

**Agenda**  
**Aurora Planning Commission Meeting**  
 Tuesday, January 2, 2024 at 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/82371178799?pwd=dnRwTldST20zS2taQWs3UUphY0xjdz09>

Meeting ID: 823 7117 8799

Passcode: 639962

**1. CALL TO ORDER OF THE AURORA PLANNING COMMISSION MEETING**

**2. ROLL CALL**

Chairman Joseph Schaefer

Commissioner Craig McNamara

Commissioner Bud Fawcett

Commissioner Jim Stewart

Commissioner Jonathan Gibson

Commissioner Tyler Meskers

Commissioner Bill Graupp

**3. CONSENT AGENDA**

a) Planning Commission Minutes – December 5, 2023

**4. 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.

**5. CORRESPONDENCE-NA**

**6. NEW BUSINESS-NA**

**7. HEARING-NA**

**8. OLD BUSINESS**

a) Airport Land Use Update

b) Economic Opportunities Analysis

c) Code Amendments

-Storm Drainage (updated)

-Barbed Wire Fencing (new)

**9. ADJOURN**

# Consent Agenda

**Minutes**  
**Aurora Planning Commission Meeting**  
 Tuesday, December 5, 2023 at 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:** NA

**VISITORS PRESENT:** NA

**1. CALL TO ORDER OF THE AURORA PLANNING COMMISSION MEETING**

Chair Joseph Schaefer called the meeting to order at 7pm.

**2. ROLL CALL**

Chairman Joseph Schaefer-Present

Vice Chair Craig McNamara-Present

Commissioner Bud Fawcett-Present

Commissioner Jim Stewart-Present

Commissioner Jonathan Gibson-Present

Commissioner Tyler Meskers-Present

Commissioner Bill Graupp-Present

**3. CONSENT AGENDA**

a) Planning Commission Minutes – November 7, 2023

Commissioner Tyler Meskers moved to accept the Consent Agenda, Commissioner Bud Fawcett seconded, and the motion carried.

**4. VISITORS**

Samantha (and Dalton) Justice, visiting, discussed an interest in extending open hours for Justice Cannabis to 9am (from 10am), given the Pub opening earlier for breakfast. A previously submitted request was made to extend the closing hours from 8pm to 10pm.

**5. OLD BUSINESS**

a) Airport Land Use Update

State Aviation Board Meeting, December, 7, 2023 – Planning & Programs

Manager Update

Chair Schaefer provided an overview of these slides and made note that the ODAV is participating in a DLCD state land use coordination program with a meeting on December 12. Schaefer noted there will be a hearing on the church camp case January 5, 2024. Still nothing from the Court of Appeals on the master plan case, and no news on the new master plan. Commissioner Jonathan Gibson noted there was discussion at the monthly PAAM meeting about the need for air traffic controllers. Bruce Bennett recently assumed leadership of this organization, and that is why Schaefer reached out to invite his participation in the EOA technical advisory committee. Schaefer will reach out to City Planner Curt Fisher to establish a formal land use file for the EOA.

b) Economic Opportunities Analysis

Chair Schaefer noted that the first deliverable for this project is a trends memo with a mid-February date.

-Technical Advisory Committee

This committee will host three meetings: first in early January, second in late February, and third in late March. Canby, Wilsonville and DLCD economic development staff will participate in the committee. Though not required by state administrative rule, this outreach represents an effort to solicit suggestions from stakeholders in the larger area. The first deliverable Schaefer and Fisher will work on is the inventory of employment lands. The work product will be a spreadsheet of every property in the city and urban growth boundary with commercial and industrial lands. The objective of this look is to determine whether properties can take more development. If vacant, cleared, and flat, properties would qualify to be included as part of the inventory. The inventory, once complete, will be loaded onto the city's website so that it can be available for viewing by residents and businesses. As a general rule for commercial property, if the value of the building gets to be less than the value of the dirt, then the property is ripe for redevelopment. A public open house will be held in early March at the Planning Commission's regular meeting that month. A Planning Commission hearing will be held in May, Council hearing held in June, and Marion County Board of Commissioners hearing in July or August. The EOA should wrap by end of next summer.

