

Agenda
Aurora Historic Review Board
Tuesday, April 23, 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/87176248387?pwd=a3NuWk5MU3JOYm52WVBUbnRngyU3VBdz09>
Meeting ID: 871 7624 8387
Passcode: 105665

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 – March 26, 2024

5. CORRESPONDENCE

a) Resignation Received from Gayle Abernathy

6. NEW BUSINESS

- a) Code Enforcement in the Historic District
- b) Design Guide Project: Review of AMC 17.44 Landscaping
- c) HRB Member Recruitment for Two Open Positions

7. OLD BUSINESS

a) 2024 Certified Local Government (CLG) Grant Update

8. ADJOURN

Minutes
Aurora Historic Review Board
Tuesday, March 26, 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 7:07pm.

2. ROLL CALL

Chair Jan Peel-Present

Member Gayle Abernathy-Absent

Vice Chair Julie Sixkiller-Present

Member Richard Goddard-Present

3. VISITORS-NA

4. CONSENT AGENDA

a) Historic Review Board Minutes – December 11, 2023

b) Historic Review Board Minutes – February 27, 2024

Motion by Vice Chair Julie Sixkiller to accept the HRB minutes, seconded by Member Richard Goddard, and passed.

5. CORRESPONDENCE-NA

6. NEW BUSINESS

a) Code Enforcement in the Historic District

The City Recorder noted a code enforcement letter regarding an out of compliance fence on Airport Road as well as a sign code enforcement issue he will take up with Mayor Asher.

b) Design Guide Project: Fence Code Review

Vice Chair Sixkiller noted when she redoes her fence, she would seek an exception to the rule with a five-foot picket fence with six-foot posts because to put a three to four-foot picket fence down along the front of her property would look ridiculous. Given the grade of her property and how far back the house sits from the road, such a picket fence would look like she had installed lawn edging. Sixkiller noted that in such an HRB decision, she would recuse herself once she brings an application forward. Sixkiller also noted that there is no historical evidence of a larger fence than what is there now with the only other exception currently provided for fences based on the need for security. One option presented as an alternative to providing an exception to the code is to create a design overlay for the north area of the city. It was recognized that Sixkiller's home creates a challenge for her neighbors. The intent of this and other Title 17 code reviews is to prepare to present this project to the state for a next CLG grant funding cycle and to a consultant to assist with preparing an updated Design Guide manual. For next month, the

City Recorder will create a list of Title 17 topics for consideration throughout the balance of the year so that the HRB conducts a comprehensive review of the code by the end of the year. Next month the HRB will review landscaping.

c) HRB Member Recruitment

Chair Peel has followed up Corina Kanen on interest in serving on the board. Kanen would like to join but wants to make sure her schedule works before making a commitment. The City Recorder will make sure a recruitment blurb is on the city's website and on the bulletin board outside City Hall, as well as posted to *I Love Aurora*.

7. OLD BUSINESS

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

Chair Peel noted the city received an additional \$1500 and that the museum will receive the additional funds. It was determined that the HRB present through its website a 2025 CLG grant opportunity for Aurora businesses and residential community members to apply for funds.

An update to the Design Guide using future grant funds would help modernize and make it more user friendly, translating to a positive public perception of the HRB.

8. ADJOURN

Chair Peel adjourned the meeting at 8:06pm.

Jan Peel, Chair

ATTEST:

Stuart A. Rodgers, City Recorder

April 10, 2024

City of Aurora

My resignation
from the
Historic Review
Board.

Gayle Bernath



Chapter 17.44 LANDSCAPING

17.44.010 Purpose.

The purpose of this chapter is to establish standards for landscaping, buffering and screening to enhance the appearance of the Historic District using trees and other landscaping materials to mitigate the effects of sun, wind, noise and the lack of privacy.

(Ord. 473, § 3, 2013)

17.44.020 Applicability.

This section shall apply to all new construction in the Historic District.

