

THE PLANS Examiner

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Top 10 tips to help pass your residential inspection

Our combination inspections managers and supervisors have compiled the most common mistakes made in residential one- and two-family construction into their own "Top 10" list. Keep these in mind during your next residential construction project.

1. Keep a complete set of legible plans in one place at the work site.
2. Make sure that the conditions on the site accurately reflect your approved plans. Inspectors can approve minor changes at the site, but all major changes must be approved through the Development Services Center.
3. Fire blocking must be in place when the inspector arrives; pay special attention to furred walls, wall/ceiling and wall/roof intersections.
4. Heating, cooling and ventilating appliance installation instructions must be available at the site.
5. The Load Path must be complete and done according to approved plans.
6. Truss engineering must be attached to your plans for the framing inspection.

7. Gas piping must be extended to the fireplace burner compartment before the rough-in inspection is done; work with contractors to coordinate the installations of gas fireplaces with gas heating systems.
8. The inspector must be able to verify that all plumbing has had the proper water and air tests.
9. Hold-downs and fasteners must be installed per the manufacturer's instructions and retightened before the framing inspection.
10. Wall sheathing must be properly installed and must secure wall sections to the mudsill and to rim joists at floor levels.

Bonus tip! Have special inspection reports completed and available at the work site.

These tips, and photographs demonstrating many of them, can be seen on OPDR's Web site, www.opdr.ci.portland.or.us under "What's New?" in the "Lunch and Learn" section. Click on "Passing Inspection."

The Office of Planning and Development Review works with the community and other bureaus to preserve and shape safe, vital and well planned urban environments.



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City Council adopts balance of code amendments

The remaining amendments to the City's Zoning Code have been adopted by the City Council, wrapping up Code Maintenance 2001. The most significant changes will:

- Modify how height bonuses are awarded on large sites in the Central City plan district;
- Modify the Marine Drive landscape requirements in the Columbia South Shore plan district;
- Clarify when land use reviews expire;
- Clarify requirements for appeal fee waivers for recognized organizations;
- Modify when Impact Mitigation Plans are required in IR zones.

In its entirety, Code Maintenance

2001 contained nearly 70 Zoning Code amendments, none of which created additional regulations or policies. Instead, the amendments were intended to clarify existing development standards and review procedures to make the Zoning Code easier to understand and use.

The adopted amendments, which went into effect October 26, were developed in direct response to suggestions from the public. OPDR will continue to respond to your suggestions as part of the upcoming Code Maintenance 2002 project.

If you have questions about the approved Code Maintenance packages, contact Douglas Hardy, project manager, **503-823-7816**.

INSIDE the DSC

Lunch and Learn series explains "Where to Find It!"

In the past year, OPDR has significantly expanded its self-help resources for project research. To make sure you know what City records are available and where to look for them, the Lunch and Learn Series will take you on a virtual information tour on December 14, from noon to 1:30 p.m. in the second floor conference room, 1900 SW 4th Ave.

Discover which records you can access and how and where to find maps of the Portland area. Take a tour of OPDR's ever-changing Web site. Learn about updated technology that will help you find information faster.

The Lunch and Learn series is free, and there's no need to register. Bring your lunch and your resource questions.

? DID YOU KNOW ?

- The #1 reason applications are rejected is an incomplete or illegible site plan!
- As of November 1, 2001, all site plans submitted for review must:
 - Be drawn to a minimum scale of 1 inch = 10 feet;
 - Be at least 11"x 17" in size;
 - Include a separate Erosion Control Plan.
- You may view or print a Sample Site Plan and Site Plan Checklist from our Web site www.opdr.ci.portland.or.us. Click on Publications. These self-help materials are also available in the DSC.
- The DSC accepts VISA, MasterCard and debit cards for payment of fees.
- You may sign up to pay fees electronically if you participate in the DSC's faxback service.

Holiday Schedule

Please mark your calendars. The Development Services Center and OPDR's offices will be closed to the public during the following times:

- Monday, November 12 – *Veteran's Day Holiday*
- Thursday and Friday, November 22 and 23 – *Thanksgiving Holiday*
- Tuesday, December 25 – *Christmas Day*
- Thursday, December 27 – *No Residential Permit Night*
- Tuesday, January 1 – *New Year's Day*

Caught in the Web

Each month, we add more resources and information to the Office of Planning and Development Review Web site. You can find the latest updates by clicking on "What's New" on our home page, www.opdr.ci.portland.or.us.

