



**City of Portland, Oregon**  
**Bureau of Development Services**  
**Land Use Services**  
FROM CONCEPT TO CONSTRUCTION

Ted Wheeler, Mayor  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-5630  
TTY: (503) 823-6868  
[www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)

**Date:** 10/29/2019  
**To:** Interested Person  
**From:** Tanya Paglia, Land Use Services  
503-823-4989/Tanya.Paglia@portlandoregon.gov

## **NOTICE OF A TYPE II PROPOSAL IN YOUR NEIGHBORHOOD**

Development has been proposed in your neighborhood. The proposed development requires a land use review. The proposal, review process, and information on how to respond to this notice are described below. A copy of the site plan and zoning map is attached. I am the staff person handling the case. Please call me if you have questions regarding this proposal. Please contact the applicant if you have questions regarding any future development on the site.

Because we must publish our decision within 28 days, **we need to receive your written comments by 5 p.m. on 11/19/2019**. Please mail or deliver your comments to the address at the bottom of the page, and include the Case File Number, LU 19-238752 DZ, in your letter. It also is helpful to address your letter to me, Tanya Paglia. You can also e-mail your comments to me at my e-mail address identified above. Please note that all correspondence received will become part of the public record.

## **CASE FILE NUMBER: LU 19-238752 DZ – NEW ENTRY DOORS**

**Applicant:** Ellen Cusick | EMC Interior Design LLC  
4037 N Albina Ave | Portland, OR 97227

**Owner:** Porter Glisa Bldg LLC  
333 NW 9<sup>th</sup> Ave #1504 | Portland, OR 97209

**Site Address:** **1203 NW GLISAN ST**

**Legal Description:** BLOCK 87 LOT 1&4, COUCHS ADD  
**Tax Account No.:** R180207910  
**State ID No.:** 1N1E33AD 03900  
**Quarter Section:** 2928, 3028

**Neighborhood:** Pearl District, contact [planning@pearldistrict.org](mailto:planning@pearldistrict.org).  
**Business District:** Pearl District Business Association, contact at [info@explorethepearl.com](mailto:info@explorethepearl.com)

**District Coalition:** Neighbors West/Northwest, contact Mark Sieber at 503-823-4212.

**Plan District:** Central City - Pearl District  
**Zoning:** **EXd** – Central Employment with Design Overlay

**Case Type:** **DZ** – Design Review  
**Procedure:** **Type II**, an administrative decision with appeal to the Design Commission.

**Proposal:**

The applicant seeks design review approval to replace a set of existing double doors on the south facade of a two-story building with new custom copper clad doors. The new doors will face onto NW Glisan Street and will be the same size as the existing doors to be replaced. They will feature two 18" diameter portholes on each of the two double doors. The subject building was constructed in 1926 as a utilitarian light-industrial structure and was later adapted for commercial and office use. The site is located in the Pearl subdistrict of the Central City Plan District. The east façade of the building abuts the boundary of the 13th Avenue Historic District.

Design review is required because the proposal is for exterior alterations in the Central City Plan District.

**Relevant Approval Criteria:**

In order to be approved, this proposal must comply with the approval criteria of Title 33, Portland Zoning Code. The relevant criteria are:

- Central City Fundamental Design Guidelines.
- River District Design Guidelines

Zoning Code Section 33.700.080 states that Land Use Review applications are reviewed under the regulations in effect at the time the application was submitted, provided that the application is complete at the time of submittal, or complete within 180 days. This application was submitted on October 10, 2019 and determined to be complete on 10/24/2019.

**DECISION MAKING PROCESS**

The Bureau of Development Services will make a decision on this proposal. After we consider your comments we will do one of the following:

- Approve the proposal;
- Approve the proposal with conditions; or
- Deny the proposal.

The neighborhood association listed on the first page of this notice may take a position on this application. They may also schedule an open meeting prior to making their recommendation to the Bureau of Development Services. Please contact the person listed as the neighborhood contact to determine the time and date of this meeting.

ORS 227.178 states the City must issue a final decision on Land Use Review applications within 120-days of the application being deemed complete. The 120-day review period may be extended at the request of the applicant.

The file and all evidence on this case are available for your review by appointment by making a request online or contacting me.

- Please call the Request Line at our office, 1900 SW Fourth Avenue, Suite 5000, phone 503-823-7617, to schedule an appointment. Copies of all information in the file can be obtained for the cost of making copies during the appointment.
- If you would like to request a copy of the file online, please visit <https://www.portlandoregon.gov/bds/54732>. The fee for this service varies based on the size of the case file and how long it would take to scan or copy documents.
- I can provide some information over the phone or through email.

