



# The Plans Examiners

## BDS Service Updates

The Bureau of Development Services has developed a plan to regularly communicate any significant bureau organizational and service level changes to our customers, industry stakeholders, community organizations and citizens.



**How are we doing this?** As organizational and service level changes are implemented, they are summarized in Service Level Update Documents and provided to affected customer groups. In some cases where a wider audience needs to be reached, press releases are created with a link to the updated document and emailed to media organizations, industry stakeholders, neighborhood organizations, etc. Service Level Update Documents are posted on the BDS web site [www.portlandonline.com/bds/serviceupdates](http://www.portlandonline.com/bds/serviceupdates).

Please see **BDS Service Updates**, Page 2

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## Development Services Holiday Closure

The Development Services Center and the Bureau of Development Services Offices will be closed at various times this holiday season. Be sure to come in early and get your PBOT Street Use permits, Trade permits, submit plans, and have all other general questions answered prior to our holiday closures.

The BDS will be closed on the following days:

- Veterans Day - Wednesday, November 11th
- Thanksgiving Day - Thursday, November 26th
- Christmas Day - Friday, December 25th
- New Year's Day - Friday, January 1st

In addition, the Development Services Center (1st floor) will be closed:

- Friday, November 27th
- Monday, December 28th through Monday, January 4th

**All other BDS offices will be open for service during this time.**

## Public Works Permitting Reform Update

The City of Portland continues to move forward with its efforts to reform the City's Public Works Permitting system and substantially change the way that public works permits are processed and will emphasize early assistance to the customer. On November 19, 2009, an inter-agency team of City staff will go before Council to propose several items including SDC Code and Administrative Rule Changes, Fee Code changes, as well as Interim Rules that allow for the roll out of the public works permitting process.

Please see **Public Works Permitting Reform**, Page 3

# BDS Service Updates,

Continued from page 1

The following is a brief summary of the Service Level Updates that have been developed and communicated so far:

## Code Enforcement Changes (October 21, 2009).

- Elimination of live phone coverage for the BDS Enforcement Hotline (503-823-CODE) for reporting complaints.
- Elimination of Nuisance Abatements, except for the most severe Fire/Life/Safety and Health/Sanitation cases.
- Suspension of investigations for disabled vehicles on private property and zoning inspections for passenger vehicles and recreational vehicles.
- Suspension of investigations and abatements for storage of Non-trash items and debris.
- Increased timelines to investigate assigned cases.
- Suspension of investigations and abatements for tall grass and weeds and overgrowth along property lines.

**Sign Program Changes (October 7, 2009).** Update provided information on minor changes made to the management and organization of the Sign Program. In brief, the changes merge all sign and awning permit and renewal aspects of the program into the Trade Permit/Records Section (503.823.7379) and all A-Board and enforcement functions into the Compliance Services Section (503.823.7305).

**Permit Inspections (September 24, 2009).** The following bullets provide a brief summary of the most significant changes contained in the update:

- Suspension of two-hour time certain inspection requests.
- Required "bundling" of related inspection requests.
- Ranked Inspections with the highest priority going to fire and life safety, structural integrity and neighborhood livability. Some lower priority inspections will be suspended, such as "consultation" inspections, until further notice.
- Re-inspection fees, to ensure cost recovery, will be charged as allowed per code and as deemed appropriate.

**Trade Permit Submittals (September 24, 2009).** Update informed trade permit customers that we are no longer able to guarantee a specific turn-around timeline for faxed in Trade Permits, but on-line permits will be issued immediately.

## How can we better communicate this information?

Please contact Ross Caron, Site Services Division Manager & Bureau PIO by phone 503.823.4268 or email [ross.caron@ci.portland.or.us](mailto:ross.caron@ci.portland.or.us) with your ideas or suggestions.

# Deck Design Guide

The Bureau of Development Services offers a new handout entitled Deck Design Guide, based on the Typical Deck Details

handout developed by Brad Roast, building official for the City of Beaverton, and the Building Officials Code Consistency Group. This compilation of building code requirements, details and construction standards is intended to be an easy-to-use document to help design a deck, obtain a building permit and pass inspections.

