



# The Plans Examiner

## New Building Code and Submittal Requirements for 1 & 2 Family Residential Prescriptive Lateral Design

To keep City of Portland building permit customers up to date on State of Oregon Building Code application submittal requirements, the Bureau is providing the following advance summary and notice of training opportunities for applicants submitting residential building permits for new structures and additions designed using prescriptive wall bracing.

**On October 1, 2011**, all applications for new residential structures and additions designed using prescriptive wall bracing will be required to meet the new application requirements of the 2011 Oregon Residential Specialty Code (ORSC). The additional information required by the 2011 ORSC will include separate Wall Bracing Floor Plans, a Building Construction Narrative, and Braced Wall Calculations.

The prescriptive wall bracing requirements of the 2011 ORSC have been completely rewritten and expanded from six (6) pages in the 2008 ORSC to thirty (30) pages of text, figures and tables. While the final design of a residential structure may turn out to be very similar, the code terminology and methods to determine minimum wall bracing requirements are entirely new.

The Bureau of Development Services (BDS) Handout, **Applying for a New Single Family Residential Project** will be updated to reflect the new submittal requirements.

**Note:** The 2011 ORSC was effective on July 1, 2011 with a three month grace period where the applicant may choose to comply with either the 2008 ORSC or the 2011 ORSC.

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### Upcoming classes for 2011 ORSC prescriptive lateral bracing

<p><a href="#">2011 Oregon Mechanical Officials Association Fall Institute</a>  <b>September 13-14 (8:30-4:30)</b>                  Chemeketa Center for Business and Industry                  626 High St. NE   Salem, OR                  503-399-6444</p>	<p><a href="#">Oregon Home Builders Association</a>  <b>September 13 (1:00-4:00)</b>                  Willamette Valley HBA                  32054 Old Hwy 34   Tangent, OR                  541-928-5159</p>
<p><a href="#">2011 Oregon Building Officials Association Fall Institute</a>  <b>November 15-17 (TBA)</b>                  Holiday Inn Wilsonville                  25425 SW 95th Avenue   Wilsonville, OR                  503-873-1157</p>	<p><a href="#">Oregon Home Builders Association</a>  <b>September 23 (1:00-4:00)</b>                  HBA of Metro Portland                  15555 SW Bangy Road Suite 301   Lake Oswego, OR                  503-684-1880</p>

### Information Session - minimum building permit submittal requirements

[Bureau of Development Services](#)  
**September 19 (1:00-3:00)**  
 1900 SW Fourth, Suite 2500 B | Portland, OR  
 503-823-7300

## BDS Inspection Services Division - Roll-Over Policy Update

Updated September 2, 2011 - For all permit inspections that cannot be completed in a given day, the caller (as identified in the building permit) will be notified via telephone no later than 9:00 AM on the day of the requested inspection to confirm that the inspection has been rolled-over.

Inspection staff will continue to contact customers each day to confirm one and two family inspections that are scheduled for that day.

**Note:** Inspections that are rolled over will take a higher priority the next business day.

The IVR message has been updated as follows:

*"Due to reduced staffing levels based on budgetary constraints we are currently unable to assure next day services for all called inspections. For one and two family projects: If we are unable to complete your inspection, your request will be moved into the next business day. This may result in more than a single day delay for some projects. Please note, you will be called if your inspection has been rolled over for the next day. The rolled over status will be inputted in the IVR system by 9:00 AM. Inspection staff will contact customers each day to confirm one and two family inspections that ARE scheduled for that day. We are sorry for any inconvenience this may cause and thank you for your understanding."*

If you have questions please contact Jim Nicks, Inspection Services Manager at 503-823-1054.

## Public Works Permitting Update

In response to requests from permit applicants and staff, we are making a change to the timing and processing of requests for design exceptions and appeals. **Effective September 1st, 2011** a Public Works Appeal cannot be submitted until the City has provided a coordinated response to the project proposal that includes the requirements for improvements in the Right-of-Way (ROW). There are three ways to receive the City's coordinated response:

- Land use action with conditions of approval (such as a partition, conditional use, or zone change)
- Pre-application conference through BDS, or
- Public Works Inquiry

We will checksheet applications for building permit that haven't had one of these actions until a coordinated response through a City-initiated Public Works Inquiry is completed (10-day turnaround).

