



City of
PORTLAND, OREGON

Development Review Advisory Committee

Development Review Advisory Committee
MINUTES
Thursday, June 18, 2015

DRAC Members Present:

Hermann Colas
Maryhelen Kincaid
Justin Wood

Rob Humphrey
Jennifer Marsicek

David Humber
Kirk Olsen

City Staff Present:

Claire Adamsick, Commissioner Fritz's Office		Tom Armstrong, BPS
Mark Fetters, BDS	Elshad Hajiyev, BDS	Kurt Krueger, PBOT
Mitch Nickolds, BDS	Dora Perry, BDS	Andy Peterson, BDS
Elizabeth Reese Cadigan, BES	Deborah Sievert Morris, BDS	
Nancy Thorington, BDS	Riley Whitcomb, Parks	Sue Williams, BES

DRAC Members Absent:

Claire Carder
Chris Kopca

Phil Damiano
Dana Krawczuk

Keith Jones
Joe Schneider

Guests Present:

John Hasenberg, Oregon Remodelers Association
Joshua Klyber, Code Unlimited

Handouts

- Draft DRAC Meeting Minutes 5/21/15
- Inter-Bureau Code Change List
- Non-Cumulative Cost Recovery Report
- BDS Major Workload Parameters
- Parks SDC Methodology Update Ordinance
- Parks SDC Fee Table FY 2015-16
- Comparison of Portland Parks SDC Rates
- Accessory Structures – Zoning Code Update Discussion Draft June 2015

Convene Meeting

DRAC Chair Maryhelen Kincaid convened the meeting and welcomed DRAC members and guests. A quorum was not yet present, so draft minutes from the May 21, 2015 DRAC meeting could not be approved.

In response to discussion at the May 21st DRAC meeting regarding the role of the DRAC, Ms. Kincaid suggested using the July DRAC meeting as a mini-retreat to discuss the role of DRAC as an advisory body, particularly related to development fees, SDCs, the City's Comprehensive Plan, and policy. DRAC Vice Chair Rob Humphrey volunteered to put together brief questionnaire for DRAC members to fill out prior to the meeting, to guide the discussion. Members agreed to use the July meeting time for this purpose.

Ms. Kincaid noted that there are now three vacant positions on the DRAC: Home Remodelers, Major Facilities Landowners, and Planning & Sustainability Commission. She encouraged DRAC members to refer interested parties to Mark Feters (BDS) at mark.feters@portlandoregon.gov.

Director's Report

BDS Director Paul Scarlett was unable to attend the DRAC meeting, so Senior Business Operations Manager Deborah Sievert Morris gave a brief update on the bureau and referenced the handouts **Non-Cumulative Cost Recovery Report** and **BDS Major Workload Parameters**. BDS's workload continues to be heavy.

R2.5 Update

In Mr. Scarlett's absence, Kim Tallant (BDS Land Use Services) discussed a recent article in the Oregonian regarding narrow-lot (R2.5) land divisions. Earlier this year, Commissioner Fritz had sent a memo to City planners directing them to give heavier weight to compatibility with neighborhoods in those types of reviews.

Since that time, ongoing discussions with stakeholders and staff have led to a decision to return to the previous application of criteria in these reviews. Reviewers are asking applicants to provide more details.

Mr. Humphrey asked whether the term "compatibility" has been defined. Ms. Tallant said that they generally look at structures in a 700-900 foot range around the site in question; they are also taking cues from hearings decisions made by the City's Code Hearings Officer. A narrow-lot case was just appealed to the Hearings Officer last week, and his decision should help further define compatibility. Determining compatibility is not a quantitative analysis; there are often other considerations to be taken into account, and it's site-specific. Mr. Humphrey said that it would be helpful for applicants to have this information. Phil Nameny (BPS) said that compatibility will be looked at under the Comprehensive Plan.

DRAC Member Justin Wood asked for an update on BPS's Residential Infill Project, which is looking at Zoning Code regulations for residential infill development. Mr. Nameny said that there is a draft project scope, and that it will cover R2.5 zoning and narrow lots. The project will consider potential changes in standards for new houses. Staff is still putting the work plan together. Ms. Kincaid noted that Morgan Tracy (BPS) is leading the project, and she encouraged interested parties to contact him.

Pre-Issuance Timelines

Andy Peterson (BDS) gave an update on permit pre-issuance timelines. Pre-issuance is the process that takes place after the last plan review approval, before the permit is actually issued. The bureau's goal is to complete 85% of pre-issuance checks within 2 days of the last review approval, but due to the large number of reviewers hired over the last year, the goal has not been met. However, the first wave of new plans reviewers is now more fully trained, and there has been some improvement in the timelines. The bureau is averaging 15 pre-issuances per day in June, and that is expected to grow. There are consistently over 1,000 customers per week in the Development Services Center.

John Hasenberg (ORA) asked if the bureau works on streamlining the pre-issuance process. Mr. Peterson said that the bureau does work on improving the process, and is focused on educating customers on what is needed to help applications go through the process quickly. They've also had staff working overtime on Saturdays to try to keep up with the work.