Additional information about the City of Portland, city bureaus, and a digital copy of the Portland Zoning Code is available on the internet at [www.portlandoregon.gov](http://www.portlandoregon.gov).

**APPEAL PROCESS**

If you disagree with the Bureau of Development Services administrative decision, you can appeal the decision to the Design Commission. This review body will hold a public hearing for

the appeal. When the decision is mailed, the criteria used to make the decision and information on how to file an appeal will be included. If you do not send any comments, you can still appeal the decision. There is a 14-day deadline to file an appeal beginning on the day the decision is mailed. The reason for the appeal must be specifically defined in order for the review body to respond to the appeal. If an appeal is filed, you will be notified of the time and location of the appeal hearing.

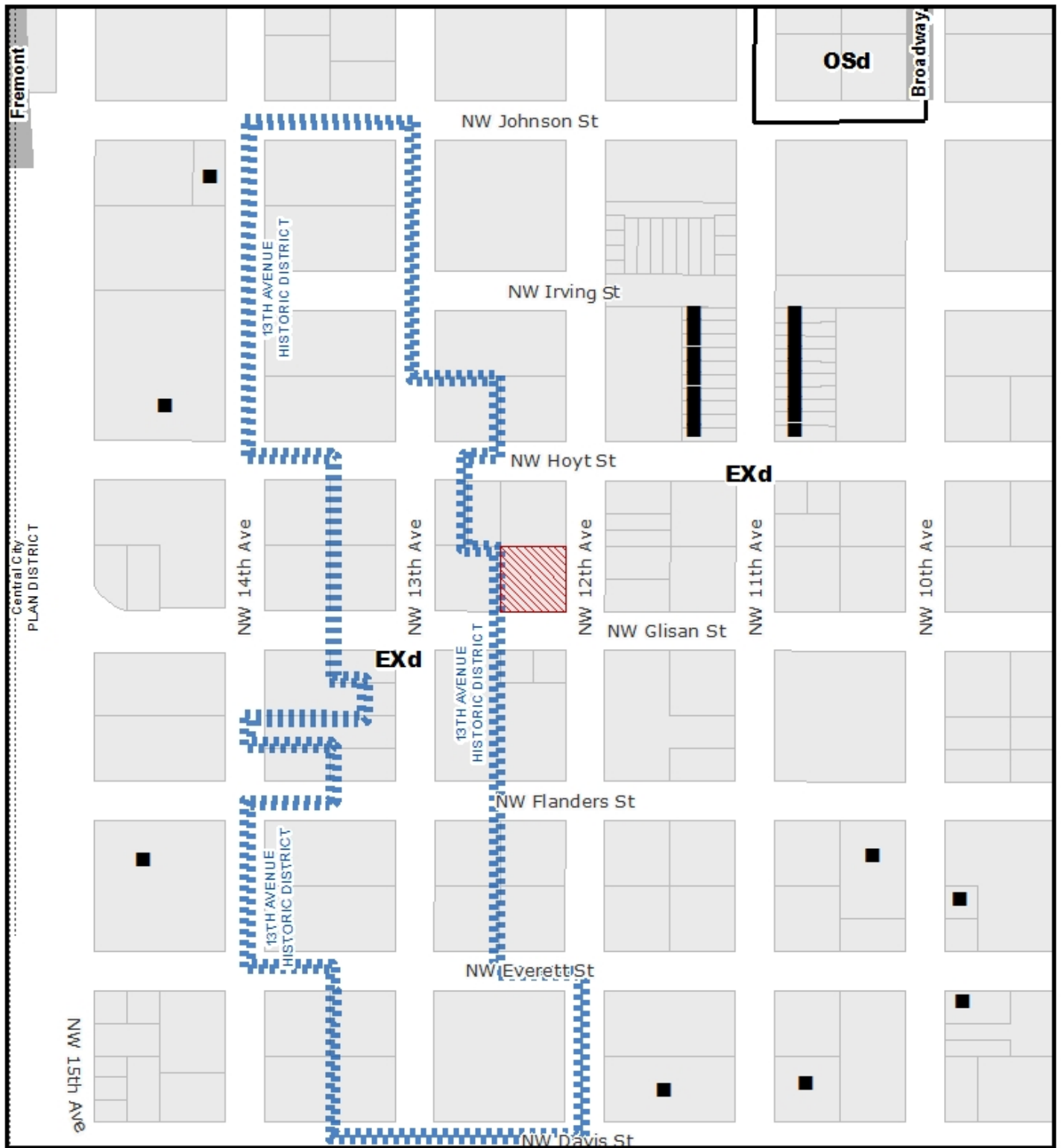
There is a fee charged for appeals. Recognized neighborhood associations may qualify for an appeal fee waiver.

