



City of Portland, Oregon - Bureau of Development Services

1900 SW Fourth Avenue • Portland, Oregon 97201 | 503-823-7300 | www.portlandoregon.gov/bds



Facility Permit Program Revision Submittal Requirements and Application

A Permit Revision is required when there are proposed changes to the project after the permit has been issued. This may arise due to discrepancies between the city-approved permit drawings and actual field conditions, or the customer has changed their mind about an aspect of the project. In all cases, a revision to the existing permit must be submitted, reviewed and approved.

Applicants will provide:

- ☒ A copy of this application
- ☒ Three (3) sets of plans that clearly reflect the proposed change(s).
- ☐ Two (2) sets of calculations, if applicable
- ☐ Inspector's correction notice, if revision is due to an inspection correction

Drawings and calculations must be stamped and signed by the Architect and/or the Engineer of Record, if applicable.

Contact Information:

Contact name CHAD ETHRIDGE

Address 231 SE 12TH AVE

City PORTLAND State OR Zip Code 97214

Phone 503.715.5847 Email CHAD@SUMDESIGNSTUDIO.COM

Value of revision \$2500 Issued FPP building permit # 21-013132 FA

Job site address 231 SE 12TH AVE, PORTLAND, OR 97204

Description of revision:

REVISION OF CASEWORK AND FINISHES. NEW DOORS TO EXISTING EXTERIOR DECK.

Helpful Information:

Bureau of Development Services
City of Portland, Oregon
1900 SW 4th Avenue, Portland, OR 97201
www.portlandoregon.gov/bds

Submit your plans in person to:

Development Services Center (DSC),
Second Floor, Permitting Services.
For Hours Call 503-823-7310, select option 1

Important Telephone Numbers:

BDS main number.....503-823-7300
DSC automated information line503-823-7310
Facility Permit Program.....503-823-5996
City of Portland TTY.....503-823-6868



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

Dan Ryan, Commissioner
Rebecca Esau, Director
Phone: (503) 823-7300
Fax: (503) 823-6983
TTY: (503) 823-6868
www.portland.gov/bds

ZONING PLAN EXAMINATION CHECKSHEET

Application # **21-013132-REV-01-FA**

Review Date **January 25, 2022**

To:	<table><tr><td>APPLICANT</td><td>CHAD ETHRIDGE SUM DESIGN STUDIO & ARCHITECTAURE 231 SE 12TH AVENUE PORTLAND OR 97214</td><td>Work Cellular Email</td><td>503 715-5847 214 208-7521 CHAD@SUMDESIGNSTUDIO.COM</td></tr></table>	APPLICANT	CHAD ETHRIDGE SUM DESIGN STUDIO & ARCHITECTAURE 231 SE 12TH AVENUE PORTLAND OR 97214	Work Cellular Email	503 715-5847 214 208-7521 CHAD@SUMDESIGNSTUDIO.COM
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From:	<table><tr><td>PLANNING & ZONING</td><td>KATIE MOORE</td><td>Phone Email</td><td>503-865-6429 Katie.Moore@portlandoregon.gov</td></tr></table>	PLANNING & ZONING	KATIE MOORE	Phone Email	503-865-6429 Katie.Moore@portlandoregon.gov
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cc:	<table><tr><td>OWNER</td><td>TERRACE TOWER U S A - PORTLAND INC 121 SW MORRISON ST #250 PORTLAND, OR 97204-3179</td><td></td><td></td></tr></table>	OWNER	TERRACE TOWER U S A - PORTLAND INC 121 SW MORRISON ST #250 PORTLAND, OR 97204-3179		
OWNER	TERRACE TOWER U S A - PORTLAND INC 121 SW MORRISON ST #250 PORTLAND, OR 97204-3179				

PROJECT INFORMATION

Street Address:	121 SW MORRISON ST
Description of Work:	SINGLE PDF PROCESS/ LANDLORD WORK 4TH FLR CONFERENCE CENTER TI; VALUE ADDED REVISION TO CASEWORK, FINISHES, NEW DOORS TO EXISTING EXTERIOR DECK, CEILING, FLOORING, FINISHES, AND ELEC

PLAN REVIEW

Based on the plans and specifications submitted, the following items appear to be missing or not in conformance with the zoning code requirements.		
#	Item	Clarification/Correction Required
1.	33.420.041 Design Review	<p>This site is located in a design overlay in the Central City Plan District. Exterior alterations to existing development generally require Design Review, a type of Land Use Review. The proposed change from windows to doors on the façade of this building is subject to Design Review.</p> <p><i>Please either apply for and receive approval of a discretionary Design Review (land use review) to allow the proposed exterior alterations to the building, or remove the exterior alterations from the permit.</i></p>

To respond to this Checksheet, you may need to revise your plans, your supporting documents, or provide additional information. When you finish with your changes, please submit your updated plans and supporting documents. Make sure to include the attached Checksheet Response Form. Visit the BDS Permit Review Process website for more helpful information and available services: <https://www.portland.gov/bds/permit-review-process>

If you want to report a delay, a regulatory conflict or other issue that you have been unable to resolve with your City review team, please visit <https://www.portland.gov/bds/development-permit-processes/report-problem>

If you have questions about this Checksheet, please contact me at the email address or phone number listed above. To check the status of your project, go to <https://www.portlandmaps.com/advanced/?action=permits>. Or you may request the status to be faxed to you, by calling 503.823.7000 and selecting option 4. Please have your IVR number and fax number available.

Application fees cover an initial plan review and two checksheets. Starting with the third checksheet, additional fees will be added. These fees are based on the current Fee Schedule: <https://www.portland.gov/bds/current-fee-schedules#toc-city-of-portland-fee-schedules>

Title 33 appeal process: Pursuant to City Code Chapter 33.700 Administration and Enforcement, there is not an, "appeal," process established for Zoning development standards referenced in this check sheet. Zoning standards can in some cases be waived or modified through a Land Use Review process called an, "Adjustment." An Adjustment is a discretionary land use review process that evaluates proposals to waive or modify zoning requirements against approval criteria listed in City Code chapter 33.805.040.A-F. For more information regarding Adjustments, please either contact me, or see <https://www.portlandoregon.gov/bds/article/72422>. Chapter 33.700 also explains that Zoning Code Use regulations are not appealable. Uses are either allowed by right, in some cases allowed through land use review processes, or Prohibited.

Title 11 appeal process: Pursuant to City Code Chapter 11.50, you may request an administrative review or appeal of Title 11 provisions cited in this checksheet to the BDS Director within 180 calendar days of the review date. For information on the administrative review process, please contact the staff shown on this check sheet. Permit application expiration will not be extended pending resolution of any administrative review or appeal.

Zoning Plan Examination Checksheet Response

Permit #: 21-013132-REV-01-FA

Date: 01/31/2022

Customer name and phone number: CHAD ETHRIDGE 503-715-5847

NOTE: Please number each change in the '#' column. Use as many lines as necessary to describe your changes. Indicate which reviewer's checksheet you are responding to and the item your change addresses. If the item is not in response to a checksheet, write **customer** in the last column.

[illegible]

(for office use only)