

Development Review Advisory Committee
MINUTES
Thursday, November 8th, 2007

Attendees:

DRAC Members Present

Kathi Futornick	Melvin Oden-Orr
Charlie Grist	Goudarz Eghtedari
Greg Theisen	Bonny McKnight
Rick Michaelson	Tom Skaar

Guests

Thomasina Gabriele, Institutions Coalition
Jim McCauley, HBA
Stacy Triplett, Metro

City Staff Present

Rebecca Esau, BDS	Nora Mullane, BDS
Andy Peterson, BDS	Alex Bejarano, PDOT
Kurt Krueger, PDOT	Ross Turkus, BDS
Denise Kleim, BDS	Dawn Hottenroth, BES
Jim Nicks, BDS	Cindy Dietz, Water
Christine Leon, PDOT	Chris Scarzello, BOP
Joan Fredericksen, BOP	Roberta Jortner, BOP
Michael Armstrong, OSD	

DRAC Members Absent

Jeff Perala	Steve Heiteen
Don Geddes	Don Hanson
Dennis Wilde	Alan Beard
Simon Tomkinson	Peter Finley Fry

Handouts

- The DRAC Green Subcommittee's Report and Recommendations
- Portland Tribune article: City: Build it green or pay fee, October 30, 2007
- BDS System Development Charges handout
- DRAC Member Budget Related Issues – Summary Page
- DRAC Budget Subcommittee meeting notes, October 19, 2007
- Proposed PCC– Title 17 Phase 1 Changes
- BES FY 07/08 Title 17 Code Updates
- Draft Citywide Tree Policy and Regulatory Review Project Relationship to the Urban Forest Action Plan
- Draft Citywide Tree Policy and Regulatory Review Project Scoping Paper Executive Summary
- Draft Citywide Tree Policy and regulatory Improvement Project Major Topics and Issues for Evaluation
- Draft Citywide Tree Policy and regulatory Review Project Timeline
- East Neighborhood Association News

Convene Meeting

Kathi Futornick convened the meeting at 7:40, and asked if anyone had any changes to the October meeting minutes. With no changes, the October 11th, 2007 minutes were approved.

Green Building Subcommittee Report

Kathi Futornick introduced and distributed the DRAC Green Subcommittee's Report, Expanding Sustainable Development Practices in Portland, Oregon, as well as a letter from Subcommittee Chair Dennis Wilde requesting acceptance of the report by DRAC. DRAC members were asked to review the document and prepare questions and comments for the December 13th meeting. It was noted by Kathi that OSD, and BDS (through the DRAC Green Subcommittee), have been developing parallel recommendations to promote sustainable development. The difference being that OSD's approach is regulatory and the DRAC Subcommittee's approach is incentive based. Kathi Futornick stated that the trend of encouraging sustainable development is pervasive at all levels of government from local to national, and that the City's attempt to address this is timely.

Bonny McKnight suggested that both the OSD and BDS proposal's go to council at the same time to allow Council to measure both approaches and determine a consistent system to provide development services, the primary goal of the DRAC.

OSD Staff, Michael Armstrong, stated that OSD Staff, Peter Hurley, planned to take the OSD recommendations to Council in January or February. Furthermore, both the OSD and BDS documents are starting points, and Council will review both. Michael suggested that the OSD present their recommended policies at the December 13th meeting.

Greg Thiesen requested a table summarizing both the OSD and BDS options, illustrating their impacts on builders and stakeholders. Kathi Futornick supported this request, and shared that the SAC Committee has an interest, as they represent stormwater management and green infrastructure. Bonny McKnight recommended that DRAC discuss stage II of the Green Building Subcommittee recommendations in December, and that an effort be made to include all stakeholders in the meeting.

Tom Skaar expressed disappointment at the lack of knowledge DRAC was afforded with regards to OSD's efforts. With concern for affordability of development projects, Tom Skaar advocated that the City resist forcing choice. Jim McCauley echoed Tom's concerns, stressing that his HBA constituents would reject a regulatory approach. Jim asked that the DRAC understand that the Green Building Subcommittee process has been transparent, while the OSD process has not been similarly vetted.

Charlie Grist further encouraged the DRAC membership to review the Subcommittee report, stressing the significance of the work it encapsulates.

Director's Report- SDC Handout Review

Plan Review Services Manager, Andy Peterson, distributed a draft version of the BDS System Development Charge (SDC) handout for review by the DRAC.

Tom Skaar observed that the Sanitary Sewer and Stormwater charges appeared to be reversed. Rick Michaelson would like to see the document have a more consistent format, and more explanation of each charge. Andy Peterson recommended that he contact Alisa Cour following the meeting to make suggestions.

Bonny McKnight asked if there was a consistent calendar for changes to the SDC's among the Bureau's, and if not, would like to see this consistency.

