



The Plans Examiner

BDS Announces Merge of Site Services Complaint Lines

On May 1st, the Bureau of Development Services merged five complaint lines for their Compliance Services, Neighborhood Inspections, Noise, Erosion Control and Site Development Sections into a single contact in an effort to streamline the enforcement complaint process for customers.

These five sections make up the Site Services Division of the Bureau of Development Services that administers various city codes and processes different types of enforcement cases. In 2008, Site Services received over 12,000 complaints. Customers may now call 503-823-CODE (2633) to report a complaint.



Types of violation complaints the division can respond to include:

- Construction code (work without permit)
- Zoning code
- Fire damage and dangerous buildings
- Noise control
- Nuisance issues on property and adjacent rights-of-way
- Housing maintenance concerns
- Derelict buildings
- Disabled vehicles on private property
- Erosion control issues
- Site issues (grading, filling, clearing)

Consolidating the five lines will make it easier for the public to initiate a case since they will have a single point of contact for registering a complaint.

To get detailed information about the types of complaints the division can respond to, or to file a complaint online, go to www.portlandonline.com/bds and click on the Enforcement tab. You can also access the hand-out Maintaining Portland's Safety and Livability (make live link) to find out more about the enforcement process.

Topics

BDS Enforcement Hotline	1
DSC Hours	1
Japanese Delegates Visit Portland	2
Planning and Zoning Training	2
Lunch and Learn	2
Living in a Seismically Active Region	3
Building Safety Week.....	3
BDS Online Video Channel.....	3
Green Building Corner.....	4
Fee Increases.....	5
Process Management Takes New Name.....	6
Permit Consolidation Update.....	7
Zoning Code Amendment.....	7
Women in Trades Career Fair	8
How to Reach Us.....	8

DSC Hours of Operation

The Bureau of Development Services recently changed the hours of operation for the Development Services Center (DSC) to better serve our customers.

Current DSC Business Hours

Monday, Wednesday, Thursday and Friday:
7:30 am to 4:00 pm
and
Tuesdays:
7:30 am to 3:00 pm

The DSC is located at 1900 SW 4th Avenue, First Floor and provides customers with all the expertise needed to complete permitting processes quickly and efficiently.

For more information, visit: www.portlandonline.com/bds/index.cfm?c=37988

Japanese Delegates Visit Portland to Study Wood Building Structures

The Bureau of Development Services had the pleasure of hosting Dr. Tshuchimoto, Senior Researcher for wood-based materials with the Japanese Government Ministry, Kevin Cheung, Director of Technical Services at Western Wood Products Association in Portland, and Masatoshi Tomoi, Consultant and Translator from Japan, to discuss our experience with wood building structures.

BDS Engineering Supervisor, Jed Sampson, Commercial Inspection Manager, Hank McDonald, and Structural Engineer, Lisa Buellbach, hosted the delegation during their visit and answered questions about:

- Types of products used most
- Appropriate engineering calculations
- Product standards for materials and screws
- Length of time it takes to obtain a permit
- Quality control management
- How inspections are performed

In addition to the information shared by staff, Commercial Inspections Manager, Phil Burkart, and Building Inspector, Jeff Donnelly, took our guests on a tour of projects being constructed throughout Portland.



"It was a pleasure to share and exchange information on effective materials, the permitting process and inspections with the Japanese delegates. It is an honor to be recognized by others throughout the world for the work the city of Portland is doing to ensure the safety and sustainability of our buildings."

*Jed Sampson
Engineering Section Manager*

Planning and Zoning Training a Hit with BDS Customers

On March 31st, members of Portland's neighborhood associations learned about the abundance of land use planning and zoning information available on www.portlandonline.com/bds and www.portlandmaps.com. Specifically tailored for those who participate in the land use review process, the hands-on training was designed to give neighbors the tools to help them understand and navigate the city's development review process. Organized by the Land Use Coordination Section with assistance from the Office of Neighborhood Involvement, the free training was filled to capacity within days of the announcement and was well received by participants.

We plan to offer this training on a regular basis, and welcome your ideas on how to improve connections with Portland's neighborhoods. For more information contact Marguerite Feuersanger, City Planner II at 503-823-7619.



Join us!

2nd Friday of every month -
12:00 noon to 1:00 pm
1900 SW 4th Ave., Portland 2nd floor conference room
Bring your lunch and sit in on a free seminar.

