



City of  
**PORTLAND, OREGON**

Development Review Advisory Committee

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## **DRAFT 2020 DRAC Annual Report**

### **Introductory letter from Chair & Vice Chair**

#### **DRAC mission/purpose**

The Development Review Advisory Committee (DRAC) was established in June 2001 for the purpose of fostering a timely, predictable and accountable development review process that implements the City's goals for land use, transportation, housing, economic development, neighborhood livability and the environment. The DRAC advocates for and supports the consistent and fair application and implementation of regulations.

#### **DRAC members**

The DRAC is the City's primary advisory body regarding development review. The DRAC's 17 member positions (as assigned in City Code Title 3.30.030) represent groups with interests in the outcome of policies, budgets, regulations, and procedures that affect development review processes.

DRAC members are appointed by the Commissioner-in-Charge of the Bureau of Development Services (BDS) and confirmed by the City Council. Members are appointed to a 3-year term, with the possibility of serving a second 3-year term.

#### **2020 Activities / Achievements**

##### Meetings

City Code Title 3.30.030(D)(1) stipulates that the DRAC shall meet at least five times yearly. DRAC meetings are scheduled for the third Thursday of each month, from 8:00 – 10:00 a.m. In 2020 the DRAC met all months except for March, which was canceled due to the onset of COVID-19. Beginning in April, DRAC meetings were held online via the Zoom platform.

DRAC meetings are open to the public and are attended by staff from numerous City bureaus that are directly involved with or have an interest in development or development review. In 2020 the DRAC participated with City staff in discussions regarding a variety of issues related to development review, including:

##### January 2020

- Citywide Tree Code (Title 11)
- BDS budget & Financial Plan
- BES Source Control Manual Revision

February 2020

- Unreinforced Masonry (URM) Work Group
- Oregon State Senate Bill 534
- Central City 2035 Plan
- Better Housing by Design
- Residential Infill Project
- Shelter to Housing Continuum

April 2020

- Stormwater Management Manual Update
- Land Use Expiration Date Extension
- Development bureau fee updates

May 2020

- Creating Public Streets & Pedestrian Connections
- Residential demolition code changes and administrative rule
- Accessory dwelling units (ADUs) and Systems Development Charges (SDCs)
- Citywide Tree Code (Title 11)
- Bird-safe glass

June 2020

- BES SDC Administrative Rule revisions
- Residential preconstruction meetings
- Single PDF Process
- Residential demolition administrative rule
- Floating structures

July 2020

- Land Use expiration extension
- Citywide Tree Code (Title 11)
- Title 33 loading requirements
- Northwest in Motion Plan

August 2020

- Permit intake process
- BDS financial forecast / fees
- Residential Infill Project
- Title 33 Loading Requirements
- Regulatory Improvement Code Amendment Process

September 2020

- Permit intake process
- Time-certain appointments
- Historic Resources Code Amendment Project
- Shelter to Housing Continuum

### October 2020

- Permit intake process
- Citywide Tree Code (Title 11)
- Separate water meter requirement
- Streets 2035 Project

### November 2020

- BDS finances
- Development review service levels
- Commissioner Dan Ryan

### **Focus Areas**

The DRAC's mission is broad in scope, giving the Committee the ability to consult and advise with multiple City bureaus on a wide array of issues related to development review processes, costs, and regulations. The DRAC focused on several particular areas of interest in 2020:

#### Development Fees & Regulations (including Systems Development Charges)

The DRAC has written to the City Council regarding the impacts of development regulations and fees numerous times over the years, and this continues to be a focal point. The DRAC has consistently advocated for the City Council to consider the cumulative impacts of new regulations and fee increases on the cost of development, particularly affordable housing, and has encouraged efforts by financial staff from the development bureaus to quantify those impacts.

#### Service Levels

The DRAC closely monitors City development review services and has advised BDS and the other development bureaus regarding service priorities and the effects of budget, policy, and program decisions on development review service levels.

#### Portland Online Permitting System / AMANDA

The DRAC has closely followed the Portland Online Permitting System (POPS) project and implementation of the AMANDA system for development review and permitting. BDS's customer advisory committee for the project transitioned into the DRAC Process Improvement & Technology Subcommittee in 2019. The Subcommittee has had significant input into the project.

#### Policy Development

Beginning in 2019, the DRAC has made a more concerted effort to be involved earlier in bureau discussions related to development review policies. The DRAC Policy Subcommittee was established to identify policy initiatives early in the development process and to interact with bureaus to provide input.

#### Public Works Permitting

The DRAC established a Public Works Permitting Subcommittee in 2020 to work with staff from PBOT to identify and address issues with public works permitting processes.

### Intra-Bureau Communication / Collaboration

A key factor in the effectiveness and efficiency of development review processes is the communication and collaboration between the City bureaus engaged in development review: BDS, Transportation, Water, Environmental Services, Parks, Urban Forestry, and Fire. Several realities create challenges for communication and collaboration, including the City's Commission form of government, the lack of centralized authority over development review, and the disparate funding sources and mechanisms used by the bureaus for their development review functions.

### Process Improvement

The DRAC established the Process Improvement & Technology Subcommittee to focus not only on POPS and AMANDA, but on making improvements throughout the development review process.

### Bureau Budgets

The DRAC closely follows budget and financial information for the development review bureaus, particularly BDS, and the impact on programs and services. DRAC members serve on the BDS Budget Advisory Committee and Financial Advisory Committee, and have served on other bureau advisory committees as well.

### **DRAC Letters**

In 2020 the DRAC wrote letters regarding the loading standard in Title 33 and City employee furloughs.

- City Loading Standard (Oct. 12, 2020) – The DRAC wrote to the Directors of the Bureaus of Development Services and Planning & Sustainability regarding City Code Title 33.266.310 Loading Standards. The letter proposed changes to a few sections of the Code in order to strengthen the regulations pertaining to loading in development situations.
- City Employee Furloughs (Oct. 9, 2020) – The DRAC wrote to Mayor Wheeler and other parties involved in negotiations related to mandatory City employee furloughs. The letter identified negative impacts on development review revenue collection and service delivery, and the unique nature of funding for staff engaged in development review. The letter recommended that the City not impose additional mandatory furloughs on BDS staff.

### **DRAC Subcommittees**

- Process Improvement & Technology
- Policy
- Public Works
- Residential Demolition

**DRAC Members**

<b>Member</b>	<b>Member Position</b>	<b>Affiliation</b>
Jeff Bachrach	Planning & Sustainability Commission (ex officio)	Bachrach Law, P.C.
Alexander Boetzel	Environmental Conservation & Green Building	Green Hammer
Claire Carder	Neighborhood Coalition Land Use Committees	Neighborhood Coalitions
Paul Delsman (Chair)	Large Construction Contractors	Bremik Construction
Sean Green	Citywide Neighborhood Interests	NE Coalition of Neighborhoods
Michael Harrison	Major Facilities Landowners	Oregon Health & Science University
Holloway Huntley	Frequent Development Review Customers	Environs LLC
Lauren Golden Jones	Large Developers	Capstone Partners
Jennifer Marsicek	Design Professionals	Scott Edwards Architecture
Martha Williamson (Vice Chair)	Public Works Permit Customers	Vega Civil Engineering, LLC
Justin Wood	Home Builders	Fish Construction NW Inc.