**APPEAL OF THE FINAL CITY DECISION**

After an appeal hearing, the review body decision may be appealed to the Oregon Land Use Board of Appeals (LUBA) at 775 Summer St NE, Suite 330, Salem, Oregon 97301-1283. The phone number for LUBA is 1-503-373-1265. Issues that may provide the basis for an appeal to LUBA must be raised prior to the comment deadline or prior to the conclusion of the hearing if a local appeal is requested. If you do not raise an issue with enough specificity to give the Bureau of Development Services an opportunity to respond to it, that may also preclude an appeal to LUBA on that issue.

**The Bureau of Development Services is committed to providing equal access to information and hearings. Please notify us no less than five business days prior to the event if you need special accommodations. Call 503-823-7300 (TTY 503-823-6868).**


**Enclosures:** Zoning Map; Site Plan; South Elevation



# ZONING

CENTRAL CITY PLAN DISTRICT  
PEARL SUB DISTRICT



-  Site
-  Historic Landmark
-  Bridge

File No.	LU 19 - 238752 DZ
1/4 Section	2928, 3028
Scale	1 inch = 200 feet
State ID	1N1E33AD 3900
Exhibit	B Oct 14, 2019

EXISTING SINGLE STORY BUILDING

100'

PARKING LOT

NW 12TH AVENUE

NW GLISAN STREET

REPLACE (E) STOREFRONT DOORS WITH NEW DOORS OF SAME SIZE.

Site Plan

1/16" = 1'-0"

emc interior design LLC  
503.544.8688  
ellen@emc-id.com

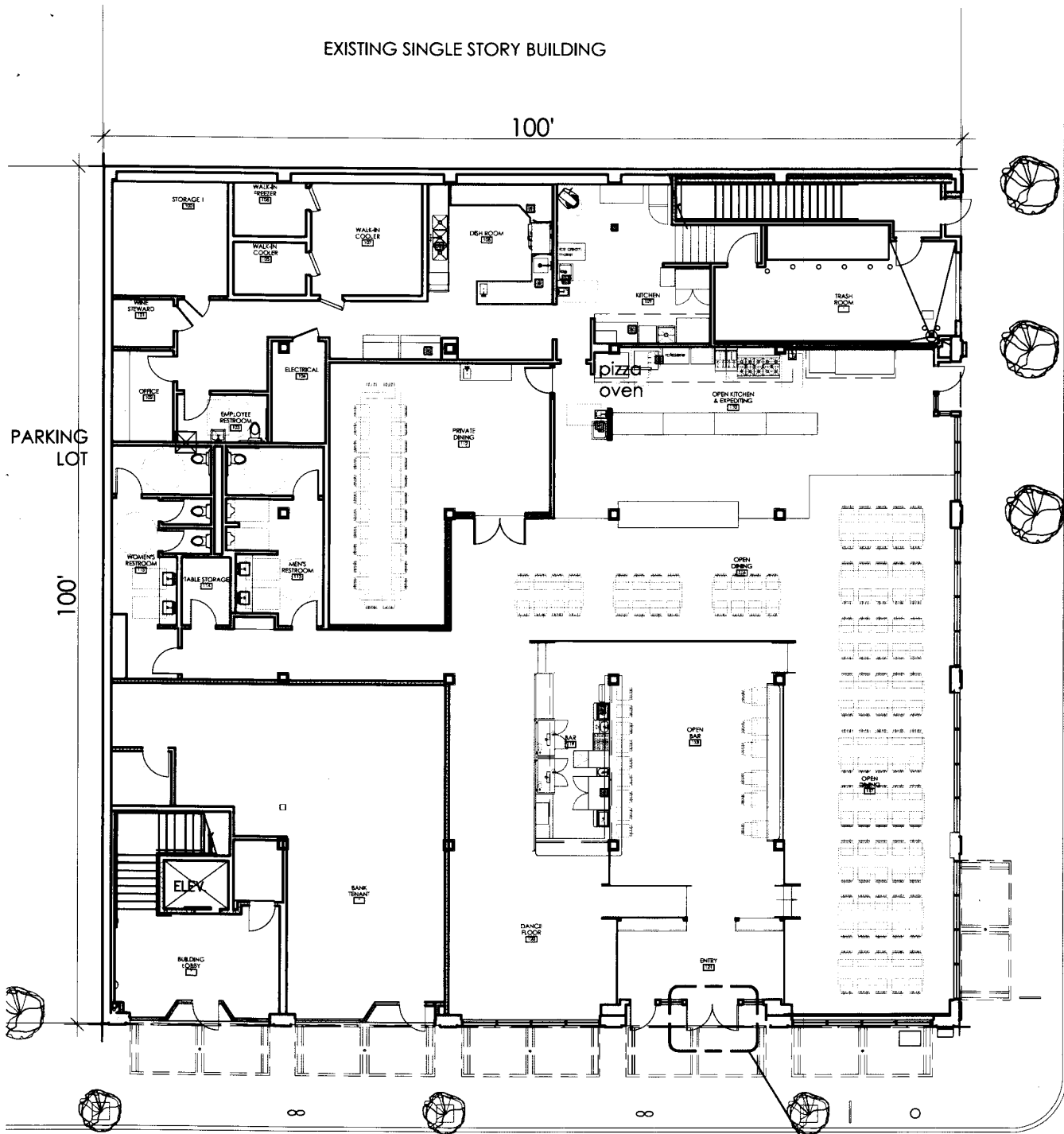
Project Location:  
Plaza del Toro  
1203 NW Glisan  
Portland, OR 97209

