



City of
PORTLAND, OREGON

Development Review Advisory Committee

Development Review Advisory Committee
Meeting Minutes
Thursday, September 21, 2017

DRAC Members Present:

| | | |
|---------------|-------------------|-------------------|
| Claire Carder | Hermann Colas | Michael Harrison |
| Rob Humphrey | Maryhelen Kincaid | Jennifer Marsicek |
| Mitch Powell | Joe Schneider | |

City Staff Present:

| | | |
|--|---------------------------------|------------------------------|
| Donah Baribeau, BDS | Shannon Carney, Budget Office | |
| Robert Cheney, Budget Office | Dan Cote, BDS | Rebecca Esau, BDS |
| Rick Faber, Urban Forestry | Lisa Gill, BDS | Sarah Huggins, Parks |
| Melissa Linehan, BDS | Vu Mai, Water | Phil Nameny, BPS |
| Mitch Nickolds, BDS | Andy Peterson, BDS | Elisabeth Reese Cadigan, BES |
| Marshall Runkel, Comm. Eudaly's Office | | Kim Tallant, BDS |
| Morgan Tracy, BPS | Dory Van Bockel, Housing Bureau | |
| Terry Whitehill, BDS | Shawn Wood, BPS | Jody Yates, PBOT |

Guests Present:

Alex Boetzel, Green Hammer
Perry Cabot, Multnomah County Health Department
Nick Daniken, Builder/Developer
Daniel Forbes, The Portland Tribune
Sean Green, NE Coalition of Neighborhoods
Sarah Radelet, Strata Land Use
Martha Williamson, Humber Design Group

DRAC Members Absent:

| | | |
|---------------|--------------------|-------------------|
| Jeff Bachrach | Maxine Fitzpatrick | Christopher Kopca |
| Kirk Olsen | Justin Wood | |

Handouts

- Draft DRAC Meeting Minutes 07-20-17
- Inter-Bureau Code Change List
- Non-Cumulative Cost Recovery Report
- BDS Major Workload Parameters
- URM Seismic Retrofit Project Update
- J. Wood Comments on SB 871
- Draft Ordinance for Mechanical
- Demolitions
- Inclusionary Housing Permit Summary 9/1/17
- Inclusionary Housing Option Matrix
- Inclusionary Housing Info Sheet
- BDS 2017 Fall BMP Summary
- Upcoming City Council Agenda Items

Convene Meeting

DRAC Chair Maryhelen Kincaid convened the meeting and welcomed DRAC members, City staff, and guests. Kincaid also welcomed three applicants for vacant DRAC positions:

- Environmental Conservation & Green Building: Alex Boetzel, Green Hammer
- Land Use Planning Professionals: Sarah Radelet, Strata Land Use
- Public Works Permit Customers: Martha Williamson, Humber Design Group

Their applications are due to be reviewed by City Council prior to the October 19, 2017 DRAC meeting.

Meeting Minutes

DRAC members reviewed and approved minutes from the July 20, 2017 DRAC meeting.

Seismic Retrofit of Unreinforced Masonry (URM) Structures

Andy Peterson (BDS) reviewed the handout **URM Seismic Retrofit Project Update** and discussed the project's next steps. Members questioned what levels of upgrade will be required, and discussed issues raised in an email from DRAC Member Jeff Bachrach.

SB 871 Implementation Update

Marshall Runkel (Comm. Eudaly's Office) discussed the implementation of Oregon Senate Bill (SB) 871 and reviewed the handout **Draft Ordinance for Mechanical Demolitions**. Members also referenced the handout **J. Wood Comments on SB 871**. Runkel asked the Multnomah County Health Officer for recommendations related to lead and dust from mechanical demolitions.

DRAC Member Rob Humphrey asked how the proposed ordinance compares with what other jurisdictions are doing. Runkel said the State is developing a list of best practices, which Portland will follow.

Runkel asked for DRAC feedback on who should be included in stakeholder discussions on the proposed ordinance. Humphrey suggested the people who do the demolitions, including homeowners. Jody Yates (PBOT) said that the Housing Bureau may have some relevant regulations. Kincaid suggested a DRAC subcommittee be convened to focus on the issue.

