

INTER-BUREAU CODE CHANGE PROJECT LIST

Last Updated August 20, 2020

Lead Bureau	Title/Code Guide/ Program Guide/ Admin Rule	Project Name	Step (1-5)	Project Lead	Reviewers	Next Steps & Key Dates	Online Document/Draft
BDS	Title 11	Trees in Development Situations	3	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". Final Staff Proposal published August 14. Joint hearing with Urban Forestry Commission and Planning and Sustainability Commission on September 8.	https://www.portlandoregon.gov/bds/80501
BDS	Title 32	Sign Code Amendments Phase I	3	Mieke Keenan Mike Liefeld	Sign Team	Code organization and code clean up amendments to align regulations with current processes, eliminate duplicative code, and consolidate similar regulations into the same chapter for easier code navigation. Phase II will address sign policies. Internal review draft scheduled for early fall 2020.	
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 finalize draft language	
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)	
BDS	Title 24	Chapter 24.85 - Seismic Regulations	5	Nancy Thorington	Amit Kumar	Amend Chapter 24.85 to reference ASCE 41-17 instead of ASCE 41-13; Council packet is finalized and sent to Auditor's Office for review.	

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BDS	Title 24	Chapter 24.85 - Seismic Regulations	2	Nancy Thorington, Doug Morgan	Amit Kumar	Amend Chapter 24.85 to update seismic upgrade triggers that were deleted when the URM placarding ordinance was repealed.	
BDS	Title 24	Amend Chapter 24.55 - Demolitions	5	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 demolition of 1-4 units and their accessory structures. BDS has drafted administrative rule changes first (see below), and presented changes to the code to ensure consistency between the two at the June DRAC meeting. DRAC recommended the new language, which will be presented to the City Council on September 9, 2020. The proposed new code language is clearer, eliminates redundant provisions that are elsewhere in the code, deletes language that is unnecessary or better suited for the administrative rules. Council packet is finalized and sent to Auditor for final review.	
BDS	Admin Rule	Demolitions	5	Mike Liefeld, Nancy Thorington, Jeremy Russell	Beth Benton	Re-adopt existing Interim Rule, which expired August 10, 2020, to allow time to adopt permanent rule. Permanent rule adoption is awaiting Council hearing on amendments to Chapter 24.55 described above.	

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BDS	Admin 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	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/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 September 2020	
BDS	Admin Rule	Sewer Capping Notification	5	Emily Sandy	BES Nonconforming Sewer Group, BDS Site Development; Sherri Peterson	Effective 6/23/2020. Joint Rule for BDS and BES. 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.	https://www.portlandoregon.gov/citycode/article/763305
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 August 2020.	
BDS	Admin Rule - Permanent	Demolitions	4	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 Stakeholder Working Group and state, local and federal agency stakeholders. The draft rules were presented along with Title 24 changes to DRAC at its June 18, 2020 meeting. The Proposed Permanent Administrative Rule will be published for public comment and set for public hearing after the Title 24 ordinance changes are adopted by City Council.	
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.	

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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	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	Code Guide	Habitable Space Standards for Existing Elements within One and Two Family Dwellings	5	Jody Orrison	Terry Whitehill	Revise existing code guide to clarify ceiling height calculations	
BDS	Program Guide	Residential Solar Panels	3	Mieke Keenan Amit Kumar	Permtting Services Land Use, Fire Bureau	Update the existing program guide for new and existing one and two family dwellings. Guide address solar electric and solar water heating building and zoning code requirements and permit processes.	
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. Proposal is under review with the City Attorney's Office	
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. [This is a placeholder: no work is currently being done on this	
BPS	Title 33 + other titles	Shelter to Housing Continuum (S2HC)	1	Al Burns	Matt Wickstrom	S2HC attempts to reduce the code barriers to provide additional alternative shelter/housing, including expanding code provisions for temporary shelters as a Community Service Use and Group Living uses. A draft report is anticipated in September 2020. Opportunities for public comment will open at that time.	www.portland.gov/bps/s2hc