To complete the Public Works Inquiry process prior to submittal of building permits, please visit <http://www.portlandonline.com/?c=53147&a=309700> or contact Public Works Permitting at 503-823-1987 for more details.

In the past year, the Public Works Bureaus have redefined the Public Works Permitting Process. In the next year, we will be refining and making some additional improvements. Additional changes can be expected in the way we review appeals, and we will be looking for ways to reduce the costs and time spent on many of the reviews.

We will provide updates regularly through the Plans Examiner and on our website <http://www.portlandonline.com/publicworks>. Questions? Ideas? Please email us at [PublicWorksPermitting@portlandoregon.gov](mailto:PublicWorksPermitting@portlandoregon.gov).



# ITAP Restarts & Moves Forward



In July, Commissioner Dan Saltzman and BDS Director Paul Scarlett informed employees that the Information Technology Advancement Project (ITAP) will be restarting.

Commissioner Saltzman and Paul Scarlett have decided to send the project through the City's open and competitive bidding process. The ITAP Team is currently preparing for the first step in the bidding process, which is developing a request for proposals (RFP).

The RFP process is anticipated to take several months. During that time, the review and documenting of BDS and development review bureaus' business processes will continue. By the time a contract is signed with a software vendor, the vast majority of the process mapping must be completed in order for the vendor to begin configuring and scripting the new software.

The ITAP Team and the bureau subject matter experts (SMEs) have been discovering that process mapping is very complex and time-intensive. It requires a meticulous review of current business practices, in-depth conversations with multiple work groups and individuals, and careful analysis. Such comprehensive review can sometimes reveal business practices that must be modified before they can be automated. Input from work groups and stakeholders will be sought for changes to business practices.

## ITAP Customer Advisory Committee Seeks Additional Members

In June, a group of professionals from a wide range of interests in development services began meeting to provide input on ITAP from the customers' point of view. The committee is currently seeking three to four additional members who have an interest in development review services. In particular, the com-

mittee would like to see a representative from a surveying company, one or two representatives from mid to large-sized construction companies, and a citizen who is interested in neighborhood safety and livability issues related to new construction and remodeling projects. Project Manager, Hank McDonald emphasizes, "We really need to hear from our customers and what their needs are for the automated services that ITAP will provide."

### Current ITAP Customer Advisory Committee members include:

Jack Menashe	Development, Ruben J. Menashe, Inc.
Keith Skille	DRAC, GBD Architects
Linda Bauer	Neighborhood, Pleasant Valley Neighborhood Association
Rick Michaelson	DRAC, Inner City Properties, Inc.
Carla Marcoff	Trades, Lovett, Inc.
Diane Parke	Trades, McKinstry Company
Jennifer Kimura	Engineer, VLMK Consulting Engineers
Josh Lighthipe	Engineer, KPFF Consulting Engineers
Simon Tomkinson	DRAC, Third Sector, Inc.
Rob Humphrey	Land Use/Permit Runner, Faster Permits

### Up next for ITAP:

Work groups in all of the development services bureaus will continue to collaborate with the ITAP Team. The ITAP Customer Advisory Committee will then provide feedback on some of those processes. As business practices are reviewed, process maps developed, and a vendor is selected, ITAP will move closer to implementing the six deliverables:

1. Online permit application and plan review services.
2. Implementation of an updated building permit information system.
3. Mobile online access for field staff.
4. Digitization of historical permit and property information.
5. Online access to historical permit and property information.
6. Implementation of an automated queuing system.

For information about joining the ITAP Customer Advisory Committee, please contact Hank McDonald at (503) 823-9258 or [Hank.McDonald@PortlandOregon.gov](mailto:Hank.McDonald@PortlandOregon.gov).