2009 Scheduled Presentations

Friday, May 8, 2009

Field Issuance Remodel Program (FIR)

- What is the purpose of the FIR Program?
- What scope of work does it cover?
- Who is eligible and what are their responsibilities?
- Cost of the program
- Customer feedback
- Resources, questions and contact information

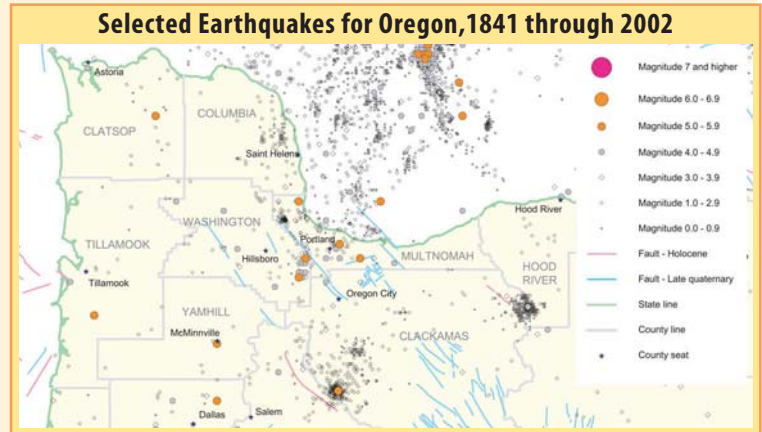
Friday, June 12, 2009

Street Improvement Public Policy Process

For more information about Lunch and Learn visit our Web site at www.portlandonline.com/bds, select the Information Center tab > Customer Assistance.

Living in a Seismically Active Region

Portland and the surrounding communities are located in a seismically active region. Although most Oregonians have not witnessed a large earthquake in this region during their lifetime, large earthquakes have occurred in the past. The Cascadia Subduction Zone lies off the Oregon and Washington coasts where two sections of the earth's crust (tectonic plates) are colliding, with one plate sliding beneath (subducting) the other. Subduction zones have produced some of the most powerful earthquakes ever recorded, often having magnitudes of 8 to 9 or larger. The 2004 Great Sumatra-Andaman (magnitude 9.1) earthquake occurred on a subduction zone. Studies have found widespread evidence that very large earthquakes have occurred repeatedly in the past on the Cascadia Subduction Zone, most recently in January, 1700. Scientists believe the Cascadia Subduction Zone is likely to produce large earthquakes in the future.



Earthquakes are a natural occurrence caused by the constant motion of the Earth's crust. This motion creates the build-up of pressure along faults which is released at some point in the form of an earthquake. Earthquakes strike suddenly and without warning, causing the ground to shake, and in turn buildings to move. Strong ground shaking can cause severe damage to buildings, cracking walls, toppling chimneys or even shifting buildings off their foundation. Older buildings and homes are especially at risk because they often lack adequate anchorage to their foundation and were not designed to resist the shaking and movement expected from earthquakes today. Identifying potential hazards ahead of time, strengthening homes, buildings and utilities can reduce damage and the dangers of serious injury or loss of life from an earthquake. (Modified from www.oregongeology.org/sub/earthquakes/EQs.htm)

For more information about seismic hazards in the Portland area and Pacific Northwest, visit: www.pnsn.org, www.oregongeology.org, www.crew.org

Building Safety Week May 5-9

BDS Open House

Tuesday, May 5th from 3:00 pm to 4:30 pm
1900 SW 4th Avenue, 1st Floor in Portland

The open house will include:

- A Building Safety Week Proclamation signed by Commissioner Randy Leonard and BDS Director Paul Scarlett
- Refreshments
- Tours of the Development Services Center

BDS Online Video Channel - One more way we are reaching out to you.

BDS recently launched a new YouTube Channel with the goal of providing informative clips for online users to view and learn about what we do via the Internet.



Some of our current video topics include:

- BDS Infomercial
- Rough-in Plumbing by McKenzie James
- Want Sustainability? Tree in a box
- Better Living Attracts a lot of Attention
- Weekly Tip: Water Piping in Your Home
- Design Review: Concept to Construction by Tim Heron
- Plumbing: Rough-in top out Inspection in a Single Family Residence
- Plumbing: Residential Final Inspection by Kim Appleberry

Check out these topics and more at www.youtube.com/bdsoutreach

CORNER

GREEN BUILDING

Grow Your Garden | Reduce Your Carbon

Time spent in natural surroundings boosts our well-being and recharges us. But did you know that a low-maintenance naturescape (where backyard and wildlife habitat meet) can increase your home's comfort, reduce your carbon footprint, provide habitat for wildlife and revitalize your senses? Read on how your growing garden can have a far-reaching impact.

