

**Minutes—**

**Development Review Advisory Committee Meeting  
Thursday, April 12th, 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**

Kathi Futornick  
Dennis Wilde  
Greg Theisen  
Bonny McKnight

Goudarz Eghtedari  
Simon Tomkinson  
Melvin Oden-Orr

**Guests present**

Carly Riter  
Lyn Bonyhadi

Thomasina Gabriele  
Susan Steward

**City Staff present**

Anne Hill, BDS  
Alisa Kane, OSD  
Bonnie Morris, BDS  
Jim Nicks, BDS  
Cindy Dietz, Water  
Lana Danaher, BES

Paul Scarlett, BDS  
Alisa Cour, BDS  
Denise Kleim, BDS  
Alex Bejarano, PDOT  
Kurt Krueger, PDOT

**Committee Members absent**

Jeff Perala  
Tom Skaar  
Charlie Grist  
Mark Hylland  
Peter Finley-Fry

Don Hanson  
Alan Beard  
Don Geddes  
Rick Michaelson

**Handouts:**

3/8/07 DRAC Minutes  
BDS Budget Summary  
PDOT Title 17 Code Clean Up Table of Contents  
BES Proposed Land Use Fee Analysis  
BES Background Summary

### **Convene Meeting**

Chair Simon Tomkinson convened the meeting. Minutes from the March 8th, 2007 meeting were reviewed but not approved because there was not a quorum. The minutes will be approved at the May DRAC meeting.

### **Director's Report**

Paul Scarlett thanked DRAC Chair Simon Tomkinson for testifying in support of the BDS budget in front of City Council. His support of BDS goals relating to customer service, advances with technology, and program efficiency were well received by the council. Commissioner Saltzman was especially interested in Simon's testimony regarding DRAC and BDS' commitment and interest in furthering green building initiatives in the City.

Paul Scarlett reported that over the past 8 months building permit applications have increased by 3%, commercial building permit applications have increased by 8% and the valuation has increased by 25%. During that same period issued residential building permits have increased by 5% and issued commercial building permits have increased by 3%. Land Divisions are down by 5% and overall inspections have increased by 7% respectively. BDS continues to meet these increases through the consistent increase in staffing over the last 2 years.

Paul Scarlett reported that there will be programmatic changes associated with 1&2 family structures; both how they are permitted and how they are inspected. The changes are based in eliminating redundancies in plan reviews and ensuring consistent customer service. There will be an increased customer service training offered quarterly instead of once a year, there will be refresher courses for current staff, and section managers will be available to residential customers on a monthly basis.

Dennis Wilde liked the idea of building inspectors catching and resolving problems in the field regarding the plans without having to go back through the revisions process.

Alisa Cour, Customer Service Manager invited DRAC participation in the renaming of the BDS publication entitled the Plans Examiner. Melvin Oden-Orr suggested keeping the title but adding a tag line.

### **BDS Budget & Fee Increases**

Denise Kleim, Senior Business Operations Manager reported that the BDS budget is now under review with the Mayor's Office. BDS is continuing to complete the follow up analysis regarding the Neighborhood Inspections Program that was asked of the bureau by the budget review committee. BDS will return to council to present the Bureau's findings and recommendations.

Denise Kleim passed out a summary of BDS proposed fee increases and reported that BDS staff has met with those stakeholder groups affected by the

recommended fee increases and has received support from organizations such as the Homebuilders of Metropolitan Portland, the electrical contractors, and the electricians union.

Dennis Wilde asked if valuations are up, then building permit revenue is increased, so how are the fee increases reconciled. Denise Kleim replied that the building permit fees were not being increased and that those revenues could not be used in the electrical program or the other areas affected by the proposed fee increases.

Greg Theisen noted that he knows there are monthly discussions at the DARC meeting about budget and fees, but from month to month the information gets lost. Are there ways to measure what is occurring so the DRAC can effectively track the budget and fees month to month? Director Paul Scarlett suggested that he report monthly on 4-5 items that are performance measures to track the budget and fees against.

Simon Tomkinson asked when the dashboard could begin to be used. Denise Kleim said it would be ready by the May meeting.

### **Title 17 Code Changes**

Alex Bejarano, Portland Department of Transportation (PDOT) distributed a table of contents of Title 17 showing chapters that were being left alone, had changes, were being deleted, or were being added. As part of the outreach process, he asked DRAC to support the changes. DRAC asked for a summary explaining where the substantive changes were being proposed. Alex Bejarano agreed to develop a summary and email it to Anne Hill with a link to the code for her to forward to the DRAC.

### **Proposed BES Fee Increases**

Lana Danaher, Bureau of Environmental Services (BES) distributed a background summary and table of proposed BES Land Use Services Fee Analysis Matrix for review. After she reviewed the documents with DRAC, she explained that she wanted DRAC support for the proposed fee increases when she went before City Council at the end of May.

Simon Tomkinson expressed a disconnect between BES wanting to increase fees yet with those fees increases still not being able to provide what customers want in terms of timelines and service.

Lana Danaher noted that it yearly reviews would occur because it was difficult to get accurate data in terms of how much customer service would increase as a result of the proposed fee increases.

Bonny McKnight wanted to know how the general fund support these programs. If there was no general fund support, then how were these services supported? Lana Danaher explained that there was never general fund support for the

services, that they were supported through sewer rates. But to meet customer's needs, BES has to increase fees.

Lyn Bonyhadi a guest from Metro noted that if the City was looking to increase on site sewer water disposal and other forms of low impact development, then we are encouraging developers to use these new practices and then turning around and charging them more with out increasing the consumer demand. Why wouldn't the City assume the cost of the increased customer service while educating the community on the benefits of low impact development?

Lana Danaher agreed with the concern and noted that is why BES was looking at 50% vs. 100% cost recovery for the services.

Kathi Futornik asked if the proposed fee increases had been presented at the Stormwater Advisory Committee (SAC). Lana said no, that she thought that the SAC dealt with policy issues and this was a fee increase. Kathi Futornik followed up by noting that these were indeed policy issues the SAC should comment on.

Dennis Wilde said there was a disconnect with a customer providing on site stormwater management but still paying the SDCs. Was that addressed in the fee proposal?

Lana Danaher said no, that was not addressed as of yet.

Dennis Wilde asked what help did she need to get BES to accomplish some of these policy goals? Lana replied that many of these issues weren't in her prevue.

Simon Tomkinson noted that consistency was more important than the fees themselves. Simon followed up with asking Lana if there was anything DRAC could help with. Possibly meeting with the Public Utilities Review Board.

Bonny McKnight said that these policies felt like an unfunded mandate that needed general fund support.

Kurt Krueger, Portland Department of Transportation (PDOT) agreed to draft a summary of the issues impact by the fee increases proposal. Simon Tomkinson agreed to use the Green Building Subcommittee meeting scheduled for April 18<sup>th</sup> to discuss the BES proposed fees and how they are connected to furthering the City's goals on stormwater management.

**DRAC Meeting, Thursday, May 10<sup>th</sup> 7:30-9:00 a.m.**

**Minutes prepared by Anne Hill  
April 15, 2007**

