

**DRAC DEMOLITION SUBCOMMITTEE/DEMOLITION TASK FORCE AGENDA**

**AUGUST 26, 2014**

**3:00 – 5:00 p.m., Room 4A**

<b>Time</b>	<b>Topic</b>	<b>Action</b>
1. 3:00 – 3:05	Introductions, Summary of Purpose and Scope of Task Force	Informational
2. 3:05 – 3:10	Overview of Project Components and Timeline	Informational
3. 3:10 – 3:45	I. Demolition Delay Period	Input & Recommendations
4. 3:45 – 4:30	II. Residential Demolition Delay Exceptions	Input & Recommendations
5. 4:30 – 4:55	III. Definition of Demolition	Input & Recommendations
6. [future]	IV. Extension to the Demolition Delay Period	Input & Recommendations
6. [future]	V. Notification Issues	Input & Recommendations
7. [future]	VI. Major Alterations/Remodels	Input & recommendations
8. 4:55 – 5:00	Summary and Next Steps	Informational

- I. **THE DELAY PERIOD** [Input and Recommendations]
  - a. How long should the delay period be before work can begin?
  - b. Should the delay period be different for different situations, such as if developer plans to deconstruct/salvage materials?
  - c. If “yes” to ‘b’ above, what should the delay period be, and why?
  - d. If there are different delay periods, how will compliance be monitored and enforced?
- II. **RESIDENTIAL DEMOLITION DELAY EXCEPTIONS** [Input and Recommendations]
  - a. Should the exception in City Code section 24.55.200(K)(1) be deleted or just modified?
  - b. If it should be modified instead of eliminated, what should it say, and why?
- III. **DEFINITION OF “DEMOLITION”** – what constitutes a demolition? (see attached) [Input and Recommendations]
- IV. **EXTENSION TO THE DEMOLITION DELAY PERIOD** [Input and Recommendations]
  - a. Should there be the possibility of an extension to the delay period?
  - b. Who should be eligible to request an extension? (Neighborhood Association representative? District Coalition representative? Individual neighbors? Abutting property owners?)
  - c. What should the criteria be to get an extension?
  - d. What should the extension period be? Should it be broken down into smaller increments rather than a block of 120 days? (30-day increments? 60-day increments?)
  - e. Need to shift burden to requesting party.
- V. **NOTIFICATION ISSUES** [Input and Recommendations]
  - a. Should notification be required, voluntary or not required?
  - b. How many days after a demolition permit application is received by BDS should the notice be sent?
  - c. Who should the notice be sent to? (abutting neighbors, neighborhood association, district coalition, other?)
  - d. How should the notice be sent? (US Mail? Email? Hand delivered door hanger? Other? Or some combination of these? BDS has the email addresses from ONI for the Neighborhood Associations and District Coalitions, so could send those via email to get there more quickly.)

- e. Who is responsible to post/distribute/send the notice? (Applicant or BDS?)
  - f. If the applicant has indicated they intend to salvage materials or deconstruct all or some portion of the structure(s), should that info be included in the notice? Why.
  - g. What other info should be in the notice?
- VI. **MAJOR ALTERATIONS/REMODELS** [Input and Recommendations]
- a. BDS is in the process of creating a program guide that would distinguish major and minor alterations/additions.
  - b. Once this Task Force addresses delay period and notification for demolitions, we will address these issues with respect to major alterations/additions. BDS staff will then address types of permits required, staff procedures, system development charges and other issues relating to agency partners.
- VII. **OTHER ISSUES** [Informational]
- a. **DEQ asbestos requirements:** BDS will provide DEQ handout entitled, “Fact Sheet: Asbestos Information You Need Before Demolishing a Building” (see attached) with all residential demolition permit applications and “major alterations”
  - b. **How to file complaints:** BDS has procedures in place to address complaints. Those procedures are as follows: a call or email comes into BDS; it gets sent to the BDS Customer Service desk. The Customer Service representative routes the communication to the appropriate BDS division manager or staff for follow-up.
  - c. **Tree protection:** how to address mature trees being lost as part of demolition – the new City Tree Code, which takes effect 1/1/15, will address this issue (see City Code 11.50.020, which will require a Tree Plan in conjunction with all development permits)

### **POLICY ISSUES BEYOND THE SCOPE OF THE TASK FORCE**

The following issues were raised at the July 31<sup>st</sup> City Council meeting. They are policy issues that are beyond the scope of the Task Force because they require direction from the City Council and are more appropriately addressed through the Comprehensive Plan or other means.

- Impact of Demolition and Replacement Structures on Neighborhood Character – Concern about the loss of existing homes that reflect the history of the neighborhood and the scale of the new homes being built in relation to the existing homes in the neighborhood.
- Demolition Waste and Impact on Sustainability and Carbon Footprint; Institute a Carbon Tax and Carbon Reduction Plan
- Recommendations for Legislative Agenda for Upcoming Session Regarding Tax Credit Incentives for Rehabilitating and Seismically Upgrading Existing Buildings
- Updating the 1984 Historic Resource Inventory and Amend How Properties Are Removed from Inventory – Possibly require delay and/or notification for requests to be removed from inventory. Slow process to give neighbors time to try to come up with action plan to save houses.
- Zoning/Comprehensive Plan Issues:
  - Request to have Council consider if downzoning is appropriate for some of the neighborhoods
  - Re-think where the density belongs
  - Change code to prevent “lot splitting” (lot confirmations)
- Affordable Housing - concern about the loss of affordable housing. The smaller, older homes provide affordable housing options in neighborhoods.