

## **PBOT – Development Review**

### **Pre-Application Conference Response**

**Date:** February 15, 2017  
**To:** Jean Hester, Conference Facilitator  
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**Case File:** EA 17-108623  
**Location:** 1110 SW CLAY ST  
**R#:** R246651, R246652, R246652  
**Proposal:** A Pre-Application Conference to discuss a new mixed use building for student housing. Commercial space is proposed on the ground floor. The sixteen story building would have 260 units. There would be a mix of studios, and one and two bedroom units. No on-site parking is proposed. A loading space is proposed with access from SW Clay.

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Portland Bureau of Transportation/Development Review (PBOT) staff has reviewed the Pre-application Conference materials to identify potential issues and requirements.

#### **A. KEY ISSUES AND REQUIREMENTS**

1. As discovered during the Pre-application Conference, the project will trigger a Type III Conditional Use request. The applicant is directed to PZC Section 33.815.105.D. Said section reflects the transportation-related approval criteria that must be addressed. With regard to sub-section D.2;

"The transportation system is capable of supporting the proposal in addition to the existing uses in the area. Evaluation factors include street capacity, level of service, and other performance measures; access to arterials; connectivity; transit availability; on-street parking impacts; access restrictions; neighborhood impacts; impacts on pedestrian, bicycle, and transit circulation; safety for all modes; and adequate transportation demand management strategies;"

Each of the above referenced evaluating factors must be addressed by the applicant. The "street capacity/level of service factor" as well as "the on-street parking and neighborhood impacts factors" would typically require technical information to be submitted into the record - in the form of a Transportation Impact Study (TIS) prepared by a professional traffic consultant. *However, given that no parking is proposed in relation to the project, limited vehicle trips will be generated and therefore, impacts to area intersections will be minimized. Similarly, without any provided on-site parking proposed, and given the underlying use of the building as a student housing facility, it is not anticipated that the likely residents will own vehicles that need to be parked. Accordingly, impacts to on-street parking (which can have adverse impacts to the neighborhood, are not expected. Therefore, a formal TIS will*

*not be necessary in order to adequately address the transportation-related Conditional Use approval criteria.*

2. Nonetheless, the burden of proof remains on the applicant to clearly demonstrate that all applicable approval criteria are satisfied – the applicant must adequately address each of the aforementioned evaluation factors.
3. As will be discussed below in a response to one of the applicant's questions, PBOT is supportive of the required on-site loading spaces being accessed from the site's SW 11<sup>th</sup> Ave frontage. However, pursuant to PZC Chapter 33.510 (Map 510-9), SW 11<sup>th</sup> Ave is designated as a Parking Access Restricted street wherein access to parking will only be allowed via an approved Adjustment request. In order for the applicant to demonstrate compliance with the applicable Adjustment-related approval criteria, there will be a requirement that the applicant provide some technical information into the record that is prepared by a traffic consultant. Primarily, the technical information will need to demonstrate that there will be fewer impacts to the abutting r.o.w. along SW 11<sup>th</sup> Ave (including in relation to the street-car line) than impacts along SW Clay. Information in the form of a loading demand study will be minimally expected.
4. Importantly, in relation to the differing Land Use processes that will be involved with the proposed project, the above referenced Adjustment will be reviewed in relation to the expected Design Review request. The expected Conditional Use request, which must be reviewed/approved by the City's Hearings Officer, will need to be processed simultaneously and must be approved prior to the Design Review/Adjustment being considered.

#### B. QUESTIONS RAISED PRIOR TO THE CONFERENCE

4. What are the street lighting requirements, if any?

Street lighting requirements will be identified during the Public Works review of the required public r.o.w. improvements. The applicant may attempt to learn of any potential street lighting requirements by contacting Lisa Elbert, PBOT's SW Portland District Liaison/Street Signals-Lighting Section. Ms. Elbert can be contacted at [lisa.elbert@portlandoregon.gov](mailto:lisa.elbert@portlandoregon.gov).

5. Are there any traffic signal or street car cable connection requirements for the SW 11<sup>th</sup> Ave/SW Clay intersection that this project will have to provide?

It does not appear that there will be any such improvements in relation to the proposed project – the existing street signal and street-car infrastructure appear to be sufficient. *However, the applicant is advised to contact Lisa Elbert to confirm whether or not any upgrades to this existing infrastructure will be required.*

8. What are the sidewalk requirements along both frontages? Dimensions, patterns, etc? Note the sidewalk tapers and widens as it runs south along SW 11<sup>th</sup> Ave.

