rules of Chapter 16 of the Aurora Municipal Code and the rules of procedure adopted by the City Council. Oral testimony may be presented at the public hearing. At the public hearing, the planning commission will review a staff report, open the public hearing and invite both oral and written testimony.

A copy of this application, all documents, all documents and evidence are available for inspection at no cost and copies will be provided at reasonable cost. The applicant and any person who submits comments during the comment period shall receive the notice of decision.

Issues which may provide the basis for appeal shall be raised in writing not later than the close of the comment period or following the final evidentiary hearing on this case. Such issues shall be raised with and accompanied by statements or evidence sufficient to afford this body, and the parties to this hearing an adequate opportunity to respond to each issue.

Please submit written comments by no later than **4:00 p.m.** on **June 2, 2015.**

Address written comments to: Planning Department - City of Aurora
21420 Main Street NE
Aurora, Oregon 97002

Staff Contact: Renata Wakeley, City Planner, (503) 588-6177.

ACTION PLAN

Developing an Action Plan - Develop a plan of action that balances community desires with available capacities and resources to actuate that future vision.

The tables below represent a continuation of the Aurora 2017 Vision Report and underlying Vision Themes and Guiding Principles which were adopted by the Aurora Planning Commission and the Aurora City Council in June 2007.

The Aurora Planning Commission, working with the 2017 Vision Report, has developed the attached Action Plan in an attempt to more clearly outline processes to assist in achieving the five Vision Themes.

In some cases, the Action Items and Tasks are unassigned and need an interested person(s) to come forward and work toward accomplishing the Vision Theme and/or Guiding Principle. In other cases, Responsible Parties have already come forward to complete Action Items and Tasks and have shown significant progress. The Planning Commission hopes the tables below will function as a evolving document that:

- *Recognizes the importance of continuing the community engagement process to complete the Action Plan.

- *Includes recommendations for implementing the Aurora 2017 Vision.

- *Identifies partners for implementation, including responsible parties and a timeline and process for implementation.

- *Informs the future development and implementation of the City's Comprehensive Plan and other long range plans of the City.

The Planning Commission intends to revisit the Action Plan in the early part of every year in order to update accomplishments and assign new priorities for the year.

VISION THEME 1. **MAINTAIN SENSE OF PLACE.**

Aurora will work to maintain its small town, village atmosphere, defined by its identity as a village in a rural setting, and to protect and enhance its rich heritage and historic district.

Guiding Principle 1.1: Protect and enhance Aurora’s rich heritage and historic district, being mindful of what we have inherited.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
1.1A - Maintain and restore the look of existing buildings to retain the historic character.		Business and Homeowners, CC, HRB, PC	
1.1B - Plan and design buildings and infrastructure in such a way to increase social interaction among community members. <input type="checkbox"/> Update policies to promote development that increases social interaction among community members. <input checked="" type="checkbox"/> Apply for TGM Code Assistance Grant. <input checked="" type="checkbox"/> Complete Development Code assessment and update to address development design standards.	Ongoing	Parks Committee, City Planner, PC, CC	
	Nov. 2011 – Dec. 2011	City Planner	Code Update funded with Rural Investment Fund (RIF) grant
	Jan. 2009 – June 2011	PC, CC, City Planner, HRB	Code Update funded with Rural Investment Fund (RIF) grant
1.1C - Encourage awareness of heritage and educate people on history of Aurora. <input checked="" type="checkbox"/> Copy of the Aurora zone map, with Historic District Boundary, to be placed on city’s website	Ongoing	COC, Aurora Colony Visitors Assoc., HRB, PC, Museum	
	April 2011	City staff	
1.1D - Improve design standards for signs. <input checked="" type="checkbox"/> Update and enforce sign code.			
	2014 <u>and enforced yearly</u>	City Planner, PC, CC, HRB	DLCD Model Sign Code, city funding
1.1E - Use exterior architecture and public art, such as sculptures and murals, as a way to visually identify with Aurora's history. <input type="checkbox"/> Establish an Aurora Arts Assoc. as a non-profit to receive			
		Local artists, HRB, CC	Oregon Cultural Trust

grants.			
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Guiding Principle 1.2 Use clear and objective standards to encourage appropriate new development.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
1.2A - Improve design standards to ensure that new construction is compatible with the historic character in the historic district and gateway areas. <input checked="" type="checkbox"/> Update and enforce Historic District guidelines <input checked="" type="checkbox"/> Update and enforce gateway standards.			
	2013	Business, land and business owners	
	2010	CC, PC	
1.2B/5.5A - Review guidelines for appropriate landscaping and its maintenance. <input checked="" type="checkbox"/> Update and enforce Aurora Municipal Code.			
	Ongoing	CC, HRB, PC	
1.2C - Review design guidelines/standards for development outside the historic district to encourage consistent look and neighborliness (i.e., front porches). <input checked="" type="checkbox"/> Update current design standards for properties outside Historic District and Gateway.			
	2009-2010	Developers, PC, CC	

Guiding Principle 1.3: Create strong visual gateways into and through Aurora and its historic district that reflect arrival to the village.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
1.3A/3.5A - Improve gateway standards to be more business friendly; create entry and transition areas to retain identity, preserve historic architectural styles on new buildings. <input type="checkbox"/> Review and update Downtown Master Plan Report (2000) <input type="checkbox"/> Apply for grants for transition signage in gateway area and	2009-2019		
	2014	PC, HRB, CC, Visitors Association	Oregon Arts Commission, Oregon

historic district			Cultural Trust, or Small Community Incentive Fund (Oregon Housing and Community Services)
1.3B - Provide lights for homes in Historic District during Christmas (such as what was done in Albany).			
<input type="checkbox"/> Provide lights and appropriate décor for homes <u>public rights of way and businesses</u> in downtown and historic district during holiday season.	<u>2015</u>	CC, HRB, Visitors Association, <u>Fire District</u>	funding

Guiding Principle 1.4: Encourage maintenance and upkeep of buildings and landscaping throughout the town.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
1.4.A - Hold community improvement days to maintain public areas.	Ongoing	Community volunteers, Homeowners, PC, Parks Committee, CC, Public Works	
1.4B - Create volunteer program to offer assistance in property maintenance for residential property owners in need.			
<input checked="" type="checkbox"/> Raise awareness of Housing Rehab program. Include program brochure with utility mailings.	Ongoing	MWVCOG, City Staff	MWVCOG
1.4C - Encourage youth involvement for community service to help with improvements.		Local high school students, Residents	
1.4D - Provide examples in community newsletter or other local publications (e.g. with water bill) of what is historically appropriate for landscaping, fencing, etc.	2014	HRB, City staff, Community, Museum	volunteer

VISION THEME 2 COMMUNITY ENGAGEMENT.

The Aurora community will build upon its history of working together to control its future in the face of internal growth and external development pressures through increased volunteerism, community events and activism. City leaders will continue to actively engage the community and develop partnerships with civic and professional organizations. Volunteers will help to inform the community of events and issues by reaching out to their neighbors.

Guiding Principle 2.1: Encourage the development of more gathering places (both public and private).

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.1A - Develop and maintain a community wish list for new public and private owned gathering places; inventory and evaluate locations. Possibilities include Saturday Market, City Hall, restaurants and cafes.	2005-2017	Parks Committee, CC	
2.1B - Enhance existing public places to encourage more community interaction. Possibilities include park tents, benches, landscape improvements, and a kiosk.		CC, Business, Parks Committee, Community org.	

Guiding Principle 2.2: Promote additional social activities for the community.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.2A - Organize community events, such as Aurora Colony Days. Possibilities include block parties, holiday events, sausage or ice cream feeds, athletic events, art festivals, canoe rides, tree planting days, community competitions, and town hall meetings. <input checked="" type="checkbox"/> Support for a Saturday Market		Community org., Business	
2.2B - Publish a community newsletter to inform community members about local events and news, potential development of an internet based information distribution system (such as a	2011 and Ongoing	City staff, Community, Planning Commission	

list serve).			
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Guiding Principle 2.3: Actively welcome new residents and businesses.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.3A - Establish a welcoming committee of community members to personally reach out to new residents and businesses.		Visitors Association, Historical Society, Community	
2.3B - Create a community guidebook describing the community, including a community calendar, Aurora businesses, consumer services and important contacts.		Aurora Colony Visitor's Assoc., Historical Society, Community	
2.3C – Publicize the museum’s self-guided walking tour (available for purchase). <input type="checkbox"/> Council to initiate contact with Historical Society Director for feedback/input on additional outreach efforts.	2014	Aurora Colony Visitor's Assoc., Historical Society	

Guiding Principle 2.4: Develop partnerships with neighboring jurisdictions, such as schools, counties, neighboring cities and special districts, to collaborate on issues of common interest and concern.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.4A - Encourage neighboring jurisdictions to participate in Aurora community events. <input checked="" type="checkbox"/> Update Intergovernmental Agreement (IGA) between County, ODA and City <input checked="" type="checkbox"/> Attend French Prairie and Positive Aurora Airport Management (PAAM) meetings.			
	Feb. 2008	CC, PC	
	Feb. 2008 (ongoing)	CC , PC	
2.4B - Establish a forum with other neighboring jurisdictions to periodically address regional issues. Attend French Prairie and Positive Aurora Airport Management (PAAM) meetings	Ongoing	CC, PC	

Guiding Principle 2.5: Encourage and support increased volunteerism and individual contribution.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.5A – Create an inventory of community resources, including skills and knowledge held by community members. Distribute the inventory to promote resource sharing and draw upon the inventory for community event support. <input type="checkbox"/> Council to appoint a community resources/community volunteer liaison.		CC, Community	
2.5B - Provide rewards or prizes at community events to encourage turnout such as at Aurora Colony Days.		Business, Community, CC	

Guiding Principle 2.6: Encourage community involvement in the process of shaping Aurora’s future.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.6A - Sponsor community events to foster greater government involvement by community members. Possibilities include an annual Visioning Day and periodic town hall meetings. <input type="checkbox"/> Council to appoint a community events liaison. <u><input checked="" type="checkbox"/> Aurora Alert system setup to email about community events</u>		CC, PC	
2.6B - Promote easier ways for community members to get involved in government activities. Possibilities include shorter Committee terms, alternative meeting times or locations, provision of childcare, and larger meeting spaces to accommodate expanded attendance. <input type="checkbox"/> Update Goal 1 (Citizen Involvement) Plan <input checked="" type="checkbox"/> Conduct public open house, a yearly community recognition event, and/or surveys in conjunction with planning activities and code updates. <input checked="" type="checkbox"/> Include planning project information in community	TBD	City Planner, PC	TBD
	Ongoing	CC, PC, City Staff	TGM grant, DLCD TA grant
	Ongoing	City Staff	City

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
newsletter			
<input checked="" type="checkbox"/> Update City of Aurora website with planning information, e.g. draft plans, calendar of events.	Ongoing	City Staff	City
2.6C - Create additional methods of communication between the City of Aurora government and community members. Possibilities include a new or expanded website, kiosk, and audio recordings of government meetings.			
<input type="checkbox"/> Update Goal 1 (Citizen Involvement) Plan	TBD	City Planner, PC	TBD
<input checked="" type="checkbox"/> Conduct public open house, a yearly community recognition event, and/or surveys in conjunction with planning activities	Ongoing	CC, PC, City Staff	TGM grant, DLCD TA grant
<input checked="" type="checkbox"/> Include planning project information in community newsletter	Ongoing	City Staff, PC	City
<input checked="" type="checkbox"/> Update City of Aurora website with planning information, e.g. draft plans, calendar of events.	Ongoing	City Staff, PC	City
<input checked="" type="checkbox"/> Picnic in the park as part of Aurora Colony Days.	annually	City Staff	Contributions

Guiding Principle 2.7: Promote involvement and investment in Aurora youth.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
2.7A -Encourage contributions to youth groups and sponsorship of youth focused events and infrastructure. Possibilities include a skate park, athletic events, add a soccer field, public art projects and historic activities.		CC, Parks Committee, Historical Society, Community	
2.7B - Institute a public safety week to increase awareness about drug and alcohol use, public health and other public safety topics. Invite local police and fire officials and other community members to address Aurora youth. <input type="checkbox"/> Council to initiate contact with Fire Dept to organize	Annually	CC, Aurora Police Dept., Aurora Fire District, Community	

2.7 C- <input checked="" type="checkbox"/> Little Miss Pioneer	Annually	Volunteers	Donations
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VISION THEME 3 **MANAGED GROWTH.**

Aurora experienced fast residential growth following the completion of the sewer system in 2001. In the next ten years, Aurora will work to establish clear standards and targets for balanced residential, commercial and industrial development to provide an expanded revenue base, allowing for the provision of public infrastructure and city service, while maintaining livability. Balanced development will help to ensure that infrastructure and city services keep pace with growth.

Guiding Principle 3.1: Retain and encourage small businesses and restaurants in commercial area that can serve both residents and tourists.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
3.1A/3.5B - Improve quality of streetscape. Provide sidewalks, street trees, pedestrian scale lighting and safe, accessible street crossings. <input checked="" type="checkbox"/> Review and update street cross sections as part of the TSP update.			
	Mar. 2008 – June 2009	Consultant, City Planner, PC, CC, HRB	TGM Grant 07-09
3.1B - Establish business incubator programs. This will help existing and new businesses to succeed in Aurora.		Business, Aurora Colony Visitors Assoc.	
3.1C - Promote commercial areas through a City newspaper and Aurora visitors brochure. The newspaper could be used to communicate sales or activities to community members.		Business, community	
3.1D/3.5E - Develop parking mgmt program for commercial area. This will study current parking utilization, potential commercial growth and parking demand, appropriate placement of parking and opportunities for more efficient joint-use of parking facilities. <input checked="" type="checkbox"/> Apply for TGM Code Assistance Grant. <input checked="" type="checkbox"/> Incorporate Development Code assessment and update to address parking design standards.			
	Nov. 2008 – Dec. 2008	City Planner	TGM Program
	2014	Consultant, PC, CC, City Planner, Traffic Safety Committee (TSC)	TGM Program

Guiding Principle 3.2: Encourage a balance of residential, commercial and light industrial growth in appropriate areas.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
3.2A/3.6A - Develop an Economic Opportunities Analysis (EOA). This document should identify issues of importance to the City of Aurora and include goals and a strategic plan to help the City Council and Planning Commission achieve economic goals. <input checked="" type="checkbox"/> Apply for DLCDC TA Grant <input checked="" type="checkbox"/> Hold public hearings and adopt EOA into the Comprehensive Plan and UGB findings.			
	Nov. 2007 – Feb. 2008	City Planner	DLCDC TA Grant
	June 2009 – Aug. 2009	City Planner, PC, CC	City
3.2B - Consider economic needs of Aurora community through appropriate UGB expansion and zoning of new lands within the UGB and considering all zoning to include residential, commercial and industrial.	Ongoing	PC, CC	
3.2C - Develop and Economic Opportunities Analysis. This document should identify issues of importance to the City of Aurora and include goals and a strategic plan to help the City Council and Planning Commission achieve economic goals. <input checked="" type="checkbox"/> Apply for EOA study funding			
	Awarded	PC, CC	TA Grant

