

Agenda
Aurora Historic Review Board
Tuesday, May 28, 2024, 7 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

To participate via Zoom:
<https://us02web.zoom.us/j/81023875025?pwd=amZTZlNXQVdMelBIV3A0dVdUdTN3dz09>
Meeting ID: 810 2387 5025
Passcode: 807320

1. CALL TO ORDER OF THE AURORA HISTORIC REVIEW BOARD MEETING

2. ROLL CALL

Chair Jan Peel
Co-Chair Julie Sixkiller
Member Richard Goddard

3. VISITORS

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

4. CONSENT AGENDA

a) Historic Review Board Minutes – April 23, 2024

5. CORRESPONDENCE-NA

6. NEW BUSINESS

- a) Christ Lutheran Church Handrail Application – 15029 and 15069 2nd Street
- b) Design Guide Project: Review of AMC 17.44 Landscaping, Retaining Walls
- c) HRB Member Recruitment for Two Open Positions
- d) Code Enforcement in the Historic District

7. OLD BUSINESS

a) 2024 Certified Local Government (CLG) Grant Update

8. ADJOURN

Minutes
Aurora Historic Review Board
Tuesday, April 23, 2024, 7 P.M.
City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Stuart A. Rodgers, City Recorder

STAFF ABSENT: None

VISITORS PRESENT: None

1. CALL TO ORDER OF THE AURORA HISTORIC REVIEW BOARD MEETING

Chair Jan Peel called the meeting to order at 7pm.

2. ROLL CALL

Chair Jan Peel-Present

Vice Chair Julie Sixkiller-Present

Member Richard Goddard-Present

3. VISITORS-NA

4. CONSENT AGENDA

a) Historic Review Board Minutes – March 26, 2024

Motion by Vice Chair Julie Sixkiller to approve the Consent Agenda, seconded by Member Richard Goddard, and passed.

5. CORRESPONDENCE

a) Resignation Received from Gayle Abernathy

It was determined that Abernathy's resignation go to Council as Correspondence.

6. NEW BUSINESS

a) Code Enforcement in the Historic District

The City Recorder and Chair Peel will connect between this and the next HRB meeting to discuss enforcement letters. It was determined that the City Recorder provide a copy of such letters when sending them out to residents so that HRB members are aware of the enforcement action in process and are prepared for discussion at meetings and in the event a resident or business owner submits an application toward becoming compliant.

b) Design Guide Project: Review of AMC 17.44 Landscaping

The property across the street from City Hall was mentioned relative to outdoor storage, commercial overlay within the historic district, so requirements relating to screening and buffering should apply. An HRB member asked whether the city plans to enforce AMC 17.44 as it relates to the outdoor storage in question as it does not make sense to update the code if there are no plans to enforce it. There needs to be clear language around the issue of screening and buffering requirements for commercial property inventory. One thought offered was that the HRB take part in mediation to help reduce costs involving attorneys and have an opportunity to broker a timely solution in instances where there needs to be some

compromise. The HRB would like to know what about the code is unclear in this enforcement situation so that this need for clarity can be taken into account in updating the code. The City Recorder will provide a copy of these minutes to the City Attorney and Mayor Asher and follow up with both for a statement on where the city is at on this code enforcement situation.

The HRB requested to be copied on historic district enforcement letters when these are sent out by the City Recorder so that when a property owner in violation of the code receives a letter and follows up by submitting an application to remedy the issue, the HRB is looped in and better prepared with context when an enforcement conversation takes place in a public meeting and when an application for remedy is presented for HRB review.

Landscaping will be brought up again at next month's meeting. Retaining walls was left subjective in the last set of code amendments. The City Recorder will keep track of proposed code amendments between now and when they move to the Planning Commission for review. Between now and Planning Commission Review, the HRB may invite Mercedes Rhoden-Feely to discuss proposed code changes.

c) HRB Member Recruitment for Two Open Positions

Chair Peel noted Corina Kanen is still interested, and Peel will reach out to her again.