The Guide includes pre-approved design standards and details and a "fill in the blanks" framing plan.

The Deck Design Guide can be used for decks that are:

- For one- and two-family dwellings
- Single-span
- All on one level
- Not supporting a hot tub or spa
- Not attached to house overhangs, bay windows, brick, stone or concrete block
- Not more than 10 feet above the ground
- Not bearing on ground with a slope greater than 2 feet horizontal for every 1 foot vertical

The Guide does not take into account conditions which may affect a deck design, so depending on your specific situation, you may need to hire a licensed architect or structural engineer to design the deck. The Deck Design Guide is available on our website at: <http://www.portlandonline.com/bds/index.cfm?a=260368>



## Public Works Permitting Reform

Continued from page 1

Process improvements will also include:

- Standard turnaround times;
- Predictable fee schedules;
- Consistent formal appeals processes; and
- Standardized System Development Charge (SDC) program with uniform approaches to SDC low income waivers, deferrals, and financing.

In April 2009, City Council directed City bureaus to co-locate all permitting review staff and make some substantial service and program improvements to the public works permitting process. An Interagency Team was formed to address the directive. In addition, a Development Review Advisory Committee (DRAC) Subcommittee along with a Planning Commission member was formed to participate in the improvements and provide feedback to the Interagency Team.



The Team has initiated discussions with a Public Works user group. This user group and DRAC subcommittee, is instrumental in assisting City staff to refine the Public Works Permitting process.

In December 2009, the Interagency permitting review staff will move to the 1900 SW 4th Avenue Building. This move will be completed by the end of December 2009, in time for the initial roll out of the Public Works Permit Review process, scheduled for January 2010.

More to come later in the New Year! For more information, please visit: [www.portlandonline.com/bds/index.cfm?c=51265](http://www.portlandonline.com/bds/index.cfm?c=51265)

## Fix-It Fair offers workshops in Spanish



The City of Portland's 23rd Annual Fix-It Fair season will kick off November 21, 2009 with a new addition: workshops in Spanish. Fix-It Fairs are free events where residents can learn simple and effective ways to save money at home this winter.

View exhibits from community partners and attend workshops led by local experts about water and energy savings, home and personal health, community resources, recycling and yard care, lead testing and more. All fairs offer free childcare and lunch is provided for first come first serve.

### Save the date!

All Fix-It Fairs run from 8:30 a.m. to 2 p.m.

**Saturday, November 21**  
Roosevelt High School  
6941 N Central St.

**Saturday, January 9**  
David Douglas High School  
1001 SE 135th Ave

**Saturday, January 30**  
Parkrose High School  
12003 NE Shaver St.

For more information about scheduled workshops, visit: [www.portlandonline.com/bps/fif](http://www.portlandonline.com/bps/fif).



# Parks SDC Fees Implementation – January 2010



In March 2008 Portland City Council approved a comprehensive update to SDC fees for Parks, Trails, and Natural Areas.

To allow developers and businesses to plan for the change Council directed PP&R to implement new Park SDC rates in two phases beginning January 1, 2009. Parks SDC fees will fully implement the new rates beginning **January 1, 2010**.

System Development Charges (SDCs) are one-time fees assessed on new development to cover a portion of the cost of providing specific types of public infrastructure required as a result of this development.

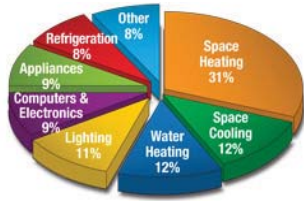
Park SDCs help ensure that Portland’s quality of life keeps pace with our growing and changing city by providing the additional parks and recreation facilities needed to accommodate growth.

The following tables detail the Park SDC fees as of January 2010.