DRAC Member Michael Harrison asked whether the ordinance would address residential structures only, or would include larger structures. Runkel said they will make sure that definitions are clear in the ordinance.

Kincaid said there should be separate, clearly defined processes for lead, asbestos, and demolitions. They should be kept separate in order to minimize confusion.

Humphrey said there are already certified demolition contractors, and he asked for clarification on what is broken with the current system.

Harrison said the ordinance shouldn't punish the 90% of contractors who follow the rules or let the other 10% undercut the rest from incentives. DRAC Member Hermann Colas said the City should focus on the 10% who don't follow the rules.

Guest Alexander Boetzel asked whether there is any research on the impact of lead in demolitions. Runkel said that Multnomah County has information.

BDS Director Hiring Process Update

Runkel said that Commissioner Eudaly hopes to launch the recruitment for a permanent BDS Director in October 2017 and have the Director in place by the end of 2017 or early 2018. They would like to include a DRAC member on the hiring panel.

Portland Online Permitting System (POPS) Update

Melissa Linehan (BDS) said that the POPS discovery phase from January – June 2017 focused on high-level requirements, basic workflows, and the customer portal. After evaluating options, a decision was made to upgrade the current permit database (TRACS/Amanda) to Amanda version 6. They are now moving from business requirements on to functional requirements. Staff and DRAC members discussed the ability to view permit checksheets online.

Residential Infill Project Update

Morgan Tracy (BPS) said that BPS will do public outreach from October 2 – November 20, 2017, produce a draft in January 2018, and hold public hearings in February/March 2018.

DRAC Member Claire Carder said that the public comment time is shorter than usual for this type of project. Tracy agreed that the 7-week period for this project is shorter than usual, but is needed in order to meet the goal of holding hearings by February/March 2018.

DRAC Member Jennifer Marsicek asked whether the RIPSAC (Residential Infill Project Stakeholder Advisory Committee) has been involved. Tracy said they were part of the initial stakeholders meeting.

Colas asked whether there is a difference in affordability between attached and detached single family residences (SFRs); DRAC Member Mitch Powell asked whether staff has looked at how other jurisdictions are dealing with growth issues; Boetzel asked whether lenders would be more willing to make loans for attached or detached SFRs. Tracy replied that detached is preferred, but there is a need to find other ways to address housing and walkability needs.

BDS Director's Report

2017 Fall Budget Monitoring Process (BMP)

Interim BDS Director Rebecca Esau reviewed the handout **BDS 2017 Fall BMP Summary**. Esau explained that BDS is adding positions through the BMP in order to address continuing service delivery issues. The positions will primarily be in the inspections, plan review, and permitting groups. A few supervisor and manager positions are being added to promote reasonable manager-to-worker ratios.

Harrison noted that it takes a long time for the City to hire people. Esau replied that a position has been added in Human Resources to help speed up the process.

Inclusionary Housing Update

Dory Van Bockel (Housing Bureau) gave an update on the City's Inclusionary Housing policy and reviewed the handouts ***Inclusionary Housing Permit Summary 9/1/17***, ***Inclusionary Housing Option Matrix***, and ***Inclusionary Housing Info Sheet***. DRAC members and City staff discussed various issues related to the policy, including the number of permits and the definition of "affordable housing".

Pulse of the Industry

Shawn Wood (BPS) mentioned the upcoming Decon & Reuse '17 Expo, scheduled for September 25 – 27, 2017 at Portland State University (see <https://bmra.org/decon-reuse-17-september-25th-september-27th/>).

Attendees were asked whether they perceive construction to be slowing. Powell said he is still seeing plenty of development. Carder said there seems to be a lack of capable construction workers. Humphrey and Nickolds said that contractors can't hold onto their subcontractors for projects because Portland's permitting/inspection timelines are too long. Once BDS adds staff and timelines improve, the construction workers will come back. Nickolds said that in addition to staffing needs, inspectors are running into sites not being ready for inspection, which adds to the timelines.

Humphrey noted that apartment construction has dropped off, and has been affected by the inclusionary housing policy, but commercial construction has increased. Carder said there continues to be a need for affordable housing.

The next DRAC meeting is scheduled for Thursday, October 19, 2017.
Minutes prepared by (BDS).