7. OLD BUSINESS

a) 2024 Certified Local Government (CLG) Grant Update

City Recorder Rodgers noted that he has reached out to the Museum for multiple bids for the Giesy Store roof project, which project would need completed by July 2025. The city needs assurance that funding will be in place by September 2024. An alternative use of funding would need proposed by the Museum, or the HRB would need to have an alternative project ready to submit to the state or risk losing the funds. The need for some parameters to apply for CLG funds was discussed, including a method for soliciting applicants for CLG project funding. A question is can this solicitation be done through the regular water billing cycle if the due date for the museum is in September.

As an alternative project, there may be some value in exploring how funds might be used to help the original Keil cemetery with historic preservation. Designated parking spots, pamphlets telling the story of the cemetery, or a stand to hold promotional materials – the latter idea may be something a realtor could donate.

8. ADJOURN

Chair Peel adjourned the meeting at 7:42pm.

Jan Peel, Chair

ATTEST:

Stuart A. Rodgers, City Recorder

City of Aurora
HISTORIC REVIEW BOARD
Application for Certificate of Appropriateness

PROJECT INFORMATION SHEET

IMPORTANT: In order for your application to proceed in a timely basis, this form and the required attachments **MUST** be completed in full. If your application is incomplete, no decision will be made and your request will be delayed. Please turn the complete application in at least **ONE WEEK** prior to the meeting (4th Tuesday of each month) so that board members can become familiar with your property and project. It is helpful, but not required, if you can attend the meeting.

You will need to refer to the 2016 *City of Aurora Design Guide for Historic District Properties* and the *Title 17 Historic Preservation, Design Standards*, both of which are included in the manual which may already be in your possession. They are also available at City Hall and on the City's website, www.ci.aurora.or.us.

Obtain your Historic Inventory Number from the city or by address in the City of Aurora *Inventory of Historic District Properties*. Using this number, read the information on your property in the *Aurora Colony Historic Resources* manual.

Remember to include ALL aspects of the project that will be affected (windows, color, porch details, setbacks, etc.) and address them according to the Title 17 Design Standards and the Design Guide.

Name Christ Lutheran Church Date 5-16-2024
 Business name (if applicable) _____
 Physical address 15029 & 15069 2nd St. N.E., Aurora, OR 97002
 Mailing address _____
 Phone _____ email _____
 Type of project(s) List all replace handrails for safety

Historic Inventory Number: _____

pd # 10 -
80594

Zoning: Residential Commercial
Type of structure: House Commercial Church
Style: Colony Victorian Craftsman
 Ranch Contemporary Other (describe) _____

Project specifics:
 Painting: Base color Black-Powder Coat 1 mfg/number _____
 Trim color _____ mfg/number _____
 Trim color _____ mfg/number _____
 Design Standards used: _____

Please bring samples of colors you propose to use.

Staff Approved

 Date _____

Fencing: Picket Stock Privacy
 Other (describe) _____
Height _____ Length _____
Color _____
Material _____
Location (as shown on site plan) _____
Design Standards used: _____

Roofing: Cedar Shingle Composition
 Other (describe) _____
Color _____ mfg/number _____
Design Standard used _____

Staff Approved

Date _____

Composition roof colors must NOT appear 'dappled' but must be solid black. Manufacturer's photographs of a finished roof ARE required in addition to actual roofing samples. (You MUST bring a sample that is sufficiently large to show what the total roof will look like to insure that it appears as a solid color.)

Landscape: Plantings _____
Trees _____
Tree Removal _____
Design Standards used: _____

Staff Approved

Date _____

Other type of project(s): Custom Picket Guard Rails with
hand rails. Replaces painted galvanized pipe handrails.

Please note Design Standards used (Item/page(s) for each separate project listed.)

I, Rev. F. Craig Johnson, have read the applicable information in the Design Standards and Design Guide.