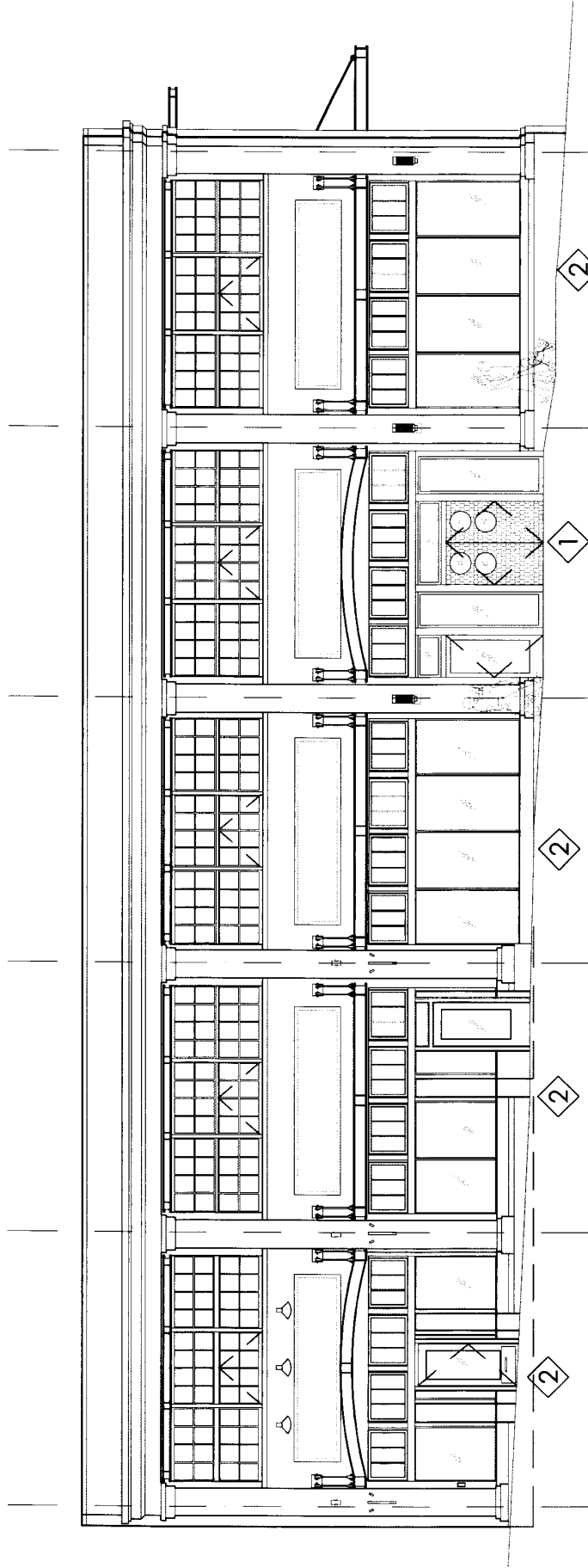
Date: 10.10.2019  
Drawn By: emc  
Purpose: Design Review

Sheet No.

5

LU 19 - 238752 D2





## NW Glisan Street Elevation

### Key Notes

3/32" = 1'-0"

- ① NEW 6'-0" X 7'-0" ENTRY DOORS AT MAIN ENTRANCE TO PLAZA DEL TORO ONLY- SEE PAGE 4 FOR IMAGE & DESCRIPTION OF NEW DOORS
- ② ALL OTHER (E)WINDOWS, DOORS AND SIGNAGE AT STOREFRONT TO REMAIN

**emc**  
 interior design llc  
 503.544.8688  
 ellen@emc-td.com

Project Location:  
 Plaza del Toro  
 1203 NW Glisan  
 Portland, OR 97209

Date: 10.10.2019  
 Drawn By: emc  
 Purpose: Design Review  
 Sheet No. **6**

2219-238752 DZ