<b>Residential SDC Fee</b>		
	<b>Non-Central City</b>	<b>Central City</b>
<b>Use Type</b>	<b>Jan - Dec 2010*</b>	<b>Jan - Dec 2010*</b>
Single Family Residence	\$7,972	\$8,152
Multi-family Residence	\$5,232	\$5,242
Manufactured Housing	\$7,424	\$7,934
Accessory Dwelling Unit	\$4,344	\$4,594
Single Room Occupancy	\$3,602	\$4,688
<b>Commercial SDC Fee</b>		
	<b>Non-Central City</b>	<b>Central City</b>
<b>General Category</b>	<b>Jan - Dec 2010* (per 1000 sq ft)</b>	<b>Jan - Dec 2010* (per 1000 sq ft)</b>
Hospital, convalescent hospital, institutional day care	\$472	\$1,094
Office, bank	\$446	\$1,032
Industrial, school, assembly hall, motel, hotel	\$352	\$814
Warehouse, storage, parking garage, mausoleum	\$222	\$518
Single Room Occupancy	\$58	\$116
<b>*2010 rates subject to indexing on July 1, 2010</b>		



## Home Appliance Savvy



Every winter, over 30 percent of the typical home energy bill is for space heating. The next highest energy cost goes to running appliances including your refrigerator, dishwasher, range, clothes washer and dryer and microwave. After appliances, your water heater accounts for 12 percent of the energy pie. With these figures in mind, there are several opportunities for increasing your appliances' overall energy efficiency in addition to changing habits to conserve energy. Together, these simple, powerful actions yield immediate positive results for your home energy bill and home budget.

### Farewell Old Fridge

Which appliance uses the most energy in our homes? After tank-type water heaters, refrigerators are the energy hogs, running twenty-four hours a day, seven days a week. Next in line are the clothes washer and dryer, the range, then the dishwasher. If your fridge predates 1993, now is a great time to welcome a new fridge into your household. When you purchase a new ENERGY STAR fridge or freezer (by December 31, 2009), Energy Trust of Oregon will pay \$50 for every old fridge or freezer you recycle and even cart it away for free, on top of a cash rebate (see chart).



### Electricity and Carbon are Connected

The majority (over half) of our energy in the Pacific Northwest is generated from coal and natural gas. In Multnomah County, due to local utility companies' power mixes, we are even more dependent on fossil fuels, with electricity from coal generation being the most prevalent. This equates to each watt of electricity saved through efficient appliances and conservation habits means less carbon dioxide particles (a product of combustion) in the atmosphere.

### New Appliance: New Energy Ally

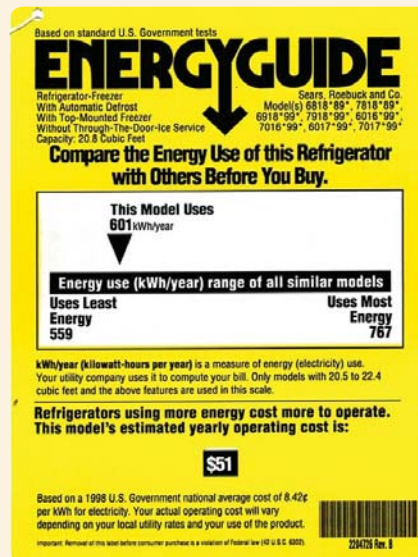
For your next new appliance purchase (ENERGY STAR or better), you can be eligible for Energy Trust rebates and state tax credits from the Oregon Department of Energy. Consider purchasing a new appliance if the one you are replacing is over ten years old. Here is a brief summary of current incentives and tax credits:

ENERGY STAR Appliance	Min. Energy Savings	Energy Trust Rebate	Sales Tax Credit	Max Total
Fridge or Freezer*	20%	\$50.00	25% of cost up to \$ 50.00 - \$ 90.00	\$100.00 - \$140.00
Freezer	10%	\$50.00	25% of cost up to \$ 50.00 - \$ 90.00	\$100.00 - \$140.00
Washer	40%	\$75.00 - \$100.00	25% of cost up to \$150.00 - \$180.00	\$225.00 - \$280.00
Dishwasher	35%	-	25% of cost up to \$ 80.00	\$ 80.00

\*\$50.00 additional recycling rebate available from Energy Trust.

- When buying a new appliance look for one that meets or goes beyond the ENERGY STAR program. Ask about cash back and tax credits from the vendor.

