



CITY OF  
**PORTLAND, OREGON**

**Dan Saltzman, Commissioner**  
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March 14, 2012

To: Mayor Sam Adams  
Commissioner Nick Fish  
Commissioner Amanda Fritz  
Commissioner Randy Leonard

From: Commissioner Dan Saltzman *Don*  
Commissioner of Public Affairs

Subject: Appointments to the Development Review Advisory Committee (DRAC)

Portland City Code Title 3.30.030 specifies that members of the Development Review Advisory Committee (DRAC) may serve up to two 3-year terms. There are currently several vacancies on the DRAC. After a thorough review process, I am recommending the following candidates for appointment to the DRAC for 3-year terms.

Recommendation	Position	First Term Begins	Term Ends
Rob Humphrey	Small Business	March 20, 2012	March 19, 2015
Dan Gilkison	Major Facilities Landowners	March 20, 2012	March 19, 2015
Maryhelen Kincaid	Citywide Neighborhood Interests	March 20, 2012	March 19, 2015

**Rob Humphrey** is the owner of Faster Permits, a building permit consulting and management company. Rob is a frequent visitor to the Development Services Center on behalf of his many clients in the Portland area, giving him first-hand knowledge of the City's development review processes.

**Dan Gilkison** is a civil engineer with the Port of Portland with over 10 years experience working on a variety of development and capital projects, ranging from a small-scale terminal remodel to a major headquarters and parking garage. Dan previously worked as a consultant on several large residential developments and transportation projects.

**Maryhelen Kincaid** has been active in neighborhood organizations and civic advisory bodies several years. She has been Chairperson of the East Columbia Neighborhood Association (ECNA) Land Use Committee since 2005, and served as ECNA Chairperson from 2006-2009. She has also served as Chairperson of the Citizen Noise Advisory Committee for the Port of Portland since 2004, and she was a member of the Planning Advisory Group for the Airport Futures Project.

These three candidates will replace former DRAC members whose service ended on January 25, 2012. Several other DRAC members will be finishing their service on the same date in future years. I waited until now to fill these three positions in order to avoid having a large number of DRAC members ending their service on the same date.

The background and experience of these candidates will make them welcome additions to the DRAC. Their appointments will help ensure the continuation of the good work of the DRAC on behalf of BDS and other City bureaus, the development industry, and the community. If these proposed appointments are approved, three vacancies will remain on the DRAC. We are continuing our outreach efforts to fill these vacant positions.

### ***Development Review Advisory Committee:***

The Development Review Advisory Committee (DRAC) is a citizen advisory body, representing those with interests in the outcome of policies, budgets, regulations, and procedures that affect development review processes. The purpose of the Committee is 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. The Committee advocates for and supports consistent and fair application and implementation of regulations.

The Development Review Advisory Committee consists of seventeen members. These members are appointed by the Commissioner in Charge and confirmed by the City Council. The members are elected to provide representation of those persons concerned about planning, design and development. The areas of interest of members shall include, but not be limited to, development, planning, construction contracting, design professions, neighborhood association membership, business association membership, historic preservation, environmental organizations, and institutional properties. Members of the Development Review Advisory Committee shall serve no more than two, complete three-year terms.

### ***Current members of the Development Review Advisory Committee are:***

<u>Name</u>	<u>Membership Category</u>	<u>Term Expires</u>
Dana Krawczuk	Frequent development review customers	June 28, 2014 (1 <sup>st</sup> full term)
Maryhelen Kincaid	Citywide neighborhood interests	March 20, 2012 [1 <sup>st</sup> full term]
Keith Skille	Design professionals	January 25, 2015 [2 <sup>nd</sup> full term]
Jeff Cole	Environmental conservation and green building	February 22, 2015 [1 <sup>st</sup> full term]
Richard Michaelson	Historic preservation	December 31, 2012 [2 <sup>nd</sup> full term]
Jeff Fish	Home builders	January 25, 2015 [2 <sup>nd</sup> full term]
Steven Heiteen (Chair)	Home remodelers	January 25, 2015 [2 <sup>nd</sup> full term]
Vacant	Land use planning professions	
Vacant	Large developers	
Vacant	Large construction contractors	
Ed McNamara	Low-income housing developers	February 11, 2015 [2 <sup>nd</sup> full term]
Dan Gilkison	Major facilities landowners	March 20, 2012 [1 <sup>st</sup> full term]
Hermann Colas, Jr.	Minority construction contractors and development professionals	February 22, 2012 [partial term]
George Bruender	Neighborhood coalition Land Use Committees	October 11, 2014 (1 <sup>st</sup> full term)
Rob Humphrey	Small businesses	March 20, 2012 [1 <sup>st</sup> full term]
Michelle Rudd	Planning and Sustainability Commission	January 25, 2015 [2 <sup>nd</sup> full term]
David Humber	Public works permit customers	June 28, 2014 (1 <sup>st</sup> full term)

Staff Contact to Committee:

Mark Feters, 503-823-1028

This page revised March 2012



**Office of Mayor Sam Adams**  
City of Portland

March 14, 2012

As Mayor and Commissioner of Finance & Administration, I request Council confirmation of the following appointments to the Development Review Advisory Committee (DRAC).

<u>Appointments</u>	<u>Membership Category</u>	<u>Terms</u>
Rob Humphrey. (Replacing Simon Tomkinson)	Small Business	March 20, 2012 through March 19, 2015
Dan Gilkison (Replacing Greg Theisen)	Major Facilities Landowners	March 20, 2012 through March 19, 2015
Maryhelen Kincaid (Replacing Bonny McKnight)	Citywide Neighborhood Interests	March 20, 2012 through March 19, 2015

Respectfully submitted,

Sam Adams  
Mayor

SA:lt

Agenda No.  
**REPORT NO.**  
 Title

Appoint Rob Humphrey, Dan Gilkison and Maryhelen Kincaid to the Development Review Advisory Committee (DRAC) for 3-year terms to expire March 19, 2015 (Report)

<b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Sam Adams</b>	CLERK USE: DATE FILED <u>MAR 09 2012</u>
<b>COMMISSIONER APPROVAL</b> Mayor—Finance and Administration - Adams Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Leonard	<div style="text-align: right;">           LaVonne Griffin-Valade            Auditor of the City of Portland         </div> <div style="margin-top: 20px;">            By: _____  <div style="text-align: right;">Deputy</div> </div>
<b>BUREAU APPROVAL</b> Bureau: Development Services Bureau Head:  Paul L. Scarlett, Director	<b>ACTION TAKEN:</b> <div style="font-size: 1.2em; font-weight: bold; margin-top: 10px;">MAR 14 2012 CONFIRMED</div>
Prepared by: Leanne Torgerson Date Prepared: 3/2/12	
<b>Financial Impact &amp; Public Involvement Statement</b> Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Council Meeting Date <b>3/14/12</b>	
<b>City Attorney Approval</b>	

<b>AGENDA</b>
<b>TIME CERTAIN</b> <input type="checkbox"/> <b>Start time:</b> _____  <b>Total amount of time needed:</b> _____ (for presentation, testimony and discussion)
<b>CONSENT</b> <input checked="" type="checkbox"/>
<b>REGULAR</b> <input type="checkbox"/> <b>Total amount of time needed:</b> _____ (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz	✓
2. Fish	2. Fish	✓
3. Saltzman	3. Saltzman	_____
4. Leonard	4. Leonard	✓
Adams	Adams	✓