-Visioning Process

This process will be included as part of regular Planning Commission meetings.

c) Code Amendments for Review – Anticipated February 2024 Hearing

Schaefer noted that in the Gateway District, a business has installed a chain link fence with barbed wire on top. Schaefer considers barbed wire fencing inappropriate outside of the industrial zone. Commissioner Jim Stewart presented a draft storm drain document from Clackamas County based on state standards. The storm drain code will be inserted in Aurora Municipal Code (AMC) Title 16.32.020. Stewart will modify the wording to make the insertion Aurora specific.

**6. ADJOURN**

Chair Schaefer adjourned the meeting at 7:20pm.

\_\_\_\_\_  
Joseph Schaefer, Chair

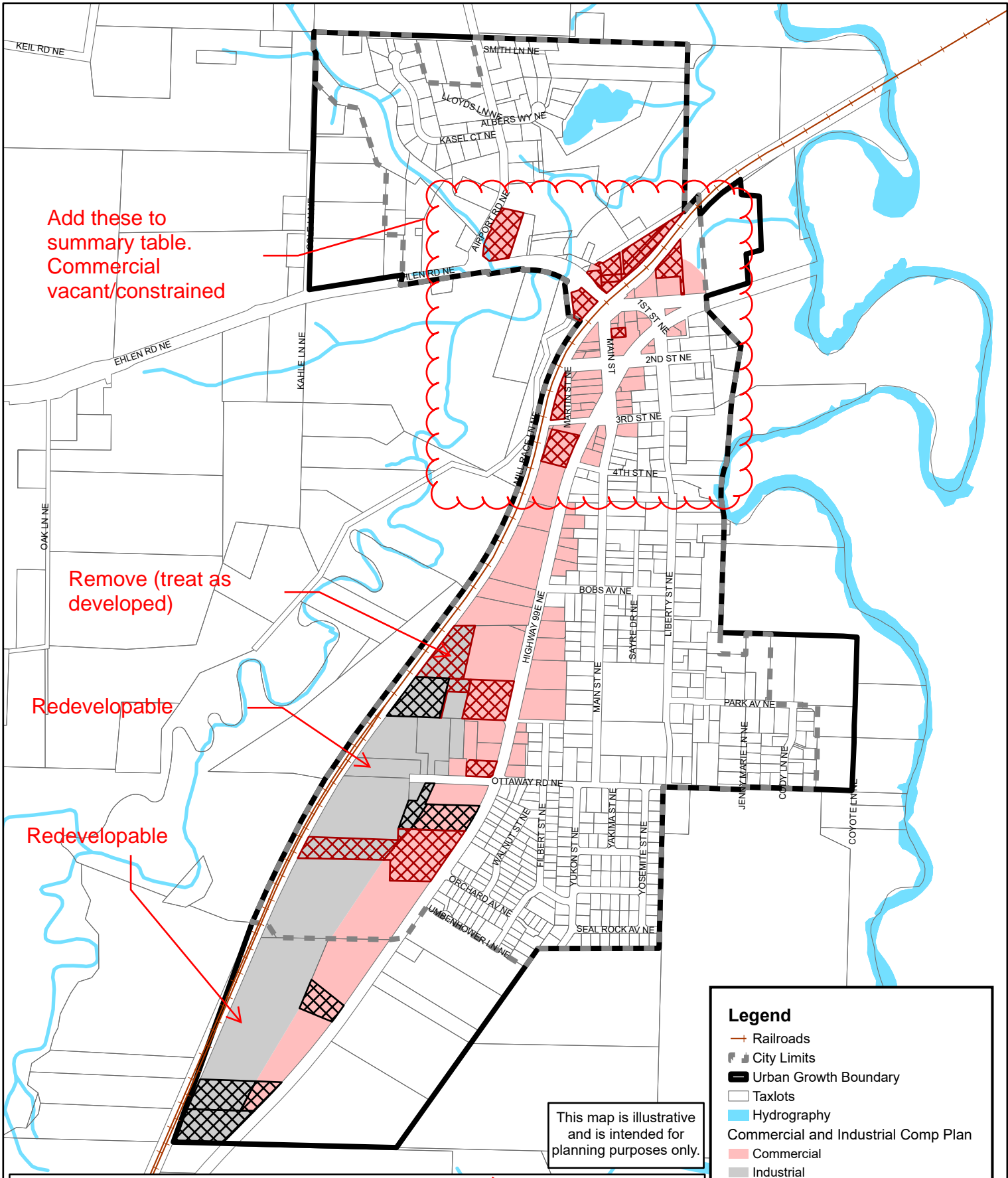
ATTEST:

