

**Agenda**  
**Aurora Historic Review Board**  
Tuesday, March 26, 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/81106245300?pwd=d3VKbnNBc3hPNTMyZkU2MDY5aHJPUT09>

Meeting ID: 811 0624 5300

Passcode: 167969

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

**2. ROLL CALL**

Chair Jan Peel

Co-Chair Julie Sixkiller

Member Gayle Abernathy

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 Special Meeting Minutes– December 11, 2023

b) Historic Review Board Minutes – February 27, 2024

**5. CORRESPONDENCE-NA**

**6. NEW BUSINESS**

a) Code Enforcement in the Historic District

b) Design Guide Project: Fence Code Review

c) HRB Member Recruitment

**7. OLD BUSINESS**

a) 2024 Certified Local Government (CLG) Grant Award \$16,500, Contract

**8. ADJOURN**

**Minutes**  
**Aurora Historic Review Board**  
Monday, December 11, 2023, 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

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

Chair Jan Peel called the meeting to order at 7:03pm.

**2. ROLL CALL**

Chair Jan Peel-Present

Member Gayle Abernathy-Present

Vice Chair Julie Sixkiller-Present

Member Richard Goddard-Absent

**3. VISITORS-NA**

**4. CONSENT AGENDA-NA**

**5. CORRESPONDENCE-NA**

**6. NEW BUSINESS**

a) Project Application Greenhouse @ 21358 Hwy 99e (Tim Corcoran)

It was noted that the structure's door faces Main Street, will be painted the color of the house on the same lot, and there will be a gothic look with rounded edges at the top of the door.

Vice Chair Julie Sixkiller moved to accept the proposal for the greenhouse at 21358 Hwy 99e as presented on Tim Corcoran's proposal. The motion was seconded by Chair Jan Peel and passed.

**7. OLD BUSINESS-NA**

**8. ADJOURN**

Chair Peel adjourned the meeting at 7:08pm.

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Jan Peel, Chair

ATTEST:

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Stuart A. Rodgers, City Recorder

**Minutes**  
**Aurora Historic Review Board**  
Tuesday, February 27, 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:** Erik and Katie Larsen; Corina Kanen, Aurora; Kristi R. (Zoom)

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

Chair Jan Peel called the meeting to order at 7:07pm.

**2. ROLL CALL**

Chair Jan Peel-Absent

Member Gayle Abernathy-Present

Vice Chair Julie Sixkiller-Present

Member Richard Goddard-Present

**3. VISITORS-NA**

**4. CONSENT AGENDA**

a) Historic Review Board Minutes – January 23, 2024

Motion by Member Richard Goddard to accept the HRB minutes, seconded by Member Gayle Abernathy, and passed.

**5. CORRESPONDENCE-NA**

**6. NEW BUSINESS**

a) 21611 Main St Mill Creek Market Sign Application

Following brief discussion with the applicant Katie Larsen, the HRB proceeded to the following:

Member Richard Goddard moved to approve the application for certificate of appropriateness for Mill Creek Market with the changes noted, including the freestanding sign not to exceed 8' from grade to top of sign and that the shape of the sign be either oval or rectangular. The motion was seconded by Vice Chair Julie Sixkiller and passed.

b) 21611 Main St Door Remodel Application

Following discussion, with the applicant, the HRB proceeded with the following:

Member Richard Goddard moved to approve the application for certificate of appropriateness for the Mill Creek Market door, contingent on receipt of written approval from the property owner and that the door be of a colonial style. The motion was seconded by Member Gayle Abernathy and accepted.

- c) Discussion on Code Enforcement in the Historic District  
Airport Road Fence Complaint – HRB Note for the Property File Record that Current or Future Owner to Abide by Code in Replacing Fence  
The City Recorder will follow up with the owner of the above-referenced fence, sending a letter with the fence code as it applies to the current and future owners of this property. It was noted that the fence has not been finished yet. A copy of the letter will also be included in the property file.