Guiding Principle 3.3: Promote economic development through commercial and industrial growth that is needed to provide an expanded revenue base.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
<p>3.3A/3.3C/3.7A/3.8B - Create an Economic Development Plan for the City of Aurora. This department would be responsible for initiating and encouraging activities to promote economic growth while engaging Aurora residents to maintain livability and small town atmosphere.</p> <p><input checked="" type="checkbox"/> Complete EOA and adopt updated economic development goals and policies to encourage light commercial/industrial development.</p> <p><input type="checkbox"/> Consider UGB expansion to meet city's commercial/ industrial land needs.</p> <p><input checked="" type="checkbox"/> Coordinate airport planning efforts with ODA, Marion, Clackamas Counties and agricultural interested parties.</p> <p><input type="checkbox"/> Create an Economic Development Plan.</p> <p><input checked="" type="checkbox"/> Apply for an Enterprise Zone to encourage job creation and capital investment.</p> <p><input checked="" type="checkbox"/> <u>Apply for the Oregon Main Street Program.</u></p> <p><input checked="" type="checkbox"/> <u>Becomes members of SEDCOR</u></p>			
	June 2008 – Aug. 2009	City Planner, PC, CC	DLCD TA Grant
	Ongoing	City Planner, PC, CC	DLCD TA Grant
	Ongoing	City Planner, PC, CC	
	TBD	PC	TBD
<p>3.3B - Establish business incubator programs. This will help existing and new businesses to succeed in Aurora.</p> <p><input type="checkbox"/> Continue to identify and market economic development opportunities and commercial and industrial lands</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Legislative review of development code to look at recent interest in food carts as an economic develop tool.</p>	2014	Business, CC, Aurora Colony Visitors Assoc.	
<p>3.3C/3.7A/3.8B - Promote appropriate light commercial/industrial development close to Aurora Airport, without negatively impacting surrounding agricultural area.</p>	Ongoing	PAAM, CC, PC, Marion County	
<p>3.3D - Recruit economic development experts to explore expanding tax base. Until an Economic Needs Analysis can be completed, a team of economic development experts from the</p>		Economic Development experts, PC, CC	

<p>community could be established to start detailing out strategies for expanding the tax base in the City of Aurora. <input checked="" type="checkbox"/> Contract with SEDCOR for assistance on economic development and marketing.</p>			
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Guiding Principle 3.4: Create appropriate transitions between industrial, commercial and residential uses in newly developing areas, and between 99E and residential development.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
<p>3.4A - Develop and apply site design guidelines for new development that provide appropriate transitions between different land uses through landscaping, setbacks, and site planning to provide a more seamless urban fabric.</p> <p>3.4B/3.5E - Revisit zoning code to ensure that exclusive residential development within the UGB does not abut 99E and that commercial properties have adequate depth for viable development opportunities and appropriate transition to residential development.</p>			
<input checked="" type="checkbox"/> Update Comprehensive Plan policies to emphasize the need for appropriate land use transitions.	Nov. 2008 – Aug. 2009	City Planner, PC, CC	DLCD TA grant
<input checked="" type="checkbox"/> Review city zoning map and Development Code to determine what uses are currently permitted on properties located adjacent to 99E.	2011-2012	City Planner, PC	TGM outreach workshop funded in 2011
<input type="checkbox"/> Amend zoning map and Development Code as needed to ensure exclusive residential development does not abut 99E.	2014-2015	City Planner, PC, CC	TGM outreach workshop funded in 2011
<input checked="" type="checkbox"/> Apply for TGM Code Assistance grant.	Nov. 2008 – Dec. 2008	City Planner	Code Update funded with Rural Investment Fund (RIF) grant
<input checked="" type="checkbox"/> Complete Development Code assessment to determine current site design requirements and deficiencies.	Jan. 2009 – Dec. 2009	Consultant, City Planner, PC, CC	TGM program
<input checked="" type="checkbox"/> Amend Development Code as needed to provide appropriate transitions between different land uses.	Jan. 2009 – June 2011	Consultant, City Planner, PC, CC	Code Update funded with Rural Investment Fund (RIF) grant

Guiding Principle 3.5: Create a “main street” feel along 99E through appropriate commercial and mixed uses and appropriate gateway standards.

Action Item □ Task	Time Frame	Responsible Parties	Funding Resources
3.5A - Improve gateway standards to be more business friendly; create entry and transition areas to retain identity, yet avoid replicating historic architectural styles on new buildings.	2010	PC, HRB, Aurora Colony Visitors Assoc.	
3.5B - Improve quality of streetscape along 99E. Provide sidewalks, street trees, pedestrian-scale lighting, and safe, legible street crossings utilizing pedestrian refuges and center medians where appropriate.	2009-2012	ODOT, PC, HRB, Aurora Colony Visitors Assoc., TSC	
3.5C - Work with ODOT planners and engineers to develop a tree planting program along 99E within City limits.	2009	ODOT, PC, CC	TSP
3.5D - Revisit zoning code to ensure exclusively residential development within the UGB does not abut 99E. Ensure commercial properties have adequate depth for viable development opportunities and appropriate transition to residential development.	2014	PC, CC, ODOT	
3.5E - Develop parking management program for commercial area. This will study current parking utilization, potential commercial growth and parking demand, appropriate placement of parking and opportunities for more efficient joint-use of parking facilities.		PC, CC, TSC	

Guiding Principle 3.6: Work to control growth inside the Urban Growth Boundary (UGB) and influence forces outside the UGB to ensure viable balanced economic growth.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
3.6A - Develop an Economic Needs Analysis/Assessment for the Aurora Airport. This document should identify issues of importance to the City of Aurora and include goals and a strategic plan to help the City Council and Planning Commission achieve economic goals.	2014-2015	PC, CC, Planning Consultant	TGM, Economic Development Administration, USDA Rural Development
3.3A/3.6B - Create an Economic Development Plan for the City of Aurora. This Department would be responsible for initiating and encouraging activities to promote economic growth while engaging Aurora residents to maintain livability and small town atmosphere.	2014-2015	CC, PC, Economic Development experts, HRB	

Guiding Principle 3.7: Work to ensure that the expansion of services and industry at and around the airport protect the livability of Aurora.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
3.3A/3.7A - Promote appropriate light commercial/industrial development close to Aurora Airport, without negatively impacting surrounding agricultural area.		PAAM, CC, PC, Marion County	
3.3A/3.7B - Create a Committee to research the desirability and feasibility of UGB expansion and Aurora Airport annexation. <input type="checkbox"/> Form a Citizen Action Committee (CAC) <input type="checkbox"/> Identify funding sources to complete above tasks. <input type="checkbox"/> Identify legal requirements needed to annex airport. <input checked="" type="checkbox"/> Review public facility master plans to determine whether or not adequate public facilities exist to serve the airport area.		PC, CC	
		CAC, City Planner	
		CAC, City Attorney, City Planner	
	<u>Completion in 2015</u>	CAC, City Engineer, City Planner	

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
<input type="checkbox"/> Identify amendments needed to public facility plans that would be required to serve airport area. <input type="checkbox"/> Estimate infrastructure improvement costs needed to serve airport area. <input type="checkbox"/> Coordinate with Marion County, Clackamas County and ODA. <input type="checkbox"/> Conduct public involvement to receive community feedback.		CAC, City Engineer, City Planner	
		CAC, City Engineer	
	Ongoing	CAC, City Planner	
		CAC, City Planner	

Guiding Principle 3.8: Work to limit impacts on surrounding agricultural uses, recognizing the importance of this industry to Aurora and the region.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
3.3C/3.8A - Consider agricultural community needs when expanding UGB. <input type="checkbox"/> Consider impacts to agricultural lands when considering how and where to expand the UGB. <input type="checkbox"/> Develop list of interested parties concerned with agricultural issues. <input type="checkbox"/> Notify agricultural community regarding any UGB expansion plans. <input checked="" type="checkbox"/> Continued coordination with PAAM and Friends of French Prairie.			
	March 2008 – March 2009	City Planner, PC, CC, Marion County	DLCD TA grant
	Jan. 2009 – Feb. 2009	City staff, PC	
	March 2009 – Aug. 2009	City Planner, City Recorder, Marion County	
	Ongoing	PC, City Planner	
3.3A/3.3C/3.8B - Promote appropriate light commercial/industrial development close to Aurora Airport, without negatively impacting surrounding agricultural area.		PAAM, CC, PC, landowners	
3.3A/3.3C/3.8C - Involve adjacent agricultural property owners early on in city initiated plan updates.		PC, City Planner	

VISION THEME 4. TRANSPORTATION.

Aurora will work to create safe and efficient modes of travel for automobiles, pedestrians and cyclists. Aurora will increase connections between neighborhoods. The Aurora community will work collaboratively with the County and State agencies to integrate major thoroughfares into the community.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
4A - Explore feasibility of urban renewal funding for curbs, sidewalks, and underground utilities throughout the City. <input checked="" type="checkbox"/> Identify areas where curbs, sidewalks and underground utilities are deficient. <input checked="" type="checkbox"/> Identify funding sources in TSP update future funding analysis.			
	March 2008 – May 2008	City Planner, TSP Advisory Committees	USDA- Rural Development grant
	May 2008 – July 2008	Consultant, TSP Advisory Committee	USDA- Rural Development grant

Guiding Principle 4.1: Utilize traffic calming techniques on 99E and other streets to promote safety.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
4.1A - Create safe pedestrian access across 99E. <input checked="" type="checkbox"/> Identify unsafe pedestrian areas along 99E. <input checked="" type="checkbox"/> Identify pedestrian safety improvement needs. <input checked="" type="checkbox"/> Identify funding sources in TSP update funding analysis.			
	March 2008 – May 2008	City Planner, TSP Advisory Committee	TGM Grant 07-09
	March 2008 – May 2008	City Planner, TSP Advisory Committee	TGM Grant 07-09
	May 2008 – July 2008	Consultant, TSP Advisory Committee	TGM Grant 07-09
4.1B - Partner with ODOT to seek assistance with planning, design and funding. The purpose of this partnership is to create safe pedestrian crossing of major streets such as 99E. <input checked="" type="checkbox"/> Prioritize pedestrian safety projects.			
	Ongoing	TSP Advisory Committee, PC, CC	TGM grant 07-09 and 2011 TGM Outreach Workshop

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
<input type="checkbox"/> Secure funding for high priority projects. <input type="checkbox"/> Complete planning and design for priority projects subject to available funding.	June 2009 (ongoing)	City staff, TSC	ODOT TEM
	TBD	City staff, ODOT, Consultant services, TSC	ODOT Bike/Ped, TGM grant 09-11

Guiding Principle 4.2: Improve local streets through innovative means.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
4.2A - Enhance residential neighborhoods. This includes enhancing streets with sidewalks and planting strips, and ensuring streets are maintained in good working order. <input checked="" type="checkbox"/> Update local street cross-section in TSP. <input checked="" type="checkbox"/> Revise PWDS and Development Code to be consistent with TSP.			
	Finish June, 2009	TSP Advisory Committee, Consultant, PC, CC	TGM grant 07-09
	June 2009 – Aug. 2009	City Planner, PC, CC	

Guiding Principle 4.3: Create safe, convenient and attractive bicycle and pedestrian routes providing for connections throughout the community.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
4.3A - Enhance residential neighborhoods to provide adequate routes for bicyclists and pedestrians. <input checked="" type="checkbox"/> Identify bicycle/pedestrian needs. <input checked="" type="checkbox"/> Update bicycle/pedestrian plan in TSP.			
	March 2008 – May 2008	City Planner, TSP Advisory Committee	TGM grant 07-09
	May 2008 – June 2009	Consultant, TSP Advisory Committee	TGM grant 07-09
4.3B/5.3B - Utilize existing public right of ways to construct paths for multi-use bike and pedestrian paths for recreation and connectivity. <input checked="" type="checkbox"/> Inventory existing bicycle and pedestrian paths. <input checked="" type="checkbox"/> Update bicycle/pedestrian plan in TSP <input checked="" type="checkbox"/> Prioritize bicycle and pedestrian paths. <input type="checkbox"/> Secure funding for high priority projects. Complete yearly reviews of Capital Improvement Plan (CIP) and TSP to identify annual project goals. <input type="checkbox"/> Complete planning and design for priority projects subject to available funding.			
	March 2008 – May 2008	City Planner, TSP Advisory Committee	TGM grant 07-09
	May 2008 – June 2009	Consultant, TSP Advisory Committee	TGM grant 07-09
	Nov. 2008 – June 2009	TSP Advisory Committee, PC, CC	TGM grant 07-09
	Ongoing	City staff, TSC	ODOT Bike/Ped grant; State Parks Grants; Land and Water Conservation grants
	TBD	City staff, ODOT, Consultant services	
4.3C - Partner with ODOT to seek assistance with planning, design, and funding. The purpose of this partnership is to create safe pedestrian crossing of major streets such as 99E.	Ongoing	ODOT, PC, TSC	

VISION THEME 5 GREENSPACE AND RECREATION.

Aurora will retain and enhance existing parks and green space and work to create additional parks, recreational opportunities, and interaction with natural areas. These amenities will not only increase livability for residents, but also help make Aurora a destination for outdoor enthusiasts.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
5A - Conduct a land inventory in and around Aurora. The inventory should consist of ownership and current land use, with a special focus on gathering information on land currently owned by the City of Aurora.			
<input checked="" type="checkbox"/> Identify publicly owned lands as part of the buildable lands inventory and share with Parks Committee.	March 2008 – May 2008	City Planner, PC, CC	DLCD TA grant
<input type="checkbox"/> Assess current parks and zone designations. Amendments to Public or Residential zones to expand permitted uses within parks.	201 6 4		

Guiding Principle 5.1: Develop additional parks.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
5.1A - Enhance existing parks. 5.1B - Create a park on the North end of town. 5.1E - Work with developers to designate land for new parks and recreational areas.			
<input type="checkbox"/> Update Parks Master Plan to identify new park and recreation land needs for future development.	201 6 4	City staff, Parks Commission, CC	Park SDCs
<input type="checkbox"/> Update Parks Master Plan to identify areas needed for new parks and recreational areas.	201 6 4	City staff, Parks Commission, CC	Park SDCs
<input checked="" type="checkbox"/> Refine the specific location of new parks and recreational areas through the development process.	Ongoing	City Planner, PC, HRB	Application fees
<input checked="" type="checkbox"/> Update CIP to include design for Aurora City Park and north	2014	City staff, Parks	

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
end Park.		Commission, CC, HRB	
5.1C – Maintain a community wish list for new parks and recreational areas; evaluate potential locations.	Ongoing	Parks Committee, PC, Community, HRB	
5.1D - Explore options for access to the Pudding River and Mill Creek; evaluate potential sites.			
<input type="checkbox"/> Encourage new development to incorporate access to Pudding River/Mill Creek in plans.	Feb. 2008 (ongoing)	City Planner, PC, HRB	Application fees
5.1F - Promote and distribute information (maps, brochures) about parks and recreation areas in Aurora to residents and broader Aurora area.	2014	Parks Committee, Community, Aurora Colony Visitors Assoc., HRB	

Guiding Principle 5.2: Maintain green buffer around Aurora by supporting local agricultural industry and maintenance of open space.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
5.2A - Create a green buffer plan with the community, property owners, and other stakeholders on how to maintain, acquire and protect land around Aurora.			
<input type="checkbox"/> Update Comprehensive Plan to define a green buffer around Aurora.		City Planner, PC, CC	DLCD TA grant 07-09
5.2B - Explore funding mechanisms to support land owners in maintaining green buffer, or to assist Aurora in purchasing available open space.		CC, PC	
5.2C - Collaborate with Marion County and neighboring communities to develop a greenway recreational trail along Mill Creek.	2014	Marion County, Parks Committee, CC, PC	