The existing sidewalk corridors along both site frontages (SW 11<sup>th</sup> Ave = 0-15-0 / SW Clay = 0-12-0) satisfy current City standards. The existing sidewalk corridors are expected to be damaged during construction, therefore, they will be required to be re-constructed to current City standards. See below for further details.

9. What are the sidewalk requirements at the SW 11<sup>th</sup> Ave/SW Clay corner? Is a bump-out required?

Based on current PBOT policies, because the SW 11<sup>th</sup> Ave/SW Clay intersection is signalized, curb extensions are not required since pedestrians are already protected by the signals. In reviewing the recently constructed project to the south of the subject site, dual curb extensions were provided in relation to said project at the request of the area's Neighborhood Association. *If the same request is made by the Neighborhood Association, PBOT will investigate whether or not curb extensions are feasible at the subject corner.*

10. Is a r.o.w. dedication required along SW 11<sup>th</sup> Ave or SW Clay?

Property dedication is not expected along either site frontage based on current City GIS sources. However, only upon property survey can this determination be confirmed.

11. Can the electrical transformer be located in the pedestrian r.o.w. along SW Clay at the north-east corner of the site? The existing transformer vault is in this location.

PBOT has recently developed a new process for reviewing potential exclusive use utility vaults (UVE) within the public r.o.w. (Administrative Rule/TRN-8.13). Prior to proposing any utility vault within the public r.o.w., the applicant must first explore any option to locate the transformer/vault on private property. If no on-site location is feasible, an appropriate location within the public r.o.w. will be considered.

The applicant must submit a Utility Plan that includes the following:

- a. Utility Site Plan: A detailed map of the development and the location of all public and private utilities necessary to support the proposed development (with approximate dimensions - i.e. power/electricity, natural gas, water, sewer, etc.).
- b. Vault Specifics: The location and size of all existing Utility Vaults adjacent to the development. In addition, detail and designate any Utility Vaults which are to be used for the Exclusive use (UVE) of the development.
- c. Utility Contact List: A list of the names and contact information of all utility representatives consulted to create the plan".

The Utility Plan must be submitted early on in the Development Review/Building Permit process to avoid any conflicts with either process. The applicant should contact the utility provider as soon as possible, to identify a feasible location for the necessary transformer/vault. The submittal of the Utility Plan is required for PBOT to recommend that a Land Use application be deemed complete.

A long-term lease will be required in association with new and/or existing UVE infrastructure based upon the following criteria:

- a. On new buildings, any proposed or existing UVEs will require a lease.
- b. On remodeled or renovated buildings only new UVEs or existing UVEs that will require structural modification will require a lease.

Additional information on leasing requirements can be found at the following link:  
<https://www.portlandoregon.gov/citycode/article/551984?>

All UVE lids must be of the standard lid type defined in TRN 10.19.

13. What are PBOT's requirements for the loading space entrance? Is there a setback requirement?

There are no location or operational requirements for access control mechanisms proposed across driveways that access only loading spaces. No Driveway Design Exception is required in these cases.

For any driveways accessing parking areas, the access control mechanism, vehicle ramp and/or drive aisle must maintain a minimum of 20-ft of horizontal clearance.

If a loading space is proposed within the parking area, the vertical clearance between the r-o-w and the loading space must meet the minimum vertical clearance requirements for the loading space provided.

14. Would it be possible to locate the loading space entrance off SW 11<sup>th</sup> Ave? Please note the street car rails run along SW 11<sup>th</sup> Ave.

PBOT Development Review staff has a preference for the loading space access to be located from SW 11<sup>th</sup> Ave given the potential for a greater number of conflicts and impacts to traffic along SW Clay. PBOT has received confirmation from Portland Street-Car staff that such access across the street-car tracks is feasible and supported by Portland Street-Car staff.

15. The applicant is advised that a Temporary Street Use Permit will be necessary in relation to the proposed building's construction – this is typically an item that is set aside until well beyond the land use stage of a development, however, recognizing the site constraints and limited street accessibility around the site, the construction management for this project will be extremely critical. The applicant is strongly encouraged to initiate this process (Temporary Street Use Permit) as soon as possible and prior to land use approval so that there are no complications or conflicts associated with the expected Public Works or Building Permits.

Attached to this response is an informational document on PBOT's "Street Use During Construction" process. The applicant should refer to this document for additional information and associated contacts.