- d) HRB Member Recruitment  
Corina Kanen introduced herself as a visitor interested in getting to know more about the Historic Review Board. It was noted that while the national historic rules govern Aurora, the city uses a Design Guide and Title 17 code specific to Aurora. It was noted that there are plans to update this guide. The CLG grant for this year was discussed toward funding some local projects including the restoration of a chimney and a re-roofing project. The process for recommendation to City Council was explained, and Kanen will consider this service opportunity and let the board know once she has considered some anticipated variation in her workload and how this may factor into her schedule.

**7. OLD BUSINESS**

- a) 2024 Certified Local Government (CLG) Grant Application  
A question was asked about the Emma Walk as to an update from when this CLG grant project completed last summer. The City Recorder will reach out to Jennifer at the museum to request an update at an upcoming HRB meeting on how the Emma Walk program is doing.

It would be nice to know who is buried at the cemetery, and signage off Ehlen Road for the cemetery was also discussed. This kind of project would be a following year (2026) venture with next year’s CLG grant focus being on the Design Guide update as mentioned previously.

It was determined to add fence code as an item on March’s HRB meeting agenda and to be looking ahead to reviewing sign code in coming months.

**8. ADJOURN**

Chair Peel adjourned the meeting at 7:57pm.

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Julie Sixkiller, Vice Chair

ATTEST:

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Stuart A. Rodgers, City Recorder

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## **17.40.070 Fences.**

### **A. Contributing Structures—Commercial Overlay.**

1. Fences shall be wood picket fences, three to four feet high, painted white or with a natural protective finish.
2. Flat black metal fencing to include iron, steel, and aluminum with an open character and three to four feet high may be permitted when the applicant demonstrates a safety or security need, or other hardship related to the property.
3. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four feet are only permitted on rear property lines when they are screened with landscaping from the right-of-way. However, these types of fences are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure, except upon mutual agreement of the owner of the property sharing the common boundary and approval of HRB.
4. Fences not expressly permitted are prohibited unless there is evidence of a different fence type in the historic records or Aurora Colony Resources Inventory. (Ord. 473, § 3, 2013)

### **B. Contributing Structures—Residential Overlay.**

1. Fences shall be wood picket fences, three to four feet high, painted white or with a natural protective finish.
2. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four (4) feet are only permitted on rear property lines when they are screened with landscaping from the right-of-way. However, these types of fences are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure except upon mutual agreement of the owner of the property sharing the common boundary and approval of HRB.
3. Fences not expressly permitted are prohibited unless there is evidence of a different fence type in the historic records or Aurora Colony Resources Inventory (Ord. 473, § 3, 2013)

### **C. Non-contributing Structures—Commercial Overlay.**

1. Fences shall be wood picket fences, three to four feet high, painted white or with a natural protective finish.
2. Flat black metal fencing to include iron, steel, and aluminum with an open character and three to four feet high may be permitted when the applicant demonstrates a safety or security need, or other hardship related to the property.
3. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four feet are only permitted on rear property lines when they are screened with landscaping from the right-of-way. However, these types of fences are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure except upon mutual agreement of the owner of the property sharing the common boundary and approval of HRB. (Ord. 473, § 3, 2013)
4. Fences not expressly permitted are prohibited. (Ord. 473, § 3, 2013)

### **D. Non-contributing Structures—Residential Overlay.**

1. Fences shall be wood picket fences, three to four feet high, painted white or with a natural protective finish.
2. Chain link, wire, stock fencing, rail or split rail, plastic or vinyl, lattice and fences taller than four feet are only permitted on rear property lines or side property lines in rear yards only (back of house) when

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they are screened with landscaping from the right-of-way. However, these types of fencing are not permitted adjacent to, or along a common boundary with, a property that includes a contributing structure except upon mutual agreement of the owner of the property sharing the common boundary and approval of HRB.

3. Fences not expressly permitted are prohibited.

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