Leafy Screens - Vines can be trained over a free-standing privacy panel or trellis.

Hardy deciduous vines or trees planted along south and west house facades provide cool, leafy shade in the summer. During dark, winter months deciduous plantings lose their leaves, allowing light and solar heat to reach interior spaces.

Portland's summer breezes tend to come from the north; fragrant trees and shrubs planted along the north façade cool the air (through transpiration) and the breeze carries this cool, fragrant air in through open windows.



Kiwi vine growing on deck

These passive techniques can lower your heating and cooling bills and reduce carbon emissions, as well as providing habitat, edible fruits and visual interest.

Easy-to-maintain, visually interesting, deciduous:

- Trees include: Western serviceberry (N), Pacific ninebark (N), Vine maple (N), Paperbark maple, Coral bark, Japanese maple, Redbud, Tulip tree and Harlequin glorybower. (N = native)
- Vines include: Silver lace, Five-leaf akebia, Clematis, Hardy kiwi and Hops.

Living Roofs and Walls - Consider installing a vegetated roof (or "ecorooft") on the low-slope roof of your home or accessory structure.



Living wall

The City of Portland Bureau of Environmental Services (BES) provides free technical assistance, workshops and grants for ecoroofs. Living walls work well on south and west facades grown over a fine-mesh trellis, or planted in large horizontal louvers along a wall. Benefits of vegetated surfaces include thick outdoor insulation, wildlife habitat, carbon absorption, stormwater filtration, and space to grow edible plants.

Easy drought-tolerant:

- Groundcovers: Yarrow (N), Stonecrop (N), Sedum, herbs, grasses. (N = native)



Outdoor patio of shipping container house shaded by vines



Outdoor room created by greenery, vine maple in background

Wind Protection

In our region, harsh weather is often from the southwest, but at times cold wind comes from the east. If your site is exposed to these compass points, consider planting a size-appropriate evergreen shrub or tree to shield your home. Your heating system will not have to work as hard and trees add visual interest, provide habitat, and collect and store carbon from the air.

Easy-to-maintain, interesting, small and medium:

- Evergreens include: Pacific rhododendron (N), Evergreen huckleberry (N), Pieris, Colorado blue spruce, White cedar. (N = native)

Techniques - to reduce energy and environmental costs in garden creation and maintenance.

- Minimize pavement and lawn area to reduce storm-water runoff.
- Use salvaged pavers or bricks and gravel instead of buying newly-manufactured products.
- Try hand-weeding and cultivation in lieu of using power equipment.
- Choose native and low-water demand plants that don't require watering from a piped-in source.
- Use compost or manure instead of chemical or synthetic fertilizers.

Low impact = low-maintenance = less energy = lower carbon emissions = lower utility bills = time enjoying your garden.



Ecorooft

Looking for Inspiration?

Metro's Demonstration Garden - Open daily 7am - 7pm year round. Located at 6800 SE 57th Avenue (at SE Cooper Street). 503-797-1700.

Hawthorne Youth Hostel's porch ecoroof and stormwater filtration - 3031 SE Hawthorne Boulevard

Amy Joslin Memorial Ecoroof - Multnomah Building at 501 SE Hawthorne Boulevard, open to the public during business hours. The view of downtown is terrific too!

References

City of Portland Water Bureau. Seven Basic Steps for Creating Water-Efficient Landscapes and Water-Efficient Plants for the Willamette Valley.

City of Portland Bureau of Environmental Services. Sustainable Stormwater and Watershed Management Web site. www.portlandonline.com/bes/index.cfm?c=34598

Dunnett, Nigel and Noel Kingsbury. *Planting Green Roofs and Living Walls*. Timber Press, 2008.

Kent, Douglas. *A New Era of Gardening: A Book on Gardening for Oxygen and a Healthier Atmosphere*. Garden Shed Productions, 2001.

Metro. *Natural Gardening Guidebook*.

McNeilan, Ray and Jan McNeilan. *The Pacific Northwest Gardener's Book of Lists*. Taylor Trade Publishing, 1997.