### C. STREET CLASSIFICATION AND CONFIGURATION

1. The City's Transportation System Plan (TSP) classifies the abutting rights-of-way (ROWs) as follows:

Street Name	Traffic	Transit	Bicycle	Pedestrian	Freight	Emergency Response	Street Design
SW 11 <sup>th</sup> Ave	Traffic Access	Transit Access	Local Service	CCTP*	Local Service	Major	Community Main Street
SW Clay	Traffic Access	Local Service	Local Service	Pedestrian District**	Freight District	Major	Community Corridor

\*Central City Transportation Plan

\*\*The site is also located within the boundaries of the Downtown Pedestrian District

2. According to City GIS data, the abutting ROWs are improved as follows:

Street Name	Roadway Width/Condition	Pedestrian Corridor	ROW Width
SW 11 <sup>th</sup> Ave	50-ft wide paved roadway	0-15-0	80-ft
SW Clay	36-ft wide paved roadway	0-12-0	60-ft

3. As mentioned previously, the existing sidewalk corridors will need to be re-constructed to current City standards in relation to the expected Building Permit for the proposed project. For SW 11<sup>th</sup> Ave, a 15-ft wide sidewalk corridor comprised of a 0.5-ft curb, 4-ft wide furnishing zone, 8-ft wide sidewalk and a 2.5-ft wide frontage zone must be provided. For SW Clay, a 12-ft wide sidewalk corridor comprised of a 0.5-ft curb, 4-ft wide furnishing zone, 6-ft wide sidewalk and a 1.5-ft wide frontage zone must be provided. No property dedication is apparently required – to be confirmed by property dedication.
4. All r.o.w. improvements must be constructed to the satisfaction of the City Engineer and consistent with the above referenced standards. Additionally, the site's SW 11<sup>th</sup> Ave/SW Clay corner must be reconstructed to current ADA standards. Street trees pursuant to the City Forester's Office (quantity and species) must be planted within tree wells along each site frontage - the following link includes additional information on street trees: <https://www.portlandoregon.gov/trees/article/542497>. Street lights may also be required in relation to the r.o.w. improvements – to be determined during the Public Works Permit review. The applicant may elect to contact Lisa Elbert, PBOT's south-west Portland Traffic Signal/Street Lighting District Engineer to inquire about lighting requirements. Ms Elbert may be contacted at [lisa.elbert@portlandoregon.gov](mailto:lisa.elbert@portlandoregon.gov).

#### D. APPROVAL CRITERIA

The applicant shall submit a written narrative adequately addressing the applicable zoning code approval criteria listed below for the required reviews:

Topic	Code and Comments	Code Citation & Link
<b>Conditional Use Review– Institutional &amp; Other uses in R Zones,</b>	<p>Public services.</p> <p>The proposed use is in conformance with the street designations of the Transportation Element of the Comprehensive Plan;</p> <p>The transportation system is capable of supporting the proposed use in addition to the existing uses in the area. Evaluation factors include street capacity, level of service, and other performance measures; access to arterials; connectivity; transit availability; on-street parking impacts; access restrictions; neighborhood impacts; impacts on pedestrian, bicycle, and</p>	<u>33.815.105.D</u>

Topic	Code and Comments	Code Citation & Link
	transit circulation; safety for all modes; and adequate transportation demand management strategies;	
<b>Adjustments</b>	A. Granting the Adjustment will equally or better meet the purpose of the regulation to be modified.  Loading, Driveway locations, Parking Access Restricted Street, Parking Spaces	<u><a href="#">33.805.040.A</a></u>

#### E. PERMIT INFORMATION

At the time of permit review (following the land use review) you should be aware of the following:

1. System Development Charges (SDCs) may be assessed for this development. The applicant can receive an estimate of the SDC amount prior to submission of Building Permits by contacting Rich Eisenhauer at (503) 823-6108.
2. Curb cuts and driveway construction must meet the requirements in Title 17. Title 17 driveway requirements will be reviewed during the review of Building Permits.
3. In relation to the Building Permits associated with the construction of the proposed project, the applicant will be required to improve the frontage of the site to the satisfaction of the City Engineer and consistent with the above referenced standards.

The r.o.w. improvements will need to be designed by an Oregon licensed civil engineer and constructed under a Public Works Permit, which is separate from the Building Permit that will be necessary for construction of the proposed project.

Conceptual PW Design must be submitted to Public Works Permitting in order to verify the type of PW Permit that is required and to determine the required performance guarantee amount.