\_\_\_\_\_  
Stuart A. Rodgers, City Recorder

# Old Business

| TAXLOT                          | COMP | DEV | In city<br>limits? | TOTAL<br>ACRES | BUILDABLE<br>ACRES | STREET               | OWNERNAME                      |
|---------------------------------|------|-----|--------------------|----------------|--------------------|----------------------|--------------------------------|
| <b>Commercial Redevelopable</b> |      |     |                    |                |                    |                      |                                |
| 041W13C000104                   | C/I  | R   | N                  | 2.34           | 2.34               | 20837 HIGHWAY 99E NE | ENSIGN INVESTMENTS LLC         |
| 041W13C000600                   | C/I  | R   | N                  | 1.05           | 1.05               | 20627 HIGHWAY 99E NE | M & H FARMS LLC                |
| 041W13B001400                   | C    | R   | Y                  | 2.36           | 1.50               | 21111 HIGHWAY 99E NE | HELLHAKE MARY ALICE            |
| <b>Commercial Vacant</b>        |      |     |                    |                |                    |                      |                                |
| 041W13B002600                   | C    | V   | Y                  | 0.52           | 0.52               | 14713 OTTAWAY RD NE  | PNR LLC                        |
| 041W13C000200                   | C    | V   | Y                  | 5.59           | 5.59               |                      | M & H FARMS LLC                |
| <b>Industrial Redevelopable</b> |      |     |                    |                |                    |                      |                                |
| 041W14D000800                   | I    | R   | N                  | 2.41           | 2.41               | 20517 HIGHWAY 99E NE | ZIMMERLEE TERESA F             |
| 041W14D000900                   | I/C  | R   | N                  | 2.85           | 1.85               | 20567 HIGHWAY 99E NE | CARILLO-GARCIA ERASMO          |
| 041W13B001800                   | I    | R   | Y                  | 1.45           | 1.45               | 14603 OTTAWAY RD NE  | WEIK, ROBERT A & WEIK, MARILYN |
| 041W13B001200                   | I    | R   | Y                  | 1.99           | 1.60               | 21111 HIGHWAY 99E NE | HELLHAKE MARY ALICE            |
| 041W13B001100                   | I    | R   | Y                  | 2.17           | 0                  |                      | HELLHAKE MARY ALICE            |
| 041W14D001000                   | I/C  | R   | N                  | 13.52          | 6.00               |                      | M & H FARMS LLC                |
|                                 |      |     |                    | <b>Total</b>   | <b>24.31</b>       |                      |                                |

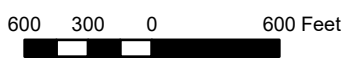
# City of Aurora Commercial and Industrial Properties



This map is illustrative and is intended for planning purposes only.

