



CITY OF SWEET HOME CITY COUNCIL MINUTES

December 12, 2023, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM.

Roll Call

PRESENT

Mayor Susan Coleman
President Pro Tem Greg Mahler
Councilor Angelita Sanchez
Councilor Josh Thorstad
Councilor Dave Trask

ABSENT

Councilor Lisa Gourley
Councilor Dylan Richards

STAFF

Blair Larsen, Community & Economic Development Director
Megan Dazey, Library Services Director
Adam Leisinger, Communications Manager
Jason Ogden, Police Chief
Cecily Hope Pretty, Administrative Services Director
Robert Snyder, City Attorney
Greg Springman, Public Works Director

MEDIA

Ethan Hoagland, The New Era

GUESTS

Michael DeOlus, 1993 29th Avenue, Sweet Home, OR 97386
Laura LaRoque of Udell Engineering and Land Surveying, LLC, 63 E. Ash Street, Lebanon, OR 97355
Allen Majors, 3107 Long Street, Sweet Home, OR 97386
Pegge McGuire, Executive Director, Community Services Consortium, 250 Broadalbin Street SW, Albany, OR 97321
Wally Shreves, Park and Tree Committee Chair, 42220 Marks Ridge Drive, Sweet Home, OR 97386

Mayor Coleman stated that Councilors Gourley and Richards notified her of their planned absences due to illness. President Pro Tem Mahler moved to excuse their absences. Councilor Sanchez seconded the motion. The motion carried unanimously by those present.

Consent Agenda:

Approval of Minutes:

- a) 2023-11-28 City Council Minutes
- b) 2023-12-06 City Council Executive Session Minutes

President Pro Tem Mahler moved to approve the Consent Agenda. Councilor Trask seconded the motion. The motion carried unanimously by those present.

Recognition of Visitors and Hearing of Petitions:

Harvest Festival Chili Cook-Off Proceeds Award

This item was not heard.

Old Business:

There was no old business to be heard.

New Business:

- a) Request for Council Action – Approving an Agreement for Personal Services with Markowitz Herbold PC

Director Larsen stated that details of the agreement were available in the agenda packet and that City staff has already completed their review.

Councilor Sanchez moved to approve the item. President Pro Tem Mahler seconded the motion. The motion carried unanimously by those present.

- b) Request for Council Action - Applications for Naming Publicly Owned Facilities - Pocket Parks

Director Larsen stated that the Park and Tree Committee selected and submitted potential names in accordance with City process for unnamed pocket parks located at 10th Avenue and Elm, and 12th Avenue and Nandina.

Park and Tree Committee Chair, Wally Shreves, stated that the committee had engaged in the naming process for over three years, including public comment opportunities and multiple rounds of name selections. He noted that the pocket park at 10th and Elm was proposed to be named Walkabout Park and the pocket park at 12th and Nandina was proposed to be named Half Way Park. He suggested potential improvements for the sites, including benches, trashcans, and signage.

Director Larsen stated that if City Council approved the item, staff would move forward with a public hearing prior to the renaming of the pocket parks.

Councilor Trask moved to proceed with the process to rename the pocket parks. President Pro Tem Mahler seconded the motion. The motion carried unanimously by those present.

- c) Request for Council Action – Approving Resolution No. 35 for 2023 in Support of Establishing a Continuum of Care

Pegge McGuire, Executive Director of the Community Services Consortium, presented a proposal for the City of Sweet Home to enter a Tri-County Continuum of Care (CoC) with Linn County, Benton County, and Lincoln County. She noted that Sweet Home was currently within a CoC comprised of 26 rural counties in Oregon. She stated that the transition to the new tri-county CoC would enable Sweet Home and the surrounding area to be more competitive for grant funds supporting the houseless population. She noted that resolutions of support from local governments were required to seek future funding as a new CoC.

Councilor Sanchez asked of future grant requests and how funding awards would be shared across the new CoC. Ms. McGuire replied that requests and awards would depend upon the nature of future funding opportunities and availability.

Councilor Sanchez moved to approve the item. President Pro Tem Mahler seconded the motion. The motion carried unanimously by those present.

- d) Request for Council Action - Ordinance Bill No. 18 for 2023, Zone Map Amendment ZMA23-03

Director Larsen presented the history and details of the proposed Zone Map Amendment ZMA23-03 for approximately 2.2 acres in the vicinity of 29th Avenue and Long Street. He noted that the request was to amend the zoning map from low-density residential zone R-1 to high-density residential zone R-3 in conformity with the City of Sweet Home Comprehensive Plan. He stated that the Planning Commission held a public hearing on November 16, 2023, regarding the proposal and recommended the application for approval by the City Council. He noted that the Comprehensive Plan and Sweet Home Municipal Code provided explicit guidelines for review and approval or denial of rezoning applications, including the criteria by which applications must be reviewed and approved. He reviewed the staff report stating that the application was consistent with the Comprehensive Plan and Municipal Code. He stated that staff had not received any proposals for development or permit requests for specific developments on the site and that a variety of residential housing types may be permitted following an approval for rezoning. He highlighted that City Council's recommendation for approval or denial must conform to the criteria specified in the Municipal Code.