PW Design Review will determine specific design elements including stormwater management, bus stop, curb-cuts, landscaping, location of signage, location of utility poles and street lights, as well as other design requirements.

The applicant is therefore encouraged to contact Public Works at (503) 823-1987 or at [pwdp@portlandoregon.gov](mailto:pwdp@portlandoregon.gov) to familiarize himself with the process and initiate the appropriate meetings/process. Additional information on the Public Works Permit process can be found here: <http://www.portlandoregon.gov/publicworks>. It is important for the applicant to understand the Public Works process and timeline thereof to avoid any conflicts with the Building Permit process.

4. Plans, fees, a contract (called the application for permit) and a performance guarantee for the estimated value of the improvement must be submitted prior to (Building Permit approval). The performance guarantee may be in the form of a surety bond, irrevocable letter of credit, set-aside account, or cash deposit. Applicant should contact Public Works at (503) 823-1987 for appropriate forms and additional information.

**F. SUBMITTAL REQUIREMENTS FOR LAND USE**

This list identifies PBOT submittal requirements. Please see the Conference Summary Memo for all of the materials you must submit for your application to be considered complete.

1. Written narrative adequately addressing all transportation related approval criteria.
2. Preliminary plans showing necessary dedication(s) and right-of-way improvements.
3. Transportation Demand Management Plan

All submittal requirements should be submitted with the application.

**Attachments:**

Temporary Street Use information

General Information/PBOT Building & Encroachment Permit Considerations



## **PBOT Street Use During Construction**

Planning a large-scale construction project in the City of Portland? If your job will have an impact on the public right-of-way (ROW), you will need to apply for and obtain temporary street use permits from PBOT. Here are some important things to consider regarding the construction phase of the project.

### ***Sidewalks***

Rather than closing sidewalks and detouring pedestrians, we ask that you create a plan that maintains safe pedestrian access. This can take the form of a protected pedestrian walkway (i.e. scaffolding, tunnel, etc) on the existing sidewalk, or a safe walkway in the parking spaces.

### ***Bicycle Access***

Additionally, safe bicycle access needs to be maintained adjacent to the jobsite. This means limiting the impact to any existing bicycle facilities (bike lanes, neighborhood greenways, etc) and providing accommodations if necessary.

### ***Restricted Use***

Public ROW is not designed to be used for long-term material storage or reserved employee parking, but rather to facilitate deliveries and other construction activities. Please design your site plan with this in mind.

### ***Fees***

Our fees vary depending on how the site is configured, how much space is being used, and how the space is being used. Please contact us early to help determine what your fee rates will be. Our rates also change with each new fiscal year, so your fees may change over the life of your project.

**We strongly encourage you to contact us early in your planning stages. The restrictions on how you may be permitted to use the ROW around your site may have an impact on your project.**

**Please visit our website at [www.portlandoregon.gov/transportation/permitting](http://www.portlandoregon.gov/transportation/permitting)**

**Email us at [PBOTCBD@portlandoregon.gov](mailto:PBOTCBD@portlandoregon.gov)**

*The City of Portland complies with all non-discrimination, Civil Rights laws including Civil Rights Title VI and ADA Title II. To help ensure equal access to City programs, services and activities, the City of Portland will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities. Call 503-823-5185, TTY 503-823-6868 or Oregon Relay Service: 711 with such requests, or visit <http://bit.ly/13EWaCa>.*



## **GENERAL INFORMATION**

### **PBOT BUILDING and ENCROACHMENT PERMIT CONSIDERATION**

**Encroachments are based on property line locations after any required dedications are completed. If street dedication is required, the proposed development design must incorporate the location of the new property line into the project.**

