



**Office of the Director**

**City of Portland, Oregon - Bureau of Development Services**

1900 SW 4th Avenue, Suite 5000 • Portland, Oregon 97201  
503-823-7308 • Fax 503-823-7250 • TTY 503-823-6868 • www.portlandonline.com/bds

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City Council  
Agenda Item  
Staff Supplemental Report

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TO: Commissioner Randy Leonard  
FROM: Paul L. Scarlett, BDS Director *PLS*  
DATE: December 8, 2009  
RE: Uniform Policies for the Deferred and Installment Payment of SDCs

Requested Council Hearing Date: December 17, 2009, 2:00 TC

I. RECOMMENDATION

Amend Code Chapters 17.13, 17.14, 17.15, 17.36 and 21.16 to adopt uniform policies for deferred and installment payment of system development charges.

II. BACKGROUND

On September 23, 2009, Council accepted a report and recommendations (CC# 1348) for public works permitting process improvements. The recommendations were developed by an interagency team of public works and development bureaus, representatives of the Development Review Advisory Council and a focus group of development professionals and stakeholders. The interagency team included representatives of the bureaus of Development Services, Environmental Services, Fire, Parks and Recreation, Transportation and Water. The recommendations included uniform policies for the deferred and installment payment of system development charges. The proposed ordinance implements the recommended fee structure.

III. FINANCIAL IMPACT

There are no anticipated financial impacts associated with the proposed ordinance.

IV. LEGAL ISSUES

No issues have been identified or have arisen regarding the consolidation of policies governing deferred and installment payment of SDC.

V. CONTROVERSIAL ISSUES

No controversies have surfaced from the development stakeholders who have participated in the drafting of the proposed ordinance.

VI. LINK TO CURRENT CITY POLICIES

The ordinance implements uniform policies for the repayment of exempted system development charges. The public works and development bureaus have worked with the Housing Bureau to develop proposed Code amendments that are integrated with related housing programs.

## VII. CITIZEN PARTICIPATION

The public works and development bureaus developed the proposed ordinance in cooperation with representatives of the Development Review Advisory Committee and a focus group of private development professionals. Participants included architects, engineers, developers and a representative of the Citywide Land Use Group.

## VIII. OTHER GOVERNMENT PARTICIPATION

Not Applicable. Work on this proposal has been limited to representatives of the bureaus of Development Services, Environmental Services, Fire, Parks, Transportation and Water.

## IX. FINANCIAL IMPACT ON LOCAL ECONOMY

IF APPLICABLE, PROVIDE INFORMATION ON ESTIMATED NUMBER OF JOBS CREATED BY THIS ACTION

The bureaus do not anticipate the addition of new private jobs as a result of this proposal. However, the new public works permitting process will require private developers to engage the services of development professionals earlier in the public works design process to ensure a timely permitting of public works improvements.

IF THIS ACTION IS CONTRACT-RELATED, PROVIDE INFORMATION ON M/W/ESB PARTICIPATION (NUMBER AND PERCENTAGE)

Not Applicable.

X. IF THIS IS A CONTRACT, DOES CONTRACTOR HAVE A CURRENT BUSINESS LICENSE? \_\_\_\_\_ WHAT IS THEIR BUSINESS LICENSE NUMBER? \_\_\_\_\_ IS THEIR ACCOUNT WITH THE CITY CURRENT? \_\_\_\_\_ IF NOT, HOW MUCH IS OWING? \_\_\_\_\_

Not Applicable.