**Legend**

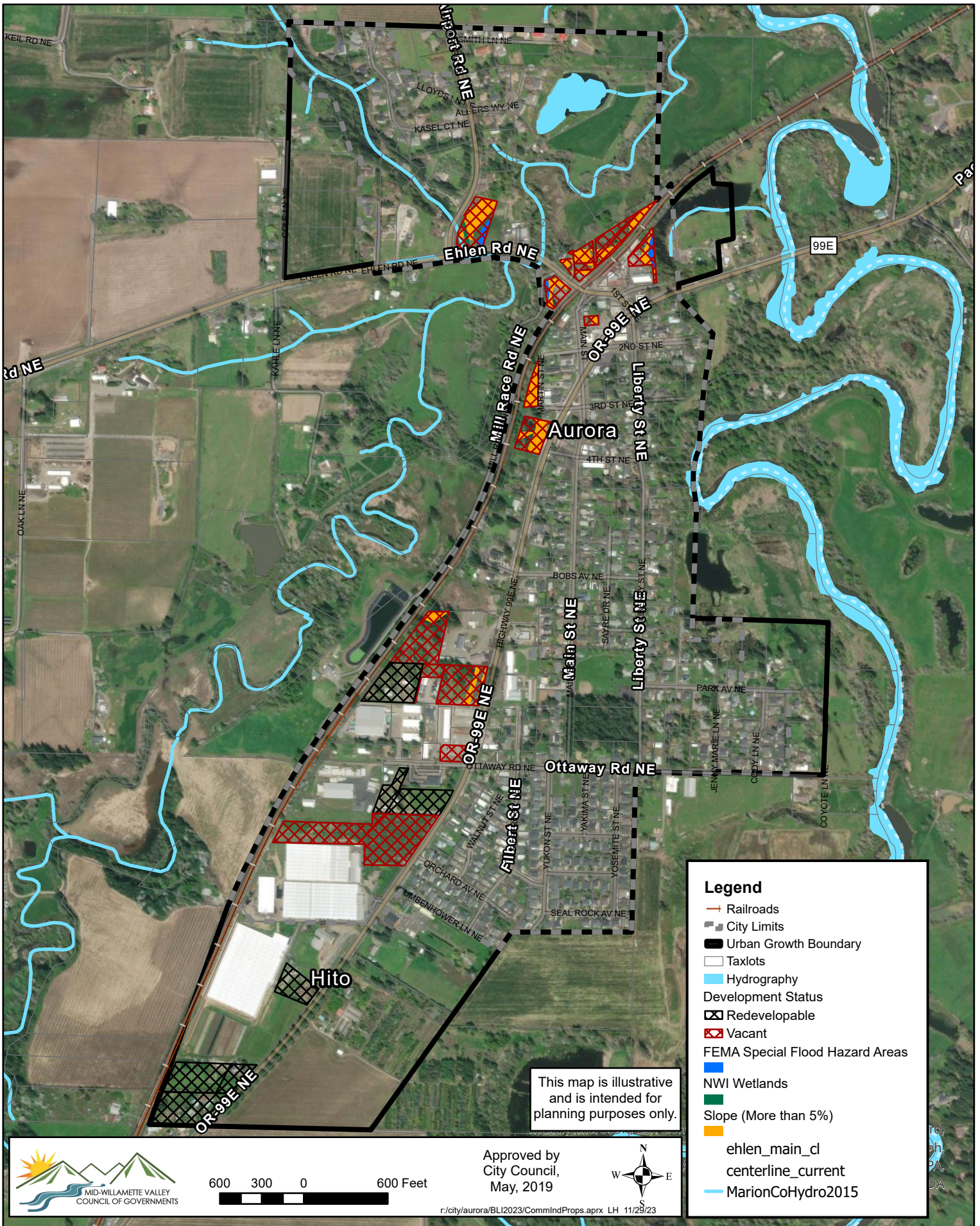
- Railroads
- City Limits
- Urban Growth Boundary
- Taxlots
- Hydrography
- Commercial and Industrial Comp Plan**
- Commercial
- Industrial
- Development Status**
- Redevelopable
- Vacant



~~Approved by  
City Council,  
May, 2019~~



# City of Aurora Vacant/Redevelopable Properties & Constraints





**16.34.090 - Storm drainage.**

A.

