

Portland, Oregon
FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT
For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Denise Kleim		2. Telephone No. 503-823-7338	3. Bureau/Office/Dept. Bureau of Development Services
4a. To be filed (hearing date): 5/22/13	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: 5/8/13
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation Title:

Appoint Sam Rodriguez to the Building Code Board of Appeal for a 3-year term to expire May 21, 2016 (Report)

2) Purpose of the Proposed Legislation:

This appointments will fill one positions on the Building Code Board of Appeal as required by Portland City Code Title 24.10.080.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | | | |

FINANCIAL IMPACT

4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

Neither. The appointment is a citizen volunteer position.

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the *level of confidence*.)

Neither. The appointment is a citizen-volunteer position.

6) Staffing Requirements:

- Will any positions be created, eliminated or re-classified in the current year as a

result of this legislation? *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)*

No.

- **Will positions be created or eliminated in future years as a result of this legislation?**

No.

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☒ YES: Please proceed to Question #9.

☐ NO: Please, explain why below; and proceed to Question #10.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

None. This is an ongoing citizen-volunteer appointment to the Building Code Board of Appeal.

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

The process for appointing a new Board member begins with the filing of an application for membership with the Office of Neighborhood Involvement (ONI). Once ONI receives the applications and conflict of interest forms, it forwards those documents to Terry Whitehill in BDS for review. There has been active on-going recruitment for an alternate member of the Board, to serve as the third (and final) alternate. Current Big Board members notified their constituent groups of the vacant position, and BDS included information about the vacancy in multiple issues of its *Plans Examiner* newsletter (<http://www.portlandonline.com/bds/index.cfm?c=59806>). The *Plans Examiner* is widely distributed electronically to BDS customers and stakeholders, as well as neighborhood associations and community groups.

c) How did public involvement shape the outcome of this Council item?

Since individuals must apply for Building Code Board of Appeal vacancies, the participation of stakeholders was crucial to generating qualified applicants and filling the vacant position.

d) Who designed and implemented the public involvement related to this Council item?

The Bureau of Development Services.

e) Primary contact for more information on this public involvement process (name, title, phone, email): BDS: Terry Whitehill, Plan Review Manager; (503) 823-7639;

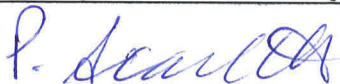
terry.whitehill@portlandoregon.gov or

Office of Neighborhood Involvement, Kathy Couch, x33992,

Kathy.Couch@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

Yes. When new appointments are made to the Building Code Board of Appeal there will be a public involvement process and Council action.



Paul L. Scarlett, Director, Bureau of Development Services

APPROPRIATION UNIT HEAD (Typed name and signature)



Office of Mayor Charlie Hales
City of Portland

May 22, 2013

To: Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Steve Novick
Commissioner Dan Saltzman

From: Mayor Charlie Hales
Office of the Mayor

Subject: Proposed Appointment to the Building Code Board of Appeal

Proposed Appointment of Alternate to the Building Code Board of Appeal

The Building Code Board of Appeal (Big Board) has been created under City Code section 24.10.080. It is authorized to interpret City Code Title 24 (Building Regulations) and determine the suitability of alternate materials and methods of construction where practical difficulties or unnecessary hardship would result from a literal interpretation of the Building Code, providing the use of the proposed alternative method or materials is consistent with the intent of the Building Code and provides for equivalent health and life safety. The Big Board rules on issues that have already been reviewed by BDS' administrative appeals board and have been denied by that board.

The Big Board consists of three members and three alternates appointed by the Mayor. One member of the Board must be a competent builder who has engaged in the building business in the City for at least two years immediately preceding appointment, and at least one member must be a competent architect who has practiced in the profession for at least three years. Appointments are for three-year terms, and there are currently no term limits on appointments to the Big Board.

The Board meets on an as-needed basis, usually the second Thursday of the month.

1) Process of Appointing Board Members

Attached is the link to the City Code and Charter webpage that outlines the criteria for the Building Code Board of Appeals:

<http://www.portlandonline.com/auditor/index.cfm?c=28657&a=17441>

The process for appointing a new Board member begins with the filing of an application for membership with the Office of Neighborhood Involvement (ONI). Once ONI receives the applications and conflict of interest forms, it forwards those documents to Terry Whitehill in BDS for review. There has been active on-going recruitment for an alternate member of the Board, to serve as the third (and final) alternate.

2) Current membership

The Big Board currently has three members, including two architects and one builder. There are also currently two alternates; one is an architect, and the other is a builder.

3) Big Board Recommendations

I am recommending **Sam Rodriguez** be appointed as a Building Construction Expertise alternate for a 3-year term to expire May 21, 2016. The following is a summary of Sam's qualifications:

Sam Rodriguez has over 17 years experience as an architect. He has LEED accreditation and has worked on several large projects around Portland, including the Savier Street Flats and the MAC Club site. Given his extensive building experience and architectural expertise, he would be an asset as a Big Board member.

With this proposed appointment there are no vacancies on the Board. Enclosed is an updated membership list for your records.

Building Code Board of Appeals:

The Building Code Board of Appeals is authorized under Portland City Code 24.10.080 and the State of Oregon Structural Specialty Code. This board consists of three members appointed by the Mayor. The members must be qualified by experience and training to make decisions on matters pertaining to building construction. One member must be a builder and one member must be an architect. Appointment to the Board is for a three-year term. The Director of BDS is an ex officio member of the board, and is represented by one of the Senior or Chief Plans Examiners on the BDS staff.

The Building Code Board of Appeals hears appeals of building code issues which are appealed beyond the Administrative Appeals Board. The Appeals Board may affirm, annul or modify the action of BDS on the condition that substantially equivalent safety is provided generally conforming to national standards concerning fire prevention, fire safety measures, and building construction requirements for safety.

This board meets as appeals are received.

Current Appeal Board Members and their alternates are:

<u>Name</u>	<u>Membership Category</u>	<u>Term Expires</u>
Members		
Ernest Grigsby	Architect	February 21, 2015
Wayne Glasnapp	Builder	February 21, 2015
Linda Barnes	Building Construction Expertise	February 21, 2015
Alternates		
Dave Spitzer	Architect	February 21, 2015
Mark Beckius	Builder	February 21, 2015
Sam Rodriguez	Building Construction Expertise	May 21, 2016

Staff to the Building Code Board of Appeals: Terry Whitehill, 503 823-7639
Donna Ruark, 503 823-7335