



City of
PORTLAND, OREGON

Development Review Advisory Committee

Development Review Advisory Committee
Meeting Minutes
Thursday, September 20, 2018

DRAC Members Present:

Jeff Bachrach
Shea Flaherty Betin
Martha Williamson

Claire Carder
Michael Harrison
Justin Wood

Paul Delsman
Holly Huntley

City Staff Present:

Beth Benton, BDS
Jessica Conner, PHB
Mark Feters, BDS
Elshad Hajiyev, BDS
Sarah Huggins, Parks
Melissa Linehan, BDS
Yung Ouyang, Budget Office
Andy Peterson, BDS
Nancy Thorington, BDS
Erika Wong, BDS

Tyler Bump, BPS
Rebecca Esau, BDS
Sarah Figliozzi, PBOT
Maria Henkle, BDS
Kurt Krueger, PBOT
Erin Mick, Water
Kim Tallant, BDS
Angie Tomlinson, BDS
Sara Wright, BPS

Kyle Chisek, Mayor's Office
Rick Faber, Urban Forestry
Darryl Godsby, BDS
Liz Hormann, PBOT
David Kuhnhausen, BDS
Phil Nameny, BPS
Dora Perry, BDS
Dave Tebeau, BDS
Terry Whitehill, BDS

Guests Present:

Sean Green, NE Coalition of Neighborhoods
Sam Noble

DRAC Members Absent:

Alexander Boetzel
Christopher Kopca
Sarah Radelet

Maxine Fitzpatrick
Jennifer Marsicek

Lauren Jones
Mitch Powell

Handouts

- Draft DRAC Meeting Minutes 8/16/18
- Inter-Bureau Code Change List
- Non-Cumulative Cost Recovery Report
- BDS Major Workload Parameters
- Land Use Services – Workload and Reserve Summary
- Bicycle Parking Code Update Project
- Portland Online Permitting System (POPS) ePlans
- Upcoming City Council Agenda Items

Convene Meeting

DRAC Chair Justin Wood convened the meeting and welcomed DRAC members, City staff, and guests.

A quorum was not yet present to review past meeting minutes.

Announcements

BDS Director Rebecca Esau announced that BDS Plan Review Services Manager Andy Peterson has been temporarily reassigned to work on the Portland Online Permitting System (POPS) Project and BDS initiatives. Doug Morgan (BDS) has been temporarily reassigned to manage Plan Review Services.

On September 4, 2018 BDS was reassigned from Commissioner Eudaly to Mayor Wheeler, and on September 6, 2018 the Mayor announced a 30-day project for BDS to work with City staff and customers to develop recommendations to speed up the permitting process in Portland. BDS has been interviewing and holding focus group meetings with customers, researching other cities' best practices, and hosting open houses for City employees to share ideas. Results will be shared with the Mayor's Office in early October, and then with the DRAC.

Kyle Chisek (Mayor's Office) noted a couple reasons for BDS's reassignment to the Mayor:

- To promote better coordination between BDS, Prosper Portland, BPS, and the Portland Housing Bureau to work on housing issues;
- To support making business process improvements and reduce the time it takes to get a permit in Portland.

Chisek said that the Mayor wants to work with all the development bureaus to address long-standing issues. There have already been some successes, and Director Esau is working on scaling those successes to other types of projects. Chisek is also working with Prosper Portland and the Portland Housing Bureau on projects they're funding, making sure that applicants are doing their part. The Mayor wants to look at the system holistically to see where BDS and the City should focus its attention.

Director Esau mentioned that BDS's customer survey is underway and closes on October 7, 2018.

Land Use Services Cost Recovery, Fees

Kim Tallant (BDS) reviewed the handout **Land Use Services – Workload & Reserve Summary** and discussed Land Use's current financial situation; the program is drawing over \$300,000 per month from reserves to cover costs. BDS will bring a proposal to raise land use fees to a future DRAC meeting, to address the cost recovery and reserve balance issues. Tallant noted that since the handout was prepared one more staff position has become vacant, and it will also not be filled.

DRAC Vice Chair Claire Carder asked why the land use workload appears to be down, and final plats received are way down. Tallant said the drop in final plats could be applicants delaying their projects. DRAC Chair Justin Wood said that final plats are still catching the very tail end of the recession; it's harder to go through the land division process than it used to be, and more developers are choosing to do projects that don't involve land divisions. Andy Peterson (BDS) said that BDS has seen an uptick in projects that don't involve land divisions – townhouses rather than individual lots.

J. Wood said that it would be good to track how much land use staff time is spent on non-revenue generating work, such as answering questions at the counter in the Development Services Center. Director Esau noted that the Development Services Fee helps to fund those types of services.

Residential Infill Update

Phil Nameny (BPS) gave an update on the Residential Infill Project (RIP). The Planning & Sustainability Commission wrapped up their discussion of the project on September 11, 2018. Morgan Tracy (BPS) will bring code amendments back to the Commission in November 2018, and they expect a recommendation in late November or December.

The Commission is focused on providing opportunities for more housing types. They are expanding coverage to good bit of the city. They have returned to a floor area ratio (FAR) base for measuring building density. There are bonuses for providing a variety of housing types, especially if a project includes affordable units. They are eliminating parking requirements entirely.

Carder asked for more information on what the proposed rules will mean in practical situations and how it will look. Communicating this information will better inform the community about what the proposal will do. The neighborhoods are anxious and outraged about the elimination of parking requirements. Nameny replied to keep in mind that many things will factor into development decisions, and it is not clear how likely some of those scenarios will be. Just because something would be allowed doesn't mean it would happen. Carder said that if a scenario is possible, it would still be helpful for people to see it.