Guiding Principle 5.3: Develop multi-use trails for pedestrians and cyclists for both transportation and recreation.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
5.3A - Identify sidewalk and bicycle path gaps and evaluate possibilities to connect them. <input checked="" type="checkbox"/> Identify sidewalk and bicycle path gaps and ways to connect them as part of the TSP update.	March 2008 – May 2008	City Planner, Consultant, TSP Advisory Committee	TGM grant 07-09
5.3B - Utilize existing public ROW to construct multi-use and pedestrian paths in and between neighborhoods.		PC, CC	
5.3C - Develop partnerships or incentives with landowners to utilize their land for paths.		PC, CC	
5.3D - Revise development codes to encourage bicycle, pedestrian, and multi-use paths in new development. Ideas include designating land for paths in new developments and requiring bicycle amenities. <input checked="" type="checkbox"/> Update Comprehensive Plan policies to emphasize the need to encourage bike/pedestrian paths in new development. <input checked="" type="checkbox"/> Apply for TGM Code Assistance grant. <input checked="" type="checkbox"/> Complete Development Code assessment and update to include requirements for bike/pedestrian paths and amenities in new development.	Nov. 2008 – Aug. 2009	City Planner, PC, CC	DLCD TA grant
	Nov. 2008 – Dec. 2008	City Planner	TGM Program
	Jan. 2009 – June 2011	Consultant, PC, CC, City Planner	TGM Program
5.3E - Promote and distribute information (maps, brochures) about trails and paths in Aurora area.		Parks Committee, Community, Aurora Colony Visitors Assoc., HRB	
5.3F - Work with ODOT to enhance and expand pedestrian and bicycle paths along 99E. <input checked="" type="checkbox"/> Identify bike/pedestrian needs along 99E as part of TSP update.	March 2008 – May 2008	City Planner, TSP Advisory Committee	TGM Grant 07-09

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
<input checked="" type="checkbox"/> Work with ODOT to require bike/ped paths for new development.	Ongoing	City staff, PC, ODOT	Application fees
<input type="checkbox"/> Apply for grant funding for priority projects.	Ongoing	City Staff	ODOT TEM, ODOT Bike/Ped Grant

Guiding Principle 5.4: Be mindful of our impact on the environment in the decision making process.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
5.4A - Encourage, educate and promote environmentally friendly ideas and solutions in future planning of Aurora.			
<input type="checkbox"/> Consider adopting green street standards within new public works design standards.	May 2008 – June 2009	Consultant, PC, CC, TSC	TGM grant 07-09

Guiding Principle 5.5: Retain and encourage appropriate landscaping throughout the city for its importance to the livability of Aurora.

Action Item <input type="checkbox"/> Task	Time Frame	Responsible Parties	Funding Resources
5.5A - Define, update and maintain guidelines for minimum landscaping throughout city.		PC, HRB	

COMPLETED TASK LIST

<p>2009</p>	<p>4.1A Explore feasibility of urban renewal funding for curbs, sidewalks, and underground utilities throughout the City. 4.1B Partner with ODOT to seek assistance with planning, design and funding-Transportation System Plan Update. 4.2A/4.3A/4.3B/5.3B Updated cross sections with TSP Update and updated Development Code. 5.1E Master Plan for existing park and north end park completed and CIP updated. 5.3A/5.3B Identify sidewalk and bicycle path gaps and evaluate possibilities to connect them. 5.3D Update Comprehensive Plan policies to emphasize the need to encourage bike/pedestrian paths in new development. 5.3F Identify bike/pedestrian needs along 99E as part of TSP update and work with ODOT to require bike/pedestrian paths for new development.</p>
<p>2010*</p>	<p>1.1B Apply for TGM grant and complete Development Code assessment and update to address development design standards. 1.2A Update and enforce gateway standards. 1.2C Update current design standards for properties outside Historic District and Gateway. 1.4A Community Improvement days held in April and August 2010. 1.4B Raise awareness of Housing Rehab program. Include program brochure with utility mailings. 2.1A/B Construction of pavilion and stage in city park and new public benches along portions of Hwy 99E. Park improvements included a new path, public benches, sprinkler system, and landscape improvements to city park. The city also entered into a new contract for maintenance of the park. 2.4A Update IGA between County, ODA and City. 2.4A Attend French Prairie and Positive Aurora Airport <i>Management (PAAM) meetings</i>. 2.6B Planning initiated monthly review of information to submit to community newsletter 3.1A Review and update street cross sections as part of the TSP update. 3.1B Establish business incubator programs. (NK?) 3.1D/3.5E Apply for TGM Code Assistance Grant. 3.2A/3.6A Apply for DLCD TA Grant for Economic Opportunities Analysis. 3.2B Consider economic needs of Aurora community through appropriate UGB expansion and zoning of new lands within the UGB and considering all zoning to include residential, commercial and industrial 3.2C/3.6A Apply for EOA study funding. 3.3A/3.3C/3.6A/3.7A/3.8B Complete EOA and adopt updated economic development goals and policies to encourage light commercial/industrial development. 3.4B/3.5E Update Comprehensive Plan policies to emphasize the need for appropriate land use transitions. 3.4B/3.5E Complete Development Code assessment to determine current site design requirements and deficiencies. 3.4B/3.5E Amend Development Code as needed to provide appropriate transitions between different land uses. 3.5A Improve gateway standards to be more business friendly; create entry and transition areas to retain identity, yet avoid replicating historic architectural styles on new buildings. 3.5B Improve quality of streetscape along 99E (portion between 2nd Street and Bob's Avenue completed). City was also successful in getting approval for a new 99E crosswalk at Ottaway Road.</p>

	<p>3.5C Work with ODOT planners and engineers to develop a tree planting program along 99E within City limits (city to adopt their own tree ordinance in the future).</p> <p>4.1B Prioritize pedestrian safety projects and secure funding for high priority projects- working with ODOT, the city secured financing for sidewalk and parking improvements to 99E from 2nd Street to Bob's Avenue.</p> <p>5.3D Complete Development Code assessment and update to include requirements for bike/pedestrian paths and amenities in new development.</p>
2011**	<p>1.1C Water billings color-coded to bring attention to Historic District properties as a form of outreach and assistance to property owners within the Historic District.</p> <p>1.2A Initiated review of Title 17-Historic District Guidelines with Historic Review Board.</p> <p>2.6B Updates of city website initiated and ongoing.</p> <p>3.3A City sending representatives to Aurora Airport Master Plan meetings and providing feedback.</p> <p>3.4B/3.5E Review city zoning map and Development Code to determine what uses are currently permitted on properties located adjacent to 99E.</p> <p>4.1B/4.3C Partner with ODOT to seek assistance with planning, design and funding-TGM Outreach Workshop.</p> <p>4.1/4.3 Transportation Growth Management Workshop grant received for report on 99E and Ottaway Road safety corridor improvements and recommendations.</p> <p>4.2A Adoption of Street Tree Ordinance #468.</p>
2012***	<p><i>Ongoing work with the Historic Review Board to finalize the update to Title 17 and historic district design guidelines (adopted in September 2013 via Ordinance #473)</i></p> <p>2.2A Support for a Saturday Market</p> <p>3.3A <i>Establishment of the N. Marion Enterprise Zone</i></p> <p>3.3A/3.3C/3.3D <i>Contract with SEDCOR to serve as Enterprise Zone manager</i></p> <p><i>Submitted application for 99E improvements south of Bob's Avenue for 2015-2018 STIP</i></p> <p><i>Development Code is now online- continued maintenance of site ongoing</i></p>
2013	<p><i>Developed informational brochures for planning related concerns such as fencing; structural permits; site clearance areas; living in a historic district; etc.</i></p>
2014	<p><u><i>1.2A Updated Title 17- Historic Overlays, with assistance from the Historic Review Board.</i></u></p> <p><u><i>2.6A Aurora Alert system setup to email about community events</i></u></p> <p><u><i>3.1D/3.1E. Incorporate Development Code assessment and update to address parking design standards. Updated Parking District Overlay to exempt commercially zoned properties from parking standards in order to encourage development and increase density in the downtown.</i></u></p>

	<u><i>3.3A/3.3C Accepted into the Oregon Main Street Program and joined SEDCOR.</i></u> <u><i>3.3B Legislative review of development code to look at recent interest in food carts as an economic develop tool.</i></u>
<u>2015</u>	<u><i>1.3A Apply to Marion Cultural Trust for gateway/historic district transitions.</i></u>

*Acknowledged by the Aurora City Council on April 12, 2011.

**Acknowledged by the Aurora City Council on August 14, 2012.

*** Acknowledged by the Aurora City Council on October 15, 2013.

****Acknowledged by the Aurora City Council on _____, 2015.

ORDINANCE _____

AN ORDINANCE ANNEXING PROPERTY TO THE CITY OF AURORA AND RE-ZONING ANNEXED PROPERTY

THE CITY OF AURORA HEREBY ORDAINS AS FOLLOWS:

Section 1. Pursuant to ORS 222.120(4)(b), the real property owned by Harold Beyers, Barbara Beyers and Maxine Beyers and described in Exhibit A, attached hereto and incorporated herein, is hereby declared annexed to the City of Aurora.

Section 2. Pursuant to AMC 16.66.070, property is hereby re-zoned from Marion County Urban Transition Farming (UTF) to City of Aurora Residential Low Density (R-1).

Section 3. In support of the above annexation, the City Council hereby adopts the findings, conclusions and recommendations in the staff report dated April 26, 2005 regarding annexation and re-zoning of the property.

Section 4. The effective date of this annexation and re-zoning shall be 30 days after the date of adoption of this ordinance.

PASSED AND ADOPTED by the City Council this _____ day of _____, 2005 and signed by the Mayor and City Recorder in authentication of its passage.

CITY OF AURORA, OREGON

Bill Carr
Mayor

First Reading: MAY 10, 2005

Second Reading: JUNE 14, 2005

Attest: _____
City Recorder

Beyers Property
Annexation Description
Tax Lot 600, 041W13CA
January 31, 2005
Project No. 1368-012(-)

Property Description

A tract of land lying in the southwest one-quarter and northwest one-quarter of Section 13, Township 4 South, Range 1 West of the Willamette Meridian, Marion County, Oregon, being more particularly described as follows:

Commencing at a 2-1/2" brass disk in a monument box at the center of said Section 13, T4S, R1W, W.M.,

Thence, along the centerline of Ottoway Road, South 89°58'12" West, 376.86 feet;

Thence South 00°34'24" East, 10.00 feet to the northeast corner of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 1972, Page 308, Marion County Deed Records;

Thence, along the north line of said H.W. Beyers Tract Reel 1972, Page 308, South 89°58'12" West, 76.03 feet to the True Point of Beginning of the herein described tract;

Thence South 01°38'31" East, 205.43 Feet;

Thence, North 89°50'33" West, 109.30 feet;

Thence, North 00°34'30" West, 205.00 feet to the southerly right of way line of said Ottoway Road;

Thence North 00°34'30" West, 20.00 feet to the northerly right of way line of said Ottoway Road;

Thence, along said northerly right of way line, North 89°58'12" East, 105.10 feet;

Thence South 01°38'31" East, 20.01 feet to the True Point of Beginning.

Containing 24,137 square feet, more or less.

Bearings based on Marion County Survey Record No. 36588.

Beyers Property
Annexation Description
Tax Lots 500 and 700, 041W13CA
January 31, 2005
Project No. 1368-012(-)

Property Description

A tract of land lying in the southwest one-quarter and northwest one-quarter of Section 13, Township 4 South, Range 1 West of the Willamette Meridian, Marion County, Oregon, being more particularly described as follows:

Commencing at a 2-1/2" brass disk in a monument box at the center of said Section 13, T4S, R1W, W.M.,

Thence, along the centerline of Ottoway Road, South 89°58'12" West, 376.86 feet;

Thence South 00°34'24" East, 10.00 feet to the northeast corner of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 1972, Page 308, Marion County Deed Records, and the True Point of Beginning of the herein described property;

Thence, along the west line of that tract of land described in Reel 1947, Page 7, Marion County Deed Records, South 00°34'24" East, 1157.37 feet to the south line of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 7, Page 988, Marion County Deed Records;

Thence, along said south line, South 88°13'08" West, 506.67 feet to the southeast line of the plat of "Orchard View," recorded in Volume 44, Page 131, Marion County Plat Records;

Thence, along said southeast line, and its northeasterly extension, North 33°27'49" East, 204.95 feet;

Thence, along the southerly extension of the east line of the plat of "New Colony Park," recorded in Volume 20, Page 40, Marion County Plat Records, North 00°20'32" West, 991.91 feet to the northeast corner of said plat of "New Colony Park,"

Thence, along the northerly extension of the east line of said plat of "New Colony Park," North 00°20'32" West, 30.00 feet to the northerly right of way line of said Ottoway Road, a variable width right of way;

Thence, along said northerly right of way line, North 89°58'12" East, 375.53 feet;

Thence, along the northerly extension of the east line of said H.W. Beyers Tract Reel 1972, Page 308, South 00°34'24" East, 20.00 feet to the True Point of Beginning.

EXCEPTING THEREFROM THE FOLLOWING DESCRIBED TRACT:
Commencing at a 2-1/2" brass disk in a monument box at the center of said Section 13, T4S, R1W, W.M.,

Thence, along the centerline of Ottoway Road, South 89°58'12" West, 376.86 feet;

Thence South 00°34'24" East, 10.00 feet to the northeast corner of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 1972, Page 308, Marion County Deed Records;

Thence, along the north line of said H.W. Beyers Tract Reel 1972, Page 308, South 89°58'12" West, 76.03 feet to the True Point of Beginning of the herein described tract;

Thence South 01°38'31" East, 205.43 Feet;

Thence, North 89°50'33" West, 109.30 feet;

Thence, North 00°34'30" West, 205.00 feet to the southerly right of way line of said Ottoway Road;

Thence North 00°34'30" West, 20.00 feet to the northerly right of way line of said Ottoway Road;

Thence, along said northerly right of way line, North 89°58'12" East, 105.10 feet;

Thence South 01°38'31" East, 20.01 feet to the True Point of Beginning.

Containing 10.12 acres, more or less.

Bearings based on Marion County Survey Record No. 36588.

ANNEXATION

EXHIBIT

TAX LOT 600, MAP 04, 1W 13CA
 LOCATED IN THE S.W. 1/4 OF SECTION 13,
 T. 4 S., R. 1 W., W.M.,
 CITY OF AURORA, MARION COUNTY, OREGON
 FEBRUARY 1, 2005



FOUND 2-1/2" BRASS DISK IN MONUMENT BOX
 CENTER OF SECTION 13, T4S, R1W, WM
 PER BT BOOK 4, PAGE 51, MCSR

TRUE POINT
 OF BEGINNING

TAX LOT 600
 MAP 04 1W 13CA

4AIN STREET

OTTOWAY ROAD

NEW COLONY PARK
 [PLAT VOLUME 20, PAGE 40]

FILBERT STREET

HEMLOCK AVENUE

ORCHARD VIEW
 [PLAT VOLUME 44, PAGE 131]

DATE	01/28/05
ORIGIN BY	TGB
CHECKED BY	PT
REVISIONS	
JOB NO.	1368-13

WESTLAKE
 CONSULTANTS INC.

