

INTER-BUREAU CODE CHANGE PROJECT LIST

Last Updated May 21, 2020

Lead Bureau	Title/Code Guide/ Program Guide/ Admin Rule	Project Name	Step (1-5)	Project Lead	Reviewers	Description / Next Steps / Key Dates	Online Document / Draft
BDS	Code Guide	Canabis Facilities	1	Jay Shoemaker Mieke Keenan	Fire Bureau	Update the existing code guide to incorporate changes to the 2019 OSSC and OMSC and BDS specific code interpretations and exceptions.	
BDS	Admin Rule - Permanent	Demolitions	1	Mike Liefeld, Nancy Thorington, Jeremy Russell	Beth Benton	Draft permanent rules that incorporate the existing temporary rule language, eliminate unnecessary provisions, conform to existing practices, clarify what documentation is necessary at permit intake and during inspections, revises the inspection process based on input from stakeholders, and makes other changes recommended by the Demolition Subcommittee and state, local and federal agency stakeholders. The draft rules will be circulated to the Demolition Subcommittee prior to the first scheduled meeting of May 27, 2020. The subcommittee's recommendations will be presented to DRAC prior to being finalized and will be an exhibit to proposed changes to the demolition ordinance (see above).	
BDS	Code Guide	Seismic Upgrade Analysis	1	Amit Kumar, Nancy Thorington	Doug Morgan Amit Kumar	Code guide to clarify how to prepare an occupancy matrix to compare proposed occupant loads with the 2004 occupant loads and conduct permit history research	
BDS	Handout	Floating Structures handout regarding applicable regulations	1	Dave Tebeau/ Nancy Thorington	River Community Advisory Committee; Sherri Peterson	Confusion exists regarding which regulations apply to floating structures, when permits are required, when structural reviews are required, and other issues identified by the River Community Advisory Committee. BDS staff will meet with the River Community Advisory Committee and draft the handout.	
BDS	Admin Rule	Fee Refunds and Waivers	2	Emily Sandy	Various; Sherri Peterson	Consolidate policies regarding permit fee waivers and refunds into one Administrative Rule. Draft in development.	
BDS	Title 24	Administrative Provisions	2	Nancy Thorington	Terry Whitehill Doug Morgan Amit Kumar	Adopt administrative provisions for implementing the State Building Codes based on State Building Codes Division determination that the administrative provisions of State Building Codes do not apply (except for scoping provisions) to local jurisdictions that have their own building permitting and inspection program (temporarily on hold while BDS decides what approach to take and works with Building Codes Division to determine best approach).	