US Department of Energy. *A Consumer's Guide to Energy Efficiency*.

On average, we spend over 90 percent of our lives indoors.

Each Oregonian produces about 24,000 pounds of carbon in one year.

A mature tree can absorb and store up to 48 pounds of carbon dioxide in one year and releases oxygen back into the atmosphere.

Over 50 percent of Oregon's electricity is generated by coal power plants.

Green Building Hotline: 503-823-5431
www.BuildGreen411.com.



Fee Increases

In 1988, the Portland City Council decided that construction-related programs operated by the Bureau of Buildings (now BDS) should be fully self-supporting; that is, these programs should be supported solely by permit fees, rather than by taxpayer dollars. The Council also directed BDS to create a reserve fund to tide the bureau over during times of lower permit revenues.

The current economic downturn has caused it to become decidedly more challenging to meet this directive. Since September, BDS has undertaken several steps to significantly reduce expenditures, including:

- Not filling more than 35 positions vacated during 2008/2009
- Ending most overtime
- Reducing travel, training, contracts, and other expenditures
- Slating over 55 positions for reduction in fiscal year 2009-10

Despite these efforts, the bureau has had to increasingly dip into its reserve fund in order to meet current expenses. BDS's 5-year Financial Plan calls for the continued use of reserve funds to meet current obligations until a projected recovery in construction activity in FY 2011-12.

While the bureau recognizes the impact that fee increases have on its customers, particularly in the current economic climate, moderate fee increases will be necessary in order to maintain BDS's financial stability and ensure continued high-quality services.

Most fees will increase from 4% to 5.5%; notable exceptions include the Site Development and Signs programs, which will increase by 7.5%, and Mechanical permits, which will increase by 10%, in order to address more significant funding issues. Also, please note that these are NOT across-the-board increases; you'll want to check each fee schedule to see which specific fees have

been raised. Building permit and building plan review fees will not increase.

- Building permits (no increase)
- Mechanical permits (10%)
- Electrical permits (5%)
- Plumbing permits (5.5%)
- Facilities Permit Program (4%)
- Site Development permits (7.5%)
- Environmental Soils Program (5%)
- Signs Program (7.5%)
- Zoning Program (5%)
- Noise Control Program (5%)
- Neighborhood Inspections (5%)
- Land Use Services (5%)
- FIR Program hourly rate (5%)

Also, for customers opting to pay into the City's Tree Fund as a way to meet the Zoning Code's tree requirement, the \$150.00 per diameter inch rate will be increased to \$300 per diameter inch.

The Portland City Council will review all of the rate increases recommended by BDS and will hear public testimony about the changes at 9:30 am on Wednesday, May 13, 2009 at City Hall. Council will vote on the changes on Wednesday, May 20, 2009. If the ordinance passes the fee increases become effective July 1, 2009.

Multnomah County fees will also be affected, since the County contracts with the City of Portland for inspection and plan review services in the unincorporated areas within the Portland urban services boundary. The County Board of Commissioners has therefore scheduled a hearing to review the proposed fee increases at 9:30 am on Thursday, May 21, 2009 in the County Board Room, 501 SE Hawthorne, first floor.

The complete fee schedules will be available online in June at www.portlandonline.com/bds.

If you have questions about the fee increases, please contact Denise Kleim, BDS Administrative Services Manager, at 503-823-7338 or denise.kleim@ci.portland.or.us.



Process Management Section Has Taken a New Name

The Process Management Team has been working, on a number of service improvements for our customers. We realized many customers, both internal and external, were not aware of the work we do and the kind of assistance we can provide to our customers. The Process Management Section of BDS has a new name, devTeam Portland. And the Process Managers have new working titles, Development Liaisons.

BDS Development Liaisons work to ensure clear, effective, ongoing communication between all the city reviewers and the developer's design and construction team throughout the design, plan review, permitting and construction process. They serve as an essential single point of contact between our customers and city staff. Liaisons assist customers in many ways including providing early building permit fee estimates and guidance about the permit process and submittal requirements, arranging early assistance meetings with customers and plan review staff, and monitoring the review process for continuity and timeliness.

Development Liaison services are provided free of charge with the exception of the Major Projects Group Program.