## Build It Green! Home Tour and Info Fair

**Saturday, September 24th, 2011**

**FREE Info Fair 10 a.m. to 2 p.m**

The City of Portland [Bureau of Planning and Sustainability](#) invites you to join us on the tenth annual [Build It Green! \(BIG!\) Home Tour and Info Fair!](#) The Tour showcases twenty-two green remodels and new homes around Portland. This year's tour features the highest number of women participating, as owners, developers and do-it-yourselfers.

The self-guided tour is held each year as a fun, low-key way to see a variety of green building practices up close. A cross-section of cutting-edge, high-style and evolving, experimental low-tech projects showcasing distinct architectural styles and time periods is showcased.

**These innovative and inspiring projects showcase a variety of ways homeowners are:**

- generating much of their home's energy.
- conserving money and water with low-flow plumbing fixtures and native landscaping.
- maximizing local programs, incentives and tax credits. Approximate costs are for units only, labor and install not included.
- learning hands-on how to build and upgrade their homes.
- creatively using salvaged materials.
- reducing their carbon footprints through simple, inexpensive methods.
- minimizing construction waste.

Starting off the tour on Saturday is a fun, family-friendly FREE Information Fair hosted by Green Depot (formerly Ecohaus), 819 SE Taylor St, Portland, OR 97214 from 10 a.m. to 2 p.m. There will be thirty vendors of green products and services, non-profits, hands-on activities, a retrofitted 1962 trailer, music, a free raffle and food! The Info Fair is open to all (you do not need to have a tour ticket to attend).

**Tour highlights include:**

- Thirteen remodels with the oldest home dating from 1890.
- A non-profit community center on a reclaimed brownfield (a former gas station).
- A new home in the SW Hills inspired by the Arts and Crafts firm Greene and Greene and the Japanese Gardens.
- New affordable home-ownership townhouses in N Portland.
- Three detached backyard granny flats (accessory dwelling units or ADU's).
- A SE site showcasing permaculture, low-tech natural building techniques and chicken and cat palaces.



**Saturday, September 24th, 2011**

**Tour 11a.m. to 5p.m.**

**\$15 general admission**

**\$10 bike/mass transit/student/honored citizen**

**FREE for children aged 13 and under**

Online (credit card): [www.portlandonline.com/bps/build-itgreen](http://www.portlandonline.com/bps/build-itgreen)

In-person (cash/check only)  
Green Depot | 819 SE Taylor St  
| Portland | 97214 | 503-222-3881

Your ticket is a full-color booklet with map, home features, photos, and local project.

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## Build It Green! Home Tour and Info Fair

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- An aged duplex updated with state-of-the-art aging-in-place accessibility features.
- A new Frank Lloyd Wright-inspired home focusing on the “honesty” of materials.
- A 1980’s home with energy and weatherization upgrades from Clean Energy Works.
- The first WaterSense-certified home in Oregon built by the Portland Water Bureau.



preference, area of town preference (N, NE, SE or SW) and whether you’d like to be at a home or at the Info Fair.

### Thank you to our sponsors!

Metro, Energy Trust of Oregon, Oregon Home magazine, Solar Oregon, City of Portland Bureaus of Development Services (BDS), Environmental Services (BES) and Water. Thank you to Green Depot, the Info Fair host.

### Questions?

Regional Green Building Hotline  
503-823-5431 | [greenhotline@portlandoregon.gov](mailto:greenhotline@portlandoregon.gov)

### Get the latest:

-  Build It Green! Tour and Fair
-  @BIGTour

### Volunteer for the Tour!

Sign up to volunteer for a shift and receive a FREE Tour ticket. E-mail [marius.ibuye@portlandoregon.gov](mailto:marius.ibuye@portlandoregon.gov) with your name, phone, e-mail, morning or afternoon shift