Mayor Coleman asked of conflicts of interest for those Councilors present. None were declared.

Mayor Coleman opened the Public Hearing regarding Zone Map Amendment ZMA23-03 at 7:05 PM.

Laura LaRoque of Udell Engineering and Land Surveying, LLC, 63 E. Ash Street, stated she was present as the applicant's representative and noted the alignment of the zone map amendment application with the Comprehensive Plan. She reviewed the approval criteria and how the application satisfied each criterion from the perspective of the applicant.

Councilor Trask asked of storm water management on the property. Ms. LaRoque replied that those details would be identified later in the planning and design process once a concept was selected.

Councilor Mahler expressed concern regarding additional traffic depending on the density of housing that may be constructed. Ms. LaRoque replied that a transportation impact analysis may be required for future development depending on the proposal.

Councilor Sanchez noted concerns that the addition of housing may require some students to change schools.

Michael DeOlus, 1993 29th Avenue, stated he was in opposition to the rezoning due to concerns with traffic access and insufficient infrastructure.

Allen Majors, 3107 Long Street, expressed concern with pedestrian safety due to increased traffic from future development. He noted that additional schools may be required if population growth continues.

Mayor Coleman closed the public hearing at 7:32 PM.

Mayor Coleman asked of updates to the Sweet Home Transportation System Plan. Director Larsen replied that it was in the process of being updated. He added that the City recently completed a Housing Needs Analysis which resulted in amendments to the housing portion of the Comprehensive Plan in support of greater density. Mayor Coleman asked if the Municipal Code would address the concerns raised during the public hearing. Director Larsen replied that the Code and existing plans would govern the safe development of the site. He added that any development would require installation of sidewalks, which would enhance pedestrian safety. Mayor Coleman asked of public input opportunities once zone map changes are approved. Director Larsen replied that there were no public input requirements for the development and approval of site plans. Mayor Coleman asked of legal ramifications if the zone map change was denied. Director Larsen replied that the decision was subject to appeal if it was made based on criteria outside the code or based on inaccurate data.

Councilor Trask asked of the capacity of the water treatment and wastewater treatment plants. Director Springman replied that there was sufficient capacity at the water treatment plant and there were plans in place to upgrade the wastewater treatment plant within the next few years.

Councilor Sanchez asked of City Council's ability to influence what is built on the site. Director Larsen replied that the Municipal Code governed what was allowable.

Councilor Trask moved to approve Zone Map Amendment ZMA23-03. The motion failed due to lack of second.

No further action was taken at this time.

Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Request for Council Action – Ordinance Bill No. 17 for 2023, Ordinance 1323, Granting Franchise Renewal to Comcast for Cable Service

The third reading of Ordinance Bill No. 17 for 2023 by title only was conducted.

President Pro Tem Mahler moved to approve Ordinance Bill No. 17 for 2023. Councilor Sanchez seconded the motion. The motion carried unanimously by those present.

Reports of Committees:

Councilor Sanchez stated that she attended a meeting of the Transportation System Plan Advisory Committee and expressed support for their focus on Pleasant Valley Road and Highway 20.

Reports of City Officials:

City Manager's Report

- a) Notice of Meeting Cancellations

Director Larsen stated staff's intent to cancel the next two City Council meetings and to reconvene on January 23, 2024.

Councilor Sanchez moved to approve the cancellation of the regular City Council meetings of December 26, 2023, and January 9, 2024. Councilor Trask seconded the motion. The motion carried unanimously by those present.

Mayor's Report

Mayor Coleman thanked participants of the Parade of Lights and highlighted upcoming winter holiday activities.

Department Director's Reports

Library Services Director

- a) Library Director Report - December 2023

Director Dazey highlighted upcoming events at the Sweet Home Public Library. She noted that the library received a new television and Nintendo Switch funded by the Friends of the Library.

Public Works Director

- a) Public Works Director Report - December 2023

Director Springman noted equipment upgrades at the wastewater and water treatment plants.

Community and Economic Development Director

- a) Community & Economic Development Department Report for November 2023

No verbal report was given.

Police Chief

- a) Police Chief Report - December 2023

Chief Ogden highlighted the success of the annual Shop with a Cop event.

Council Business for Good of the Order

There was no business to be heard.

Adjournment

There being no further discussion, the meeting was adjourned at 8:09 PM.

ATTEST:

Mayor

City Manager – Ex Officio City Recorder

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