



River Community Advisory Committee (RCAC) MEETING MINUTES

Thursday, September 21, 2023 / 10:30am – 12pm

Virtual Meeting: Members Attending Via Zoom

ATTENDANCE:

City of Portland Staff: (BDS unless otherwise noted)

Table with 2 columns: Attendance status (checkbox) and Name/Title. Includes Gabby Bruya, Jason Buerkle, August Burns, Jason Butler-Brown, and Jeff Gauba.

Table with 2 columns: Attendance status (checkbox) and Name/Title. Includes Maureen McCafferty, Marco Mejia Yopez, Matt Rozzell, Dave Tebeau, and Sean Whalen.

Current Members:

Table with 2 columns: Attendance status (checkbox) and Name. Includes Bruce Broussard, Terry Glenn, and Kelly Holtz.

Table with 2 columns: Attendance status (checkbox) and Name. Includes Tim Larson, Tom Lisch, and Bryrick Shillam.

A. Welcome and Introductions

- 1) A motion was made by Kelly to approve the minutes (with meeting date correction) from the August 3, 2023 meeting. Bruce seconded. A vote was taken. The motion was unanimously approved.

B. Member Recruitment and Outreach

- 1) Gabby Bruya reported that an ongoing recruitment has been open since May 2023. At present, no applications have been received.
2) Gabby provided a link to the recruitment posting: https://www.governmentjobs.com/careers/portlandor/jobs/4027540/volunteer-non-paid-position-river-community-advisory-committee-ongoing
3) Marco is available to support opportunities to engage in outreach, and welcomes feedback. Working with Gabby on Community Engagement Plan. Plans to coordinate with her to make brief presentation for purpose of updates around permitting process.
4) Kelly would like to see BDS staff attend WOOO meetings (held on ZOOM and in-person) to enhance awareness around projects and permitting.
5) Jason encouraged members to submit questions to BDS staff so that they may better prepare for meeting presentations.
6) Kelly announced plans to promote recruitment at next WOOO meeting.

C. Review of Potential Changes to Title 28 50% Rule – 28.05.020 Moorages

- 1) Maureen reviewed proposed language changes.
- 2) It was noted that we still need to tie updated language to the Floating Structure 20% Rule and decide on placement.
- 2) August spoke with an architectural company who will prepare drawings to be included in the Code Guide. This will make it so that Council approval is not required for future changes.
- 3) Link to Code: <https://www.portland.gov/code/28/all>
- 4) Under 28.05.020 Moorages: B.3.A: Dave suggests item A. be moved to Section 28.05.010; adding a section detailing language related to *'exempt for permit'*. Further suggestions made: Point to section: 28.03.020. Included in the definition in C is a section listing *'Permits and inspections are not required for the following'*.
- 5) Dave explained how nothing is listed about exempt work on floating homes. Asked the group if we might add a section detailing exemptions, or instead point back to permits and inspections which points back again to Moorage piece. Suggestion to add a section to 28.03.020 C., duplicated to 28.05.010 after E; adding a new item 'F' for work exempt for permits, *or*, include a separate category.
- 6) Under 28.03.020 Permits and Inspections: Section 2. Exception: Dave suggests adding language to the effect of, *'this section applies to Floating Structure piece as well'*. Kelly further pointed out the importance of listing this under the appropriate Floating Structure section so that it is not missed. May need to duplicate language.
- 7) Terry pointed out a flaw in Item 2 which should list *'repairs to Moorages'*, and an additional item beneath it as *'repairs to other Floating Structures'* in Section 28.05.01. Suggestion to detail as *2a, 2b*. Noted 6" exception is listed already under item in 28.05.020 Exception.
- 8) Dave believes the easiest thing would be to move this to another area, pointing back to the *Permits and Inspections* section for additional information. Terry suggests getting this written up for review.
- 9) August suggests pointing back rather than duplicating language for future error. Suggestion to add language stating *'refer to'*, and point to Section 28.05.020 B.3.A.
- 10) Jason has worked on Floatation System and Float language. Committee may plan to review additional sections related to this in the future.
- 11) Kelly asked if everything could be combined into one code, noting that 05.020 is titled Moorages, referring *only* to moorages. However, there isn't a similar section that refers to items other than moorages. Floating Structure section lists retro-active requirements. Moorages drills down into walkways.
- 12) Kelly asked what we are pointing back to, and whether this applies apply to both Walkways and Floating Structures? Tim answered marinas may use historical practice of doing own repairs without pulling permits. However, if majority of system is being repaired, it may need to be looked at.
- 13) It was further noted that the 50% rule was already included in code, but was not clarified fully until more recently.
- 14) Lastly, it was decided to take Section 28.05.020 B3A, add a new Section F, which would point to the *'Work exempt for permit'* section.

Action Items:

- 1) Dave to add code references before sending to August.
- 2) August to draft proposed language (*using MS Word Track Changes feature*) and send to Committee for review.

D. Floating Structures Brochure

- 1) Jason suggested the inclusion of case studies on top 5 items homeowners are conflicted on, as well as bringing this to WOOO for code guide change suggestions, with a firm deadline.

- 2) A Floating Structure brochure could be created, which has the added benefit of outreach. May aid in identifying gaps in Code.
- 3) Maureen shared links to two current residential project brochures:
 - <https://www.portland.gov/bds/documents/do-you-need-permit-your-residential-project-brochure-2/download>
 - <https://www.portland.gov/bds/documents/windows-residential-permitting-brochure-10/download>
- 4) Terry suggested April 1st as a goal for brochure completion. Terry plans to help create drawings.

Action Item:

- 1) Kelly to collaborate with Jason and put questions relating to top challenges faced by floating homeowners to WOOO.

Meeting adjourned: 12:04 pm

Next meeting: November 2, 2023, 10:30am – 12pm