Meeting Minutes

A quorum was at that time present, so DRAC members reviewed and approved the draft minutes from the May 21, 2015 DRAC meeting.

Parks SDC Methodology Update & Indexed Fees

Riley Whitcomb (Parks) gave an update on the proposed changes to the Parks SDC methodology. The proposed changes have been approved by the City Council, but they will not go into effect until July 1, 2016 in order to give applicants and staff more time to prepare. He referenced the handouts **Parks SDC Methodology Update Ordinance** and **Parks SDC Fee Table FY 2015-16**.

Mr. Whitcomb said there will be increases to indexed Parks fees, effective July 1, 2015, and he distributed and reviewed the handout **Comparison of Portland Parks SDC Rates**.

DRAC member Kirk Olsen noted that the methodology is based on "no unused existing capacity in the Parks system", and he asked how "capacity" is defined and measured. Mr. Whitcomb said that capacity will be used in same way with new methodology as it was with the old methodology. They look at the square footage of land in use for parks and upgrades to facilities that extend their useful life. Capacity is based on what Parks has and the number of people they serve. Funds are dedicated for growth only.

Mr. Olsen referenced the statement in the handout that the "system should not have any deficiency", and he asked how deficiency is defined. Mr. Whitcomb replied that it has to do with the availability of services – distances from the nearest park, community center, etc.

Mr. Wood expressed concern that the same methodology could be used by other infrastructure bureaus, leading to much higher SDCs, and said this is something for the DRAC to watch. Mr. Whitcomb said the City Council seems to be committed to have a study done of all development fees at some point.

Growth Scenarios Report

Tom Armstrong (BPS) gave a presentation on the Growth Scenarios project; details about the project can be found at <https://www.portlandoregon.gov/bps/article/449310>.

DRAC member Hermann Colas asked whether there will be re-zoning to allow for higher density, to allow for the multi-family growth that is anticipated. Mr. Armstrong replied that they anticipate more multi-family development along transit corridors, rather than in neighborhoods. There may be decisions to “up-zone” certain areas.

Mitch Nickolds (BDS) asked if the plan includes an assumption that there won't be an extension of light rail to Vancouver. Mr. Armstrong said that even if light rail is extended, Metro doesn't anticipate a significant shift in population as a result.

Ms. Kincaid said that the project has implications for BDS – if growth is focused on multi-family development, BDS may need to staff differently in order to handle it. Mr. Armstrong added that there is a tight supply of developable single-family lots region-wide, and they expect continued pressure for multi-family development.

Mr. Olsen asked how this information is being communicated out to City infrastructure bureaus that need to understand the impacts. M. Armstrong said they communicate internally with the other bureaus and make information available through GIS. They intend to continue to update the information and keep it as a technical tool for City staff. Mr. Whitcomb said that Parks used the information when putting together their new SDC methodology.

Mr. Colas asked whether staff is considering that people currently living in the corridors where development will be focused will begin to push back against that development. Mr. Armstrong said that gentrification, affordability of housing, and similar issues are big parts of the Comp Plan.

Mr. Colas noted that area freeways are always crowded, and he asked if there is a plan to add to auto infrastructure to accommodate growth. Mr. Armstrong replied that there is not currently political support for increased freeway or street capacity, so alternative solutions need to be considered. Mr. Wood added that the growth projections call for only 1/3 of Portland's new inhabitants to actually work in Portland, which means 2/3 of the new people will live in Portland and work outside the city. This will increase congestion on the roads.

Accessory Structures Zoning Code - Update

Phil Nameny (BPS) gave an update on the Accessory Structures project and reviewed the handout **Accessory Structures – Zoning Code Update Discussion Draft June 2015**. He noted that DRAC member Phil Damiano has attended project focus group meetings.

The project seeks to draft code amendments that make regulations related to accessory structures more consistent and unified. The intent is to focus not on use of the structure but on its size and location. Some proposed standards are more liberal than existing code, while others are more restrictive. Hopefully the proposed code changes will create more flexibility for structures. The Discussion Draft is available online at <https://www.portlandoregon.gov/bps/66546>.

Mr. Nameny left a sign-up sheet for people who want to receive updates on the project. A project Open House is scheduled for Thursday, July 9th from 5:30 – 8:00 p.m. in Room 2500B. The public comment period will run until July 24th, and a proposed draft to be released after that. A City Council hearing is tentatively scheduled for September 22nd.

Mr. Nickolds asked if the proposed changes would be applicable to carports, awnings, and other structures with fabric-based covers. Mr. Nameny said that if they're permanently installed, they fall under the code. The Zoning Code doesn't address temporary structures.

DRAC members discussed how the proposed changes would impact specific types of structures and scenarios.

Mr. Hasenberg said that the proposed changes seem good for remodelers, since they bring increased clarity and less need for adjustments.

Next DRAC Meeting:
Thursday, July 16, 2015
Minutes prepared by Mark Feters, BDS