DRAC Member Jeff Bachrach participated in most of Commission's 8 or 9 work sessions on the RIP over the summer, and was personally more comfortable with the package than the majority. Bachrach said that the Commission made multiple smaller decisions, and only then took a step back and looked at the full package. Commission members felt that it was too much, too quickly. Bachrach feels the proposal strikes a balance, and that change to neighborhoods won't come overnight, but slowly. The Commission was persuaded to go all-in on the concept of opening up housing to allow more options.

Harrison asked if an economic analysis has been done to see if any of these options are financially feasible. Nameny replied that they hired an economist to do analysis work early on in the project. Tyler Bump (BPS) said they are working with the economist now to look at some aspects of the proposal and will have a new analysis available in the next few weeks.

J. Wood said that for builders, it's better on a corner lot to divide the land and build separate homes, rather than building a duplex or triplex, and asked whether the land division process on simple lots could be made easier. Backrach said that this was brought up at the Commission, but there was pushback from City staff as it would involve a major code rewrite. There was recognition that this would be a good outcome, but it was set aside. Nameny agreed that a simpler land division process would be better, but they are not able to tackle it now, and it should be put on a list to be addressed in the future. DRAC members discussed establishing a subcommittee to look at the issue further, but no final decision was made.

Mayor's Office Meet & Greet

Chisek was introduced to DRAC members and discussed the Mayor's perspective on development permitting. The Mayor understands that delays in permitting are often caused by interactions between the bureaus involved in development review, and Chisek supports the establishment of a position to oversee the entire permitting process. Chisek said that cross-bureau collaboration is important. The bureaus are interested in their own priorities, but need to work together, and the City needs to do more to resolve inter-bureau issues before responses go out to applicants.

Inclusionary Housing Extension

Bump gave a brief overview of the City's Inclusionary Housing (IH) regulations. The Housing Bureau is tracking the implementation of the regulations and will publish their findings in next couple weeks.

A proposed change will extend the phase-in inclusion rate to 2021, and this requires a code amendment. A proposed draft is out for comment now (see <https://www.portlandoregon.gov/bps/article/697023>), and the Planning & Sustainability Commission will hold a work session on October 9, 2018 at 12:30 p.m.

Bicycle Parking Update

Liz Hormann and Sarah Figliozzi (PBOT) reviewed the handout **Bicycle Parking Code Update Project** and gave an overview of the proposal (see <https://www.portlandoregon.gov/transportation/70439>). The project is geared to shift short vehicle trips (less than 3 miles) over to walking and biking. The majority of the code hasn't been updated in 20 years. An advisory committee presented recommendations last November. The public comment period on the discussion draft closes on October 1, 2018. The proposal will go to the Planning & Sustainability Commission in November 2018, then to City Council next spring or early summer. If approved, the changes would go into effect in summer 2019 at the earliest.

DRAC Member Paul Delsman asked how much of the feedback they received indicated that there isn't enough bike parking. Hormann replied that it was the 3rd or 4th highest feedback item. Delsman said that frequently, bike rooms in multifamily developments have lots of empty spots; also, users with expensive bikes want to keep them in their units, rather than in common bike rooms. Figlioti said they want to provide all users with the ability to have parking, whether they have expensive or cheaper bikes. Staff has done a lot of site visits to look at bike rooms, and they're usually full. Delsman said empty bike rooms are seen more frequently on projects developed in the last 5 years.

Delsman suggested that centralized bike wash/maintenance areas can be a better use of common space in multifamily developments, because it helps with building maintenance by keeping people from taking dirty bikes to their units. Figlioti said that ideas like that may be a better fit for an accompanying handbook they are creating with the code; the handbook will capture best practices that may not be appropriate as code requirements.

Carder said that more bike racks that accommodate the use of u-locks are needed. The standard bike rack doesn't allow securing of the bike frame and other parts with u-locks. Figlioti replied that two points of contact will be required for all bike racks, but they will go back and take a look at pipe diameter.

DRAC Member Shea Flaherty Betin asked how they worked in changes to commercial code, since most of the surveys were done in residential developments. Hormann replied that the code addresses all uses but focuses on multifamily housing.

Guest Sam Noble asked if thought has been given to how the growth of bike share programs might fit into the code update and change the approach to outdoor storage (not owned by anyone). Hormann said that this code addresses only on-site bike parking, and that bike share is still relatively new, but research is showing that it hasn't reduced private bike ownership. They discussed the potential for public bike storage on private property, and Figliozzi said that dockless scooters have come up frequently in discussions. They are thinking about ways to incorporate this.

Nameny added that biketown/dockless bikes are designed for short-term use and will be moving around and using short-term racks/locations. This code update wouldn't limit that.

Meeting Minutes

A quorum was present, so the minutes from the August 16, 2018 DRAC meeting were reviewed and approved.

ePlans / ProjectDox

Angie Tomlinson (BDS) reviewed the handout **Portland Online Permitting System (POPS) ePlans** and gave an update on the project.

Delsman reported that in some jurisdictions with electronic plan review systems, information travels only one way – from the applicant to the jurisdiction. Delsman stressed the need for POPS/ePlans to be able to get information back to applicants. Tomlinson said they are working closely with applicants to understand what information they need and to make sure they can access it.

The next DRAC meeting is scheduled for Thursday, October 18, 2018.

Minutes prepared by Mark Feters (BDS).