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BDS	Title 24	Amend Chapter 24.55 - Demolitions	2	Mike Liefeld, Nancy Thorington, Jeremy Russell	Beth Benton	Revise demolition regulations based on lessons learned during first year of implementing new site development regulations for demoltion of 1-4 units and their accessory structures. BDS will draft administrative rule changes first (see below), then make changes to the code to ensure consistency between the two. The new code language will be clearer, eliminate redundant provisions that are elsewhere in the code, delete language that is unnecessary or better suited for the administrative rules. Two meetings of the Demolition Subcommittee are currently <del>scheduled for May 27th and June 2nd</del>	
BDS	Title 29	Tiny Houses on Wheels	2	Megan Greenauer Mieke Keenan Terry Whitehill	Various	BPS is working on T33 code amendments to address affordable housing. The scope of the amendments may include tiny houses on wheels. This would likely require conforming amendments to T29 and T24. Direction anticipated in February/March.	
BDS	Title 24	FCC Shot Clocks	3	Nancy Thorington	Various	Draft amendments to Title 24 to require intake appointment and specify timelines for permit issuance and finalization for small wireless facilities per FCC Rule and Order; BDS staff met with wireless carriers in 2019 to address open permits on existing sites and discuss draft code language and is meeting internally to <u>finalize draft language</u>	
BDS	Title 32	Sign Code Amendments Phase I	3	Mieke Keenan Mike Liefeld	Sign Team	Code organization and code clean up amendments to align regluations with current processes, eliminate duplicative code, and consolidate simiilar regulations into the same chapter for <u>easier code navigation. Phase II will address sign policies.</u>	
BDS	Admin Rule	Sewer Capping Notification	4	Emily Sandy	BES Nonconforming Sewer Group, BDS Site Development; Sherri Peterson	For situations where property owners cap a private party sewer, transfer notification responsibilities from BDS to property owner. Retain 180 day delay for plumbing permit, but add 270 day delay where guest does not have public sewer available. Public comments were due Wednesday, March 4. Final rules will be adopted jointly by the Directors of BDS and BES after <u>consideration of comments received</u>	More information, including a fact sheet, can be found here: <a href="https://www.portlandoregon.gov/bds/article/752788">https://www.portlandoregon.gov/bds/article/752788</a> ;
BDS	Admin Rule	Property Maintenance Regs: Title 29	4	Beth Benton, Nancy Thorington	Megan Greenauer and Steve Kass; PCD Staff; Various Bureaus BPS, PHB; various community stakeholders.	Drafting Permanent Admin Rules for Title 29 Amendments adopted by Council in the Fall of 2019 (re: Insect and Rodent Harborage, Lead-based Paint, Interior Dampness/Mold, and ERIP; currently finalizing stakeholder input with a revised goal to publish Admin Rule(s) for public comment in May 2020.	

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BDS	Admini Rule	Special Inspection Program Admin Rules	4	Nancy Thorington, Amit Kumar	Various	Rescinded prior version; added temporary rules to BDS website; update drafted to reflect current practices. Being reviewed by City staff, then to be circulated for final internal review, review by City Attorney and public comment. These changes are necessary because the Oregon Building Officials Association (OBOA) discontinued its program of certifying special inspectors, so BDS must create a program for verifying special inspector credentials and ensuring requirements for special inspections are being met	
BDS	Code Guide	Fire Rating Eaves	4	John Butler	Plan Review/Inspections	Allowing alternative methods of fire rating close to property lines when accessory structures are converted to habitable space. Draft circulated for 2nd internal review.	
BDS	Code Guide	Office Space/Occupant Load Calculations	4	Nancy Thorington/ Jody Orrison	Terry Whitehill Doug Morgan Amit Kumar	Clarify and develop criteria for occupant loads for flexible office space for purposes of egress, seismic upgrades and plumbing fixture counts. BDS is working with BOMA representatives on the language for the Code Guide and will meet with BOMA representatives in the next week or so to discuss final language for the Code Guide	
BDS	Policy	Records Management Project	4	Mieke Keenan/ Archives Office	Divisions Managers	The City Archives office is in the process of updating record retention schedules, citywide. The project moves from bureau-based schedules to one based on document type. Similar document types will be grouped based on topic rather than the bureau generating the document. This will reduce the number of schedules in the City from thousands to hundreds reducing overall administration needs.	