- New appliances have a yellow EnergyGuide tag showing electricity use and estimated cost to run the appliance compared to similar models. Look for the arrow to be on the farthest left of the horizontal black bar (indicating lowest energy use).
- Opt for a front-loading clothes washer. These use up to 50 percent less water, are quieter, easy on your clothes and consume much less energy than a top-loader.
- Evaluate your cooking and storage needs prior to purchasing a fridge. Side-by-side refrigerators use more energy than those with top or bottom freezers. Size matters: a 19-22 cubic feet refrigerator serves a household of four.
- Select a dishwasher with an Energy Factor (EF) of at least 0.65 (40% better than the federal standard).



## Easy Winter Conservation Habits

- Avoid locating the fridge next to the range so the fridge does not have to work harder to deal with excess heat. Locate your fridge in a cool location (away from direct sunlight).
- Let food cool completely before placing in the fridge. Keep the freezer well-stocked.
- The fridge should be kept between 36°-38°F, and the freezer between 0° - 5°F.
- Minimize range use and cook with a toaster oven, crock pot or microwave when possible. (Note: ENERGY STAR does not currently include ranges or full-size ovens in their program.)
- Unplug your microwave and countertop appliances when not in use to save powering the digital clock and "on" lights (Don't want to reset clocks? see sidebar)
- Use the "energy saver" or "air dry" button on your dishwasher control panel.
- Clean lint filters before drying each load of clothes (Note: drying clothes on a rack in your basement in winter months can cause dampness and mold).
- Wash and rinse laundry in cold water, except for bedding (to kill dust mites).
- Track your electricity bill and watch your usage and fees decrease each month as you upgrade your appliances and/or make small changes in the way your household uses energy.

## Questions?

Contact the Green Building Hotline at (503) 823-5431 or visit [www.buildgreen411.com](http://www.buildgreen411.com). This FREE service is brought to you by Metro, the City of Portland, Clackamas, Multnomah and Washington Counties.



## Sources

- Energy Trust of Oregon [www.energytrust.org](http://www.energytrust.org)
- Oregon Department of Energy [www.oregon.gov/energy](http://www.oregon.gov/energy)
- US Department of Energy | Energy Efficiency and Renewable Energy (EERE) [www.energysavers.gov](http://www.energysavers.gov)
- ENERGY STAR [www.energystar.gov](http://www.energystar.gov)
- American Council for an Energy Efficient Economy (ACEEE) [www.aceee.org/consumerguide](http://www.aceee.org/consumerguide)



A smart power strip has outlets that maintain constant power to selected appliances (plugged in the red outlets), while shutting down everything else (white outlets).



# Online in 2009

To receive The Plans Examiner via our Web site:

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

## PLANS EXAMINER, NOVEMBER / DECEMBER 2009

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](http://www.portlandonline.com/bds)

### Development Services Center

1900 SW 4th Avenue

Tuesday - Friday  
8:00 am to 3:00 pm

Closed Mondays

The Plans Examiner is a paperless publication.

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

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
Newsletter Contact, Colleen Poole.....	503-823-7889
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

<b>ENVIRONMENTAL SERVICES</b>	
Development Assistance .....	503-823-7761
Industrial Source Control.....	503-823-7585

<b>FIRE BUREAU</b>	
Development Standards, Sprinklers, Alarms	
Rich Butcher.....	503-823-3802
Flammable Liquids, Tanks, Hazardous Processes	
Bob Happel .....	503-823-3934

<b>OFFICE OF SUSTAINABLE DEVELOPMENT</b>	
Regional Green Building Hotline.....	503-823-5431

<b>TRANSPORTATION</b>	
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 .....	503-823-6108

<b>TREES - Urban Forestry (7:00 am - 3:30 pm).....</b>		503-823-4489
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	

<b>WATER</b>	
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 offices will be closed Veterans Day, Wednesday, November 11, 2009; Thanksgiving Day, Thursday, November 26, 2009; Christmas Day, Friday December 25, 2009 and New Year's Day, Friday, January 1, 2010.**

**The Development Services Center will be closed Friday, November 27, 2009 and Monday, December 28, 2009 through Monday, January 4, 2010.**