- Attach the following in order for your application to be accepted:
1. A copy of your property's page from the Aurora Colony Historic Resources Manual. (You may print this out from the city's website or obtain it from the city)
 2. Site plan drawn to scale with project location shown.
 3. Elevations, including dimensions.
 4. A Photograph of the property is helpful but not required.

I have completed the application in full and included the above attachments. I understand that any changes or deviations from the presented materials proposed in this application must be submitted and re-examined by the Historic Review Board for final approval.

5-16-29
Date

Signature of Applicant
F. Craig Johnson
Christ Lutheran Church

Guard Rail #2
(Right)

Guard Rail #1
(Left side)

15029 2nd St. W.C.

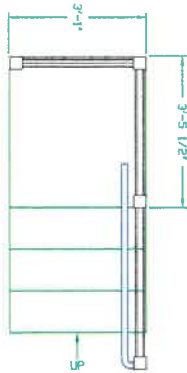
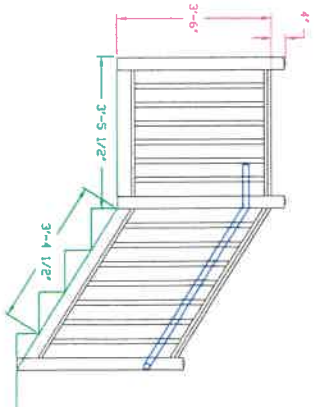
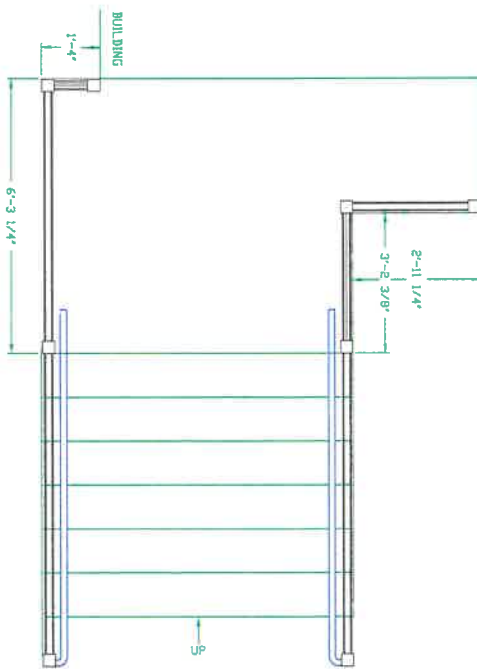
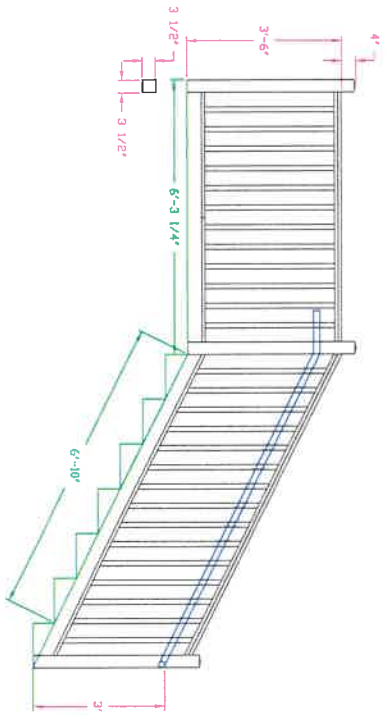
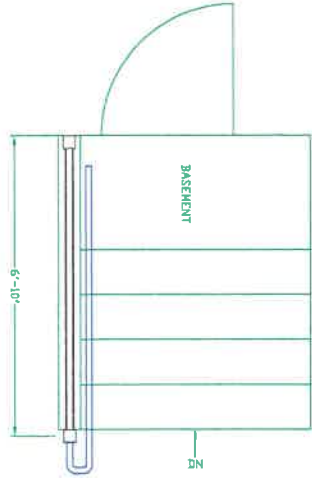
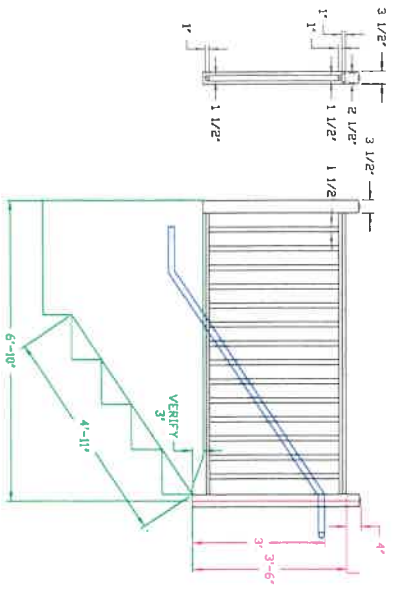