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BDS	Resolution	Extend SDC Waiver for ADUs for Three Months	4	David Kuhnhausen, Dave Tebeau, Nancy Thorington	David Kuhnhausen	BDS drafted a resolution to extend the existing SDC waiver for accessory dwelling units that had an intake date prior to July 31, 2018 due to the impacts of COVID-19. The current waiver is set to expire June 30, 2020. The resolution extends that date to September 30, 2020. The project must receive final inspection approval and certificate of occupancy by September 30th. If the deadline is not met, the applicant has two options: 1) to pay the SDCs that are owed prior to calling for the final inspection; or 2) submitting a recorded covenant that prohibits the use of the ADU or any other structure on the property as an accessory short-term rental for a period of 10 years from the date of permit final inspection. This 10-year covenant requirement mirrors the existing language in Portland City Code Section 17.14.070.F, which applies to applications for ADUs with an intake date on or after August 1, 2018. This resolution is addressing the challenges some permittees are experiencing with getting their projects completed by June 30th because of BDS's reprioritization of inspections and difficulty getting contractors	
BDS	Code Guide	Habitable Space Standards for Existing Elements within One and Two	5	Jody Orrison	Terry Whitehill	Revise existing code guide to clarify ceiling height calculations	
BDS	Title 11	Preservation of Large Trees Amendment Extension	5	Emily Sandy	Land Use Services, Parks-Urban Forestry	Council passed amendment on December 13, 2019, to extend sunset date for 2016 amendment regarding preservation of large diameter trees on private property in development situations to December 21, 2024, effective immediately. Council passed resolution directing future work on tree code on 1/8/2020. More information coming.	<a href="https://www.portlandoregon.gov/bds/article/751194">https://www.portlandoregon.gov/bds/article/751194</a>
BDS	Title 11	Trees in Development Situations	2	Emily Sandy	BPS, Parks-Urban Forestry	Examine whether to remove exemption from tree preservation and planting for some commercial and industrial zones and reduce threshold for inch-per-inch mitigation fee in lieu of preservation from 36" to 20". Community engagement to begin in March 2020, draft proposal to be published in June, 2020, with a return to Council in October, 2020	<a href="https://www.portlandoregon.gov/bds/80501">https://www.portlandoregon.gov/bds/80501</a>
BDS/BES	Admin Rule	Erosion Control Manual	2	Emily Sandy	BES, BDS Site Development, BDS Site Inspections	Comprehensive update to manual. First public review draft to be published by July 2020.	

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BES	Rate Study	This will be an independent assessment of the Bureau's existing sanitary sewer and stormwater rates, stormwater discount program, system development charges and other fees.	2	Ken Bartocci		Anticipated public comment period in Q4 2020. Anticipated completion of rate study in May 2021.	
BES	ENB-4.01 (Stormwater Management Manual)	Comprehensive update.	3	Adrienne Aiona	Various	Public comment will begin in April/May 2020. DRAC received an in-person briefing on this proposal in Sept. 2019.	
BES	ENB-4.05 (System Development Charges Administrative Rules)	Multiple housekeeping updates needed to ensure rule is consistent with practice.	3	Sherri Peterson		Public comment period expected in April 2020.	
BES	ENB-4.34 (Source Control Manual)	Comprehensive update of BES Source Control Manual	3	Matt Criblez	Various	Update to 2016 Source Control Manual to clarify requirements to protect sanitary and storm from commercial and industrial pollutants. Draft for public review anticipated in May/June 2020. In-person briefing provided to DRAC in Jan. 2020.	
BES	PCC Chapter 17.38	Revisions to PCC chapter 17.38 to support implementation of the BES Stormwater Management Manual and Source	3	Adrienne Aiona		Anticipated to go to Council in Summer 2020.	
BES	Sewer and Drainage Facilities Design Manual (SDFDM)	2020 revision of the SDFDM	5	Colleen Harold		BES asked Council to adopt the proposed revised manual and delegate authority for future manual revisions to the Director of BES. Adopted by Council on 3/4/2020.	More information, including a fact sheet, can be found here: <a href="https://www.portlandoregon.gov/bes/79464">https://www.portlandoregon.gov/bes/79464</a> .

