



City of
PORTLAND, OREGON
Development Review Advisory Committee

Development Review Advisory Committee
MINUTES
Thursday, January 10, 2007

Attendees:

DRAC Members Present:

Greg Theisen	Peter Finley Fry
Alan Beard	Tom Skaar
Melvin Oden-Orr	Don Geddes
Steve Heiteen	Bonny McKnight
Dennis Wilde	Michele Rudd

Guests

Thomasina Gabriele, Gabriele Development
Linda Bauer
Jim McCauley, HBA
Michael Sestric, Institutions Coalition

City Staff Present:

Anne Hill, BDS	Andy Peterson, BDS
Rebecca Esau, BDS	Ross Caron, BDS
Kurt Krueger, PDOT	Alisa Cour, BDS
Ross Turkus, BDS	Lana Danaher, BES
Morgan Tracy, BDS	Cindy Dietz, Water
Hank McDonald, BDS	Eric Engstrom, BDS
Betsy Ames, Planning	Joan Frederiksen, BDS
Peter Hurley, OSD	Suzanne Vara, BDS
Kassandra Griffin, Parks	Chris Scarzello, Planning
Roberta Jortner, Planning	Phil Nameny, Planning
Christine Leon, PDOT	

DRAC Members Absent:

Rick Michaelson	Simon Tomkinson
Kathi Futornik	Charlie Grist
Goudarz Eghtedari	Jeff Perala

Handouts

11/8/07 DRAC Minutes
Planning Commission Appointment to DRAC Correspondence
Citywide Tree Policy and Regulatory Improvement Project Relationship to the Urban Forest Action Plan—Handout(s)
Land Division Code Monitoring Project/Different Ways to Bring Issues Forward— Handout(s)

Convene Meeting

Vice Chair Steve Heiteen convened the meeting and asked if anyone had any changes to the December meeting minutes. With no changes, the December 13th, 2007 minutes were approved.

Steve Heiteen welcomed the newest DRAC member Michelle Rudd, who is the Planning Commission representative. Michelle is a land use attorney at Stoel Reeves who was appointed to the Planning Commission in June of 2007.

Director's Report

Permitting Services Manager Andy Peterson reported that Director Paul Scarlett was attending the regional Diversity Conference. The bureau is continuing to fill vacancies and train new staff to meet workload increases. The 2008-09 budget was submitted on December 21st, 2007.

Andy Peterson explained that Anne Hill was working with OSD staff to fill the High Performance Building Workgroup that Commissioner Saltzman invited DRAC members to participate on at the December DRAC meeting. The meetings should be convened in early February.

Andy Peterson also explained that as a result of DRAC member Don Geddes' question at the December DRAC meeting, regarding why the building code couldn't accommodate changes for green building, BDS staff have received approval to convene a Technical Assistance Group (TAG) to explore a local amendment for Green Building.

As a result of multiple groups and initiatives about Green Building, OSD and BDS staff are convening a Green Building Kick Off meeting on Tuesday, January 29 (facilitator is not available Wednesday, January 30th) from 4:00-6:00 pm in room 2500 A & B of the 1900 Building to review the various initiatives, policies and options and what their next steps and connection to one another are. Andy Peterson noted that all DRAC members would be invited to the kick off meeting.

Citywide Tree Policy and Regulatory Improvement Project

DRAC Impact Assessment Subcommittee Chair Thomasina Gabriele played the Impact Assessment "game" developed by the subcommittee. Thomasina applied the game to the Citywide Tree Policy as a way to test its effectiveness. She noted that it was both easy and intuitive to apply the game to this policy issue, although she recognized that the game is still being played since the process has just begun.

Steve Heiteen acknowledged Thomasina for her dedication to both the DRAC and to the City and thanked her for chairing the Impact Assessment Subcommittee. Thomasina will be working and studying outside of the country for several months.

Planning staff Roberta Jortner distributed and reviewed the first page of the *Citywide Tree Policy and Regulatory Improvement Project Relationship to the Urban Forest Action Plan* packet. She explained that project is in the first 6 months of a 2 year project. City Council funded the first of two years in the last budget, and the Bureau of Planning is seeking funding for the second year of the project. The outcomes for the project are for the city to have a comprehensive, consistent, and clear regulatory program for trees, enhancing the Urban Forest through development and redevelopment.

Tom Skaar asked if there had been any discussion about how to resolve conflicts with other City goals that influence development, and might appear to be in conflict with the desired outcome of the Citywide Tree Policy, including managing growth, greater density, and stormwater management. Roberta Jortner explained that the Portland Plan will be looking at issues around Urban Form and Density while the Tree Project would be looking at specific regulatory issues. Bonny McKnight supported the process that has been established for looking at the Tree policy. Tom Skaar voiced his interest in the timing of this policy work and what may come from The Portland Plan, wanting to make

sure that the efforts and results of the two were coordinated. Steve Heiteen encouraged the process to remain balanced between density and trees, and to develop creative options for both development and regulation.

BDS staff Joan Fredrickson summarized the issues BDS staff sees regarding compliance or non-compliance with current standards regulations regarding trees and development. BDS staff will be developing possible remedies to improve communication, efficiency, and effectiveness of staff, applicants, and neighborhoods.

Planning staff Chris Scarzello reviewed the remaining pages of the *Citywide Tree Policy and Regulatory Improvement Project Relationship to the Urban Forest Action Plan* handout summarizing the project timeline and the list of preliminary policy issues the project will address.

Land Division Code Monitoring Project

As a follow up to his Land Division Code Monitoring Project & Final Plats presentation to DRAC at the August meeting, BDS staff Eric Engstrom distributed and reviewed a packet entitled *Land Division Code Monitoring Project/Different Ways to Bring Issues Forward*. As a result of the Monitoring Project findings, Eric Engstrom reviewed several code amendments that are part of RICAP 4 (Bureau of Planning) and several changes put in place to shorten the timelines for final plat review.

Tom Skaar asked why the Final Plat timelines were getting longer. Eric Engstrom explained that the sites are more complicated and the regulations are more complex. Because of these complexities, TRACS was enhanced to enable staff to enter more detail at each step of the process so applicants and reviewers can track the process in a timely manner. The Land Division Team has consolidated the handling of the final plat paperwork, adopting the process manager model for final plat review, hiring one staff person to manage the flow of information between applicants and reviewers, while keeping the process moving. Tom Skaar supported the work that went into addressing these issues.

Updates

Bonny McKnight questioned the consistency of what should be brought to DRAC for review: proposed changes to City Titles and proposed changes to Admin Rules, or just proposed changes to City Titles. She noted that there were changes to the Erosion Control Manual reported in the Plans Examiner (BDS newsletter) that had not come to the DRAC.

Site Services manager Ross Caron and Land Use Services Manager Rebecca Esau agreed to look into the issue and report back at the February DRAC meeting.

DRAC Meeting, Thursday February 14th, 2008 7:30-9:00 a.m.
Minutes prepared by Anne Hill—January 13th, 2008