

WORKSHOP MEETING MINUTES  
SISTERS CITY COUNCIL  
520 E. CASCADE AVENUE  
MARCH 30, 2010

**MEMBERS PRESENT:**

Lon Kellstrom	Mayor
Bill Merrill	Council President
Sharlene Weed	Councilor
Pat Thompson	Councilor
Jerry Bogart	Councilor

**STAFF PRESENT:**

Eileen Stein	City Manager
Eric Porter	Community Devel Director
Pauline Hardie	Senior Planner
Laura Lehman	Associate Planner
Kathy Nelson	City Recorder

**GUESTS**

Dave Wheeler	Sisters Fire Marshall,
Shane Lundgren	Developer
Kris Calvin	Business Owner
Steve McGhehey	Developer

**ABSENT:**

Lisa Young	Finance Director
Brad Grimm	Public Works Director

The meeting was called to order by Mayor Kellstrom at 8:04 a.m.

1. Development Code Update

The workshop from March 25, 2010 was continued. The **Council** made the following changes:

2.12 Sun Ranch Tourist Commercial District

**Mayor Kellstrom** requested Shane Lundgren, owner of the Sun Ranch Tourist Commercial District property, to provide an update what he feels would be viable for the Conklin House. **Mr. Lundgren** stated that initially he had planned for the Conklin House to become an overnight destination as it had been previously. He explained that with the evolution of the alternate route he has found the property is not marketable for overnight accommodations. He stated he would like to preserve the house and feels that creating office space in the building would offer flexibility and be useful. He stated he would still like to leave the overnight accommodation component also to allow maximum flexibility for the building. The **Council** agreed.

- Add office space as a permitted use to the district

2.6 Light Industrial District

In follow-up to the previous workshop on the Light Industrial District, **Mayor Kellstrom** stated he had met with Roger Lee, Executive Director for Economic Development for Central Oregon (EDCO) to discuss the possibility of creating a property owners association in the Light Industrial District. He stated Mr. Lee was supportive of the idea. **Councilor Thompson** stated he spoke with Kris Calvin, an industrial park business owner, who made contact with several other business owners. Mr. Calvin informed Councilor Thompson the group would like to meet and discuss their

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concerns and come up with requirements for the district. He stated Mr. Calvin was willing to form the committee and work with staff and the Planning Commission on areas of concern. **Mayor Kellstrom** noted the Council would also need to be involved and would ultimately have oversight on any decisions. He asked Mr. Calvin to address the Council.

**Kris Calvin** stated the advisory group would come up with ideas that are a win-win for the property owners in the industrial park and the City. Developer **Steve McGhehey** stated he feels that screening issues are important and screening is needed in some areas. He stated some things are really unattractive and act as a deterrent to potential business moving into the industrial park. He stated it is important for the advisory group to be sincere in addressing areas that need to be cleaned up.

The **Council** discussed the idea and determined that the proposed changes to the Development Code would establish minimum requirements and would better serve the industrial park than the existing code. The **Council** agreed they would like to see the industrial park be more attractive and inviting to new businesses. It was decided the advisory group could bring back ideas to the Council if and when they formed and came up with any suggestions.

2.15 Special Provisions

- Increase accessory structure size to 1,200 square feet
- Remove requirement that a primary residence or accessory dwelling be owner occupied
- Delete language regarding the number of employees a Bed and Breakfast may employ
- Include language that allows up to four Bed and Breakfast guest rooms in the Residential District and up to eight guest rooms in the Residential Multi-family and Commercial Districts
- Include language that states home occupations must comply with the Sisters Municipal Code
- Move provisions for housing types related to parking and signage to the appropriate chapter
- Revise affordable housing language to match the language in the Definitions section
- Replace the language related to manufactured dwellings to be consistent with Oregon Revised Statutes (ORS)
- Allow some flexibility for layout of residential uses in the Commercial District as modified by a master plan
- Require adult businesses to be at least 1,500 feet from a Residential District
- Require spacing of drive-through facilities to be adjacent and opposite of other drive-through facilities
- Prohibit recreational vehicles from being used as a permanent place of residence unless amended by a master plan
- Revise language related to fireworks to be consistent with the Municipal Code

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- Change the vacancy timeframe from 12 months to 24 months before the City takes action with regard to abandonment of a major retail development
- Add language to limit the size of a major retail development to a maximum of 50,000 square feet
- Add provisions related to public art to include Commercial District, Public Facilities and Landscape Management Districts
- Require outdoor lighting fixtures to have light directed downward
- Update language related to exterior finishes

The workshop was continued to 04/01/10 at 8:00 a.m.

Respectfully submitted,

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Kathy Nelson, City Recorder

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Lon Kellstrom, Mayor