



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

Chloe Eudaly, Commissioner  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-6983  
TTY: (503) 823-6868  
[www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)

Date: April 24, 2018

TO: Andrew Aebi, Portland Bureau of Transportation  
Nate Takara, Fire Marshal

FROM: Rebecca Esau, Director *RE*  
Bureau of Development Services

RE: South Portland Addressing Project

Portland City Code (PCC) Chapter 24.75 provides for a Uniform Building Address System and establishes the current five addressing districts. It further assigns administrative authority to the Bureau of Development Services Director for building addressing and states that the BDS Director "shall assign address numbers, keep records of address assignments and exercise such other powers as are necessary to carry out the provisions of this Chapter." (PCC 24.75.030.)

In late 2016, the Portland City Council approved Resolution No. 37257, which accepted findings of the South Portal Partnership Plan Project between the Portland Bureau of Transportation (PBOT) and Metro. Resolution No. 37257 noted the difficulty in wayfinding for buildings with leading zeros in areas of the South Waterfront District. Exhibit B, Appendix O of the Resolution further noted the difficulties leading zeros create with GPS applications and people unfamiliar with leading zeros that cause people to get lost. Portland Fire & Rescue (PF&R), Portland Police Bureau (PPB) and the Bureau of Technology Services (BTS) were actively consulted and engaged on this process, and concur with the plan to readdress this portion of Southwest Portland as "South Portland."

Because changing these addresses was beyond the scope of work agreed to between PBOT and Metro as part of the South Portal Partnership Plan Project, the leading zero addressing issue still needs to be brought to the City Council. PBOT has taken the lead on the South Portland Addressing Project as part of its work on the South Portal Partnership Plan Project. BDS believes that maintaining PBOT staff continuity with the addressing project, in lieu of transferring it to BDS, is in the best interest of the City. BDS further recognizes the value of this project being co-managed by PBOT and PF&R because both bureaus are currently under the same Commissioner-in-Charge.

To expedite a successful conclusion to the South Portland Addressing Project, BDS authorizes PBOT to temporarily assume lead addressing responsibility pursuant to the BDS Director's authority under Chapter 24.75. This temporary delegation would conclude upon Council passage of the South Portland Addressing Project Ordinance, which we understand is scheduled for a first reading on May 31, 2018, with a second reading and final approval on June 6, 2018. BDS retains the authority to make future address changes for the properties impacted by this project and to keep the records of the assignments in accordance with Chapter 24.75.

Many City bureaus and the public will benefit from this addressing change, and BDS looks forward to continued collaboration with PBOT, PF&R, the Bureau of Technology Services and other bureaus to bring the South Portland Addressing Project to a successful conclusion with Council consideration of the ordinance. The project will culminate in implementing six addressing districts beginning in May 2020 following this Council action.

Cc: David Kuhnhausen, Permitting Services Division Manager