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BPS	Policy/Title 33	SW Naito-Gibbs (Ross Island Bridgehead) Refinement Plan	1	Joan Frederiksen	Hillary Adam	Refining land use, circulation and urban design along SW Naito and around the Ross Island Bridgehead Project in coordination with PBOT. First Open House occurred on 2/25/20 and will help to inform a preferred alignment. Check website for future engagement.	<a href="https://beta.portland.gov/naito-mainstreet">https://beta.portland.gov/naito-mainstreet</a>
BPS		Anti-Displacement Action Plan	1	Andrea Pastor		The focus of this project is to identify the chronic economic disparities that lead to displacement, and to develop a task force to aid in the implementation of local anti-displacement policies. This is the beginning of a two-year process which will result in a community vetted Action Plan. City Council voted on 4/1 to provide funding to the Portland African American Leadership Forum for hiring an anti-displacement coalition organizer	
BPS	Policy/Title 33	West Portland Town Center Plan	2	Joan Frederiksen		Community feedback from the online survey and the 3/4/20 open house will be incorporated the proposed plan. The next Community Advisory Group (CAG) meeting will be online in June, as the April meeting was cancelled. A briefing overview is scheduled with the Planning and Sustainability Commission on 6/9/20, and a Discussion Draft of the plan is anticipated in July.	<a href="https://beta.portland.gov/wpdxtown-center">https://beta.portland.gov/wpdxtown-center</a>
BPS	Title 33	Historic Resources Code Project	2	Brandon Spencer-Hartle	Hillary Adam	Project updates code for designating and regulating historic resources. Proposed Draft to PSC anticipated in June 2020. PSC briefing tentatively scheduled for 7/14 and a public hearing tentatively scheduled on 7/28/20.	<a href="https://beta.portland.gov/bps/hr cp">https://beta.portland.gov/bps/hr cp</a>
BPS	Title 33	Environmental Overlay Zone Map Correction Project	2	Mindy Brooks		Updates zoning maps of Environmental overlay zones citywide. Comment period on Discussion Draft closed on 1/31/20. Proposed Draft delayed until June 2020, with PSC hearing tentatively scheduled for 7/28/20.	<a href="https://beta.portland.gov/ezones">https://beta.portland.gov/ezones</a>
BPS	Title 33	Design Overlay Zoning Amendments (DOZA)	3	Lora Lillard/ Phil Nameny	Kara Fioravanti, Gina Tynan	The Planning & Sustainability (PSC) and Design Commissions held a joint hearing on October 22. Testimony was closed on 11/15. Both Commissions are currently deliberating amendments to Proposed Draft. Next PSC and Design Commission work session are in early June 20/20. A joint recommendation is expected in summer 2020.	<a href="https://beta.portland.gov/bps/doza">https://beta.portland.gov/bps/doza</a>
BPS	Policy/Title 33	River Plan/South Reach	3	Jeff Caudill	Morgan Steele	PSC held hearing on 2/25/20 and a work session on 3/10/20. Second work session postponed from 4/14 to 5/12/20. Design Commission will hold separate hearing in July to discuss changes in design guideline applicability. PSC final work session and recommendation scheduled for 5/26/20. Plan provides updated vision, map and code for river overlays south of the Central City	<a href="https://beta.portland.gov/south-reach">https://beta.portland.gov/south-reach</a>