ENGINEERING • SURVEYING • PLANNING

PACIFIC CORPORATION CENTER
 1000 N. GARDNER STREET
 TIGARD, OREGON 97146

PHONE: (503) 834-5400
 FAX: (503) 834-5401
 WWW.WESTLAKECONSULTANTS.COM

FOUND 2-1/2" BRASS DISK IN MONUMENT BOX
 CENTER OF SECTION 13, T4S, R1W, WM
 PER BT BOOK 4, PAGE 51, MCSR

TRUE POINT
 OF BEGINNING

MAIN STREET

OTTOWAY ROAD

TAX LOT 500
 MAP 04 1W 13CA

TAX LOT 700
 MAP 04 1W 13CA

NEW COLONY PARK
 [PLAT VOLUME 20, PAGE 40]

FILBERT STREET

HEMLOCK AVENUE

ORCHARD VIEW
 [PLAT VOLUME 44, PAGE 137]

ANNEXATION

EXHIBIT

TAX LOTS 500 AND 700, MAP 04 1W 13CA
 LOCATED IN THE S.W. 1/4 OF SECTION 13,
 T. 4 S., R. 1 W., W.M.,
 CITY OF AURORA, MARION COUNTY, OREGON
 FEBRUARY 1, 2005



SCALE: 1"=100'

DATE	01/28/05
DRAWN BY	TGB
CHECKED BY	JPT
REVISIONS	
JOB NO.	1388-13

WESTLAKE
 CONSULTANTS INC.

ENGINEERING ♦ SURVEYING ♦ PLANNING

PACIFIC GOVERNMENT SYSTEMS, SUITE 150 FAX (503) 884-0882
 11111 N. OREGON STREET

**Beyers Property
Tax Map 4 1W 13CA, Tax Lots 500, 600 & 700**

**Applicant's Statement of Compliance with
Aurora Development Code Chapter 7.145, Annexations**

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- A. Application Form and Legal Description
- B. Marion County Tax Map 4 1W 13CA
- C. Soils
- D. Memo from City Engineer Ed Sigurdson, December 1, 2004, and attached Memorandum from Groundwater Solutions, Inc., November 29, 2004: "City of Aurora Production Well Evaluation"
- E. Technical Memorandum from Groundwater Solutions, Inc., January 12, 2005: "City of Aurora Hydrogeologic Characterization, Well Site Evaluation, and Water Rights Review"
- F. Conceptual Development Plan
- G. City of Aurora Staff Report for the Kraxberger Annexation and Rezone Application (September 28, 2004)
- H. Oregon Revised Statutes (ORS) 222
- I. Title Report, including Map
- J. Meeting notes regarding meetings with City of Aurora (November 18 and December 8, 2004)
- K. Form authorizing G. Cam Ltd. as Authorized Agent

DATA SHEET

APPLICANT'S REPRESENTATIVE: Westlake Consultants, Inc.
15115 SW Sequoia Parkway, Suite 150
Tigard, Oregon 97224
Contact: Lee Leighton, AICP
Phone: 503 684-0652
Fax: 503 624-0157

APPLICANT: Georgi Cam
G Cam Ltd.
P.O. Box 1144
Canby, Oregon 97013
Phone: 503 263-2005
Fax: 503 263-2007

PROPERTY OWNERS: Harold and Barbara Beyers
(Tax Lots 500 & 700) 14878 Ottaway Rd NE
Aurora, OR 97002
Phone: 503 678-5539

PROPERTY OWNER: Maxine Beyers
(Tax Lot 600) 14882 Ottaway Rd NE
Aurora, OR 97002
Phone: 503 678-1134

PROPERTY DESCRIPTION: Tax Map 4 1W 13CA
Tax Lots #500, 600, & 700

SITE SIZE: 10.02 acres

CURRENT ZONING DESIGNATION: UTF (Urban Transition Farm) – Marion County

COMPREHENSIVE PLAN DESIGNATION: R-1 (Low Density Residential)

PROPOSAL: Annexation

PROJECT OVERVIEW

Project Description

The applicant and property owners are proposing the annexation of property and the adjacent right-of-way located at 14878 and 14882 Ottaway Road NE (Marion County Tax Map 4 1W 13CA, Tax Lots #500, 600, and 700). The subject properties together contain 10.02 acres located on the south side of Ottaway Road, south of the Main Street intersection. (See *Exhibit A, Application Form and Legal Description, and Exhibit B, Marion Tax Map 4 1W 13CA*) This application addresses the annexation approval requirements in the City of Aurora Land Use and Development Code (Title 16).

Subject Site And Abutting Property Information

The subject site consists of three tax lots under two ownerships. Two parcels, identified as Tax Map 04 1W 13CA Tax Lots # 500 and 700, Marion County, and containing approximately 9.6 acres, are owned by Harold and Barbara Beyers. A third parcel, identified as Tax Map 04 1W 13CA Tax Lot # 600, Marion County, and containing approximately 0.42 acres, is owned by Maxine Beyers. All of the parcels have frontage on Ottaway Road.

The current zoning for the property is UTF (Urban Transition Farm) – Marion County. The current City of Aurora Comprehensive Plan designation of the property is R-1 (Low Density Residential). The Applicant and Owners propose to maintain the existing Comprehensive Plan designation of R-1.

Soils

According to the United States Department of Agriculture Soil Conservation Service, Soil Survey of Marion County, Oregon, Sheet # 6, the subject site is mapped as having soils consisting primarily of Willamette silt loam (southern ½ of the site), at 3 to 12 percent slopes and also Woodburn silt loam (northern ½ of the site) at 3 to 12 percent slopes. The subject site is also mapped as having a small area in the northeast and southwest corners comprised of Woodburn silt loam at 0 to 3 percent and 12 to 20 percent slopes, respectively (See *Exhibit C, Soils*). The Willamette series is comprised of well-drained soils that have formed in silty alluvium. For Willamette silt loam at 3 to 12 percent slopes, runoff is slow to medium, and the hazard of erosion is slight to moderate.

The Woodburn series is comprised of moderately well-drained soils that have formed in silty alluvium and loess of mixed mineralogy. For Woodburn silt loam at 0 to 3 percent slopes the runoff is slow, and no apparent erosion has taken place. Permeability is moderate in the upper part of the subsoil, and it is slow in the lower part. Available water capacity is 11 to 13 inches. For Woodburn silt loam at 3 to 12 percent slopes, runoff is slow to medium, and the hazard of

the process of development and homebuilding on the neighboring parcel of land to the east (Van Lieu Park Subdivision). In conjunction with annexation and development of that property, the Applicant has already made a commitment to install an additional 300,000-gallon reservoir and a 10" water main line forming a loop in Liberty Street. Construction of those water system elements will give the City's water system improved capacity to serve the subject property when it is developed, as well as improved fire fighting capacity in much of the eastern central part of the city, bringing the city to approximately 65% of its desired reservoir capacity for operation and fire protection.

Although observations indicate that the productivity of the City's existing water wells will not be able to fully meet the population growth projections in the City's Comprehensive Plan, water conservation by City residents can help extend the City's water system capacity. In 2004, the City successfully relied on use of water conservation methods by its citizens to cope with high summertime demand. Still, conservation measures alone cannot solve the City's water source capacity needs.

Following the City Engineer's December 1, 2004 memo, Groundwater Solutions, Inc. performed a study and published its findings in the January 12, 2005 Technical Memorandum, "City of Aurora Hydrogeologic Characterization, Well Site Evaluation, and Water Rights Review." (See *Exhibit E.*) Key conclusions from that technical memorandum, relevant to the proposed annexation, are as follows:

- The City's existing wells are not producing groundwater at the rate allowed by the City's established water rights.
- The City can apply to the Oregon Water Resources Department (OWRD) to transfer unused capacity of up to 410 gallons per minute (gpm) to a new groundwater well accessing the same aquifer, specifically, the lower of two sand and gravel units. A new well should be located at least ¼ mile from the Pudding River and at least 1,000 feet from other City wells, to minimize interference.
- Three potentially viable well sites are located in or near the proposed annexation site.

The January 12, 2005 Technical Memorandum therefore supports the conclusion that drilling a new well is an appropriate strategy to address the City's water source capacity needs in order to meet growing demand. Pursuing this strategy will require:

1. **Regulatory approvals** to effect the transfer of unused groundwater capacity, and obtain other permits as may be required;
2. **Exploratory drilling and testing** to identify a viable well location;
3. **Construction** of a municipal well and associated facilities (i.e., pumps, treatment plant, plumbing, etc.) to bring it online;
4. **Time** to accomplish Tasks 1, 2 and 3 above; and
5. **Funding** to support all of the above efforts.

Although the time frame for completing this process cannot be identified with certainty, the fact that the City has adequate groundwater capacity rights is a major advantage, because a proposal to transfer an existing right does not have the same impact on water resources as a request to develop a new well right. It is reasonable and prudent to conclude that the necessary regulatory approvals and exploratory drilling can be completed within a 2- to 3-year time frame, and a new well facility could then be constructed and online within a 3- to 4-year period.

Assuming the subject property is annexed and a subdivision is subsequently approved, Water System Development Fees (SDCs) will be paid to the City of Aurora as each residential construction permit is issued. Based on an estimated yield of 45 lots within the subject property and the City's current Water SDC fee of \$4,153 (\$3,420 for improvements and \$733 for reimbursement of previously constructed system elements), Water SDC revenues totaling \$186,885 in current dollars will become available to the City for use in financing the water source capacity solution and other needs. Access to such additional funding, by virtue of annexation and development approvals for the subject property, will therefore contribute to solving the capacity limitation currently confronting the community.

Storm Drainage

The subject property's natural drainage flow direction is generally to the east, outside the UGB. As part of the Van Lieu Park subdivision project, the Applicant has recently constructed a public storm drain conveyance and treatment system capable of serving all of the drainage sub-basin in which the subject property is located, including developed and undeveloped properties lying upstream of the subject site. The system consists of storm drain pipes extending eastward to a public regional water quality facility near the Pudding River, where the runoff will be treated prior to being released into the river.

Fire Protection

The site is served by the Aurora Rural Fire Department.

Police Protection

The City of Aurora Police Department has primary responsibility for police protection for the site.

Schools

The project site is served by the North Marion School District.

Power – Telephone – Gas – Cable Television

Electrical power and telephone service are provided by Portland General Electric and CenturyTel, respectively. Natural gas and cable television are provided by Northwest Natural Gas and Willamette Broadband, respectively.

**Beyers Property
Tax Map 4 1W 13CA, Tax Lots 500, 600 & 700**

**Applicant's Statement of Compliance with
Aurora Development Code Chapter 16.66, Annexations**

The applicant, G Cam Ltd., and property owners, Harold and Barbara Beyers and Maxine Beyers, present this narrative description, facts and proposed legal findings in support of their joint proposal for annexation of property identified as Tax Map 4 1W 13CA, Tax Lots 500, 600 & 700, Marion County, into the City of Aurora, Oregon. The three parcels, which together contain approximately 10.02 acres of land, form a generally rectangular tract of land on the south side of Ottaway Road, at the Main Street intersection. The north portion of the subject property contains a single-family dwelling that is likely to be removed at the time development occurs. The remainder of the subject property is vacant and has a wooded character.

COMPLETENESS OF APPLICATION

Aurora Development Code Section 16.66 establishes submittal requirements for annexation applications. These are cited in *italics*, with responses in plain text, below.

CHAPTER 16.66 ANNEXATIONS

Sections:

- 16.66.010 Purpose.
- 16.66.020 Policy.
- 16.66.030 Administration and approval process.
- 16.66.040 Approval standards.
- 16.66.050 Application submission requirements.
- 16.66.060 Annexation initiated by city.
- 16.66.070 Zoning upon annexation.
- 16.66.080 Service extensions.

Section 16.66.010 Purpose

The purpose of this chapter is to enact policies relating to annexation and petitions for annexation of property to the city, to determine the process and criteria by which annexations will be reviewed and approved, to provide for city review of all annexation requests for a determination of the availability of facilities and services as related to the proposal, and maximize citizen involvement in the annexation review process. (Ord. 415 § 7.145.010, 2002)

Section 16.66.020 Policy

Annexations shall be considered on a case-by-case basis, taking into account the goals and policies in the Aurora comprehensive plan, long range costs and benefits of annexation, statewide planning goals, this title and other ordinances of the city and the policies and regulations of affected agencies' jurisdictions and special districts. (Ord. 415 § 7.145.020, 2002)

Section 16.66.030 Administration and approval process

A. The approval process for annexations to the city shall be as provided in ORS 222.

B. The application for an annexation required by this chapter shall be filed with the city, including required fees on forms provided by the city. Upon receipt of a completed request for annexation, the planning director shall prepare a staff report and recommendation describing compliance with the policies and criteria required by this and other relevant ordinances. The planning commission shall hold a public hearing in accordance with the provisions of Chapter 16.76 and shall make a recommendation to the city council. The city council shall hold a public hearing in accordance with the provisions of Chapter 16.76. Following the public hearing, the city council shall make a final decision on the annexation request. The final action on a proposed annexation shall be by ordinance. If no election is required, the annexation shall become effective thirty (30) days after the date of adoption by the city council.

C. When the city council elects to hold an election, pursuant to ORS 222, annexations approved by the council shall be placed on the ballot at the next available primary or general election. If an election is required, the annexation ordinance shall be effective on the date the election is certified. (Ord. 415 § 7.145.030, 2002)

Response: Subsections 16.66.010, -.020 and -.030 provide substantive and procedural guidance. These subsections require no findings by the applicant.

Section 16.66.040 Approval standards

The decision to approve, approve with modification or deny, shall be based on the following criteria:

A. There is sufficient public facilities and services capacity to serve all net buildable lands inside the city at the maximum allowed density, plus sufficient additional capacity to adequately serve the proposed annexation area at its maximum allowed density;

Response:

Sewer – Future development can be connected to the public sanitary sewer system with minimal extensions. The topography of the property is such that gravity sewer service can be provided from an existing manhole in Ottaway Road, and with extensions from the Van Lieu Park subdivision immediately to the east. The sewer system has adequate capacity to serve the proposed annexation.

Water - According to a memorandum dated December 1, 2004 by City Engineer Ed Sigurdson, P.E., the City has water supply for approximately 1100 people in Aurora, and with current population of 850, adequate supply exists for another 83 homes (See *Exhibit D*). The addition of the Anderson Subdivision, Van Lieu Park Subdivision, and Hazelnut East and West will bring the population somewhere in the range of 1,012. Full development of the subject property will result in a net addition of approximately 135 people, based on an estimated 45 new residences with average household size of 3 persons. The resulting estimated population of 1,147 exceeds the conservative estimate of 1,100 by only 47 people, or less than 5%.

The City has existing groundwater rights that can be transferred to a new well because existing wells are not producing at that rate. Given that the Applicant will be required to go through the subdivision approval process, site construction, and homebuilding over a period of time following annexation approval, build-out of the subject property is not anticipated until 2008 or later. During the intervening period, the City can rely on anticipated Water SDC revenues of \$186,885 (in current dollars) to help fund a solution to the water source capacity issue. (This section summarizes a more detailed discussion provided above, which is incorporated by reference here.)

Storm - The subject property's natural drainage flow direction is generally to the east, outside the UGB. The Applicant has recently constructed a public storm drain system capable of serving all of the drainage sub-basin in which the subject property is located, including developed and undeveloped properties lying upstream of the subject site (acceptance by the City is pending, following inspections and approvals). The system consists of storm drain pipes extending eastward to a public regional water quality facility near the Pudding River, where the runoff will be treated prior to being released into the river.