Here are a few highlights and previews of coming attractions:

- OPDR has presented six Lunch and Learn sessions since December 2000. Now, you can click through the complete PowerPoint presentations, including the most recent session on "Community Education and Erosion Control."
- If you would like to comment on OPDR's development services, you'll find a brief customer survey in "What's New." It's a quick and easy way to let us know which of our services are most important to you and how well we're meeting your needs. You can quickly complete and submit the survey online.
- Under "Neighbors" on the home page, you'll find a new form which enables you to report "Disabled Vehicles on Private Property" online. The form comes with an explanation of the law, so you can determine if it applies to your situation.
- Coming soon to "What's New," you'll be able to find the answers to frequently asked code questions. We've had many requests for this information, so we're compiling the questions and answers in an easy-to-read format.

If you have comments about the Web site, please send us an e-mail message right from the site.

Revised Stormwater Management Manual soon available for comment

The 2002 Stormwater Management Manual will be easier to use and contain more information on landscaping, design and the latest testing requirements than the earlier version.

To speed your search for information, the manual will come on an interactive CD, complete with color photos, three-dimensional drawings of stormwater management facilities, standardized operations and maintenance templates and easy-to-use forms.

The manual will offer new information on drywell design and sizing, along with suggested landscaping plans for various facilities and design examples, based on the type of development and site conditions. You'll learn step-by-step solutions to all of the manual's stormwater management requirements, plus Portland's requirements for approval of newly-developed manufactured stormwater technologies.

The first draft of the 2002 Stormwater Management Manual will be on the Bureau of Environmental Services Web site, www.cleanrivers-pdx.org, by the end of November, along with instructions for public comment. To request a hard copy or CD of the manual, contact Steve Fancher, 503-823-7126, or email, stevef@bes.ci.portland.or.us.

New land division regulations offer greater clarity and consistency

After several years of reviewing and rewriting, the City's amended Land Division Code was approved by the City Council in September. The new regulations, which update antiquated regulations and change how the City reviews land divisions, go into effect March 26, 2002. The Office of Planning and Development Review (OPDR) will conduct customer-training sessions beginning in January. Details will be posted on our Web site in advance.

Here are some of the major changes developers can anticipate:

- Beginning on March 26, 2002 you will no longer look to Title 34; all regulations on land divisions will be integrated into Title 33, Planning and Zoning.
- Application for lot size adjustments to create smaller than average lots won't be required, if the overall site complies with minimum and maximum densities.
- When calculating the site's maximum density, all sites with streets will use a standard calculation — the site area minus 15 percent — regardless of the area occupied by streets.
- Additional regulations are in place to preserve trees and water features and protect potential landslide and flood hazard areas.
- More detailed site information is required earlier in the process, as part of the tentative plan application.
- The new Type IIX procedure, which requires neighborhood contact and a pre-application conference, replaces the Type II review process for land divisions.
- Triggers for various reviews have changed. For example, the presence of a street will no longer trigger a Type III review.
- Authority to make final decisions on various components of a land division has been assigned to specific decision makers, such as the OPDR Director, Hearings Officer and City Engineer.
- Planned Unit Developments and Cluster Subdivisions are no longer options. These have been incorporated into the base regulations, and a new "Planned Development" process provides additional flexibility.

To see the newly adopted regulations in Adobe Acrobat format, visit the Bureau of Planning Web site, www.planning.ci.portland.or.us/BOPLibrary/Documents/LandDivisionRewritePart1.pdf or purchase a hard copy in the Development Services Center. If you have questions about the regulations or upcoming trainings, call Stevie Greathouse, Bureau of Planning, 503-823-7969, or Rebecca Esau, OPDR, 503-823-6966.

Rainwater harvesting season is here

If you want to incorporate a rainwater harvesting system into your residential construction or remodeling plans, the Office of Planning and Development Review (OPDR) has a Code Guide to show you how. The Code Guide outlines the requirements for collection, storage and distribution systems that use rainwater for irrigation, hose bibbs, water closets and urinals.

The Code Guide for Rainwater Harvesting is under Publications/Code Guides — One and Two Family Dwelling Code on OPDR's Web site, www.opdr.ci.portland.or.us. Or you may request a copy by calling Lori Graham, 503-823-3448.

Inspectors to target unregistered A-Boards

When the City of Portland updated its Sign Code this year, A-Board signs were specifically included in the regulations. Pedestrian advocates are concerned about A-Boards blocking sidewalks, crosswalks and bus stops. On the other hand, business owners like the effective, inexpensive advertising they provide.

The new sign regulations, effective March 2001, limit sizes and approved locations for A-Boards and require that owners register them with the City annually or bi-annually. More than 8,000 letters were sent to businesses, explaining the requirements.