## Replacing the Stormwater Discharge Code 17.39

The Bureau of Environmental Services (BES) plans to replace the city’s Stormwater Discharge Code 17.39 in September and is now developing specific Administrative Rules that clarify BES authorities and processes for the proper management of stormwater discharged into the city’s storm sewer and drainage system. While the code applies to all dischargers, the changes will primarily affect development on contaminated sites and discharges from unpermitted industrial facilities. The proposed code changes will clarify many of the current requirements as follows:

- Reorganize Code sections to clarify allowable discharges to stormwater.
- Add more information about prohibited toxic discharges to conform to permit requirements and to enhance protection of receiving waters.
- Expand the type and use of city discharge authorizations to include un-permitted discharges that would otherwise cause interference with or harm the city storm sewer and drainage system, contribute to a violation of the city’s NPDES stormwater discharge permit, degrade the local receiving surface water or groundwater or have a negative effect on human health or the environment.
- Clarify BES authority to require site modifications

and site plans prior to approval for discharge to a city system.

- Establish minimal review fees to administer city discharge authorizations and permits.

The proposed Code includes only minor policy modifications and can be viewed on the BES website at <http://www.portlandonline.com/bes/codereview>. BES expects a more complete public review and comment process on the administrative rules to implement these code provisions. The attendant rules will detail how BES decides to approve or disapprove discharge requests to the city system, and when city discharge permits or authorizations would be required. BES expects to release draft rules for review and public comment in late fall or early winter 2011.

The revisions to City Code are being made to ensure compliance with the most recent versions of city stormwater discharge-related permits and to ensure consistency with all relevant Federal and State regulatory language including National Pollutant Discharge Elimination System MS4 and Water Pollution Control Facility UIC permits.

Modifications will be designed to ensure that discharges to the MS4 and UIC systems are not only protective of the collection system and water quality of the receiving stream but also protective of sediments and habitat, and groundwater when discharges are directed to a UIC.

To comment on the code revision, please contact Dawn Hottenroth at [Dawn.Hottenroth@portlandoregon.gov](mailto:Dawn.Hottenroth@portlandoregon.gov) or 503-823-7767.

## “Cut Through the FOG”

Portland’s Bureau of Environmental Services (BES) is moving ahead with CutThrough the FOG in an effort to minimize impacts on Portland’s sewer system from fats, oils and grease (FOG) and other food waste.

CutThrough the FOG will change extra strength sewer rates and enforce existing Oregon State Plumbing Code requirements for Portland food service establishments that discharge high concentrations of FOG and food waste to the city’s sewer system.

The requirements will be phased in through late 2012 for existing businesses and starting January 1, 2012 will affect:

- New construction
- New ownership
- Changes in tenancy
- Remodels of food service establishments.

Food service establishments can earn extra strength rate reductions by implementing best management practices that include installing and maintaining grease reduction devices, removing food grinder disposal units, and participating in food composting and food donation programs.

Under City Code 17.34 and Oregon State Plumbing Code, food service establishments are not authorized to discharge FOG. New food service establishments will be required to connect all grease-producing fixtures to an appropriate grease removal device, aiming for zero FOG and food waste discharge to the city’s sanitary sewer system. Grease removal devices must be cleaned and maintained per manufacturer’s specifications and will require a sampling port and will be regularly inspected by city staff to ensure compliance.

FOG discharges to the sewer system in excess of 100mg/l will trigger enforcement actions and food service establishments may be required to increase cleaning frequency or provide other methods to reduce FOG discharges. Existing food service establishments without grease removal devices will be inspected to ensure FOG is not being discharged into the city sewer system. Food service establishments that are found in viola-

tion will be subject to fines of up to \$2,000 per day and will be asked to submit plans to reduce FOG discharges to 100 mg/l. Those choosing to install grease removal devices will be granted an appropriate period of time to come into compliance.



Ideally, under Cut Through the FOG all Portland food service establishments would plumb all FOG-generating fixtures to a single large capacity gravity grease interceptor, enlist help from a reputable pumping company to handle cleaning, maintenance

and required record keeping, remove all food grinders, and participate in food composting and food donation programs.

However, BES recognizes that optimum compliance will be a challenge for many food service establishments due to limitations on physical space and resources as well as the unique nature of each business and the community it serves. BES staff is available to help determine best options for each business.