Transportation - In 2001, the City of Aurora adopted its updated Transportation System Plan (TSP), including a diagram identifying the street hierarchy and development standards for public streets. Future development of the subject property will be subject to review and approval of a subdivision proposal, which will be required to demonstrate compliance with the TSP. The Conceptual Development Plan provided as part of this application shows how primary access will be by way of a new intersection with Ottaway Road, with a connection to the Hemlock Street stub that was required of the Orchard View subdivision (See *Exhibit F - Conceptual Development Plan*). Additional local street connections with the Van Lieu Park subdivision at B, D, and C Avenues and the along the shared E Street will complete a local street grid system. With construction of local streets and improvements in Ottaway Road along the frontage of the subject property, both of which are reasonable conditions the future developer can be required to meet, the transportation system will adequately serve the subject property.

B. The following three tiered priority list shall establish the required order of priority for annexation, except as provided in subsection E of this section:

1. Land which is immediately adjacent to the current city limits, and for which there is sewer and water service immediately available. Residential designated land which is immediately adjacent to the current city limits and for which there is sewer and water service immediately available must also comply with the sixty (60) percent of net buildable land and eighty (80) percent of maximum density requirements described in subsection (B)(3) of this section,

Response: The subject property is bound on the north, east and west by properties within the current city limits of Aurora. Sewer service is immediately available with minimal extensions. The topography of the property is such that gravity sewer service can be provided from an existing system in Ottaway Road and, if needed, connections to lines within the Van Lieu Park subdivision.

In terms of water supply, there is an existing 10" water main in Ottaway Road capable of serving the property. Loop connections within the Van Lieu Park subdivision, under construction by the Applicant, can also be made. As part of the Van Lieu Park subdivision project, the Applicant has committed to install an additional 300,000-gallon reservoir and a 10" water main line in Liberty Street. Construction of those water system elements will give the City's water system improved capacity to serve the subject property as well as future parcelization of the property.

Findings with respect to the 60 percent / 80 percent requirements are provided immediately below. For the reasons stated above, the subject property is eligible for annexation pursuant to this provision.

...

3. Residential designated land which is located less than two hundred fifty (250) feet from the current city limits and for which sewer and water service can be provided by minor line extensions when at least sixty (60) percent of the net buildable land for the applicable zoning district within the current city limits has actually been developed, or is committed to development; and that such development has occurred at an average of not less than the following minimums in the zone, which represents approximately eighty (80) percent of maximum density:

- a. R-1 3.5 units per acre*
- b. R-2 5.2 units per acre*

* For properties included in the historic residential overlay, this requirement shall be satisfied if developed or committed to development at a density of 2.6 units per acre. Committed to development means there is a valid approved land development permit, for which approval has not expired under the two-year limit;

Response: The City has designated the subject property "R-1" in its Comprehensive Plan, for low-density residential development following annexation. The applicant does not intend to request a change in the designation of the property, or of the zoning to be applied upon annexation (discussed further below). The subject property is contiguous

with the current City limit. Currently, the City has crossed the 60% threshold for net buildable land such that these lands have been developed or are committed to development. This conclusion is referenced within the City of Aurora Staff Report for the Kraxberger Annexation and Rezone Application (September 28, 2004). (See *Exhibit G - City of Aurora Staff Report for the Kraxberger Annexation and Rezone Application, September 28, 2004.*)

C. The application complies with the comprehensive plan and all other applicable city policies and ordinances;

Annexation of the property, which is contiguous with existing developed areas within the City Limits, including streets stubbed for extension and connection through the site, will provide for logical and orderly residential development that is consistent with the Comprehensive Plan and compatible with the rights of neighboring property owners. Additionally, approval of the proposed annexation will contribute to needed funding for water system improvements, making it consistent with the City's policy goals for service adequacy. Compliance with policies and ordinances is further assured by the required review and approval process for subdividing the subject property following annexation. This criterion is met.

D. The application complies with the applicable sections of ORS 222;

Response: For brevity, applicable sections of ORS 222 are cited in this narrative by title only. Exhibit H contains the full text of that Statute for convenient reference (See *Exhibit H - Oregon Revised Statutes (ORS) 222*).

ORS 222.040 Delay of effective date of actions under this chapter because of election; effective date of certain annexations and transfers of territory.

The applicant is not aware of any scheduled elections that would affect the effective date of the annexation, if approved, pursuant to ORS 222.040. According to the Oregon State Elections Division's Website (<http://www.sos.state.or.us/elections/elechp.htm>), March 17, 2005 is the last day for a city elections official, county governing body or district elections authority to give notice of a measure election to the county clerk for the May election ballot. Generally, the effect of an election within 90 days following ordinance adoption for the annexation would be to defer the effective date of the annexation until the day following the election.

ORS 222.125 Annexation by consent of all owners of land and majority of electors[MSO#ca1]; proclamation of annexation.

The property owners, Harold and Barbara Beyers and Maxine Beyers, respectively, are 100% of the owners and 100% of the registered electors of the proposed annexation area. The signed application form indicates the owners' written consent to annexation. Therefore, "Upon receiving written consent to annexation by owners and electors under

this section, the legislative body of the city, by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation.”

Based on the above findings, the application complies with the applicable Sections of ORS 222.

E. On a case-by-case basis and without setting precedents for other annexation actions, the city council may approve a proposed annexation that meets the criterion in subsections A, C, and D of this section, but does not meet the criterion in subsection B of this section, based on findings that all of the following criteria are satisfied:

1. A significant public need exists, within the city limits at the time of the proposed annexation, in at least one of the following:

- a. Efficient provision of municipal utility services,*
- b. Effective multi-modal transportation access and circulation patterns, or*
- c. Logical and economic provision of governmental services limited to police, fire, public works, schools, or parks and recreation facilities, and*

2. Approving the proposed annexation shall address and satisfy the above identified public need,

3. Under this exception, the identified public need is not required to be the exclusive purpose of the proposed annexation. (Ord. 419 § 6, 2002; Ord. 415 § 7.145.040, 2002)

Response: Based on the evidence and findings presented above, the proposed annexation is in compliance with subsection B of this section. Therefore, subsection E is not applicable.

Section 16.66.050 Application submission requirements

A. All applications shall be made on forms provided by the city and shall be accompanied by:

- 1. A map to a engineering scale of the area to be annexed which includes the surrounding area;*
- 2. A map of the area to be annexed including adjacent city territory as shown on the Marion County assessor map;*

Response: The City's annexation application form, signed by the applicant and property owners, is attached in *Exhibit A*, along with a legal description of the subject land area. *Exhibit B* contains Marion County Tax Map 4 1W 13CA, which shows the subject property (tax lots 500, 600 and 700) as well as neighboring parcels. Notations on the map in *Exhibit B* identify current City limit and Urban Growth Boundary (UGB) lines.

3. A conceptual development plan which includes:

- a. The type of intensities (density) of the proposed land use,*
- b. Transportation corridors,*
- c. Significant natural features, and*
- d. Adjoining land uses;*

Response: *Exhibit F* contains a conceptual development plan for the subject property. The proposed use will be single-family residential development (City approval of a subdivision proposal will be required following annexation). Anticipated yield of the subdivision is 45 lots, producing a development density of 4.49 dwelling units (DU) per gross acre of land (45 lots / 10.02 acres = 4.49 DU/gross acre).

The street layout shows how primary access will be from Ottaway Road, with a stub street provided at a suitable location for future connection to the Hemlock Street stub that was required of the Orchard View subdivision. Additional local street connections with the Van Lieu Park subdivision at B, D, and C Avenues and the along the shared E Street will complete a local street grid system. With construction of local streets and improvements in Ottaway Road along the frontage of the subject property, which are reasonable conditions the future developer can be required to meet, the transportation system will adequately serve the subject property.

Adjoining land uses, by cardinal direction, consist of:

- North: Single-family residential development and a public park within the City of Aurora (across Ottaway Road).
- South: Farmed land in Marion County Exclusive Farm Use (EFU) zone, outside Aurora UGB.
- East: Single-family residential development within the City of Aurora (Van Lieu Park Subdivision, under construction).
- West: Single-family residential development within the City of Aurora.

4. *A narrative which explains how the annexation conforms to the approval standards;*

Response: This document satisfies this requirement.

5. *The applicable county assessor map;*

Response: County Assessor map 4 1W 13CA, showing the subject property and neighboring parcels, is attached as *Exhibit B*.

6. *A metes and bounds description of the annexation area including a map;*

Response: Legal descriptions for each of the three parcels comprising the subject property and the adjacent right-of-way of Ottaway Road are attached (See *Exhibit A*). A preliminary title report, in *Exhibit I*, contains legal descriptions of the three parcels, title encumbrances, and a map identifying the three subject properties.

7. *A narrative which discusses the availability, capacity and status of existing water, sewer, drainage, transportation, park, police and fire service, and school facilities and how the increased demand for such facilities to be*

generated by any proposed development within the annexation area may be satisfied.

Response: Sections of this document, above, satisfy this requirement.

B. Three copies of maps, conceptual development plan and required drawings are required. One copy shall not exceed eleven (11) inches by seventeen (17) inches. Sheet size shall not exceed eighteen (18) inches by twenty-four (24) inches. The scale of the required drawings shall be an engineering scale.

Response: The required numbers of copies has been provided as part of the submittal.

C. The required information may be combined on one map. (Ord. 415 § 7.145.050, 2002)

Response: All required information have been provided in this document and its exhibits.

Section 16.66.060 Annexation initiated by city

The city council may initiate an annexation on its own motion. In that event, the standards and procedures of this chapter, including zone change procedures, shall apply as if the annexation was initiated by a property owner, except that no filing fee shall be required. (Ord. 415 § 7.145.060, 2002)

Response: This annexation proposal has been initiated by private property owners. This provision does not apply.

Section 16.66.070 Zoning upon annexation

Upon annexation, the area annexed shall be automatically zoned to the corresponding land use zoning classification as shown in the table below. The zoning designation shown on the table below is the city's zoning district which most closely implements the city's comprehensive plan map designation.

Comprehensive Plan	Zoning Classification
R-1	R-1, Low Density Residential
R-2	R-2, Moderate Density Residential
C	Commercial
I	Industrial

(Ord. 415 § 7.145.070, 2002)

Response: The subject property is designated R-1. Upon annexation, the R-1, Low Density Residential zoning classification will apply.

Section 16.66.080 Service extensions

Property owners in the annexed area must bear the costs associated with extension of sewer and water lines and roads except for major facilities such as a sewer pump station or major water main needed to facilitate the functioning of the city wide system or to accommodate for substantial future growth. At the discretion of the city council, the city may assess property owners in the annexed area for a portion of the costs associated with above major facilities. (Ord. 415 § 7.145.080, 2002)

Response: The Applicant, Georgi Cam of G Cam Ltd., is a land developer and home builder familiar with the development process and requirements to construct public facilities. G Cam Ltd. acknowledges that construction of roads within and adjacent to the subject property, together with water, sanitary sewer, and stormwater management facilities, will be required at the developer's expense as conditions of subdivision approval. In fact, the Applicant has already constructed, at his expense, substantial off-site water, sewer and stormwater management facilities that contribute to the feasibility of developing the subject site. The Applicant is willing to explore the possibility that a portion of the annexation area could be acquired by the City for a new water municipal well site, if the preferred well location proves to be within the subject property, and subject to a fair and equitable exchange of value.

CHAPTER 16.76 PROCEDURE FOR DECISION MAKING—QUASI-JUDICIAL

Section 16.76.020 Application process

A. The applicant shall be the recorded owner of the property or an agent authorized in writing by the owner.

Response: The Applicant, G Cam Ltd., and property owners, Harold and Barbara Beyers and Maxine Beyers present this narrative description, facts and proposed legal findings in support of their joint proposal for annexation of property identified as Tax Map 4 1W 13CA, Tax Lots 500, 600 & 700, Marion County, into the City of Aurora, Oregon.

B. The applicant shall be required to meet with the planning director for a pre-application conference. Such a requirement may be waived in writing by the applicant.

C. At such conference, the planning director shall:

- 1. Cite the applicable comprehensive plan policies and map designation;*
- 2. Cite the applicable substantive and procedural ordinance provisions;*
- 3. Provide available technical data and assistance which will aid the applicant as provided by the city engineer;*
- 4. Identify other policies and regulations that relate to the application; and*
- 5. Identify other opportunities or constraints that relate to the application.*

Response: The proposed Beyers Annexation has been discussed with City of Aurora officials, staff and consultants on several occasions. (Some of these meetings also related

to the previously approved Van Lieu Park subdivision and water system issues facing the City of Aurora.) The meetings on November 18, 2004 and December 8, 2004 were focused on the status of the City of Aurora's water system and how best to meet the city's water service needs in the context of the approved Van Lieu Park and Hazelnut Park subdivisions, now under construction by G Cam Ltd., and a proposal that Cam intends to submit for the property subject to this annexation request. Minutes for these meetings are attached as *Exhibits J and K*, respectively.

...

F. Applications for approval required under this title may be initiated by:

- 1. Motion of the city council;*
- 2. Motion of the planning commission;*
- 3. The planning director;*
- 4. A recognized neighborhood planning organization or city advisory board or commission; or*
- 5. Application of a record owner of property or contract purchaser.*

Response: The application for proposed annexation is being initiated by the property owners of the subject parcels of land. This criterion is met.

G. Any persons authorized by this title to submit an application for approval may be represented by an agent authorized in writing to make the application.

Response: The application for proposed annexation being prepared by Westlake Consultants and authorized agent of the property owners and G. Cam Ltd., the applicants of said proposal. A form authorizing G. Cam Ltd as the authorized agent can be found in *Exhibit L*.

H. The application shall be made on forms provided by the city.

Response: The application for proposed annexation use standards forms that have been provided by the City.

I. The application shall:

- 1. Include the information requested on the application form;*
- 2. Address appropriate criteria in sufficient detail for review and action; and*
- 3. Be accompanied by the required fee.*

Response: The application for proposed annexation includes that information required by the City to make a recommendation and is accompanied by the required fees. This criterion is met.

J. The planning director may require information in addition to that required by a specific provision of this title, provided the planning director determines this information is needed to properly evaluate the proposed development proposal; and the need can be justified on the basis of a special or unforeseen circumstance

Response: The application for annexation and this narrative address the approval criteria for the proposed annexation request. At this time the Applicant is not aware of any issues identified by the planning director that require additional information to address. This criterion is not applicable.

CONCLUSION

The Applicant and Property Owners have submitted evidence demonstrating that the proposed annexation meets the applicable approval criteria of the City of Aurora. Therefore, the Applicant respectfully requests that the Aurora City Council approve the proposed annexation.