Storm drainage shall be designed in accordance with the provisions set forth by the City's public works design standards and the adopted policies of the comprehensive plan. The Planning Director, City Engineer and Public Works Director shall recommend issuance of City permits only where adequate provisions for stormwater and floodwater runoff have been made, and:

1.

The stormwater drainage system shall be separate and independent of any sanitary sewerage system;

2.

Inlets shall be provided so surface water is not carried across any intersection or allowed to flood any street;

3.

Surface water drainage patterns shall be shown on every development proposal plan;

4.

**For sites of one acre or larger**, a stormwater analysis, calculations, and report shall be submitted with proposed plans for City review and approval. Stormwater quantity on-site detention facilities shall be required in accordance with Marion County Public Works Standards, unless otherwise approved by the City Engineer. When required because of an identified downstream deficiency, stormwater quantity on-site detention facilities shall be designed such that the peak runoff rates will not exceed pre-development rates for the specific range of storms where the downstream deficiency is evident. Construction of on-site detention shall not be allowed as an option if such a detention facility would have an adverse effect upon receiving waters in the basin or sub-basin in the event of flooding, or would increase the likelihood or severity of flooding problems downstream of the site.

**For sites of less than one acre**, all buildings must be provided with roof gutters and rain drains to direct water to an approved drainage system or point of termination approved by the Building Official.

**Exceptions Buildings**

1. **Outbuildings under 200 square feet in floor area.**

**Buildings requiring rain drains shall have a separate plumbing permit unless included in a NSFD or Manufactured Home permit.**

**Detached garages or other outbuildings will require a full rain drain design.**

**If an attached garage is constructed in conjunction with the house, a separate rain drain design will not be required. If being constructed and/or inspected at a different time, a separate plumbing permit for a rain drain design will be required.**

**On additions or remodels of commercial, industrial, etc., structures shall be treated as new work.**

**Crawl Space or Low Point Drains**

The ground under any building or portion thereof shall be sloped to a low point and drainage facilities shall be installed to provide positive drainage from the area under the building.

Crawl space drains may be connected to footing drains or the rain drain system. Whenever these drains are connected to the rain drain system an accessible backwater valve must be installed according to the plumbing code. One and two family dwellings and related structures under 1 acre may have these crawl space drains run to daylight with rip-rap and rat proofing installed at the termination point.

Rain drains installed on properties of less than one acre will be required to terminate as per chapter 11 of the current plumbing code. Storm water from rain drain systems will be conveyed to a storm sewer, storm sewage system or a rain water harvesting system in a manner which will not cause flooding to adjacent properties, streets, alleys, or walkways. Termination into a public roadside ditch or culvert is not allowed.

5.

All stormwater construction materials shall be subject to approval of the City Engineer.

6.

For privately maintained stormwater facilities, a Private Stormwater Facilities Agreement, in a form approved by the City, shall be fully executed by the Owner and submitted to the City prior to the issuance of the City permit. This agreement, recorded with Marion County Oregon Licensing and Recording Division, identifies the operation and maintenance requirements and the party responsible for the long-term operation and maintenance of the private stormwater facilities.

B.

A culvert or other storm drainage system shall, and in each case be, large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the development. The City Engineer shall approve the necessary size of the storm drainage system.

C.

Where it is anticipated by the City Engineer that the additional runoff resulting from the development will overload an existing storm drainage system, the Planning Director shall withhold approval of the development until provisions have been made for improvement of the potential condition or until provisions have been made for storage of additional runoff caused by the development.

D.

Drainage facilities shall be provided within a subdivision or development and to connect the subdivision or development drainage to drainage ways or storm drainage system off site. Design of storm drainage systems, as approved by the City Engineer, shall take into account the capacity and grade necessary to maintain unrestricted flow from areas draining through the subdivision or development and to allow extension of the system to serve such areas.

E.

