

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

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

1. Name of Initiator Deborah Sievert Morris		2. Telephone No. 503-823-7338	3. Bureau/Office/Dept. Bureau of Development Services
4a. To be filed (hearing date): 4/8/15	4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: 3/31/15
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 David Spitzer and appoint Jennifer Alger and Jennifer Nye to the Building Code Board of Appeal for 3-year terms (Report)

2) Purpose of the Proposed Legislation:

These appointments and reappointment will fill three of the six positions on the Building Code Board of Appeal as required by Portland City Code Title 24.10.080(A).

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 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 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.

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?

There has been active on-going recruitment for members and alternate members of the board. Current and outgoing board members notified their constituent groups of the vacant positions and BDS included information about the vacancies in multiple issues of the *Plans Examiner* newsletter. The *Plans Examiner* is an electronic newsletter published by BDS that is widely distributed to BDS customers and stakeholders, as well as, neighborhood associations and community groups. Interested parties were required to submit an Interest Form and resume to ONI, which were then forwarded to BDS for consideration.

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 positions.

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

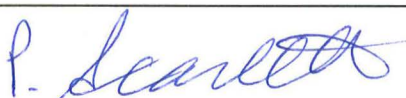
The Bureau of Development Services and the Office of Neighborhood Involvement.

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

Terry Whitehill, BDS Plan Review Manager, 503-823-7639, terry.whitehill@portlandoregon.gov.

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

Yes. The Building Code Board of Appeal appointments are for a three year terms, after which recruitment for new members, or renewal of existing members, will be required.



Paul L. Scarlett, Director, Bureau of Development Services

APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF
PORTLAND, OREGON

Amanda Fritz, Commissioner

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April 8, 2015

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

From: Commissioner Amanda Fritz *Amanda Fritz*

Subject: Re-appointment and appointments to the Building Code Board of Appeal

Recommendations

The current Building Code Board of Appeal member terms expired February 21, 2015. Portland City Code 24 requires that the Building Board of Appeal have three members and three alternates appointed by the Mayor. All members must be qualified by experience and training to make decisions on matters pertaining to building code issues. One member and one alternate member shall be Oregon licensed architects, one member and one alternate shall be competent builders, and one member and one alternate shall be members with building construction expertise. Title 24 is being revised to include term limit language with a maximum of two, full terms allowed.

The outgoing members/alternates on the board have all served more than two terms. They are Ernest Grigsby (architect), Wayne Glasnapp (builder), Linda Barnes (building construction expert), and Mark Beckius (builder alternate member). David Spitzer and Sam Rodriguez are currently alternate members and will be moved to the architect and building construction expertise members, replacing Ernest and Linda. Sam's term expires 5/21/16. It has been communicated to current and new members that they will only be allowed to serve a maximum of two, full terms.

The table below lists the recommendation and members for reappointment and appointment, along with their Building Code Board of Appeal position and status:

Member	Position	Current Status	Term Ends	Reappointment/ Appointment
David Spitzer	Architect	1 st Full Term	2/21/15	2 nd Full Term, ending 2/21/18
Jennifer Alger	Builder	New		1 st Full Term, ending 3/31/18
Jennifer Nye	Architect Alternate	New		1 st Full Term, ending 3/31/18

With these proposed appointments and reappointment, there will be two vacant alternate positions (builder and building construction expertise) remaining on the board. We are continuing our outreach efforts to fill these vacant positions.

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. Current Building Code Board of Appeal members notified their constituent groups of the vacant positions, and BDS included information about the vacancies in multiple issues of its *Plans Examiner* newsletter. The *Plans Examiner* is an electronic newsletter published by BDS that is widely distributed to BDS customers and stakeholders, as well as, neighborhood associations and community groups.

Building Code Board of Appeal:

The Building Code Board of Appeal 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 Appeal hears appeals of building code issues which are appealed beyond the Administrative Appeal Board. The Administrative Appeal Board consists of managers and staff from BDS plan review, inspections and Portland Fire & Rescue. The Appeal 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		
David Spitzer	Architect	February 21, 2018
Jennifer Alger	Builder	March 31, 2018
Sam Rodriguez	Building Construction Expertise	May 21, 2016
Alternates		
Jennifer Nye	Architect	March 31, 2018
Vacant	Builder	
Vacant	Building Construction Expertise	

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

This page revised March 2015