15069 2nd St. N. E.



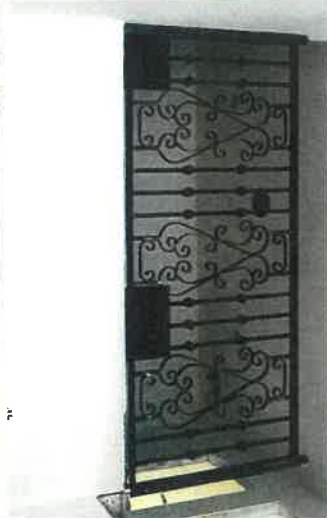
15069 2nd St. N.E.



PORTONES • BARANDALES • PASAMANOS
LO QUE NECESITE PARA SU JARDÍN E INTERIOR DE SU CASA
O CUALQUIER OTRA NECESIDAD NOSOTROS LE AYUDAMOS

GATES • BANISTERS • RAILINGS

WHATEVER YOU NEED FOR YOUR GARDEN, YOUR HOUSE
INTERIOR OR ANY OTHER NEED, WE CAN HELP YOU



*Most similar to this but without
top-rail design.*

FREE ESTIMATES

17.04.050 Applicability.

- A. Except as described in Subsection B immediately below, all exterior changes to a building or site within the Historic Commercial Overlay and the Historic Residential Overlay must be approved under this title. It is unlawful for any person to erect, demolish, remove, establish, construct, move, externally alter, enlarge, use, or cause to be used, any building, structure, improvement or use of premises located in the Historic Commercial or Historic Residential Overlays in a manner contrary to the provisions of this title (see 17.04.050.C, below).
- B. The only exterior changes not subject to the requirement for approval by the Historic Review Board under this title are:
 - 1. Exterior painting, reroofing and general repairs when the new materials and/or colors are the same as those already in use; and
 - 2. With respect to existing structures, routine landscaping not exceeding the sum of \$5,000 in cost per year. Notwithstanding the foregoing, the following requires approval by the Historic Review Board regardless of costs:
 - a. The removal of non-hazardous trees greater than twenty-four (24) inches in diameter requires approval.
 - b. Any alteration to the grading;
 - c. Construction or demolition of retaining walls; and
 - d. Hardscaping, including walkways, patios, and terraces.
 - 3. Exterior painting of all contributing structures, and of noncontributing structures in the Historic Commercial Overlay, with colors listed in Appendix A which is available at City Hall.
 - 4. Installation of black roof shingles upon approval of a sample board and a manufacturer's photograph of a finished roof.
- C. Exterior changes under Section 17.04.050(B) shall require review and approval by the Planning Director, or designee. The applicant shall submit for the City's review sufficient information for the City to determine the criteria under Section 17.04.050(B) have been met.