(Ord. 473, § 3, 2013)

17.44.030 General Provisions.

- A. In the Historic Residential Overlay at least ten (10) percent of the total area shall be landscaped.
- B. In the Historic Commercial Overlay, landscaping shall be as follows:
 - 1. Properties up to twenty thousand (20,000) square feet in size shall have at least fifteen (15) percent of the total lot area landscaped.
 - 2. Properties larger than twenty thousand (20,000) square feet in size shall have at least ten (10) percent of the total lot area landscaped.
- C. Unless otherwise provided by the lease agreement, the owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of all landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance and shall be kept free from refuse and debris.
- D. All plant growth in landscaped areas of developments shall be controlled by pruning, trimming of otherwise so that:
 - 1. Public utilities can be maintained or repaired;
 - 2. Pedestrian or vehicular access is unrestricted;
 - 3. Visual clearance provisions are met (See Chapter 16.40).
- E. Certificates of occupancy shall not be issued unless the landscaping requirements have been met or a bond has been posted with the city to ensure the completion of the landscaping requirements.
- F. Existing plant materials may be used to meet landscaping requirements if no cutting or filling takes place within the dripline of the plantings.
- G. Plant materials are to be watered at intervals sufficient to ensure survival and growth.
- H. Synthetic plant materials are not permitted.
- I. Berms and excavations are prohibited in the commercial overlay.
- J. Berms and excavations are prohibited in front yards of residential overlay.

(Ord. 473, § 3, 2013)

17.44.040 Buffering and Screening Requirements.

- A. A minimum landscape buffer width of twenty (20) feet shall be required between any nonresidential use in a non-residential zone which abuts a residential zone.
- B. A buffer shall consist of an area within an interior setback adjacent to a property line, having a width of ten (10) feet or greater and a length equal to the length of the property line.
- C. Occupancy of a buffer area shall be limited to utilities, screening, and landscaping. No buildings, accessways or parking areas shall be allowed in a buffer area.
- D. The minimum improvements within a buffer area shall include:
 - 1. One row of trees, or groupings of trees equivalent to one row of trees. At the time of planting, these trees shall not be less than ten (10) feet high for deciduous trees and five feet high for evergreen trees measured from the ground to the top of the tree after planting.
 - a. Small or narrow stature trees, under twenty-five (25) feet tall or less than sixteen (16) feet wide at maturity shall be spaced no further than fifteen (15) feet apart.
 - b. Medium sized trees between twenty-five (25) feet to forty (40) feet tall and with sixteen (16) feet to thirty-five (35) feet wide branching at maturity shall be spaced no greater than twenty-five (25) feet apart;
 - c. Large trees, over forty (40) feet tall and with more than thirty-five (35) feet wide branching at maturity, shall be spaced no greater than thirty (30) feet apart.
 - 2. In addition, at least one shrub shall be planted for each one hundred (100) square feet of required buffer area.
 - 3. The remaining area shall be planted in groundcover, or spread with bark mulch.
- E. Where screening is required a hedge of narrow or broadleaf evergreen shrubs shall be planted which will form a four-foot continuous screen within two years of planting; or
- F. Buffering and screening provisions shall be superseded by the vision clearance requirements as set forth in Chapter 16.40.
- G. When the use to be screened is downhill from the adjoining property, the prescribed heights of required fences, walls or landscape screening shall be measured from the actual grade of the adjoining property.

(Ord. 473, § 3, 2013)

17.44.050 Screening.

- A. If four or more off-street parking spaces are provided, off-street parking adjacent to a public street shall provide a minimum of four square feet of landscape screening for each lineal foot of street frontage. The screening shall consist of shrubbery at least two feet in height located as close to the street as practical and one tree for each fifty (50) lineal feet of street frontage or fraction thereof.
- B. Landscaped screening shall achieve a balance between low lying and vertical shrubbery and trees.
- C. Screening of loading areas and outside storage is required according to the standards of Section 17.44.040(E).

(Supp. No. 4)

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- D. Except for one-family and two-family dwellings, any refuse container or disposal area and service facilities such as gas meters and air conditioners which would otherwise be visible from a public street, customer or resident parking area, any public facility or any residential area, shall be screened from view by placement of a solid wood fence, masonry wall not exceeding six feet in height, or evergreen hedge between five and eight feet in height. All refuse materials shall be contained within the screened area.

(Ord. 473, § 3, 2013)