Street improvements shall include installation of inlets or catch basins connected to storm drainage systems or drainage ways.

**From:** [Joseph Schaefer](#)  
**To:** [Recorder](#); [Curt Fisher](#)  
**Cc:** [Craig McNamara](#)  
**Subject:** Re: Draft PC Minutes, Code Amendments  
**Date:** Monday, December 4, 2023 6:31:43 AM  
**Attachments:** [image001.png](#)

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one of the sections (there may be more) to revise is 16.38.060.C

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**From:** Joseph Schaefer  
**Sent:** Monday, December 4, 2023 6:26:35 AM  
**To:** Recorder; Curt Fisher  
**Cc:** Craig McNamara  
**Subject:** Re: Draft PC Minutes, Code Amendments

The target is also the Gateway standards, which should prohibit barb wire and probably chain link as well.

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**From:** Recorder  
**Sent:** Thursday, November 30, 2023 4:32:56 PM  
**To:** Curt Fisher; Joseph Schaefer  
**Cc:** Craig McNamara  
**Subject:** RE: Draft PC Minutes, Code Amendments

Hi Curt,

Just a clarification on this code amendment. We will allow barbed wire fencing in the industrial zone as indicated below. The code citation below is our target, including the need to remove part B relative to barb wire outside of the industrial zone (i.e., "adjoining residential property lines").

Please weigh in with your thoughts as to what we're trying to do.

#### **8.08.080 Fences.**

- A. No owner or person in charge of property shall construct or maintain a barbed-wire or razor wire fence **except in the industrial zone.**
- B. Notwithstanding subsection A of this section, a fence constructed of other materials may be capped by barbed-wire that shall be placed no less than six feet, six inches from the ground, provided that the fence is no closer than three feet from a sidewalk, public way, or adjoining residential property lines.

Thanks!

**Stuart A. Rodgers**  
**Aurora City Recorder**  
**O - 503-678-1283**  
**C - 503-409-1434**

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**From:** Recorder  
**Sent:** Thursday, November 30, 2023 2:17 PM  
**To:** 'Curt Fisher' <[cfisher@MWVCOG.ORG](mailto:cfisher@MWVCOG.ORG)>; Joseph Schaefer <[JSchaefer@ci.aurora.or.us](mailto:JSchaefer@ci.aurora.or.us)>  
**Cc:** Craig McNamara <[CMcNamara@ci.aurora.or.us](mailto:CMcNamara@ci.aurora.or.us)>  
**Subject:** RE: Draft PC Minutes, Code Amendments

Hi Curt,

Joseph and I spoke today about an addition to our code amendments, namely, to **prohibit barbed wire fencing**. Hopefully I captured the desired addition – feel free to add anything additionally, Joseph.

Relevant code sections are as follows:

Title 16.38.060 C. Fences and walls shall be constructed of any materials commonly used in the construction of fences and walls such as wood or brick, or otherwise acceptable by the Planning Director. Except in industrially zoned property, chain link fencing is not permitted in the area from the front building line to the front of the property line. PVC coated chain link fencing may be used only behind the required front yard setback or in rear yards. Corrugated metal is not considered to be acceptable fencing material. **Barbed wire fencing, whether on top of a fence or wall or other use, is prohibited.**

Title 16.56.040 H. Landscaping [reference section to code citation above]

Thanks!

**Stuart A. Rodgers**  
**Aurora City Recorder**  
**O - 503-678-1283**  
**C - 503-409-1434**

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**From:** Recorder  
**Sent:** Thursday, November 30, 2023 9:07 AM  
**To:** 'Curt Fisher' <[cfisher@MWVCOG.ORG](mailto:cfisher@MWVCOG.ORG)>; Joseph Schaefer <[JSchaefer@ci.aurora.or.us](mailto:JSchaefer@ci.aurora.or.us)>; Jim Stewart <[JStewart@ci.aurora.or.us](mailto:JStewart@ci.aurora.or.us)>  
**Subject:** RE: Draft PC Minutes, Code Amendments

Thanks, Curt.