(Ord. 416, § 8.10.040, 2002; Ord. 473, § 3, 2013; Ord. 499, § 2(Exh. A), 2022)

17.20.050 Approval authority responsibilities.

- A. The Historic Review Board shall make a public decision in the manner prescribed by this chapter and shall have the authority to approve, approve with conditions, or deny the following:
1. Interpretations subject to Section 17.04.060;
 2. Signs subject to Chapter 17.24;
 3. Accessory dwelling units and structures subject to Chapter 17.28;
 4. Applications for approval under this title;
 5. Recommendations to City Council for amending this title;
 6. Appeals of decisions by the administrative approval authority;
 7. Amendments to the Aurora Design Guidelines for Historic District Properties (Appendix A);
 8. Amendments to the Aurora Historic District Properties Inventory (Appendix B)
 9. Amendments to the Historic Landmark Inventory.
 10. Any other matter not specifically assigned to the administrative approval authority, or the City Council under this title.
- B. The City Council shall make a public decision in the manner prescribed by this chapter and shall have the authority to approve, deny, or approve with conditions the following:
1. Appeals of decisions made by the Historic Review Board;
 2. Matters referred to the City Council by the Historic Review Board;
 3. Review of decisions of the Historic Review Board, whether on the City Council's own motion or otherwise.
 4. Appeals to amendments to the Aurora Design Guidelines for Historic District Properties (Appendix A);
 5. Appeals to amendments to the Aurora Historic District Properties Inventory (Appendix B);
 6. Appeals of Historic Landmark designations.
- C. The Planning Director, or designee, shall have the authority to approve, deny, or approve with conditions the following applications:
1. Temporary uses pursuant to Section 17.32.030.
 2. Landscaping not exceeding five thousand dollars (\$5,000) in cost excluding the removal of trees greater than twenty-four (24) inches in diameter as measured four feet, six-inches from grade, and excluding grade alterations, construction of retaining walls and hardscape features subject to Historic Review Board approval. (Ord. 416 § 8.10.040, 2002).
 3. Exterior painting of all contributing structures, and of noncontributing structures within the Historic Commercial Overlay, with colors listed in Appendix A.
 4. Installation of black roof shingles.

(Ord. 473, § 3, 2013; Ord. 419 §§ 20A, 32A (part), 2002; Ord. 416 § 8.36.050, 2002; Ord. 499, § 2(Exh. A), 2022)

From: [Jennifer Burns](#)
To: [Recorder](#)
Subject: CLG Grant update
Date: Friday, May 17, 2024 4:18:04 PM
Attachments: [Budget Detail Giesy Store.xlsx](#)

Hi Stuart,

I wanted to update you on the Giesy Roof project for the CLG Grant. I had originally written the project description to allow for either CertainTeed Presidential Shake AR Roofing, or CeDUR Synthetic Composite Natural Wood Looking Shakes. Instead we will be using a standard composition product, similar to what is currently installed on the Giesy Store & Annex pitched roofs. The product in our current bid is for GAF Timberline HDZ. We have 2 different products we are looking at for the flat roof portion of the complex.

I've spoken with Kuri about the change in materials. Since we are replacing the material in-kind there she did not anticipate any issues, but did recommend that the CLG grant be updated.

Per your request, attached is the current budget that we submitted for the Oregon Heritage Grant.

Let me know if you have any questions.

Best,

Jennifer

[Jennifer Burns](#)

Director

Old Aurora Colony Museum

[Aurora Colony Historical Society](#)

Tel: 503-678-5754

www.auroracolony.org

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

Giesy Store Roof Replacement

Project Budget

Expense

Composite Roofing Shingles	\$	35,725.00
Tear off existing roof and re-roof with GAF Timberline HDZ composite roofing over existing sheathing roof deck		
Reroofing of Flat roof addition (\$14,625-\$18,750)	\$	16,500.00
Contingency for repair or replacement of gutters, downspouts, and plywood sheathing	\$	5,000.00
Volunteer Time 10 hrs at \$14.205/hr	\$	142.00
Staff Time 5 hrs at \$27.94/hr	\$	139.70
Total Expense		\$ 57,506.70

Income

Preserving Oregon Grant	\$	20,000.00
Matching Funds	\$	32,506.70
City of Aurora 2024 CLG Grant	\$	7,500.00
Aurora Colony Historical Society	\$	24,725.00
Volunteer Time	\$	142.00
Staff Time	\$	139.70
Aurora Colony Historical Society funds to cover contingency	\$	5,000.00
Total Revenue		\$ 57,506.70