CITY OF AURORA
(Check the appropriate box)

- DESIGN REVIEW (appropriate zones- Section 17.00)
- FLOOD PLAIN DEV. PERMIT (9.64)
- HISTORIC OVERLAY DISTRICT (9.50)
Certification of Appropriateness (9.53)
- Demolition Permit (9.53)
- Landmark Designation (9.52)
- MOBILE HOME PARK (12.70)
- ANNEXATION (15.00)
- COMPREHENSIVE PLAN AMENDMENT (26.00)
- ZONING ORDINANCE AMENDMENT (26.00)
Text Map

- CONDITIONAL USE (14.00)
- VARIANCE (13.00)
- HOME OCCUPATION (12.30)
- NON-CONFORMING USE (16.00)
- PLANNED DEVELOPMENT (21.00)
- LAND DIVISION
 - Subdivision (20.00)
 - Major Part. (19.20)
 - Minor Part. (19.10)
 - Lot Line Adj. (18.00)
- APPEAL TO _____ (27.00)
- OTHER _____

APPLICANT GENERAL INFORMATION

APPLICANT Georgi Cam, G. Cam Ltd. PHONE (503) 263-2005
 MAILING ADDRESS P.O. Box 1144 Canby, OR 97013
 PROPERTY OWNER Harold Beyers PHONE (503) 678-5539
 MAILING ADDRESS 14878 Ottaway Road NE Aurora, OR 97002
 CONTACT PERSON IF DIFFERENT THAN APPLICANT Lee Leighton, AICP
 ADDRESS Westlake Consultants, Inc. 15115 SW Sequoia Hwy. Ste. 150 Tigard, OR 97224

PROPERTY DESCRIPTION

ADDRESS 14878 Ottaway Road NE TAX MAP NO. 4 1W 13CA TAX LOT NO. 500, 600, 700
 GAL DESCRIPTION (Attach add'l. sheet if necessary) see attached
 TOTAL ACRES OR SQ. FT. approximately 10.02 acres EXISTING LAND USE Single Family Residential
 EXISTING ZONING UPF PROPOSED ZONING (if applicable) R-1
 PROPOSED USE Single Family Residential

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 requirements relative to this application may be obtained from the specific sections of the Zoning and Development Ordinance pertaining to this application. If there are any questions as to submittal requirements, contact the City hall prior to formal submission of the application.

By submitting this application, the applicant should be prepared to give evidence and information which will justify the request and satisfy all 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, planning, engineering, city attorney and administration. I understand that no final development approval will be given and/or building permit shall be issued until all actual costs for processing this application are paid in full.

1-12-04
Date
1/12/04
Date

[Signature]
Signature of Applicant Georgi Cam
[Signature]
Signature of Property Owner Harold Beyers

[Signature]
Maxine Beyers
1/10/05
Date

Received by _____ Date _____
 Receipt No. _____ Case File No. _____

November 29, 2004

To: Kristy Kelly
Land Use Planner

Re: Project No: 1368-012 and 1368-013

Situs address and Marion County registered voters for requested parcels:

014W13CA00500	14878 Ottaway Rd NE Aurora, OR 97002	Beyers, Harold W & Beyers, Barbara R
014W13CA00600	14882 Ottaway Rd NE Aurora, OR 97002	Beyers, Maxine
014W13CA00700	14832-14878 Ottaway Rd NE Aurora, OR 97002	Beyers, Harold W & Beyers, Barbara R
041W33AB00100	2023 D Street Hubbard, OR 97032	*Korkeakoski, Pirkko

*Not registered voter.

Sherrill Hochspeier
Marion County Elections

NOT RELATED
TO BEYERS/
AURORA
ANNEXATION

Beyers Property
Annexation Description
Tax Lots 500 and 700, 041W13CA
January 31, 2005
Project No. 1368-012(-)

Property Description

A tract of land lying in the southwest one-quarter and northwest one-quarter of Section 13, Township 4 South, Range 1 West of the Willamette Meridian, Marion County, Oregon, being more particularly described as follows:

Commencing at a 2-1/2" brass disk in a monument box at the center of said Section 13, T4S, R1W, W.M.,

Thence, along the centerline of Ottoway Road, South 89°58'12" West, 376.86 feet;

Thence South 00°34'24" East, 10.00 feet to the northeast corner of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 1972, Page 308, Marion County Deed Records, and the True Point of Beginning of the herein described property;

Thence, along the west line of that tract of land described in Reel 1947, Page 7, Marion County Deed Records, South 00°34'24" East, 1157.37 feet to the south line of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 7, Page 988, Marion County Deed Records;

Thence, along said south line, South 88°13'08" West, 506.67 feet to the southeast line of the plat of "Orchard View," recorded in Volume 44, Page 131, Marion County Plat Records;

Thence, along said southeast line, and its northeasterly extension, North 33°27'49" East, 204.95 feet;

Thence, along the southerly extension of the east line of the plat of "New Colony Park," recorded in Volume 20, Page 40, Marion County Plat Records, North 00°20'32" West, 991.91 feet to the northeast corner of said plat of "New Colony Park,"

Thence, along the northerly extension of the east line of said plat of "New Colony Park," North 00°20'32" West, 30.00 feet to the northerly right of way line of said Ottoway Road, a variable width right of way;

Thence, along said northerly right of way line, North 89°58'12" East, 375.53 feet;

Thence, along the northerly extension of the east line of said H.W. Beyers Tract Reel 1972, Page 308, South 00°34'24" East, 20.00 feet to the True Point of Beginning.

EXCEPTING THEREFROM THE FOLLOWING DESCRIBED TRACT:

Commencing at a 2-1/2" brass disk in a monument box at the center of said Section 13, T4S, R1W, W.M.,

Thence, along the centerline of Ottoway Road, South 89°58'12" West, 376.86 feet;

Thence South 00°34'24" East, 10.00 feet to the northeast corner of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 1972, Page 308, Marion County Deed Records;

Thence, along the north line of said H.W. Beyers Tract Reel 1972, Page 308, South 89°58'12" West, 76.03 feet to the True Point of Beginning of the herein described tract;

Thence South 01°38'31" East, 205.43 Feet;

Thence, North 89°50'33" West, 109.30 feet;

Thence, North 00°34'30" West, 205.00 feet to the southerly right of way line of said Ottoway Road;

Thence North 00°34'30" West, 20.00 feet to the northerly right of way line of said Ottoway Road;

Thence, along said northerly right of way line, North 89°58'12" East, 105.10 feet;

Thence South 01°38'31" East, 20.01 feet to the True Point of Beginning.

Containing 10.12 acres, more or less.

Bearings based on Marion County Survey Record No. 36588.

ANNEXATION EXHIBIT

TAX LOTS 500 AND 700, MAP 04 1W 13CA
 LOCATED IN THE S.W. 1/4 OF SECTION 13,
 T. 4 S., R. 1 W., W.M.,
 CITY OF AURORA, MARION COUNTY, OREGON
 FEBRUARY 1, 2005



SCALE: 1" = 100'

FOUND 2-1/2" BRASS DISK IN MOUMENT BOX
 CENTER OF SECTION 13, T4S, R1W, WM
 PER BT BOOK 4, PAGE 51, MCSR

TRUE POINT
 OF BEGINNING

OTTOWAY ROAD

MAIN STREET

TAX LOT 500
 MAP 04 1W 13CA

TAX LOT 700
 MAP 04 1W 13CA

NEW COLONY PARK
 [PLAT VOLUME 20, PAGE 40]

FILBERT STREET

HEMLOCK AVENUE

ORCHARD VIEW
 [PLAT VOLUME 44, PAGE 131]

136813AX.DWG

DATE	01FEB05
DRAWN BY	TGB
CHECKED BY	JPT
REVISIONS	
JOB NO.	1368-13

WESTLAKE
 CONSULTANTS INC.

ENGINEERING • SURVEYING • PLANNING

PACIFIC CORPORATE CENTER
 18115 S.W. EQUUS PARKWAY, SUITE 100
 TIGARD, OREGON 97134

(503) 894-0025
 FAX (503) 894-2127

Beyers Property
Annexation Description
Tax Lot 600, 041W13CA
January 31, 2005
Project No. 1368-012(-)

Property Description

A tract of land lying in the southwest one-quarter and northwest one-quarter of Section 13, Township 4 South, Range 1 West of the Willamette Meridian, Marion County, Oregon, being more particularly described as follows:

Commencing at a 2-1/2" brass disk in a monument box at the center of said Section 13, T4S, R1W, W.M.,

Thence, along the centerline of Ottoway Road, South 89°58'12" West, 376.86 feet;

Thence South 00°34'24" East, 10.00 feet to the northeast corner of that tract of land conveyed to H.W. Beyers by deed recorded in Reel 1972, Page 308, Marion County Deed Records;

Thence, along the north line of said H.W. Beyers Tract Reel 1972, Page 308, South 89°58'12" West, 76.03 feet to the True Point of Beginning of the herein described tract;

Thence South 01°38'31" East, 205.43 Feet;

Thence, North 89°50'33" West, 109.30 feet;

Thence, North 00°34'30" West, 205.00 feet to the southerly right of way line of said Ottoway Road;

Thence North 00°34'30" West, 20.00 feet to the northerly right of way line of said Ottoway Road;

Thence, along said northerly right of way line, North 89°58'12" East, 105.10 feet;

Thence South 01°38'31" East, 20.01 feet to the True Point of Beginning.

Containing 24,137 square feet, more or less.

Bearings based on Marion County Survey Record No. 36588.

ANNEXATION EXHIBIT

TAX LOT 600, MAP 04 1W 13CA
 LOCATED IN THE S.W. 1/4 OF SECTION 13,
 T. 4 S., R. 1 W., W.M.,
 CITY OF AURORA, MARION COUNTY, OREGON
 FEBRUARY 1, 2005



FOUND 2-1/2" BRASS DISK IN MOUMENT BOX
 CENTER OF SECTION 13, T4S, R1W, WM
 PER BT BOOK 4, PAGE 51, MCSR

TRUE POINT
 OF BEGINNING

TAX LOT 600
 MAP 04 1W 13CA

NEW COLONY PARK
 [PLAT VOLUME 20, PAGE 40]

ORCHARD VIEW
 [PLAT VOLUME 44, PAGE 131]

OTTOWAY ROAD
 MAIN STREET

FILBERT STREET

HEMLOCK AVENUE

DATE	01FEB05
DRAWN BY	TGB
CHECKED BY	JPT
REVISIONS	
JOB NO.	1368-13

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PACIFIC CORPORATE CENTER
 15115 S.W. EQUUSIA PARKWAY, SUITE 120 FAX (503) 434-9157
 TIGARD, OREGON 97134

136813AX.DWG

MEMO

TO: Jonathan Gibson, Mayor
Bill Carr, Mayor Elect
Bob Southard, PW Water Supt.
John Rankin, City Planner/Attorney
FROM: Ed Sigurdson, PE, City Engineer
SUBJECT: **Water Supply – Results of Well Analysis**
DATE: December 1, 2004
COPY: Ricky Sellers – Public Works
Lee Leighton, Westlake Consultants
Georgi Cam, Cam Construction

Attached is the report from Jeff Berry, RG, president of Ground Water Solutions, a groundwater specialist subconsultant to me. Jeff is a groundwater geologist and a certified water rights examiner. His report consists of a memo and several data plots. The memo report clearly answers our questions about the potential of getting more water from the existing wells and responds to my questions about how to approach getting a new well water source. This leaves us with a hard decision – direct the available cash resources toward a new reservoir as planned or redirect the resources to start the process of adding a new water source well.

In this memo, I will try to help focus the existing situation and the options available to the City, recognizing a decision must be made in the near future.

Brief Summary or Issues

This summary combines information contained in Jeff's report with other factors that will be needed to make a decision between reservoir and new well.

1. Can existing park wells be rehabilitated to produce more water? Answer – No.

- Jeff Barry's report indicates the existing wells have no real potential for increased production nor do they appear to need rehabilitation at this time to continue existing production. Jeff estimated a maximum of 25 to 50 gallons per minute of increased capacity by renovating the two wells however it is doubtful that the aquifer would yield more total water for the city, even with the rehabilitation. Rehabilitation will be needed at some time in the future but this would appear to be many years away.
- The two park wells are performing extremely well considering their age and are basically fully developing the aquifer at their locations.
- Apparently the water table has been falling or other wells are tapping the water supply at an increasing rate resulting in decreased productivity of the wells over time.

- There is the possibility of getting some additional water by pumping the wells at a lower rate for a longer period of the day. This would be done by partially closing a valve at the outlet reducing the water output then letting the wells pump for a longer period, up to 24 hours. Pumping against a partially closed valve is not energy efficient so this could be tested and if successful the pumps could be replaced with lower output pumps or a VFD unit provided for the well pumps.
2. **Can the City do something to return the aquifer and the city wells to their former capacity?** There is no clear answer to this question without more analysis. It is likely that the aquifer is impacted by a combination of factors. These include:
- a. **Increasing use by the city** – As the population of Aurora increases, the demand for water also increases putting more load on the existing aquifer.
 - b. **Increasing draw from other wells** – It is likely that there is a growing water demand by other users which is also tapping the available supply from the aquifer feeding the two city wells. These draws can be hundreds or even one or two thousand feet away and still impact the water supply at the city wells. The city could attempt to take action against any groundwater users in the area that have junior rights to the city to remove the strain on the aquifer near the city wells. This however is not an easy process and does not make friends for the city. It is an action however that could be seriously considered. To do so:
 - i. The wells in the area would be inventoried from available records, a plot of the underground aquifer would be made, withdrawals from each well would be estimated based on local knowledge, test wells would likely be needed, etc.
 - ii. From a well developed data base, conclusions would be drawn. If the conclusions show the city has a case, legal actions would follow. If not, the matter would be dropped.
 - c. **Weather Conditions** – There has been a drying trend for many years which may be reducing the natural aquifer recharge. This trend appears to be continuing this year.
3. **Should the city consider drilling another well in the park?** Jeff recommends a minimum of 1,000 feet separation between a new well and the two existing wells. This separation also applies to any other high draw wells in the Aurora area. This separation recommendation would appear to make adding a new well in the park infeasible.
4. **Should the City consider rehabilitating the existing City well at 4th and the Pudding River?** This well was drilled in 1920 and is not drilled to current standards for a municipal well.
- a. **Renovating the existing well** - If it were to be renovated, it is unlikely that acceptable water quality could be achieved to utilize the water in the system without treatment. This is because the well is not sealed from the

Pudding River and poor quality water will enter the well. Jeff would not recommend renovation of this well.

- b. **Redrilling the well** – A new well could physically be drilled at this site, however, it is highly unlikely that this new well would be approved by the State WRD. The site is much too close to the river and they would consider it a surface water source. The certification for this well is for groundwater, not surface water. A minimum separation of 500 feet from the river will be required before the State will even consider a new well, let alone approve one. Jeff does not recommend considering this an option for consideration.
- c. **Transfer of the water rights** – This well does not have water rights. It was drilled before water rights were written. It does have a groundwater certification for 250 gpm of year around use. It is likely that this water withdrawal capacity can be shifted to a new well at another site drawing from the same aquifer but it is unlikely it will become a water right. If this certification were used for a new well, the city would be at some slight risk that someone could challenge the certificate in the future but it is likely the city would survive the challenge.

5. **Should the city consider withdrawing water from the Pudding River and processing it through a water treatment plant** (surface water must be treated before use) – Jeff indicates that the Pudding River is already over appropriated with water rights. This means rights will not be awarded to the city by the state. It would however be possible for the city to purchase rights from a current upstream right holder. Following are issues relating to this alternative:

- a. Not all rights would be of use to the city so much care would be required in spending city funds for water rights.
- b. Most available rights are irrigation rights which are seasonal.
- c. The city needs year around rights although some summer seasonal rights would be very helpful.
- d. Acquiring rights on the Pudding would also allow the drilling of a new well on land near the river without infringement on surface water rights.
- e. If the State feels there is a direct tie between the well and the river, the water from the well must be processed through a water treatment plant before use.
- f. Water rights have become quite valuable. Acquiring them can be very costly.
- g. Most water rights are held by farmers. The right is therefore tied to EFU land. There are watchdog groups in the state that can and do bring considerable sums of money to wage legal fights to prevent municipalities from taking any rights from EFU land.

h. Acquiring water rights from a farm may also require the city to purchase the land as well as the rights. Water rights are critical to the operations of most farms in the valley.