Early in 2002, inspectors will target 24 areas of the city with the heaviest concentrations of A-Board signs. Parts of Hawthorne Blvd., NE Broadway St., NW 21st Ave., NW 23rd Ave. and Macadam Ave. are just a few of the areas. Inspectors will distribute information to businesses and can register signs on the spot. Owners may also send in the simple registration form, included in the packet, along with the \$35 annual fee or \$70 biannual fee.

Owners who haven't registered their signs by the end of the specified grace period will be cited automatically by the City's automated permit tracking system. Inspectors will follow-up with additional citations for A-Boards that continue to go unregistered.

"We think many business owners forgot to register, so we're making it even easier. By registering their signs, businesses help keep sidewalk space safer for pedestrians, especially those with disabilities," says Ray Kerridge, commercial inspections manager.

The new Sign Code is available free on OPDR's Web site, www.opdr.ci.portland.or.us, or in the Development Services Center (DSC) for \$6. If you have questions about A-Board regulations, call the DSC, 503-823-7315, or Patty Van Antwerp, 503-823-7304.

**The Plans Examiner is a bi-monthly publication of the City of Portland
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Commissioner Charlie Hales, 503-823-4682**

How To Reach Us

All Area Code 503
Monday through Friday
8:00 a.m. – 5:00 p.m.
(e) = Electronic Messaging System
Please leave detailed information.
Your call will be returned.

While browsing the internet,
visit our home pages —
www.opdr.ci.portland.or.us and
www.planning.ci.portland.or.us/

OPDR — Administration	503-823-7308	TRANSPORTATION	
Building Code Questions	503-823-7310 (e)(4)	Development Requirements and/or Right-of-Way Policy	
Fire Code Questions	503-823-7366	Glen Pierce	503-823-7079
Blueprint 2000	503-823-7822	Minor Partitions—Cherrie Eudaly	503-823-7081
24-hour Inspection Request Recording	503-823-7000 (e)	Local Improvement Districts	
Inspection Section — 1 & 2 Family Dwellings	503-823-7388	Andrew Aebi	503-823-5648
Commercial {	Plumbing	Street Permit Engineering	
	Building & Mechanical	Jerry Markesino	503-823-7057
	Electrical	Transportation Plan Review	
Development Services Center	503-823-7310	Richard Eisenhauer	503-823-7080
Development Services Center FAX	503-823-3018	Systems Development Charge	
Trade Permits	503-823-7363	Richard Eisenhauer	503-823-7080
Newsletter Contact — Ann Kohler	503-823-7886	TREES — Urban Forestry (7:00 a.m. - 3:30 p.m.)	
Permit Status via FAX	503-823-7000 (4)	Pruning/Planning/Removal Permits	
Permit Status via Voice Mail	503-823-7357	N / NE — Luke Miller	503-823-4511
Permit Records		NW / SW — Charley Davis	503-823-4523
Document Control/Current Applications	503-823-7357 (e)	Southeast — Ned Sodja	503-823-4440
Inspection Records/Finalled Permits	503-823-7660	Tree Cutting Ordinance	
Building Record Center FAX	503-823-7765	Frank Krawczyk	503-823-4011
Septic Tanks/Cesspools	503-823-7247	Transportation Improvements	
Planning & Zoning – Information	503-823-7526	Joe Hintz	503-823-4025
ENVIRONMENTAL SERVICES		Commercial Planning and Development	
Development Engineering	503-823-7761	Frank Krawczyk	503-823-4011
Construction & Demolition Recycling Info	503-823-7107	Residential Development and Improvement	
Industrial Source Control	503-823-7585	Myles Black	503-823-4018
FIRE BUREAU		WATER	
Development Standards, Sprinklers, Alarms		Water Service Information	503-823-7368
Rich Butcher	503-823-3802	Hydrant Permits	503-823-7368
Flammable Liquids, Tanks, Hazardous Processes		Plan Review — Commercial — Tony Re	503-823-7400
Doug Friant	503-823-3935	Residential — Todd Aschoff/Mary B Moore	503-823-7368
		Subdivision Planning — Tony Re	503-823-7400
		Backflow Valve Installation Requirements	
		Dave Barrigan	503-823-7479

Development Services Center
1900 SW 4th Ave.
Hours
7:30 a.m. — 3:00 p.m.
The Center is also open Thursday from 5:00 p.m. — 7:30 p.m. for Residential Permit Night.



Printed on recycled paper.

If you have comments about the Plans Examiner newsletter or have suggestions for stories you'd like to see covered in the future, please call Ann Kohler, 503-823-7886.

We want to hear from you!

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