



City of  
**PORTLAND, OREGON**

Development Review Advisory Committee

**Development Review Advisory Committee  
MINUTES  
Thursday, August 14, 2008**

**Attendees:**

**DRAC Members Present:**

Simon Tomkinson	Greg Theisen	Alan Beard
Rick Michaelson	Kathi Futornik	Dennis Wilde

**Guests**

John Campbell, CDRI	Linda Bauer
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**City Staff Present:**

Paul Scarlett, BDS	Anne Hill, BDS	Kareen Perkins, BDS
Rebecca Esau, BDS	Ross Caron, BDS	Kurt Krueger, PDOT
Doug Morgan, BDS	Nora Mullane, BDS	Douglas Hardy, BDS
Eric Engstrom, Planning	Ross Turkus, BDS	Lori Graham, BDS
Jim Nicks, BDS	Hank McDonald, BDS	Denise Kleim, BDS
Mikal Shabazz, BDS	Lana Danaher, BES	Kassandra Griffin, Parks
Christine Leon, PDOT	Stephanie Reynolds, ONI	

**DRAC Members Absent:**

Michele Rudd	Tom Skaar	Steve Heiteen
Jeff Perala	Charlie Grist	Bonny McKnight
Don Geddes	Goudarz Eghtedari	Greg Theisen

**Handouts**

6/12/08 DRAC Minutes  
SDC Q&A to Parks—DRAC Subcommittee Presentation  
SDC Q&A to PDOT—DRAC Subcommittee Presentation  
Mayor's Crime Prevention through Environmental Design (CPTED) Initiative Memo  
Stormwater Management Manual and Code Update Handout  
BDS Workload Snapshot

## **Convene Meeting**

Chair Simon Tomkinson convened the meeting and reviewed the meeting packet materials.

## **Director's Report**

- BDS Director Paul Scarlett announced that the BDS' Field Issuance Remodel (FIR) program was invited to exhibit at the League of Cities national Conference in Orlando, Florida this November.
- An update on paperless technology developments should be made at the next DRAC meeting as the bureau prepares to launch a new version of TRACS.
- He passed out and reviewed the BDS Workload Snapshot explaining that staff is experiencing a slowdown yet inspections continue to remain high. DRAC Chair Simon Tomkinson noted that it was a good thing that the bureau goals were being met despite the slowdown. BDS Administrative Services manager explained that the valuation was up in Commercial permits by 18% and down by 23% in residential permits; which could be attributed to smaller scale projects with less valuation on the residential side.
- Paul Scarlett noted that at the June DRAC meeting there was an update to the Title 29 Property Maintenance Code. Since then the City had received some opposition to the update. He explained that he assigned Anne Hill to facilitate and coordinate that discussion with members of the Small Business Advisory Council (SBAC), BOMA, staff, and other interested parties. DRAC Chair Simon Tomkinson noted that this was the first time the code references commercial property and wanted to make sure that the language is clear.
- DRAC Chair Simon Tomkinson noted that the Containers in the Right Away (CROW) was also of concern to the SBAC and BOMA members. Site Services manager Ross Caron explained that the CROW is an enforcement program administered through BDS through an Intra-Bureau Agreement with the Office of Sustainable Development (OSD). There are currently 60 complaints being investigated. He further explained that there is a hardship process at OSD for those who have some constraints. PDOT staff Christine Leon noted that there are issues with the permanent location of garbage and recycling containers and that storage in the public right away is not allowed.

## **Stormwater Management Manual**

BES staff Lana Danaher distributed and reviewed a *Stormwater Management Manual and Code Update* handout along with CDs of the Stormwater Management Manual updates. The code portion of the update will be going to City Council in August to make the effective date meet the October 1, 2008 timeline. BES Staff Dawn Hottenroth explained that there would be more code changes coming in the fall and winter to Title 17 and that the DRAC will be notified of the proposed changes.

## **Crime Prevention Through Environmental Design (CPTED)**

John Campbell, consultant to the City explained the CPTED initiative to the DRAC using a Power point presentation. The project was funded through the Office of Neighborhood Involvement managed by ONI staff Stephanie Reynolds. The proposed policy would be applied to all new publicly funded multi-family dwellings, and the implementation would be a test of the policy. Private development would be affected only in that they would be required to receive information about implementing CPTED Principles.

BES staff Lana Danaher wanted a definition of what 'City funded" vs. City "financed" was because the policy could be inadvertently applied to projects receiving City funding that were CEPTED issues like screens and plantings. DRAC Chair Simon Tomkinson suggested that the list of plantings be reviewed and DRAC member Rick Mickelson asked if community centers were included. John Campbell explained that at this time only multi-family dwellings were being addressed.

### **New Business**

Bureau of Planning staff Eric Engstrom announced that on August 26 RICAP V was scheduled to be heard at the Planning Commission so they could review the workplan.

**DRAC Meeting, Thursday September 11, 2008 7:30-9:00 a.m.**

Minutes prepared by Anne Hill—August 21st, 2008