

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
DECEMBER 11, 2008

MEMBERS PRESENT:

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

STAFF PRESENT:

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

ABSENT:

Sharlene Weed Councilor

The meeting was called to order by Mayor Boyd at 6:32 p.m.

1. Sisters Area Habitat for Humanity Request for Expansion to the Old City Hall

Community Development Director Porter stated that the Sisters Area Habitat for Humanity was asking permission from the City, as the owner of the building leased by Habitat for Humanity, to apply for a planning review to expand the ReStore building located at 150 N. Fir Street. He stated the Planning Department has received very preliminary sketches that will likely change during the review process. He stated the covered expansion will add approximately 620 square feet of space to the existing building. He stated the expansion will not impede T-Mobile's access to the communication tower. **Manager Stein** reminded the Council that as per their instructions when the lease for the ReStore was renewed, Habitat for Humanity must seek permission from the City prior to making any changes to the building.

Councilor Bell arrived at 6:35 p.m.

Councilor Kellstrom noted the *Draft Drawing Attachment B* states the project will be reviewed for western theme and other required compliance. He asked what "other" compliance might entail. **Director Porter** stated that would include any other requirement that applies to the Downtown Commercial Zone as well as permitted uses, easements and access to the T-Mobile communication tower. He stated the project will go through a full land use review. **Councilor Kellstrom** asked if any of the compliance issues could include the existing building. **Manager Stein** stated that although the building was leased to Habitat for Humanity in "as is" condition she could see where an expansion could possibly trigger a need to bring the entire building into compliance with current building codes. She stated staff would check with City Attorney Bryant regarding the matter. **Councilor Merrill** stated that granting permission to move forward would only allow Habitat for Humanity the ability to pursue expansion as they will still need to meet the City's requirements. He stated he has no problem allowing the application to go to the Planning Commission. **Councilor Bell** stated that it is also important to make certain that Habitat for Humanity is aware that when their lease expires in September of 2011 they could possibly be asked to move out of the building, leaving all the improvements they have made. She asked if

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creating a parking area on that property is under consideration as a part of the Transportation System Plan (TSP) update. **Mayor Boyd** stated that it was not at this time.

Mayor Boyd asked if there were any other questions regarding the issue. There were none. **Mayor Boyd** stated the Council would have an opportunity to vote on whether to allow Habitat for Humanity to move forward with its expansion request at the regular meeting.

2. City Manager Update

Manager Stein directed the Council to a letter received from the Sisters Area Habitat for Humanity Board President regarding how to interpret the language regarding density bonus. She stated that previously when the issue was discussed, Habitat for Humanity was satisfied with waiting for interpretation of the density bonus to be included in the non-emergency Development Code update, but with a recent opportunity to acquire property they are requesting interpretation of density bonus be considered sooner. **Director Porter** stated that Habitat for Humanity's request is two-fold; 1) take the interpretation of density bonus out of sequence of the current Development Code update process and 2) apply the same interpretation previously approved in another instance and apply that interpretation to all instances. He stated Habitat for Humanity was trying to make a decision regarding the purchase of some property for future projects.

Mayor Boyd stated he had discussed the matter with City Attorney Bryant and been told that the current Council could not make any decisions that will bind the incoming Council. He suggested asking staff to fast track the issue and go before the new Council with the request as soon as possible after the New Year. The **Council** agreed. **Mayor Boyd** stated the uncertainty makes it difficult for Habitat for Humanity to know what direction to take.

Manager Stein stated a letter was received from Bend Broadband notifying the City that four analog channels will be removed in late December. She stated this could cause some inconvenience for those individuals who have not yet made the switch to digital.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Brad Boyd, Mayor