6. **Where could the city drill a new well?** Jeff's provided some basic direction for siting a new well but has not started any type of siting study. A siting study would involve making an inventory of other wells and studying specific sites. This would be done as the first step of well siting if drilling a new well is selected as the approach to be taken at this time. Following are factors that would impact well location:

a. The new well must be at least 1,000 feet from the existing City park wells.

b. Ideally, the new well should also be 1,000 feet from any other high volume, high use well. This is important for two reasons;

i. First, to be sure the city has a high producing well.

ii. Second to be sure the new city well will not pull down the water table and reduce the flow from existing wells around it. The city will have junior rights to existing wells at the new site and the city could be forced to discontinue use of its well if a neighbor can prove the city is impacting their well in a manner that creates damages.

c. Transfer of rights will be the City's best approach to drilling a new municipal well. Again, any well within one mile of an existing surface water stream that has appropriated water rights will not be approved for new water rights as all local streams are over appropriated and have no water rights available to be granted.

d. Siting a well in Aurora is difficult because of the existence of the Pudding River and Mill Creek. It is difficult to find a site that is sufficiently removed from these two surface water sources. The siting will take careful study.

e. Well head protection standards being developed will require the city to have full control of the land within a 100 foot radius of the well. This requires one acre for the well site unless it is located on city property.

7. **Considering the above, what are the basic options for acquiring more water for the City of Aurora?** The city has three options for adding to its water supply to meet the needs of growth:

a. **Drill a new well somewhere within the UGB** or close to it where we can get land use approval and transfer unused existing city water rights to the new well. Following are issues to consider for accomplishing this option:

▪ First, the City must have water rights to transfer. It does have between 210 gpm and 460 gpm of unused rights. The higher number is based on being able to transfer the rights from the 4th Street well, which is not absolute but likely.

▪ Second, the new well must not take water from or negatively impact an existing irrigation or domestic well.

- Third, the new well must be in a location where the city is assured the water is not contaminated. The well should be in the center of one acre of city owned or controlled land where past or future contamination is not a concern.
- Forth, the new well should not be adjacent to a surface water course such as the Pudding River or Mill Creek. The greater the separation the better.
- Fifth, the City has only ground water rights. If WRD (Water Resources Department) thinks the new well will be pulling water from a surface stream, it can and will deny the transfer. Jeff feels we have a chance at the a transfer but my experience says it will be a long and difficult fight.
- Jeff recommended against attempting to drill a new well or rehabilitating the existing 4th Street well.
- If the city decides to focus the funds provided by Georgi Cam to a new well, the following items of work will be required:
 - Map the aquifer - This will involve work by Jeff or other hydrogeologist of the city's choice to first study the aquifer in the area. This is done by collecting all the well logs in the area and making a plot of the aquifer.
 - Conduct drawdown tests – Utilizing existing wells or test wells, pump wells and measure drawdown in other wells to determine the drawdown cones for existing wells. This also will show the permeability of the aquifer permitting Jeff to map the area of influence for each well.
 - Map possible sites - Jeff can prepare a map showing locations where wells should be avoided and where they would be most promising. Parcels of land would then be reviewed within the area of potential siting for likely sites.
 - Draft a report to guide the city in acquiring a well site.
 - Hold a meeting with WRD and review the plan for gaining addition water supply. Their direction will be critical for transfer of rights and gaining rights on a new well. Jeff will want to have an informal meeting with WRD first, proceed with the above tasks then review the results with WRD before moving to acquire a well site.
 - Purchase a well site – This normally requires appraisals, legal services and similar administrative activities.
 - Prepare plans and specifications for drilling and outfitting a well.

- Drill the well. The key is accurate measurement of the well output and projections of its future production after fully developed and in operation over a period of time.
- Complete the pump and controls installation.
- Complete the pipe intertie to the water grid.
- The cost of these steps would approximate:
 - Hydrogeologic studies - \$12,000 to \$20,000
 - Site acquisition – Land and administrative - \$80,000
(this can be anywhere from \$30,000 to \$300,000 depending on the location and the property owner)
 - Well drilling - \$80,000
 - Well pump and controls - \$35,000
 - Piping intertie - \$10,000 to \$50,000 (more if far from the City).
 - Water rights transfer – 30,000
 - Total - \$250,000 to \$300,000. (can be done for less but an considerable risk)

b. **Purchase an existing well** (well with or without water rights) and rehabilitate it for use as a municipal well. Following are issues on this approach:

- Would need a willing seller. Using the City's right of eminent domain for acquiring a well or water rights would be extremely difficult, about impossible if on EFU land.
- The well must be located close enough to the city that an affordable pipe line is possible.
- The well must be in a location where the city can protect the well head from contamination.
- The well must be free of existing contamination and not be located near a source of contamination.
- The well must be sealed to a depth acceptable to WRD or be capable of being sealed.
- The well must be more than 1,000 feet from the two existing wells.
- The well may have water rights with it that could also be purchased. Purchasing the rights with the well should be done if at all possible. If irrigation rights, they may only apply to the irrigation season. This will likely be OK as this is also the summer high demand period for the city. The city must have another supply that will meet the existing water needs plus those of growth as the population increases.

- The well may be tied to the land which may require the city to purchase the farm or other parcel upon which the well was constructed.
- Neighboring wells must be considered. If the city pumps the well in a manner that causes the water table to drop around the well, there by causing a negative impact on a neighboring well (one with earlier water rights), the city may not be able to utilize the well. This would take some research and analysis by Jeff or other water rights examiner.
- If the well is on EFU land and acquiring the well would take the land out of production, the purchase may be fought by any number of special interest groups from farmers to environmentalists.
- Other

d. **Purchase surface water rights** from an upstream rights holder.

- Surface water rights would allow much more flexibility in placing one or more new wells within the city. The limitation of separation from a river would be removed except for the requirement to treat the water if the well is pulling water directly from the river.
- Again, if the surface water right is an irrigation right, it may limit pumping to a specific period of the year.
- This right would allow the city to withdraw water directly form the river to which the right is attached. River withdrawal and treatment is very costly and is generally now cost effective unless no other options are available.

d. **Purchase water from another city** – With this option the city could acquire water from another city with ample water rights and supply. This option would have the following issues:

- The other city must be willing to share their water.
- The other city must have sufficient short and long term water supply available.
- Aurora must be willing to live with the control the other city would have on supply, availability, water quality, price, maintenance, etc.
- A long expensive pipeline will be required. It even may requie a booster pump station.

Should the City Add a new water source or Construct a Reservoir?

Decision factors:

- **Adequacy of the existing water supply –**
 - **Available water** - The existing wells can produce about 220 gpm during the dry period of the summer. The wells have been worked about 14 hours per day and rested about 10 hours per day. 220 gpm for 14 hours is 185,000 gallons per day.
 - **Existing water use** – Water use was approximately 162,000 gpd before the city asked residents to reduce water use. After the letter the demand dropped to 131,000 gpd. If the population this summer was 850 people, the per capita demand was 190 gpcd (gallons per capita per day) dropped to 154 gpcd. The city water master plan projects peak daily demand at 163 gpcd (note this is for one peak day, not a peak month).
 - **Projected population that can be served by the existing supply** – It would appear that the city can reliably produce between 165,000 and 185,000 gallons per day at the present time. Based on recent trends, this production can be expected to decrease somewhat over time. If the low end of this range is the expected water availability over the next 5 to 10 years, the existing wells can support a population of $165,000/163 = 1012$. At 3 people per home this is an addition of 54 new homes. At that point, the city will need to move to rationing of water if the population is increased.
 - I am city engineer of Dayton. For the past 10 years the city has existing under severe water supply problems. This ended on July 1, 2004 when we tripled their water supply with a new supply. During the summer of 2003 they provided approximately 266,000 gpd of water for 2400 people. This is 111 gpcd. At this level of supply, it was necessary to impose odd even watering for the summer with one or two months of no outside watering except vegetable gardens.
 - Water supply at 150 gpcd is quite reasonable for a community practicing water conservation as all Oregon cities should do. 150 gpcd and 165,000 gpd yields 1100 people or 83 more homes that existed in Aurora during the summer of 2004. The proposed lots in the subdivision under construction or being proposed at the present time will come very close to reaching this limit.

Conclusions

Bob Southard put up a red flag this past summer that has not been raised before. He indicated that he was working the water supply to very near its maximum capacity to meet the water demand during the highest demand days of the summer. This is information that had not been available at the time of the planning for the VanLieu subdivision and the funds being offered by Georgi Cam to support the water system. We now have this new limitation to consider in allocating the limited available funds to

the water system. Off site funds from the VanLieu project were proposed to construct the following:

- One new 300,000 gallon reservoir which will double the existing reservoir capacity and bring the city within 65 percent of the capacity needed for system operation and fire protection. Currently the city has about one third of the needed reservoir capacity. This also provides added storage of two full days use during the hot part of the summer (four days total if both reservoirs drained). This storage can also help peak demand period of a few days by using part of the storage for the peak demand period allowing lower well output for a week or two while meeting the peak demand.
- Construction of a 10 inch water main on Liberty Street from Ottaway Road to 2nd Avenue downtown. This will permit the remaining water system grid to provide adequate water supply to hydrants throughout the city (with the possible exception of some isolated site and the northerly part of Airport Road) to fight basic residential fires, within the water available from the reservoir(s). Currently hydrant capacity is about half of the needed flows for residential fire fighting. This added line will also stabilize water pressure and permit adequate water supply for domestic use throughout the city.

We now have the added need for increased water supply to support the continued growth of the city.

Conclusions:

1. **Water Demands** – Municipal water is supplied within cities for the following basic purposes:
 - a. **Drinking Water** - Safe potable water must be supplied for all citizens for domestic use. Aurora is approaching the limits of its existing supply.
 - b. **Fire Protection** - Adequate fire protection must be provided for all structures within the city. Fire protection has never been adequate in Aurora. This is due to lack of storage and lack of pipe capacity to deliver water to fire hydrants in most of the city.
 - c. **Pipeline Capacity** - The pipe system must be capable of delivering domestic water and fire flows to all properties within the city. The pipe capacity within the city is basically adequate for normal domestic use except some areas during high demand periods of the summer. The majority of the grid is grossly inadequate for fire protection in the vast majority of the city particularly the downtown area.
 - d. **Storage** - Adequate storage of water must be provided to meet:
 - i. An emergency supply of stored water to meet the needs of the community in the event of loss of water supply for 3 to 5 days. The existing storage provides only about two days supply during the summer.
 - ii. A stored supply of water to meet the peak demand periods of a summer day when the water supply can not keep up with demand. The existing storage will meet this demand at the sacrifice of needed fire storage.

- iii. A stored supply of water available to the fire district to fight a minimum of one residential fire. The proper storage should be adequate for any commercial or industrial fire as well as multiple residential fires at once. The existing reservoir is about half of the needed storage for residential fire fighting during the summer high domestic demand period. For a multiple residential or commercial/industrial fire, the needed storage will be in the area of 900,000 to one million gallons. The proposed 600,000 gallons will be much better for fighting a larger fire than the existing 300,000 gallons.
 - e. **Irrigation** – Water supply is needed to permit adequate maintenance of residential, commercial and industrial landscaping during the summer months. This is the area where all cities experiencing water supply problems cut back to maintain supply. Most property owner over water landscaping. This is the area where water conservation is most effective. The high domestic use during the summer is almost entirely due to landscape maintenance (and a few kids playing in the sprinkler). Winter water demand triples during the summer due to irrigation. Without irrigation the existing water supply of Aurora would easily supply the needs of 2,800 people. Residential homes have a significant financial investment in landscaping, most of which would die without adequate water during the summer. Water conservation encourages more thought in the selection of low water demand landscape materials and control of over watering.
2. **Priorities** - The priorities to be weighed for use of off site water funds. Following are priorities that I will put forth for consideration:
- a. **No. 1 – Domestic water supply** – This is the highest priority.
 - b. **No. 2 – A pipe system that will deliver the water to the properties at acceptable pressures** – This too is a basic high priority as the city must not only supply water but deliver it to the users.
 - c. **No. 3 – Basic fire protection** – adequate water should be provided to hydrants to meet the basic minimum fire fighting requirements for a residential fire.
 - d. **No. 4 – Maintenance water for the landscaping investment of home owners** – this is needed for the livability of a community.
 - e. **No. 5 – Fire protection for larger structures within the community** – larger structures can and should be protected by internal sprinkler systems. These systems do not take a high volume water supply. Those without sprinklers are at high risk without fire flows of at least 2,000 gpm at the hydrant. This will be possible with the proposed 10 inch main. Existing supply is 500 to 700 gpm.
 - f. **No. 6 – Water to meet the needs of growth of the community** – although shown as last priority it is not optional. Cities can restrict annexation due to lack of adequate water service but can not restrict growth within the existing city limits for this reason. They must respond by adding the needed facilities.
3. **Improvements for existing and proposed users** - Annexation of the VanLieu property is complete that the subdivision is under construction. The city must respond with adequate water service. Completion of the reservoir and water line project will allow all the above priorities to be met for the existing city and the growth

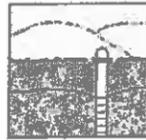
caused by VanLieu Park and the Hazelnut Park subdivisions. The existing water supply is adequate to meet the needs of the existing homes plus these additions if normal water conservation is practiced by all water users in Aurora. Some degradation of the water supply is considered in this statement. If the system degrades at a faster rate than is anticipated, the more severe water restrictions will be required until the city is able to add more supply.

The package of the Liberty Street pipeline and the new reservoir will improve the existing service to the city and bring all the priorities above into proper balance with the exception of fire fighting for major structures or multiple residential fires. The water supply will be adequate but at its upper limit.

4. **Additional Annexations** – It is my conclusion that additional annexations beyond VanLieu and Anderson would not be wise without an expansion of the city water supply.

Recommendations

1. Continue with the planned addition of the Liberty Street water main and the second reservoir.
2. Discontinue additional annexations until a plan is developed to increase the water supply for the city.



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Memorandum

To: Ed Sigurdson/EAS
Bob Southard/City of Aurora

From: Jeff Barry, R.G., CWRE

Date: November 29, 2004

Re: City of Aurora Production Well Evaluation

At your request, we have performed a review of available information concerning the productivity of two wells (Well 3 and Well 4) that are relied upon by the City for water supply. Information we relied upon for our review included well logs, production data from July 2004 through mid November 2004, and water level data from mid August 2004 through mid November 2004. Water level data was not available until August 2004 because it was necessary for the City to obtain necessary equipment and to install an access tube in each well to permit measurement of static and pumping water levels. This information is essential to our understanding of well performance and we encourage the City to continue the monitoring program.

Data Review

While the available data set is very limited, we have made a number of observations regarding well performance. The attached data plots graphically present the data we used in our review. Following is a list of observations from the available dataset:

Well 3

- Well Depth 244 feet.
- Well yield ranged from 140 gpm to 100 gpm in 2004. Short term (12 hour) yield when the well was drilled was 275 gpm with 100 feet of drawdown. The aquifer does not appear to be capable of supporting this rate for extended periods of time.
- Static water level in the summer of 2004 has declined approximately 30 feet since the well was drilled in November 1966.
- There is approximately 50 feet of available drawdown (water above the pump intake) during peak summer pumping.