Rick Michaelson proposed that a subcommittee convene to examine issues related to SDC's. Kathi Futornick asked who would be interested in sitting on the subcommittee. Rick Michaelson, Tom Skaar, and Greg Thiesen expressed interest. Ross Turkus will follow up with Anne Hill to establish a meeting schedule.

2007-8 Budget Update

Administrative Services Manager, Denise Kleim, reported on the budgeting process. The Labor Management Budget Committee will be meeting today. The primary budget requests are additional positions and improvements and upgrades to technology. The bureau is reviewing revenue projections and possible funding for the requests. The next DRAC Budget Subcommittee meeting is November 14th, and the final meeting is December 5th. The bureau is in the final stages of the budget process, and is currently reviewing estimates.

Denise Kleim shared that one technology project the Bureau is working on is online mobile inspections.

Tom Skaar asked how work volume at the BDS is holding up given shifting market conditions. Denise Kleim responded by saying that residential inspections is busier than ever. The change has been marked in a shift from new construction to residential additions and remodels. Residential inspectors have been working significant amounts of overtime, which accounts for the staff increase requests. Commercial construction has remained consistent, but condo projects are in some cases transitioning to apartments. Jim Nicks commented that BDS is on track to exceed inspections estimates for 2007. Andy Peterson shared that there has been a drop in the number of single family review appointments, but that commercial projects have been steady.

Jim McCauley inquired about the State surcharge for e-permitting. He expressed concern that BDS receives money from this surcharge. Denise Kleim explained that BDS collects the surcharge and then passes these revenues directly to the State. BDS does not receive any funds from the State surcharge.

Title 17 Code Changes

Alex Bejarano of PDOT distributed a memorandum to the DRAC regarding the Proposed Portland City Code- Title 17 Phase 1 Changes.

Charlie Grist asked for the timeline for the 2nd and 3rd phases of the Title 17 code review. Alex Bejarano said that PDOT would be entering stage 2 in March of 2008. The Cable Franchise Office is doing their own review that will be incorporated into the minor code clean up changes. Changes to Title 17 are online, and Alex Bejarano invited the DRAC to review them.

Dawn Hottenroth of the Bureau of Environmental Services distributed and reviewed the document *Summary of BES FY 07/08 Title 17 Code Updates*.

Bonny McKnight asked how the format of the summary of updates would help her and other Land Use Chairs understand these changes. Bonny McKnight requested a simpler more precise format including the original code language, the rationale for the changes, and the proposed new code. Bonny McKnight suggested that Douglas Hardy's format for Bureau of Planning

Code Change Packages is a useful model. Greg Thiesen has seen tables in the past that classify a code change as major or minor. It would be easier to read if they followed that format.

Thomasina Gabriele stated that subtle changes to language can significantly alter the interpretation of a document. Melvin Oden-Orr agreed with this assessment. Thomasina Gabriele asked that explanations be given as to why the definitions were changed. Thomasina also would like to understand why some items have been taken from the code and placed in the administrative rule.

Tom Skaar would have liked to see the proposed changes come to DRAC sooner. He agrees with Bonny McKnight that the format is challenging, but can see that the thick handout naming all of the changes could be helpful. Tom Skaar's concern is that the number of changes is large, and the DRAC needs time to review and comment.

Dawn Hottenroth told the DRAC that a separate public process to review the OMF billing changes.

DRAC members were encouraged to contact the Bureau representatives regarding Title 17 changes. Kathi Futornick asked that Alex Bejarano and Dawn Hottenroth's e-mail addresses be included in the DRAC minutes:

Alex Bejarano: Alex.Bejarano@pdxtrans.org

Dawn Hottenroth: DawnH@BES.ci.portland.or.us

Citywide Tree Project Briefing

Roberta Jortner and Chris Scarzello distributed draft documents and gave a quick summary of the Tree Project. DRAC members were encouraged to review the issues listed in the distributed documents, and contact Chris and Roberta with comments, anecdotes of their experience, contacts of stakeholders who may want to comment, and omissions.

Tom Skaar requested that Joan and BOP let Anne know when to set a meeting aside to discuss the Tree Project. Tom would be happy to sit down with the representatives of the project.

Thomasina Gabriele suggested that using the Impact Assessment Game might be a good tool for examining the policy issue conflicts between infill and trees.

Kathi Futornick asked that the Tree Project be revisited in January for further discussion at DRAC. The Impact Assessment game review has been postponed for the January meeting as well. Significant time will be given at the December meeting to examine both the OSD and Green Subcommittee Report, as well as the final BDS budget.

Bonny McKnight distributed a copy of the East Neighborhood Association News.

Next DRAC Meeting, Thursday, December 13th, 2007, 7:30-9:00 a.m.

Minutes prepared by Ross Turkus

November 25th, 2007