

DRAC Work Plan
6/1/09 - 6/30/10

The Goal of the DRAC:

To foster 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; and advocates for and supports consistent and fair application and implementation of regulations.

To meet this goal, DRAC's focus for FY 2009-10 includes:

Pages 1 & 2- 5 issues to be addressed in a subcommittee format
Page 3- Ongoing/ old business to be addressed at DRAC meetings

Topic/ Issue	Description/Goals	Format/Start Date	DRAC Members
<p style="text-align: center;">Permit Co-Location</p>	<p>On April 16, City Council accepted a report recommending that an Inter-Agency Team with representatives from the infrastructure bureaus work with DRAC (in an advisory capacity) to accomplish the following tasks related to:</p> <ol style="list-style-type: none"> 1. Establish standard turnaround times for permit application reviews, code appeals, and other associated services. 2. Establish predictable fee schedules for all permits and associated services provided by PBOT, BES, PWB, and PPR 3. Establish formal appeals processes for PBOT, BES, PWB, and PPR 4. Develop and present for City Council approval a standardized Systems Development Charge (SDC) program which offers customers a uniform approach to SDC low income waivers, SDC deferrals, and SDC financing 	<p style="text-align: center;">Inter-agency Team/ Subcommittee Phase 1: May 20-June 30 Phase 2: June 30-September 1</p>	<p style="text-align: center;">Carrie Schilling, Chair Greg Theisen Simon Tomkinson Bonny McKnight Don Geddes</p>
<p style="text-align: center;">Brownfields River Policy & Permitting</p>	<p>Redevelopment of brown fields and river fronting property will have environmental and biological issues needing mitigation on the local, state, and federal levels. Potential questions for the BDS and the DRAC include:</p> <ul style="list-style-type: none"> • How can BDS acquire the expertise on biologic assessment, design, and review of contaminant containment and other affected facilities? • How do these development issues relate to the Office of the River? • In what ways do the BDS Mission and permit consolidation plans intersect with the North Reach River Plan? 	<p style="text-align: center;">Subcommittee- TBD</p>	<p style="text-align: center;">Kathi Futornik</p>
<p style="text-align: center;">Inspections--Plan Review/Structural & Market Efficiencies</p>	<p>Results of a random sample have identified that some permits require a disproportionate number of inspections. BDS is reviewing the number of inspections relative to the number of permits issued.</p> <ul style="list-style-type: none"> • Inspections—review number of inspections relative to the number if permits issued; list findings based on review; and develop recommendations to address findings. • Plan/Structural Review—review number of check sheets relative to one project; list findings based on review; and develop recommendations to address findings. • Compliance/Enforcement—review number of inspections relative one case; list findings based on review; and develop recommendations to address findings 	<p style="text-align: center;">Subcommittee- TBD</p>	<p style="text-align: center;">Steve Heiteen</p>

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Technology Improvements	<ul style="list-style-type: none"> • Digital plan submittals: technology integration, reducing the amount of printed paper for reviews and state required archiving methods. • Land use review: clarifications of land use review submittal requirements, package requirements to speed review times and eliminate frustrations, integration of bureau requirements and coordination. • Technology Advancements: digital review, document management systems, web based TRACS, increased public access to digital information. 	Subcommittee--Convene October, 2009	Keith Skille
Communication Plan	<p>How can the City inform the public as to what the government is developing as new regulation? How can the city empower the public to participate in the creation and implementation of policy and regulations?</p> <ul style="list-style-type: none"> • Identify ways to ensure that all of the Bureau's web sites and other communications are equally understandable to the developer and the general public • Identify ways to increase visibility of the BDS Website and other communication using newspaper and radio • Convey the message that BDS wants the general public to be empowered and engaged in policy issues • Propose ways to establish the expectation that developers will communicate their project goals with neighbors and stakeholders 	Subcommittee--TBD	Bonny McKnight

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Ongoing Topic/ Old Business	Description/Goals	Follow Up/Monitoring	DRAC Members
Revenue & Budget Tracking	<p>Focusing on the impacts of the economic downturn on the Development Review Bureaus—specifically BDS' budget and programs. Continuing to focus on transparency in the development review process among bureaus, increasing efficiency, and customer service.</p> <ul style="list-style-type: none"> • BDS staff will update the committee on BDS budget revenues and expenditures at monthly meeting. • Development Review Bureaus will update the committee on affected revenues and expenditures FY 2009-10. • Actively support fiscal initiatives as they arise throughout the year. 	DRAC MEETING	ALL
Green Buidling & Sustainability	<p>How can the City of Portland encourage residential and commercial green building/energy efficient buildings?</p> <ul style="list-style-type: none"> • Streamline regulations • Provide technical assistance for green building projects • Encourage the market for green buildings and technologies through incentives • Participate in/track those City initiatives making progress toward the sustainability goals of reducing energy consumption and climate impacts. 	<p style="text-align: center;">DRAC MEETING</p> <ol style="list-style-type: none"> 1. <u>Local Building Code Amendment</u>, Technical Advisory Group (TAG)• Jeff Fish, Steve Heiteen 2. <u>High Performance Green Building Policy Stakeholders Group</u>/Renee Loveland, Simon Tomkinson, Kathi Futornik, Charlie Grist, Steve Heiteen 3. <u>Portland Energy Efficiency Home Pilot</u> (BDS)/Track the outcomes 4. <u>Alternative Technology Advisory Committee</u> (BDS)/ Tracks progress & findings 	ALL
SDCs	<p>SDCs are a key issue in the development community. The fees have been growing, and there has not been a comprehensive review.</p> <ul style="list-style-type: none"> • Examine when SDCs are considered and how they are developed • Understand who is involved in the development of SDCs, including the role of the City or State • Look at where each SDC is collected and examine how the funds are distributed and spent. 	<p style="text-align: center;">SUBCOMITTEE COMPLETED WORKPLAN</p> <ul style="list-style-type: none"> • Subcommittee members will present findings and recommendations at Spring 2009 DRAC meeting(s) for Committee to review and approve. • Once approved by DRAC Subcommittee members, DRAC willcooridante with BDS and Commissoe nr Leonard to present report to City Council . 	<p>Don Geddes- Chair, Simon Tomkinson (Alan Beard/former DRAC member, Tom Skaar/former DRAC member).</p>