- Well performance drops off significantly when the well is operated for long periods during the summer (specific capacity drops from 3.5 to 2.5 gallons per minute per foot of drawdown).
- A sustainable pumping volume seems to be 100,000 gallons per day.
- The pump intake is at the top of the perforations and so it is not advisable to lower the pump.
- This well has a water right certificate for 224 gpm.

Well 4

- Well depth 265 feet.
- Well yield ranged from 225 to 75 gpm in 2004. Rate declined substantially with longer pumping period. The reported short-term yield when the well was tested in 1992 was greater than 275 gpm. The aquifer does not appear to be capable of supporting this rate for extended periods of time.
- Static water level in the summer of 2004 has declined approximately 35 feet since the well was drilled in October 1981.
- There is no available drawdown (water above the pump intake) during peak summer pumping. The water level appears to be at the intake – I suspect it has been pumping air unless the pump depth is incorrect.
- Well performance drops off significantly when the well is operated for long periods during the summer (specific capacity drops from 5 to 1 gallons per minute per foot of drawdown). The pump intake is at the top of a constriction at the top of the screen and so it is not possible to lower the pump.
- Pumping the well for longer periods causes significant drawdown. A sustainable pumping volume seems to be 50,000 gallons per day (not 100,000 gallons per day).
- The well was repaired in August 1982 to correct a seal problem between the casing and the screen (to stop sand pumping?). A liner was installed on top of the screen that included a smaller diameter casing that fit inside the top of the screen to align the liner (causing a constriction to 8-inches). This prevents deepening the pump or rehabilitating the screen.
- This well has a groundwater permit for 350 gpm.

Answers to Questions

Ed Sigurdson has asked a number of questions relating to how the City's water production might be increased and so we have prepared responses to his questions based upon our review of the data set and our experience working with production wells in the valley. His questions and our responses are presented below.

1. What is the chance of getting more water from the two park wells by rehabilitating them, and if so, what would be a reasonable expectation of the amount of additional capacity?

Answer:

Rehabilitation at Well 3 does not appear to be warranted because the specific capacity of the well (an indicator of well efficiency) is somewhat better than it was when it was drilled. The observed reduction in production may be caused by a reduction in the static water level and/or a low aquifer transmissivity and storage value (meaning - the aquifer cannot sustain the pumping for an extended period of time). In addition, this well is old and has perforations rather than screen, thus rehabilitation may not be effective.

Rehabilitation at Well 4 cannot be accomplished unless the liner and constriction is removed to gain access to the screen. We do not know if the liner can be safely or easily removed. In our opinion, Well 4 could benefit from the rehabilitation but the increase in yield may only be 25 – 50 gpm. The potential increase does not justify the cost of rehabilitation (\$10K or more), including the cost to deal with the liner and constriction. Furthermore, this aquifer does not appear to be capable of supporting high rates of pumping (greater than 200 gpm) for extended periods of time.

2. Should the City be looking to drill a new well to meet future water needs rather than getting an increase from the existing wells?

Answer:

We did not have historical water demand data to review so we are unable to determine whether there is a present or near term supply deficit; however, it appears that both wells were operated at near-peak capacity in the summer of 2004 and that there is no significant capacity to meet future demands. It appears that if the pump in Well 3 were capable of producing more water at a greater lift, the yield from Well 3 could be increased by 25 to 50 gpm while maintaining the pumping level a safe distance above the intake. In our opinion, Well 4 is being over-pumped and should be throttled back to keep the pumping level at least 5 feet above the intake. The net effect is that throttling back Well 4 and increasing the yield from Well 3 will not result in more total production. Furthermore, if one of these wells were to go down for any extended period during the summer, there is no redundancy in the system to make up for it. In our opinion, the City should drill a third well to take the pressure off the existing wells, supply projected future demands, and provide redundancy if one of the wells goes down during the summer.

3. If new well, should the city consider drilling another well in the park?

Answer:

We understand that the estimated interference between Wells 3 and 4 (located about 500 feet apart) results in approximately 15 feet of additional drawdown in

each well. This increased drawdown results in a loss of production of approximately 20 to 30 gpm in each well. If space is available in the park, we would recommend spacing the wells at least 1,000 feet apart to reduce interference effects.

4. If a new well is recommended, should we be looking at redrilling the existing well on the banks of the Pudding River, a well that has been used in the past decade but has been unused in recent years. Would WRD allow the city to renovate or redrill it or would they consider it surface water impacted and place requirements on new drilling or redrilling that would eliminate the well from consideration. Would they allow the city to do anything with it?

Answer:

Use of the existing well next to the Pudding River was apparently discontinued due to water quality problems. More than likely, these problems were related to surface water influence and pathogen concerns or iron and manganese. There is little documentation about how this well was constructed and so we do not know if the water quality problems were caused by a lack of well seal (wells drilled prior to 1960 commonly did not have a well seal – this well was drilled in 1920). In order to use this well, it would have to be brought up to present well construction standards – a new well would be more cost effective. There is no guarantee however that drilling a new well at this location will result in good water quality. If the well were located within 500 feet of the river, the Health Division would presume that it was influenced by surface water and either require extensive testing to prove otherwise or require treatment and filtration at considerable cost.

The water rights picture is also a bit murky. This well had a groundwater registration for up to 250 gpm. Groundwater registrations predate the existing permit regulations and so the Water Resources Department cannot approve or disapprove changes like moving the well location (this could change with new proposed legislation this year). We have worked with the Department on similar issues at St. Paul and found support for making changes to a groundwater registration as long as we drilled the new well in the “same aquifer” and did not injure anyone else. It appears that this well is drilled into the same aquifer as Wells 3 and 4. Because this well has not been used in quite a long time (greater than 5 years), the issue of forfeiture of the water right might come up. Municipalities have certain privileges when it comes to forfeiture of water rights due to non use as long as it can be shown that the water had been used at one point in time and that not having access to the water right would impair the City’s ability to serve it’s residents. Unfortunately, this provision applies to municipal permits and certificates and it is unclear to what extent it can be used for registrations (this issue needs further review). In my opinion, the City will need to rely on this registration and unused capacity under the rights for Wells 3 and 4 if it chooses to drill a new well. Obtaining a new right will likely not be possible because the Pudding River is over appropriated and the Department has been considering groundwater within one mile of surface water in the valley as being

connected to surface water, and therefore, regulated in the same way as surface water.

5. Can the water rights of the Pudding River well be transferred to another well at some other location?

Answer:

See Previous response.

6. Is there any place the city can drill a well in the UGB that WRD would approve or is all areas too close to surface water? Any reasonable places outside the UGB?

Answer:

I believe that anywhere within the UGB would be too close to surface water to avoid the surface water interference issue with respect to OWRD. I have not had an opportunity to review other possible well locations outside the UGB; however, it appears that there are a number of obstacles (e.g., highway, railroad right of way) that would have to be considered. In my opinion, there may be as much as 85 gpm at Well 3 and 125 gpm at Well 4 of unutilized water rights (yield is less than water right) that could be transferred to a new well right. In addition, I think a strong case could be made that the groundwater registration (totaling 250 gpm) could also be transferred. These transfers and permit amendments would eliminate the need for a new permit.

7. Should the City be trying to buy an irrigation well from Oregon Flowers or other well in the area or are irrigation wells an absolute no due to method of construction and seal depth? If the city could buy an existing well, would the typical water rights be useable by the city?

Answer:

An existing irrigation well could be used for municipal water supply as long as it meets present well construction standards and Health Division regulations for setbacks from sewers etc. The City would want to be sure that activities near this well (e.g., fertilizer and pesticide use) have not or will not contaminate the well and that there is adequate protection of the aquifer supplying the well (e.g., there is a low permeability layer separating the surface from the aquifer). This is not something OWRD or the Health Division would require.

Irrigation water rights could be purchased by the City and transferred to a new location as long as: 1) the new location is in the same aquifer as the old location, 2) there is no potential for injury to a water right holder (or domestic well owner) at the new location, and 3) the new location will not substantially interfere with surface water to any greater degree than at the old location. The amount of water that is allowed to be transferred will likely be reduced by half because irrigation rights are seasonal and municipal rights are year round. The right could be conditioned so that it is used only during the irrigation season at the original rate. Depending upon where the old well is located, the City may want to buy the water

rights only and not the well. In either case, the use of water at the original location would have to be discontinued and a change in place of use filed with the Department. If irrigation water is a necessity for making a farm viable, the farmer may want to sell all of the land and water rights to the City (not just the well).

Please feel free to give me a call if you have any questions.



WESTLAKE
CONSULTANTS INC.

MEETING MINUTES

ENGINEERING • SURVEYING • PLANNING

PHONE 503.684.0652

DATE OF MEMO: 12/28/04
PROJECT NAME: Beyer Annexation **PROJECT NUMBER:** 1368-012 B
PRESENT: Jonathan Gibson, Bill Carr, Bob Southard, John Rankin, Ed Sigurdson - City of Aurora; Georgi Cam, John Schmitz - G Cam Ltd.; Lee Leighton, Patrick Tortora - Westlake Consultants, Inc.; Fred and Teresa Netter - citizens and neighboring property owners adjacent to the Van Lieu Park site and the Hal Beyers property.
DISTRIBUTION: Attendees
SUBMITTED BY: Patrick Tortora, P.E. and Lee Leighton, AICP

Please review the following notes we have prepared from the meetings of November 18 and December 8, 2004. The meetings primarily concerned the status of the City of Aurora's water system and how best to meet the city's water service needs in the context of the approved Van Lieu Park and Hazelnut Park subdivisions, now under construction by G Cam Ltd., and a proposal that Cam intends to submit for the annexation and subdivision of the property owned by Hal Beyers, immediately west of the Van Lieu Park site.

The notes are presented below in reverse chronological order. Please respond with any additions or comments concerning errors or omissions to Lee Leighton, AICP or Patrick Tortora, P.E., at Westlake Consultants, Inc., 15115 SW Sequoia Parkway, Suite 150, Tigard, OR 97224.

<i>Date of Meeting:</i>	<i>Wednesday, 12/08/04</i>
<i>Time of Meeting:</i>	<i>4:00 pm</i>
<i>Location:</i>	<i>City of Aurora</i>

Ed Sigurdson presented an overview of his memorandum dated December 1, 2004, summarizing the report he received from Jeff Barry, R.G., CWRE concerning "City of Aurora Production Well Evaluation" and dated November 29, 2004. Critical observations included:

- Reduced production appears to be due to declining aquifers.
- Therefore, upgrading existing wells is not a viable strategy for increasing production.
- Existing wells appear capable of meeting the needs of the existing community and the approved Van Lieu Park, Hazelnut Park, and Anderson land divisions.

- The source capacity problem occurs only during summer peak demand periods, due to landscape watering; peak demand can be reduced through water conservation measures, which were highly effective when implemented by the city this year.

The group discussed the water system priorities recommended by Sigurdson in his memo, reaching a consensus that (1) the Liberty street water line improvement was essential and should be installed as scheduled, and (2) obtaining additional water source capacity should be achieved prior to expanding the City's existing 300,000-gallon reservoir capacity.

Fred Netter talked about some water rights of which he is aware:

- His property has a Pudding River surface water right for irrigation. Its only well right is for domestic use.
- A neighboring property may have a surface water right that has not been in use over several years, which the City could potentially acquire; this could mitigate risk that a new well in the vicinity of the river corridor might be hydrologically connected to the Pudding River, resulting in a reduction of available surface water.

The group discussed potential locations for a new well, at least 1,000 feet from existing City wells:

- in the southern portions of the Van Lieu or Beyers properties, within the Aurora UGB
- farther south, within the Netter property, outside the current UGB.

Lee Leighton asked how the City could effectively modify the Van Lieu Park condition of approval requiring G Cam Ltd. to install a new reservoir to assure Cam's development rights while prioritizing the effort to obtain additional water source capacity. John Rankin responded by suggesting that the City Council could take an action (e.g., adopting a resolution) deeming G Cam Ltd.'s financial contribution to the water source finding effort to satisfy the existing condition of approval (water reservoir), without requiring the Van Lieu Park land use decision to be revisited or reopened.

The group discussed next steps and set a date for the next work session on the water system:

- Ed Sigurdson will ask Jeff Barry to identify suitable (promising?) locations for drilling a new well, including identification of the technical and permitting issues that should be anticipated by location.
- Patrick Tortora will follow through on bidding/cost validation efforts to arrive at a budget figure representing the value of the 300,000-gallon reservoir, which the City may elect to redirect to the source capacity solution effort.
- The next meeting was set for 4:00 p.m. on Wednesday, January 5, 2005.

BEYERS ANNEXATION - PREAPPLICATION

Date of Meeting: Thursday, November 18, 2004

Time of Meeting: 3:00 pm

Location: City of Aurora

Question: Water system as a whole for city supply or source? Tank or well?

- Not much progress by city-estimate only to have well TV'd.
- Ed Sigurdson connected ground water system
- Specialist to analyze existing system and make recommendation.
- Will also give timelines on life and permitting new
- Jeff Barry - ground water solution
- Lee discussed charts for city inventory of remaining development projects. Remaining in city limits and UGB two separate charts.
- \$700-800 per future lot - cost recovery (reimbursement).
- 22 lots development potential within city (300-350 in UGB to be developed).

- How to apply cost recovery tank - entire city
- Liberty line partial to full SDC credits. 40 (\$3323) = \$132,920 (SDC credit)
- Tank = 244K
- Line = 192K

Fred Netter - Chair Fire Board

1. Need to provide adequate system; pump does not function properly (10-12 yrs old). Have to manually start
 2. Distribution to parts of city not adequate
 3. Capacity to fill tank needs to be full at all times
 4. Wells run 2.5 hrs/day to keep the tanks full even in the summer
-
- Recommends no building permits until tank is built. Money can be set aside in account for proof of intention. Originally tank as capacity problem and still does. Large fire commercial drain 20 min.; Residential 1 hour.

 - Fire protection and emergency storage deficient. Ed stated this town should be 1 million gallons.

 - Lee's question: When do we build lots? Spring 2006
 - Connect to Beyer storm (Orchard view) Fred would like sooner than later.

 - Timetable for construction and homebuilding at Beyers property:
 - Van Lieu construction and home building (1/05 to 1/06)
 - Annex Beyer property (current project)

- Beyer subdivision approval (1/05)
- Design & permitting (2/05 to 12/05)
- Beyer subdivision construction (1/06 to 6/05)
- Beyer home building (6/06 on)

Van Lieu Annexation Proposal

- 1 tank – 10” line (Liberty Street) cost reimbursement included for Liberty
- Look back at notes from meeting on what was expected

Look into Oregon State items

December 1, 2004 @ 3:00 pm – Next meeting at City Hall

November 11, 2004

Harold Beyers
14878 Ottaway Road NE
Aurora, OR 97002

RE: Our property at 14878 Ottaway Road NE
(Tax Lots 500, 600, and 700, Tax Map 4 1W 13CA, Marion County)

To whom it may concern:

We understand that G Cam Ltd. is applying to governmental agencies and service providers, including but not limited to the City of Aurora, for annexation, subdivision, and permits needed in the development and construction process.

This letter is to acknowledge these efforts by G Cam Ltd. and to authorize G Cam Ltd. to make such applications for the purpose of obtaining land use approvals and development permits. Please accept this letter as authorization for G Cam Ltd. to act as applicant in the development and construction process.

Thank you for your consideration. If you have questions, please call us at 503-678-5539.

Sincerely,



HAROLD BEYERS

