

**Development Review Advisory Committee**  
**2018 Annual Plan**  
Updated Nov. 15, 2017

<b>Topic/ Issue</b>	<b>Subcommittee</b>	<b>Description/Goals</b>	<b>Process</b>	<b>DRAC Members</b>
<b>Current Affairs</b>	No	Reviewing and advising on issues / proposals related to development review as they arise.	Discussion at monthly DRAC meetings.	All
<b>Revenue &amp; Budget Tracking</b>	No	Monitor revenues and budgets of the development review bureaus, with a focus on transparency in the development review process, increasing efficiency, and customer service. <ul style="list-style-type: none"> <li>• A DRAC member will participate on the BDS Financial Advisory Committee, reviewing BDS's financial model and projections.</li> <li>• DRAC members will participate on the BDS Budget Advisory Committee.</li> <li>• BDS will provide revenue and expenditure data at DRAC meetings.</li> </ul>	Update at monthly DRAC meetings.	All
<b>Development Fees &amp; Regulations / SDC Fees</b>	Yes	DRAC will examine: 1. The cumulative effects on development of fee increases at development-related City bureaus; 2. Ways to decrease regulations and increase efficiencies in the development review process in order to minimize future fee increases. 3. The impact of development fees and regulations on housing affordability. 4. How and why SDCs are developed. 5. How each SDC is collected and how the funds are distributed and spent. 6. The increasing impact of SDCs on mid-rise projects with residential components.	Subcommittee (will meet periodically as specific issues arise)	<u>DRAC</u> : Maryhelen Kincaid, Christopher Kopca, Jennifer Marsicek, Joe Schneider, Justin Wood  <u>Other</u> : Susan Steward (BOMA)  City: Andy Peterson, Elshad Hajjiyev
<b>Residential Demolitions</b>	Yes	Review City Code, policy, and processes related to residential demolitions, including demolition delay and notice. Make recommendations for policy / practice changes.	Ongoing subcommittee meetings.	<u>DRAC</u> : Claire Carder, Rob Humphrey, Maryhelen Kincaid, Christopher Kopca, Justin Wood  <u>Guest</u> : John Hasenberg
<b>Service Levels</b>	Yes	Explore opportunities to improve the service levels and wait times in the DSC. Review and address service levels related to public works permitting processes.	Subcommittee (will meet periodically as specific issues arise)	<u>DRAC</u> : Rob Humphrey, Maryhelen Kincaid, Justin Wood  <u>City</u> : Kurt Krueger (PBOT), Mitch Nickolds (BDS), Elisabeth Reese Cadigan (BES), Water, BHR
<b>Portland Online Permitting System (POPS)</b>	No	DRAC will monitor POPS development and implementation. BDS envisions a system that will include the following capabilities: <ul style="list-style-type: none"> <li>• Electronic access to all historic permit and land use records for customers and staff</li> <li>• Online land use and permit application and plan submittal</li> <li>• Electronic plan review</li> <li>• Online fee payment and permit issuance</li> <li>• Electronic entry of inspection results and real-time access for field staff and customers</li> </ul>	1. Monthly update to full DRAC. 2. DRAC members participate on advisory committee.	1. All 2. Rob Humphrey
<b>Tree Ordinance</b>	No	The DRAC will review the impact of the Citywide Tree Code on the development industry and will consider developing metrics (relevant to the development industry) for evaluation of the code.	Regular updates to DRAC.	All