Development Liaisons work with customers whose projects fall into one of the following categories:

- **Midsize - \$1 to 8 Million** - These projects may be either new construction or alterations to an existing building and may include the following: a City land use process or design review, seismic upgrades, transportation issues, stormwater disposal challenges, or a mixture of building types and uses. They may have complex site or design requirements.
- **Common Greens and Shared Courtyard Projects** - Consisting of residential units oriented around a common open space area, or landscaped courtyard, providing an outdoor amenity for residents, landscaping, stormwater management, and often a common area shared by pedestrians and vehicles. The DevTeam is partnering with Development Services Process Managers to provide customer service to both Midsize and Common Green /Courtyard Projects.
- **Large - \$8 Million and larger** - These include complex projects with numerous challenges similar to the mid-size category. Examples of large projects are high rises, condominium or office towers with mixed retail uses, medical facilities, industrial sites and projects with major infrastructure improvement components.
- **Special Projects** - These may be of any value and may be referred to us from the Portland Development Commission, City Council, Development Services Center or other city staff.
- **Major Projects Group Program (MPG)** - \$40 Million or larger - MPG is a fee-based program designed specifically for the largest and most complex projects. It includes expanded facilitation services and early, ongoing review of design documents. There is an application process for this program and it is limited to 5 customers per year.

Visit our Web page at www.portlandonline.com/bds/devteam for more information about the services we can provide our customers during the various phases of a development project. The page also includes brochures about the devTeam and the Major Projects Group and some helpful links our customers typically need along with our contact information.

Contact Nora Mullane, Process Management Section Manager, at 503-823-4281 with any questions you may have about the devTeam's work and how they can assist you with your project.



Council Approves Plan to Co-Locate Development Permitting Functions at 1900 SW 4th Building

On April 16, 2009, Portland City Council unanimously approved a plan that commences co-location of programs and personnel from the City's infrastructure bureaus necessary for the review and issuance of all development related permits in the 1900 SW 4th Avenue building on or before July 1, 2009.

These co-located positions will perform their duties in a common location to enhance customer service delivery, but will continue to serve under the authority of their respective bureaus. The Director of the Bureau of Development Services, Paul Scarlett, will be responsible for the identification of co-located programs and positions for the 1900 SW 4th Avenue building to ensure that co-located staff have the appropriate knowledge and authority to enhance customer service in the City's permitting functions.

Specifically, the plan calls for the development and establishment of:

- An effective conflict resolution process to address policy and code conflicts between bureaus
- Standard turnaround times for permit application reviews, code appeals, and other associated services provided by the Portland Bureau of Transportation (PBOT), Bureau of Environmental Services (BES), Water Bureau and Parks Bureau consistent with established BDS turnaround times
- Predictable fee schedules for all permits and associated services provided by PBOT, BES, Water and Parks
- Formal appeals processes for PBOT, BES, Water and Parks
- A standardized Systems Development Charge (SDC) program offering customers a uniform approach to SDC low income waivers, SDC deferrals, and SDC financing.

City Council has requested that the Bureau of Development Services report back to them by July 1, 2010 on the effectiveness of these initiatives in improving customer service and make a recommendation on whether the City Council should pursue full consolidation of the City's permitting functions at that time.

Future updates will be made available through the Plans Examiner newsletter and the BDS Web site as the plan is developed and implemented. Please call Alisa Cour, BDS Public Information Manager at 503-823-4017 if you have any questions or comments.



Zoning Code Amendment Proposed to Extend Land Use Expiration Dates

In recognition of the current economic situation and how it is impacting developers and homeowners, the Bureaus of Development Services and Planning and Sustainability are proposing a Zoning Code amendment that would extend for a limited period the expiration dates of land use reviews and related land use actions. The City Council will consider the amendment at a hearing on May 6, 2009.

The timelines that are addressed in the Code amendment include:

- Land Use Approvals: Currently, an approved land use review expires if a building permit is not issued within three years of the final decision;
- Preliminary Plans: Under current code, approved preliminary plans for land divisions expire if a final plat application has not been submitted within three years of the decision on the preliminary plan;
- Pre-application Conferences: Pre-application conferences currently are valid for one year; and
- Final Plat Applications: If the City has asked the applicant for additional information, currently the applicant must submit the information within 180 days of the request, or the application is voided.

The proposed amendment would extend for a limited period these expiration dates. Information about the amendment is available on-line at www.portlandonline.com/bds/index.cfm?a=235011&c=44740.

For more information, please contact Douglas Hardy at 503-823-7816 or dhardy@ci.portland.or.us.

