

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): 3/7/12	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: 2/29/12
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 Suzanne Zuniga to the Adjustment Committee for a partial term to expire June 30, 2014 (Report)

2) Purpose of the Proposed Legislation:

This appointment will fill the vacant position on the Adjustment Committee as required by Portland City Code Title 33.710.030.

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. The appointment is an ongoing volunteer-citizen appointment to implement the Portland Zoning Code [Title 33].

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 positions are open to the public-at-large and those with various professional backgrounds. Member terms and notification are listed on the Bureau of Development Services [BDS] web page and at the Office of Neighborhood Involvement. Note the attached link to the BDS Adjustment Committee webpage.

<http://www.portlandonline.com/bds/index.cfm?c=43126&a=168794>. The Office of Neighborhood involvement must receive a request for appointment, submit the required Interest Forms, and then ONI forwards them to BDS.

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

As this is citizen-volunteer appointment based on submitted applications, the public involvement is critical to fulfilling the position.

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

The Bureau of Development Services and the Office of Neighborhood Involvement.

e) Primary contact for more information on this public involvement process (name, title, phone, email):

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. The Committee appointments rotate every four years.



Paul L. Scarlett, Director, Bureau of Development Services

APPROPRIATION UNIT HEAD (Typed name and signature)



City of Portland, Oregon
Bureau of Development Services
Office of the Director
FROM CONCEPT TO CONSTRUCTION

Dan Saltzman, Commissioner
Paul L. Scarlett, Director
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www.portlandoregon.gov/bds

February 24, 2012

To: Dan Saltzman
Commissioner of Public Affairs

From: Paul L. Scarlett, Director
Bureau of Development Services

PLS

Subject: Appointment to the Adjustment Committee

There is one vacancy and one upcoming vacancy on the Adjustment Committee.

New Appointment

Terry Amundson completed a partial term and one full term that ended on June 30, 2010 on the Adjustment Committee. Terry occupied the Architect position which has been vacant since then. I am recommending Suzanne Zuniga to fill the vacant Architect position on the Committee.

As a licensed architect since 1994, Suzanne's portfolio includes residential and commercial new construction, additions, and renovations in Portland and throughout Oregon. Suzanne will bring an experienced design perspective to the Committee, as well as her personal experience with the Design Review and building permit processes in Portland. Suzanne's partial term will be from March 7, 2012 to expire June 30, 2014.

With this proposed appointment, the Adjustment Committee will have one vacancy starting February 29, 2012 due to term expiration in the engineering, construction position. We will continue our outreach efforts to fill the vacancy soon. I have enclosed an updated Adjustment Committee membership list for your records.

Enclosure




CITY OF
PORTLAND, OREGON

Dan Saltzman, Commissioner
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Fax: (503) 823-3036
dan@portlandoregon.gov

February 24, 2012

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

From: Dan Saltzman 
Commissioner of Public Affairs

Subject: Appointment to the Adjustment Committee

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Adjustment Committee

The Adjustment Committee, authorized under Portland City Code 33.710.070, reviews adjustment requests to the development standards of Title 33 [Planning and Zoning Regulations]. The Adjustment Committee consists of seven members, none of whom may hold public elective office. The committee must include three persons representing the public at large, two members in either urban design, architecture, or landscape architecture, and two members experienced in either engineering, financing construction, management of buildings, or land development. The members are appointed by the Mayor and confirmed by the City Council. The terms shall be a maximum of four years with a maximum of two full terms.

The Adjustment Committee meets on the first and third Tuesday of each month from 9:00 – 12:00.

Current members of the Adjustment Committee:

<u>Name</u>	<u>Membership Category</u>	<u>Term Expires</u>
Roger Alfred	Public at Large	6/30/13 partial term & 1st full term]
Dan Anderson	Public at Large	6/30/14 [2 nd full term]
Debbie Menashe	Public at Large	6/30/14 [2 nd full term]
Suzanne Zuniga	Architect	6/30/14 [partial term]
Anyeley Hallova	Design	6/30/14 [1 st full term]
Jeffrey Cole	Engineering, Construction	2/28/12 [2 nd full term]
Richard Larson	Engineering, Finance	6/30/14 [2 nd full term]

Staff to the Adjustment Committee: Susan McKinney 503-823-7809