

**Minutes—**

**Development Review Advisory Committee Meeting  
Thursday, February 8th, 2007  
7:30 - 9:00 a.m.  
1900 SW 4<sup>th</sup> Avenue – 2<sup>nd</sup> floor  
Conference Room 2500 B**

**Attendees:**

**Committee Members in attendance**

Alan Beard	Simon Tomkinson
Don Geddes	Charlie Grist
Mark Hylland	Melvin Oden-Orr
Greg Theisen	Bonny McKnight
Goudarz Eghtedari,	

**Guests present**

Linda Bauer	Thomasina Gabriele
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**City Staff present**

Anne Hill, BDS	Denise Kleim, BDS
Michael Armstrong, OSD	Paul Scarlett, BDS
Cary Pinard, BOP	Lana Danaher, BES
Jim Nicks, BDS	Bonnie Morris, BDS
Nora Mulane, BDS	Rebecca Esau, BDS
Kurt Krueger, PDOT	Alex Bejarano, PDOT
Christine Leon, PDOT	Alisa Kane, OSD
Lori Graham, BDS	

**Committee Members absent**

Jeff Perala	Don Hanson
Kathi Futornick	Tom Skaar
Peter Finley Fry	

Dennis Wilde

**Handouts:**

2007 BDS Requested Budget  
BDS Legislative Tracking  
HB 2405—State electronic permitting expansion  
1/11/07 minutes  
DRAC letter to legislators supporting UIC proposal  
BDS Budget Overview  
PDOT Budget and performance Measures

## **Convene Meeting**

Chair Simon Tomkinson convened the meeting. Minutes from the January 11th, 2007 meeting were reviewed and approved.

## **Director's Report**

Paul Scarlett reported that the customer service focus groups will be held February 20-22<sup>nd</sup>. The Bureau was required by the budget office to deliver the requested budget by Monday, February 5<sup>th</sup>, 2007. There are 8 add packages being proposed to City Council. Denise Kleim distributed an overview of the budget and reviewed the add packages.

Greg Theisen wanted more information on the Zoning Code Review and Improvement Budget Package. Rebecca Esau, BDS explained that BDS used to allocate resources to the Bureau of Planning (BOP) via an Intergovernmental Agreement for 2 FTE to do code improvement work. This year, 1 of the FTE will be moving to BDS to work on Code Review with the BOP staff.

Bonny Mcknight asked if this FTE would affect the work that RISTAT is doing. Rebecca Esau/BDS said that it would not change that relationship.

Simon Tomkinson asked if the Measure 37 Budget package would be sufficient. Rebecca Esau/BDS explained that there is a joint proposal for the winter BuMP for allocation to expand the hours of part time FTE working on Measure 37. The projection is that the workload will take approximately 1 year to complete. There is additional resources being asked for in the requested budget. Rebecca Esau/BDS said she was very concerned if there would be enough resources.

Simon Tomkinson asked what could DRAC do. Rebecca Esau/BDS suggested a letter of support would be helpful. Kurt Krueger/PDOT noted that there is legislation on the State level to address Measure 37 implementation.

Anne Hill suggested that she would work with Rebecca Esau to draft two letters; (1) to the City Council re: the additional resources to support Measure 37 workload, and (2) to the State legislature re: supporting legislation addressing Measure 37 implementation.

Lori Graham/BDS distributed a Legislative Tracking table outlining the bills BDS is tracking at the Oregon Legislature and her testimony to the House Committee on Business and Labor on HB 2405—the State's expansion of electronic permitting system—on January 24, 2007. She reviewed the documents and explained that the State had approved the Get Legal Program, the Field Issuance Remodel Program and BDS is currently submitting documentation for program status of the Major Projects Group program.

HB 2405 is designed to be an electronic permitting system that is optional for each jurisdiction. However, the system will be funded through a 4% increase to the State Surcharge (for a total of 12%) regardless of if the jurisdiction would be

using the system or not and due to the size of the metro area, Metropolitan developers and builders will be paying for this system. For more information please contact Lori Graham at [grahaml@ci.portland.or.us](mailto:grahaml@ci.portland.or.us).

### **Portland Office of Transportation Budget Update**

Christine Leon/PDOT distributed a budget overview and reviewed it with the DRAC. Simon Tomkinson wanted to know about updating infrastructure—for example the bridges—because those decisions effect development on a long term and immediate basis. Paul Scarlett noted that the Development Directors will be addressing that issue of bridges by asking Council to prioritize this issue and develop a plan.

DRAC member Goudarz Eghtedari noted that as a transportation engineer for the City of Vancouver, WA they addressed funding gaps both through the sales tax, which isn't an option for Portland, and through business license increases. Due to time limitations, Simon Tomkinson suggested that further questions be directed to Christine Leon at [christine.leon@transpdx.org](mailto:christine.leon@transpdx.org).

### **Budget Follow Up Discussion**

Denise Kleim/BDS distributed an explanation to the questions that were raised by DRAC members at the January DRAC meeting. Bonny McKnight asked if the LUS projections had accounted for the vacancies. Denise Kleim explained that the budget had underaccounted for FTE.

Bonny McKnight moved to support the BDS Requested Budget with a letter of support. Simon Tomkinson moved for the 2007-2008 BDS requested Budget be supported by DRAC. Alan Beard seconded the motion. The vote was unanimous in supporting the budget.

**DRAC Meeting, Thursday, March 8th, 2007      7:30-9:00 a.m.**

**Minutes prepared by Anne Hill  
February 11th, 2007**