For Plan Review questions call 503-823-7122 or contact CutThrough the FOG at 503-823-7093 or [cutfog@portlandoregon.gov](mailto:cutfog@portlandoregon.gov). Additional information including rate information and a list of rate reduction best management practices is also available at [www.portlandonline.com/bes/cutfog](http://www.portlandonline.com/bes/cutfog).

# BDS Seeking Applicants for the Portland Structural Engineering Advisory Committee

The Bureau of Development Services seeks applicants to immediately fill four vacancies on the Portland Structural Engineering Advisory Committee. BDS invites you to assist in reaching out to potential new committee members.

Contact Amit Kumar, Bureau of Development Services at 503-823-7561, or [amit.kumar@portlandoregon.gov](mailto:amit.kumar@portlandoregon.gov), with questions about the Structural Engineering Advisory Committee. Additional information about the Structural Engineering Advisory Committee is available at [www.portlandonline.com/bds/index.cfm?c=43126&a=168926](http://www.portlandonline.com/bds/index.cfm?c=43126&a=168926).

Interested structural engineers should contact the Office of Neighborhood Involvement at 503-823-4519 for the application form or access it through the ONI website at [www.portlandonline.com/oni](http://www.portlandonline.com/oni). Please submit your application with a letter of interest and a resume to ONI by **September 30, 2011**.

## Online in 2011

To receive the Paperless Plans Examiner:

1. Go online to [www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)
2. On the left side of the BDS Home Page, under Quick Links, click on Join Our Mailing Lists

### PLANS EXAMINER, SEPTEMBER / OCTOBER 2011

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#### How to Reach Us

Visit us in person at  
1900 SW 4th Avenue  
Portland, OR 97201

#### BDS Main Office

Monday - Friday  
8:00 am to 5:00 pm  
(503) 823-7300  
(503) 823-6868 TTY

#### Development Services Center

Tuesday - Friday  
8:00 am to 3:00 pm  
Closed Mondays

#### On the Internet visit:

[www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)

Building Code Information ..... 503-823-1456 (e)	BUREAU OF PLANNING AND SUSTAINABILITY
Fire Code Information ..... 503-823-7300	Regional Green Building Hotline..... 503-823-5431
Planning & Zoning Information..... 503-823-7526	TRANSPORTATION
24-hour Inspection Request Recording ..... 503-823-7000 (e)	Development Requirements, Right-of-Way Policy, Land Divisions and Transportation Plan Review
Inspection Section, 1 & 2 Family Dwellings ..... 503-823-7388	Kurt Krueger ..... 503-823-6964
Commercial, Plumbing ..... 503-823-7302	Local Improvement Districts, Andrew Aebi ..... 503-823-5648
Building & Mechanical..... 503-823-7303	Street Permit Engineering, Chon Wong..... 503-823-7050
Electrical ..... 503-823-7304	Systems Development Charge
Development Services Center ..... 503-823-7310 (e)	Richard Eisenhauer ..... 503-823-6108
Information, electrical, mechanical, plumbing, sewer, and sign permits..... 503-823-7363	TREES - Urban Forestry (7:00 am - 3:30 pm)..... 503-823-4489
Newsletter Contact, Colleen Poole..... 503-823-7889	Pruning/Planning/Removal Permits
Permitting Services, Fee estimate and Permit status via voice mail..... 503-823-7357 (e)	N, Luke Miller ..... 503-823-4511
Permitting resource and records..... 503-823-7660	N, Jim Field ..... 503-823-4011
FAX requests for records ..... 503-823-7765	S, Ned Sodja..... 503-823-4440
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David Flood ..... 503-823-0827	Water Service Information..... 503-823-7368
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Bob Happel ..... 503-823-3934	Plan Review, Mari Moore..... 503-823-7368
	Subdivision Planning, Rick Nelson ..... 503-823-7475
	Backflow Valve Installation Requirements, Dave Barrigan..... 503-823-7479