#### **Vaults and Access Lids in Pedestrian Corridor**

Vaults are generally not allowed in the Pedestrian Through Zone. If a vault lid is proposed in the pedestrian through zone, the owner of the vault must submit for review and approval through the PBOT Design Exception process. All vaults located in the public right-of-way (r.o.w.) will require an Encroachment Permit approval as a condition of Building Permit approval. PBOT may approve vaults in the sidewalk area with vault lids to be located in the furnishing zone. This needs to be reviewed through a Design Exception submitted by the owner of the proposed vault. This approval will require going through the Design Exception process to see if there is reason to allow the exception. Conditions may be attached to a Design Exception. Applicants should contact the utility provider as early as possible. From the perspective of managing the r.o.w., PBOT would prefer that these be placed in the street or on private property first and by exception may be located in the sidewalk area. PBOT does not desire to have metal lids in the through pedestrian zones and currently requires lift out lids that match the surrounding sidewalk material. Additionally, if approved, access lids not located in the through pedestrian corridor, shall be constructed with an approved non-slip surface having a static coefficient of friction between 0.60 and 1.00 as determined by ASTM Designation C 1028-89. Access lids on inclines greater than 4% shall have a coefficient of friction between 0.80 and 1.00. Lids with openings greater than 0.5 inches (in the direction of travel) are not allowed in the pedestrian through zone (as defined in the Portland Pedestrian Design Guide). For vaults within the through pedestrian zone (approved through a Design Exception review), access lids are to be lift out lids that match the surrounding sidewalk material.

#### **Excavation and Shoring**

The limits of excavation for the proposed development need to be shown. Because the proposed development and excavation are in close proximity to the r.o.w., excavation limits need to be shown in order to verify that no work is proposed within the r.o.w. which exceeds the limits of the PW Permit (if required). If the excavation layback exceeds the limits of the PW Permit, approval of a mass excavation encroachment permit will be required. Excavation information may be provided on the Grading and Erosion Control Plan sheets, or on a separate sheet. Please provide slope layback information, as well as the limits and cross sections showing the proposed excavation relative to the finished face of curb and property lines. Cross sections are to be worst case locations. Shoring designs are also preferred to be reflected in a detail drawing so that the anticipated wall height and required pile size is absolutely clear to the contractor during construction. Piling, that are located in the r.o.w., will be required to be cut off 5-feet below the curb gutter elevation, tiebacks will be required to be de-tensioned at the end of their required use.

If shoring, and structural walls which support the r.o.w. are proposed (on-site or within the r.o.w.); sufficient information on the location of proposed shoring design, calculations and a geotechnical report will be required for evaluation by the Transportation Bridges and Structures group prior to PBOT Building Permit approval, or issuance of an Encroachment Permit (if applicable). If tieback shoring is proposed, the tiebacks may not extend past the centerline of the impacted r.o.w. without providing written consent from the adjacent property owner (opposite of the proposed shoring). The applicant should be aware that all Transportation Structural reviews and reviews of encroachments into the public r.o.w. extending past the curb line (or less if warranted), will require additional review time by other Bureaus and Transportation staff, which will be necessary for Transportations approval of the Building Permit. It is recommended that the applicant's design team provide the necessary information to PBOT at an early stage of the permit process, in an additional separate design set.

Designs and Calculations are required to be stamped by an Oregon licensed civil engineer. An additional set of shoring designs, calculations and the geo-technological report will be required for PBOT permitting to forward to the Bridges and Structures group for review. Additionally, a digital copy should also be provided.

### **Below Grade Encroachments**

Vaults and other enclosed below-grade spaces may be allowed within the r.o.w. with a (Revocable) Encroachment Permit. The building section within the r.o.w. must be designed to be severable from the main building and the structural support for the building above grade must meet IBC 3202.1.1. No projections are allowed beyond the curb line. **A minimum of 5-ft of clearance is required from the street gutter grade to the top of the building lid. It is the applicant's responsibility to demonstrate that no conflict will exist with street trees, streetlights, signals, ADA ramps or any other item constructed within the r.o.w. permitted through the Public Works Permit. The applicant must also provide confirmation that the local utility providers have verified that there is no conflict with the proposed encroachment and the provider's existing, or future, infrastructure.**

**Footing Encroachments** are not allowed within eight vertical feet below the surface grade (IBC 3202.1) without an approved Revocable Permit (encroachment permit), Footings may extend up to 12-inches into the right-of-way provided that the top of footing is located no less than 8-feet below grade.

**Balcony Encroachments** are allowed by City Code and applicable IBC standards. Balconies may encroach into the public right-of-way 1-inch horizontally for each 1-inch above 96-inches (8-feet) above finished grade. The Maximum encroachment allowed is 48-inches.

**Oriel Window Encroachments** are allowed by City Code and/or applicable IBC standards as adopted by the Bureau of Planning, Bureau of Transportation and the Bureau of Development Services, or the applicant must procure an approved Revocable Permit from the Bureau of Transportation for the proposed encroachment. If the proposed encroachment exceeds the definition of being a "Minor Encroachment," "Major Encroachment" policy approval, through City Council, will be required as a condition of this building permit approval.