That should give us plenty of time to hammer out the other items referenced below.

**Stuart A. Rodgers**  
**Aurora City Recorder**  
**O - 503-678-1283**  
**C - 503-409-1434**

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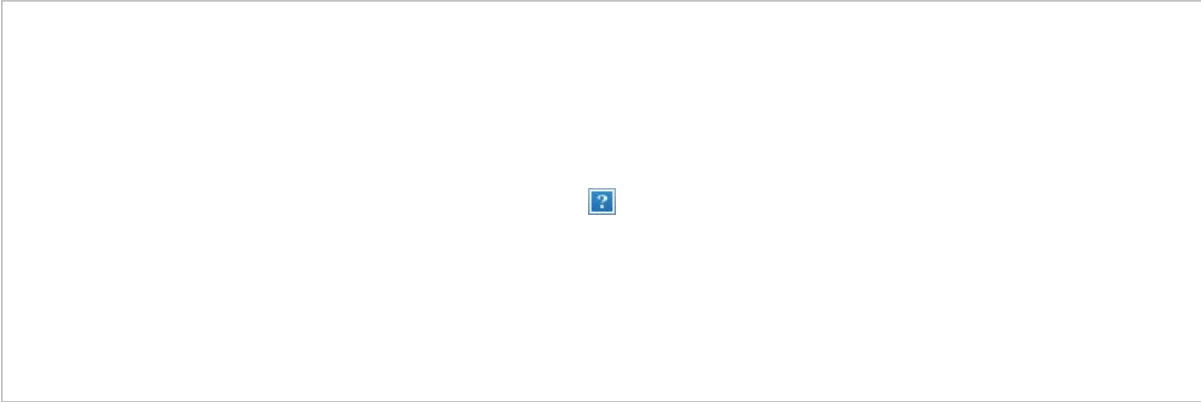
**Stuart A. Rodgers**  
**Aurora City Recorder**  
**O - 503-678-1283**  
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# ADDITIONAL DOCUMENTS

**From:** [Joseph Schaefer](#)  
**To:** [Recorder](#)  
**Subject:** For CC Correspondence Notice - Aurora State Airport Master Plan PAC Meeting  
**Date:** Monday, January 1, 2024 8:59:28 AM

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# NOTICE OF A MEETING

## FOR THE AURORA STATE AIRPORT Airport Master Plan Project

Notice is hereby given that the Oregon Department of Aviation (ODAV) will hold an online (via Zoom) Public Planning Advisory Committee (PAC) meeting.

**When:** Tuesday, January 30, 2024, from 5:00 p.m. - 7:00 p.m.

**Where:** Zoom or Join by Phone

Please register and join the virtual **PAC meeting** by visiting: [https://publicproject.net/AuroraAirport \(-> Inks.gd\)](https://publicproject.net/AuroraAirport (-> Inks.gd))

This meeting will provide an opportunity for the PAC and project stakeholders to review Working Paper 1, Federal Aviation Administration (FAA) approved forecast, and learn about the Airport Master Plan project. For copies of the airport planning work products, please visit: [https://publicproject.net/AuroraAirport \(-> Inks.gd\)](https://publicproject.net/AuroraAirport (-> Inks.gd))

### Accessible Meeting Information

Special accommodations are available upon advanced request. Please contact Alex Thomas at least 48 hours prior to the event to discuss specific needs.

For airport questions or project information, please contact Alex Thomas, ODAV Planning & Programs Manager, through the following means:

Email: [Alex.R.Thomas@odav.oregon.gov](mailto:Alex.R.Thomas@odav.oregon.gov)

### Stay Connected with Oregon Department of Aviation:



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This email was sent to jschaefer@ci.aurora.or.us using GovDelivery Communications Cloud, on behalf of: Oregon Department of Aviation ·  
3040 25th St. SE · Salem, OR  
97302-1125

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