Oregon Tradeswomen, Inc. proudly presents the 17th Annual Women in Trades Career Fair - Fair Goes Green!

Saturday, May 16th from 9:00 am to 3:00 pm

NECA / IBEW Electrical Training Center, 16021 NE Airport Way, Portland, OR

- FREE Admission
- FREE Parking
- FREE onsite childcare
- FREE transportation on Eco-Shuttle from the Gateway Transit Center

Participate in hands-on workshops, try out tools, meet employers, learn about apprenticeship, meet successful tradeswomen role models including electricians, carpenters, heavy equipment operators, and more. No advance registration required.

Contact Oregon Tradeswomen, Inc. for more information:

503-335-8200 x21

info@tradeswomen.net

www.tradeswomen.net/fair2009intro.php



Online in 2009

To receive The Plans Examiner via our Web site:

1. Go online to www.portlandonline.com/bds
2. On the left side of the BDS Home Page, under Quick Links, click on Join Our Mailing Links

The Plans Examiner is a bi-monthly online publication of the City of Portland - Bureau of Development Services

How to Reach Us

Monday thru Friday
8:00 am to 5:00 pm

(e) = electronic messaging system, please leave detailed information and your call will be returned.

On the Internet visit:

www.portlandonline.com/bds

Development Services Center

1900 SW 4th Avenue
Monday, Wednesday, Thursday and Friday
7:30 am to 4:00 pm

Tuesday
7:30 to 3:00 pm

The Plans Examiner is a paperless publication.

Join our electronic mailing list at our Web site to receive the newsletter link.

BDS Customer Service	503-823-7308
Building Code Information	503-823-1456 (e)
Fire Code Information	503-823-7300
Planning & Zoning Information.....	503-823-7526
24-hour Inspection Request Recording	503-823-7000 (e)
Inspection Section, 1 & 2 Family Dwellings	503-823-7388
Commercial, Plumbing	503-823-7302
Building & Mechanical.....	503-823-7303
Electrical	503-823-7304
Development Services Center	503-823-7310 (e)
Development Services Center FAX.....	503-823-3018
Information, electrical, mechanical, plumbing, sewer, and sign permits.....	503-823-7363
Lunch & Learn Contact , Tiffani Penson.....	503-823-1109
Newsletter Contact , Alisa Cour	503-823-4017
Permitting Services , Fee estimate and Permit status via voice mail.....	503-823-7357 (e)
Permit status FAXed to you	503-823-7000 (4)
Permitting resource and records.....	503-823-7660
FAX requests for records	503-823-7765
Septic Tanks / Cesspools	503-823-7247

ENVIRONMENTAL SERVICES

Development Assistance	503-823-7761
Industrial Source Control.....	503-823-7585

FIRE BUREAU

Development Standards, Sprinklers, Alarms	
Rich Butcher.....	503-823-3802
Flammable Liquids, Tanks, Hazardous Processes	
Bob Happel.....	503-823-3934

PLANS EXAMINER, MAY / JUNE 2009

OFFICE OF SUSTAINABLE DEVELOPMENT

Regional Green Building Hotline..... 503-823-5431

TRANSPORTATION

Development Requirements, Right-of-Way Policy, Land Divisions and Transportation Plan Review	
Kurt Krueger	503-823-6964
Local Improvement Districts, Andrew Aebi	503-823-5648
Street Permit Engineering, Chon Wong.....	503-823-7050
Systems Development Charge	
Richard Eisenhauer	503-823-7080

TREES - Urban Forestry (7:00 am - 3:30 pm)...

Pruning/Planning/Removal Permits	
N, Luke Miller	503-823-4511
N, Jim Field	503-823-4011
S, Ned Sodja.....	503-823-4440
S, Dave Kahler.....	503-823-1691
Tree Cutting Ordinance and Commercial Planning and Development, Charley Davis	503-823-4523
Transportation Improvements, Joe Hintz	503-823-4025
Residential Development & Improvement	
Myles Black.....	503-823-4018

WATER

Water Service Information.....	503-823-7368
Hydrant Permits.....	503-823-7368
Plan Review, Mari Moore.....	503-823-7368
Subdivision Planning, Rick Nelson	503-823-7475
Backflow Valve Installation Requirements	
Dave Barrigan.....	503-823-7479

BDS will be closed Independence Day, Friday, July 3, 2009 and Labor Day, Monday, September 7, 2009.