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BPS	Title 33	CC2035 Readoption	5	Rachael Hoy	?	CC2035 updates the regulations that apply within the Central City as part of the Central City plan district. On 3/16/20, the Oregon Court of Appeals remanded the CC2035 plan, originally in effect in 7/2018. The City Council held a hearing and took additional testimony on 5/28/20. The Council re-adopted the plan on 7/8 and the effective date is 8/11/20.	www.portland.gov/bps/cc2035
BPS	Title 33	Expiration Date Extension Project	5	J P McNeil	Kim Tallant	In light of the COVID19 economic slowdown, this project extends the time period before a land use approval/final plat, or pre-application conference notes are expired. The proposal also extends the time period one year that lower Inclusionary Housing limits will apply outside the Central City, and allows neighborhood contact meetings to be held online until 1/1/24. City Council adopted the project with an effective date of 8/10 under an emergency clause.	www.portland.gov/bps/edep
BPS		Anti-Displacement Action Plan	2	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. Recruitment for the task force begins in August. The task force will contain 12-15 community members and cross bureau membership. Applications will be on the Civic Life webpage. <u>Staff briefed the PSC on August 11 about the project.</u>	www.portland.gov/bps/adap
BPS	Title 33	Residential Infill Project (Update Single-Dwelling Zoning Regulations)	5	Morgan Tracy	Kristin Cooper	The project will allow a wider range of housing types within single dwelling zones, while limiting overall floor area of houses. City Council accepted 5 of the 6 amendment packages on 7/9. The Council accepted the revised proposal on 8/5 and approved RIP on 8/12. Items related to state law on lots will be effective in 30 days (9/11/20) with remainder effective in August 2021.	https://portland.gov/rip
BPS	Title 33	Design Overlay Zoning Amendments (DOZA)	4	Lora Lillard/ Phil Namery	Kara Fioravanti, Gina Tynan	DOZA updates the design guidelines and design overlay zone regulations that apply citywide. The Planning & Sustainability (PSC) and Design Commissions held a joint hearing on 10/22/19. Testimony was closed on 11/15. Both Commissions deliberated amendments to Proposed Draft in 2020. The Design Commission completed their recommendation on 6/18, while PSC made their recommendation on 7/14. A joint recommendation is expected in late 202 with Council hearing in early 2021..	https://portland.gov/bps/doza

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BPS	Title 33	Historic Resources Code Project	2	Brandon Spencer-Hartle	Hillary Adam	This project updates code for designating and regulating historic resources. Proposed Draft to PSC anticipated in mid September 2020. PSC public hearing tentatively scheduled on 10/27/20.	https://portland.gov/bps/hrcp
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 bi-monthly with staff to guide development of this proposal. Next meeting is late summer.	https://portland.gov/sphd-guidelines
BPS	Policy/Title 33	West Portland Town Center Plan	2	Joan Frederiksen		An inclusive Plan for the area around the Barbur Transit Center to anticipate light rail and future development. The Community Advisory Group (CAG) are meeting in on 8/19 and mid September. The Discussion Draft is anticipated for late-September, 2020. <u>See website for future events.</u>	https://portland.gov/wpdx-town-center
BPS	Policy/Title 33	South Portland Area Planning (Ross Island Bridge)	1	Kevin Bond	Hillary Adam	Refining land use, circulation and urban design along SW Naito and around the Ross Island Bridgehead Project in coordination with PBOT. Project temporarily put on hold to recalibrate scope. Looking for members for a committee. Plan is to present two development concepts once project is restarted.	https://portland.gov/naito-mainstreet
BPS	No policy or regulation changes	Willamette River Greenway Inventory Update	4	Debbie Bischoff		An update to environmental resources along the river. PSC's recommended inventory will be reviewed concurrently with the River Plan/South Reach Plan (see below).	https://portland.gov/south-reach
BPS	Policy/Title 33	River Plan/South Reach	4	Jeff Caudill	Morgan Steele	Plan provides updated vision, map and code for river overlays south of the Central City. PSC held a work session on 5/12/20. A subsequent PSC hearing was held on 6/23, and PSC made their recommendation at conclusion. The Design Commission recommended changes to design guidelines along Macadam on 7/23. A City Council hearing is tentatively scheduled for 9/9/20, but is subject to change.	https://portland.gov/south-reach
BPS	Title 33	Environmental Overlay Zone Map Correction Project	4	Mindy Brooks		Updates zone maps of Environmental overlay zones citywide. Staff have resumed site visits. The Proposed Draft was released on 7/2/20. PSC held a public hearing on 7/28. The PSC continued the hearing until 12/8, and owners can still request staff site visits until 8/31. Written testimony is still open through the map app.	https://portland.gov/ezones