**Stair and railing Encroachments** are not allowed outright within the public right-of-way per City Code and applicable IBC standards. If they are proposed in the right-of-way, either the

plans and design must be revised to meet the City and associated IBC encroachment standards, or the applicant must procure an approved Revocable Permit from the Bureau of Transportation for the proposed encroachment.

**Door and Gate Encroachments** into the Public Right-of-Way are not allowed without a Revocable Encroachment Permit to allow any such encroachments. Please be advised that it is not typically PBOT Policy to approve door swings into the ROW for new construction.

**Bike Racks** are generally encouraged, there is no encroachment permit fee for approved encroachment applications and permits. The permit is required as a means of tracking encroachment locations and assuring that the rack meets City standards for type and location.

### **Loading Dock Encroachments**

Docks extending from a building face into the right-of-way are private structures which require approval as an allowed encroachment in the public right-of-way. Docks are considered accessory to private buildings and fall under ADA building regulations. Where the dock will provide through pedestrian access in lieu of a public sidewalk, the City Engineer will apply ADA requirements in order to provide a higher level of accommodation. As a condition of this building permit approval, the applicant will be required to obtain an encroachment permit from the Bureau of Transportation.

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## **OTHER CONSIDERATIONS**

**If a Public Works (PW) Permit is required** as a condition of performing right-of-way improvements; stormwater management, bus stop, curb-cuts to City Standard, landscaping, location of signage, Location of utility poles and street lights, as well as other design requirements will be determined as part of the PW design review and permit process.

Designs submitted to Public Works for review must be provided by an Oregon licensed civil engineer. **Performance guarantee, contract and fees must be provided to Public Works satisfaction as a condition of PBOT's building permit approval.**

It will be necessary for the applicant to provide a 30% PW Design to PW in order for PW to;

1) Verify the type of PW Permit that is required, a full "Level II Permit" requiring up through a 90% design review, or a "Limited PW Permit" requiring the 30% for completion of the separate permit, required for PBOT building permit approval.

2) For PW to determine the required performance guarantee (typically a bond) amount.

As stated above, ***Performance guarantee, contract and fees must be provided to Public Works satisfaction as a condition of PBOT's building permit approval.***

**Dedication and Easements:** As a condition of PBOT building permit approval for construction of development, sufficient dedication will typically be required to meet the required right-of-way standards. The limits of dedication may require the applicant providing a survey of the frontage and an acceptable PW design for comparison. Subject property.

**Utilities/Power lines:**

If the pedestrian corridor supports overhead power lines directly across from a zero setback building face and projections, the applicant is advised that they may be required to contact the appropriate utility service company to assure that the proposed design meets the requirements of for separation distances of structures and utility services.

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**CONTACT INFORMATION**

**PW Permit process:**

The PW design must be provided by an Oregon licensed civil engineer. To begin the PW process, please contact Transportation Public Works through <http://www.portlandonline.com/index.cfm?c=53147>

**Dedication process:**

To start the dedication process, the applicant is required to complete and return a dedication request form to Transportation Right-of-Way Acquisition. Said form will be provided by PBOT at the time of the building permit, PBOT's 1<sup>st</sup> review. Dedications will not be processed prior to the building permit processing. Dedications, and required easements, will be a condition of PBOT's approval for the building permit.

**Design Exception (DE) Application and Process**

For additional information on the DE process and for an application, please go to:

<http://www.portlandoregon.gov/transportation/article/207301>

Scroll down to "Form Title" – "Design Exception Instructions (PBOT)" and "Design Exception Form (PBOT)" for the links to additional information and application.

**Revocable Encroachment Permit Application:**

If the proposed scope of work requires a revocable permit application for encroachments in the public right-of-way, please go to the following web site for an application, processing, and additional information:

<http://www.portlandoregon.gov/transportation/encroachments>

for an application, general information, cost and submittal information.

**Permits from PBOT Street System/Utilities and from the Office for Community Technology are required for this installation:**

Contact Ryan Mace at 503-823-7076 or at [Ryan.Mace@portlandoregon.gov](mailto:Ryan.Mace@portlandoregon.gov) and Melvin Riddick at 503-823-0066 or at [Melvin.Riddick@portlandoregon.gov](mailto:Melvin.Riddick@portlandoregon.gov) to obtain the required permits. Advise this office when the permits have been obtained.

**Other Related PBOT Building Permit Questions:**

Please contact Wayne Close (503-823-7647 [wayne.close@portlandoregon.gov](mailto:wayne.close@portlandoregon.gov) )

