

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

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

1. Name of Initiator Mark Fetters		2. Telephone No. 503-823-1028	3. Bureau/Office/Dept. Bureau of Development Services
4a. To be filed (hearing date): 3/18/15	4b. Calendar (Check One) Regular    Consent    4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: 3/6/15
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:**

Reappoint Claire Carder, Phil Damiano, David Humber, Maryhelen Kincaid, and Dana Krawczuk and appoint Jennifer Marsicek to the Development Review Advisory Committee for 3-year terms (Report)

**2) Purpose of the Proposed Legislation:**

These five reappointments and one new appointment will fill six of the seventeen positions on the Development Review Advisory Committee (DRAC) as required by Portland City Code Title 3.30.030(B).

**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. These appointments are citizen-volunteer positions.

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. These appointments are citizen-volunteer positions.

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.

This Report to Council authorizes the reappointment of five existing members and the appointment of one new member to the Development Review Advisory Committee to 3-year terms as per Title 3.30.030. They have all expressed interest in serving on the DRAC and have completed the required interest form.

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

- a) What impacts are anticipated in the community from this proposed Council item?**
  
- 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?**
  
- c) How did public involvement shape the outcome of this Council item?**
  
- d) Who designed and implemented the public involvement related to this Council item?**
  
- e) Primary contact for more information on this public involvement process (name, title, phone, email):**

**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 DRAC 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)



CITY OF  
**PORTLAND, OREGON**

**Amanda Fritz, Commissioner**  
1221 SW Fourth Avenue, Suite 220  
Portland, Oregon 97204  
(503) 823-3008  
amanda@portlandoregon.gov

March 18, 2015

To: Mayor Charlie Hales  
Commissioner Nick Fish  
Commissioner Steve Novick  
Commissioner Dan Saltzman

From: Commissioner Amanda Fritz

Subject: Reappointments and New Appointment 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. Five current DRAC members have completed or are completing their first terms or partial terms (served for prior members who resigned), and are eligible for reappointment. They have all expressed interest in serving on the DRAC and have completed the required interest form. In addition, after a thorough review process, I am recommending a candidate for appointment to a vacant DRAC position for a 3-year term. The table below lists the recommendation and members for reappointment and appointment, along with their DRAC position and status:

Member	Position	Current Status	Term Ends	Reappointment/ Appointment
Claire Carder	Neighborhood Coalition Land Use Committees	Partial Term	10/11/14	1 <sup>st</sup> Full Term, ending 10/11/17
Phil Damiano	Environmental Conservation & Green Building	Partial Term	2/22/15	1 <sup>st</sup> Full Term, ending 2/22/18
David Humber	Public Works Permit Customers	1 <sup>st</sup> Full Term	6/28/14	2 <sup>nd</sup> Full Term, ending 6/28/17
Maryhelen Kincaid	Citywide Neighborhood Interests	1 <sup>st</sup> Full Term	3/19/15	2 <sup>nd</sup> Full Term, ending 3/19/18
Dana Krawczuk	Frequent Development Review Customers	1 <sup>st</sup> Full Term	6/28/14	2 <sup>nd</sup> Full Term, ending 6/28/17
Jennifer Marsicek	Design Professionals	New		1 <sup>st</sup> Full Term, ending 3/18/18

Claire Carder, Phil Damiano, David Humber, Maryhelen Kincaid, and Dana Krawczuk have proven to be valuable contributors to the DRAC and its work during their tenure. Their experience and perspectives have greatly aided efforts to streamline and improve the development review process. I am therefore recommending that these five DRAC members be reappointed to their positions for 3-year terms as indicated.

Jennifer Marsicek has 17 years experience in the field of architecture, including the last 10 years with Scott Edwards Architecture. She has worked on a wide variety of development projects, from single- and multi-family residential to retail, government, non-profit, and tenant improvement. Jennifer also has significant community involvement experience; she currently serves as a PBOT Active Transportation volunteer, and has volunteered previously with the PDC on the Fremont/MLK Vision Committee and the MLK Advisory Committee. In addition, she served for 3 years as the King Neighborhood Association Land Use Co-Chair. Jennifer's design experience and community involvement will provide a valuable resource to the DRAC.

With these proposed reappointments and appointment, three vacant positions (Home Builders, Home Remodelers, and Planning & Sustainability Commission) would remain on the DRAC. I have enclosed an updated DRAC membership list for your records.

These appointments will help to ensure the continuation of the good work of the DRAC on behalf of BDS and other City bureaus, the development industry, and the community.

***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.

The DRAC meetings are held the third Thursday of each month from 8:00 to 9:30 a.m.

***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, 2017 (2 <sup>nd</sup> full term)
Maryhelen Kincaid	Citywide neighborhood interests	March 19, 2018 [2 <sup>nd</sup> full term]
Jennifer Marsicek	Design professionals	March 18, 2018 [1 <sup>st</sup> full term]
Phil Damiano	Environmental conservation and green building	February 22, 2018 [1 <sup>st</sup> full term]
Chris Kopca	Historic preservation	January 29, 2016 [1 <sup>st</sup> full term]
Vacant	Home builders	January 25, 2015 [2 <sup>nd</sup> full term]
Vacant	Home remodelers	January 25, 2015 [2 <sup>nd</sup> full term]
Keith Jones	Land use planning professions	April 16, 2015 [1 <sup>st</sup> full term]
Kirk Olsen	Large developers	December 18, 2015 [1 <sup>st</sup> full term]
Joe Schneider	Large construction contractors	April 16, 2015 [1 <sup>st</sup> full term]
Maxine Fitzpatrick	Low-income housing developers	February 11, 2015 [partial term]
Kristin Wells	Major facilities landowners	March 19, 2015 [partial term]
Hermann Colas, Jr.	Minority construction contractors and development professionals	February 22, 2015 [1 <sup>st</sup> full term]
Claire Carder	Neighborhood coalition Land Use Committees	October 11, 2017 (1 <sup>st</sup> full term)
Rob Humphrey	Small businesses	March 19, 2015 [1 <sup>st</sup> full term]
Vacant	Planning and Sustainability Commission	January 25, 2015 [2 <sup>nd</sup> full term]
David Humber	Public works permit customers	June 28, 2017 (2 <sup>nd</sup> full term)

Staff Contact to Committee: Mark Fetters, 503-823-1028

This page revised March 2015