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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 heard by LUBA on 7/14/20. A decision is expected in late September.	https://portland.gov/fossil-fuel-zoning
BPS / PBOT	Title 33 +	Montgomery Park to Hollywood Transit and Land Use Strategy	1	Barry Manning (BPS) Kate Drennan (PBOT)		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. Project is currently in urban design concept phase with the help of a consultant team. Virtual open houses were held open until 8/9 for both NE and NW PDX.	https://portland.gov/mp2h
BPS	Title 33 (future)	Dark Skies Study	3	Shannon Buono		A project to consider the impacts of poorly aimed/shielded lights and consideration of the negative impacts on health, energy use, ecosystem health, and visibility of the night sky. Project focuses on light pollution from new development. Report with recommendations published on 7/13/20. Comment period closed on 7/31. City Council to hold a public hearing to consider the report on 9/17/20 at 2pm	https://www.portland.gov/bps/dark-skies
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. The purposes of this revision are to improve readability, update requirements to meet current local, state, and federal requirements, and to improve protections of storm and sanitary assets, groundwater, and surface water. This will include requirements for Operations & Maintenance of built facilities, requirements for food cart pods, and a section devoted to enforcement of the SCM. Draft for public review anticipated in Summer 2020. In-person briefing provided to DRAC in Jan. 2020.	

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BES	PCC Chapter 17.38	Revisions to PCC chapter 17.38 to support implementation of the BES Stormwater Management Manual and Source Control Manual	3	Adrienne Aiona		Revising Chapter 17.38 to update language to better match current terminology including definitions and gender neutral language. Reorganizing some language to better align with implementation practices. Removing some specific details that remain in administrative rules. Anticipated to go to Council in Summer 2020. A public comment period was held from 5/18 to 7/2. Hosted 3 webinar-style information sessions; advertized in the Portland Business Journal and Daily Journal of Commerce; posted notice on the City, BES and BDS main webpages; and emailed notifications to PUB, CUB, and intersted members of the public.	www.portlandoregon.gov/bes/2020SWMM
BES	ENB-4.01 (Stormwater Management Manual)	Comprehensive update of the SWMM.	3	Adrienne Aiona	Various	The Stormwater Management Manual (SWMM) contains requirements and guidance for stormwater management in the right-of-way and on private property. It applies to development activities that construct or alter impervious area. The SWMM was last updated in 2016. This is a comprehensive update that impacts policies, site investigations, and engineering design. There will be minimal impacts to small projects including most single family homes. Engineered facilities will be changing in size, some will be smaller, some will get bigger. DRAC received an in-person briefing on this proposal in Sept. 2019. A public comment period was held from 5/18 to 7/2. Hosted 3 webinar-style information sessions; advertized in the Portland Business Journal and Daily Journal of Commerce; posted notice on the City, BES and BDS main webpages; and emailed notifications to PUB, CUB, and intersted members of the public.	www.portlandoregon.gov/bes/2020SWMM
BES	BES Rate Study	BES Rate Study	2	Ken Bartocci		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. The study will result in possible revisions to certain rates, charges, and fees with a focus on providing clarity, equity, and affordability. Anticipated public comment period in Q2 2021. Anticipated completion of rate study is in May 2022.	

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BES	ENB-4.29 (Administrative Rules for Refunds of Sewer Connection and Repair Permit Fees)	Revisions to ENB-4.29 (Administrative Rules for Refunds of Sewer Connection and Repair Permit Fees)	2	Glen Laube	BES Systems Development	Consolidate BES policies regarding development-related refunds into one Administrative Rule. Revisions expand the scope of ENB-4.29 to include criteria for BES decision-making for all development-related application fees. The revisions will also formalize internal policies for refunds that have not been adopted in permanent rule. Draft in development.	
BES	ENB-4.05 (System Development Charges Administrative Rules)	Revisions to ENB-4.05 (Systems Development Charges Administrative Rules)	3	Sherri Peterson		The goal of this rulemaking is to provide clarity on how BES calculates sewer and stormwater System Development Charges (SDCs) for development. To support the consistent application of SDC methodology, BES proposes to add specific occupancy types not previously explicit in rule and to more generally update the SDC calculation methodology descriptions to make transparent existing business practices. The public comment period will open on June 15 of 2020.	www.portlandoregon.gov/bes/ENB4-05
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.	https://www.portlandoregon.gov/transportation/70440