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BPS	Possible Title 33	Expanding Opportunities for Affordable Housing	3	Nan Stark		The PSC made their recommendation to support the project on 3/10/20. City Council hearing is scheduled for 5/14/20 with testimony provided online. Testimony will remain open until 5/21. See website for details.	<a href="https://beta.portland.gov/ah-grant">https://beta.portland.gov/ah-grant</a>
BPS	Title 33	Land Use Approval Extension	3	J P McNeil	Kim Tallant	In light of the potential economic slowdown due to COVID19, this project extends the time period before a land use approval or pre-application conference notes are expired. The proposal also extends the time period that lower Inclusionary Housing limits will apply outside the Central City. PSC will hold a hearing on 5/26/20. Testimony should be sent directly to the PSC or can be given in person at hearing through Zoom but requires pre-registration	<a href="https://beta.portland.gov/bps/edep">https://beta.portland.gov/bps/edep</a>
BPS	Title 33	Residential Infill Project (Update Single-Dwelling Zoning Regulations)	4	Morgan Tracy	Kristin Cooper	City Council cancelled the 3/12/20 hearing on the amendments presented in February. A rescheduled hearing will be on <b>6/3/20</b> . Testimony on the amendments is be available through the mapapp. Live testimony will be available through Zoom via a registration. The hearing is also viewable through live streaming. See website for details, and the most recent amendments.	<a href="https://beta.portland.gov/rip">https://beta.portland.gov/rip</a>
BPS	Title 33	Fossil Fuels Zoning Project	5	Tom Armstrong		Code amendments restrict the expansion of Fossil Fuels terminals. This project, approved in 2016, was appealed to the Oregon Supreme Court and referred back to City Council. Council adopted the new ordinance on 12/18/19, effective under emergency. The revised decision was appealed again and will be heard by LUBA in summer 2020.	<a href="https://beta.portland.gov/fossil-fuel-zoning">https://beta.portland.gov/fossil-fuel-zoning</a>
BPS	Title 33 Guideline	South Portland Historic Design Guidelines	1	Brandon Spencer-Hartle	Hillary Adam	An update to the existing guidelines that apply to the South Portland Historic District. A Community Advisory Group (CAG) is meeting monthly with staff to guide development of this proposal, although some meetings were postponed due to COVID19.	<a href="https://beta.portland.gov/sphd-guidelines">https://beta.portland.gov/sphd-guidelines</a>
BPS	No policy or regulation changes	Willamette River Greenway Inventory Update	4	Debbie Bischoff		PSC's recommended inventory will be reviewed concurrently with the River Plan/South Reach Plan ( <b>see below</b> ).	<a href="https://beta.portland.gov/south-reach">https://beta.portland.gov/south-reach</a>
BPS	Title 33	CC2035 Readoption	4	Rachael Hoy	?	On 3/16/20, the Oregon Court of Appeals remanded the CC2035 plan, originally in effect in 7/2018. The City Council will rehear the plan and take additional testimony on <b>5/28/20</b> . The hearing is through the internet and testimony can be submitted via the MapApp or in person through Zoom. Check the website for more info.	<a href="https://beta.portland.gov/bps/cc2035">https://beta.portland.gov/bps/cc2035</a>

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BPS / PBOT	Title 33 +	Montgomery Park to Hollywood Transit and Land Use Strategy	1	Barry Manning		A joint PBOT/BPS project to explore options for a successful transportation and land use strategy potentially involving streetcar between Montgomery Park and the Hollywood TC. A consultant team has been selected Initial open house was held on 3/2. A working group has been selected and held their first virtual meeting on 5/13/20. Additional public workshops tentatively scheduled for June/July 2020	<a href="https://beta.portland.gov/mp2h">https://beta.portland.gov/mp2h</a>
PBOT / BPS	Title 17	Bicycle Parking Project	5	Sarsah Figliozzi and Liz Foreman	Grace Jeffreys	New code was effective on 3/1/20 Adopted report available online at link shown.	<a href="https://www.portlandoregon.gov/transportation/70440">https://www.portlandoregon.gov/transportation/70440</a>
PBOT / BPS	Title 17	Bicycle Parking Project	5	Sarsah Figliozzi and Liz Foreman	Grace Jeffreys	City Council voted to approve the Recommended Draft of the Bike Parking Code update with minor amendments. 2nd reading and vote took place on 12/4. New code will be effective on 3/1/20.	<a href="https://www.portlandoregon.gov/transportation/70440">https://www.portlandoregon.gov/transportation/70440</a>
PP&R	Chapter 17.13	Parks SDC Code, Updating Annual Fee Index Methodology, delay fee index until July 1, 2021	5	Sarah Huggins		Amends annual fee index methodology in Parks SDC Code to remove unreliable data source, smooth fee changes year to year. Delays fee index for a year, until July 1, 2021 due to COVID. Council first reading 4/8, second reading 4/15.	Adopted by City Council, Parks SDC Website Notification: <a href="https://www.portlandoregon.gov/parks/38516">https://www.portlandoregon.gov/parks/38516</a> Council Ordinance: <a href="https://www.portlandoregon.gov/auditor/article/758562">https://www.portlandoregon.gov/auditor/article/758562</a>