

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
OCTOBER 23, 2008

MEMBERS PRESENT:

Brad Boyd Mayor
Bill Merrill Councilor President
Lon Kellstrom Councilor
Sharlene Weed Councilor
Shawna Bell Councilor

GUESTS:

Charlcie Kaylor The Building Department
Lisa Weishoff The Building Department

STAFF PRESENT:

Eileen Stein City Manager
Lisa Young Finance Director
Eric Porter Comm. Dev. Director
Brad Grimm Public Works Director

ABSENT:

Kathy Nelson City Recorder

The meeting was called to order by Mayor Boyd at 6:00 p.m.

1. Municipal Code Amendments- Permits and Citing Authority

Community Development Director Porter stated that in the past year there have been several occurrences where construction has taken place without permits or with sub-standard permits. He stated that unfortunately the City does not have the authority to perform meaningful enforcement given the current Municipal Code. He stated the City relies on the State building code which has been cumbersome. He stated since he was recently trained to issue citations he feels it is timely to look at updating the Municipal Code to include the necessary language to enable the City to react quickly to these incidents of illegal construction.

Charlcie Kaylor, co-owner of the Building Department stated the need to cite a contractor does not occur very often but when a violation occurs it is important to have the ability to do so and quickly. She stated that not having the ability to cite a violator rewards those people that are not following the rules.

Councilor Merrill asked if the proposed verbiage to be incorporated into the Municipal Code was written by Ms. Kaylor. **Director Porter** stated it was his language and that he looked at several cities for examples. **Mayor Boyd** stated he understands the need for the City to be able to move quickly if there is such an occurrence but is concerned with some of the language, such as it is unlawful to repair any building or structure as it is illegal to make a repair without a permit. He stated the language makes it sound as if everything requires a permit which is not the case.

Manager Stein replied that the key words are that the repair would be *in violation of this code and the specialty codes*. She added that staff will work with City Attorney Bryant to have him review the language and to determine what section of the code the language should be included in.

Councilor Bell asked what will happen if Measure 63 should pass as it will exempt specified property owners from building permits requirements for improvements valued at \$35,000 or less.

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Ms. Kaylor stated that the inspection industry is against the measure. She stated she tries to educate people to understand that the fee they pay buys a permit as many individuals don't realize that. She stated it is important for people to know that they are receiving a service that protects them and their investment. She stated that insurance companies have always been a driving force for the requirement of inspections to make certain all work is performed to code. She stated that even if the measure were to pass she feels that lenders and insurance companies will still require the inspections to insure that any work performed was completed to standards. **Councilor Bell** stated that the proposed measure is vague in that it states that the improvements must be built to code but then states that inspection are not required. **Ms. Kaylor** stated that the stringent statewide building code in Oregon has helped keep insurance rates lower in the State.

Councilor Weed arrived at 6:12 p.m.

Manager Stein stated the ordinance to amend the Municipal Code will come to the Council at the first regular meeting in November.

2. City Manager Update

Manager Stein distributed a corrected copy of the intergovernmental agreement with Central Oregon Intergovernmental Council (COIC) for Cascades East Transit that the Council will vote on at the regular meeting later in the evening.

Manager Stein reminded the Council of the ribbon cutting ceremony that will take place for the East Cascade realignment project on Thursday, October 30th at 8:30 a.m. and invited them to attend.

Manager Stein directed the conversation to the letter received from the Sisters Community Garden stating their interest in permanently relocating to a portion of the Sisters Overnight Park. She stated the Community Garden is requesting the City's help with the removal of some small juniper trees, construction of a small gravel parking pad, access to the irrigation system and compost material.

Councilor Merrill requested that the area the Community Garden is requesting be staked and flagged in order for the Council to see what portion of the Overnight Park is being considered. He stated he has concerns with how the garden will appear do drivers along Highway 20, especially in winter. The **Council** agreed and **Mayor Boyd** stated that it will be important for the City to know exactly what the Community Garden is proposing.

Councilor Kellstrom arrived at 6:20 p.m.

The **Council** discussed the Community Garden and determined it will be necessary to set up some development parameters for the location and make a decision as to what level of support the City

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will provide. **Mayor Boyd** asked if the matter will need to come before the Planning Commission. **Director Porter** stated he would research the matter to find out. **Director Grimm** stated he will let the Council know when the garden area is flagged.

Councilor Weed asked for an update on the rearing horse sculpture crafted by Mr. Ghiglieri that has been approved by the Planning Commission. **Manager Stein** stated she has communicated the Planning Commission approval to Mr. Ghiglieri and is now awaiting a formal letter confirming the artist's intent to donate the sculpture to the City before moving forward.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Brad Boyd, Mayor