

DRAFT
Bureau of Development Services
FY 2015-16 Requested Budget
Decision Packages
January 26, 2015

Decision Package 1 - Development Services Center Improvements

Budget Goals Addressed:

1. Equity
2. Expand Access to Services

Funding: Permit Fees

Positions: Total 3 FTE

- 1.0 Development Services Technician III
- 1.0 Plans Examiner
- 1.0 Sr. Building Inspector

Anticipated Service Level Changes:

To provide expanded services at the Development Services Center to customers who are unfamiliar with the permitting and inspection processes, and to provide more equitable services.

Decision Package 2 – Improve Overall BDS Service Level

Budget Goals Addressed:

1. Provide Adequate Staffing Levels
2. Expand Access to Services

Funding: Permit Fees

Positions: Total 14 FTE

Plan Review and Permitting Services

- 1.0 Site Development Inspector I

Land Use Services

- 1.0 Sr. City Planner – Land Use Specialty
- 2.0 City Planner II – Land Use Specialty
- 1.0 Sr. City Planner – Urban Design
- 1.0 Development Services Tech II
- 1.0 City Planner II – Urban Design

Inspection Services

- 1.0 Sr. Building Inspector – FPP
- 2.0 Electrical Inspector (one commercial, one residential)
- 1.0 Plumbing Inspector – residential
- 1.0 Building Inspector II - residential
- 1.0 Building Inspector II – Enforcement
- 1.0 Office Support Specialist II – residential

Anticipated Service Level Changes:

Plan Review and Permitting Services

Improve the continuity of services to the Environmental soils customers, improve plan review turnaround time on SE & SP permits, decrease overtime, and provide greater flexibility in the Site Development group.

Land Use Services

Improve service levels and turnaround times for a variety of services provided by the LUS Division. For example: The 14-day completeness check for Type II Land Use Reviews will be met for 80% of the applications (up from 70%); The 21-day deadline for a Final Plat status report will be met for 75% of Final Plats, (up from 50%). The 21-day turnaround time for first response for Property Line Adjustments and Lot Confirmations will be met for 85% of these applications (up from 75%).

Inspection Services

The work load in residential and commercial inspections is projected to increase by 9% and 6% respectively in FY 2015-16. New positions will maintain existing service levels and help the bureau respond to 85% of residential and 78% of commercial inspection requests within 24 hours.

Decision Package 3 – Community Outreach and Engagement

Budget Goals Addressed:

1. Equity
2. Expand Access to Services

Funding: Permit Fees

Positions: Total 2.5 FTE

- 1.0 Sr. Community Outreach Rep
- 1.0 Office Support Specialist II
- 0.5 Graphic Designer II

Anticipated Service Level Changes:

These positions will help the bureau with the development and implementation of customer service, outreach and engagement work.

Decision Package 4 – EDPEP

Budget Goals Addressed:

1. Equity
2. Expand Access to Services
3. General Fund Support for local Code Enforcement Programs

Funding: General Fund

Positions: Total 1.0 FTE

1.0 Senior Housing Inspector – (LT was approved in the Fall BMP FY 2014-15). This request will extend the existing position.

\$50,000 in Abatement Funds

Anticipated Service Level Changes:

This request will renew and continue Limited Term one-time funding for 1.0 Sr. HS Inspector position for the EDPEP program. It would help the bureau maintain current service levels that includes 52 active cases, 5 priority cases needing Code Hearing, and 53 cases awaiting action.

Decision Package 5 – Enhanced Inspections

Budget Goals Addressed:

1. Equity
2. Expand Access to Services
3. General Fund Support for local Code Enforcement Programs

Funding: General Fund

Positions: Total 3.0 FTE

3.0 Housing Inspector

Anticipated Service Level Changes:

This request will expand the Enhanced Inspections program, which is currently limited to outer SE Portland, to North and NE Portland.

Decision Package 6 – Nuisance Abatement

Budget Goals Addressed:

1. Equity
2. Expand Access to Services
3. General Fund Support for local Code Enforcement Programs

Funding: General Fund

Funds: \$50,000

Anticipated Service Level Changes:

This request will allow the bureau to have enough funding to abate all cited nuisance conditions at occupied properties, including tall grass and weeds.

Decision Package 7 – Land Use Services

Budget Goals Addressed:

1. Equity
2. Expand Access to Services
3. General Fund Support for local Code Enforcement Programs

Funding: General Fund

Positions: Total 2.0 FTE (Limited Term)

- 1.0 Associate Planner (Planning & Zoning)
- 1.0 Associate Planner (Design & Historic Resources)

Anticipated Service Level Changes:

This request will provide a number of outreach and equity services, including:

- Enhanced assistance to land use customers and community members in the Development Services Center.
- Public outreach and training regarding land use codes and processes.
- Assistance to customers seeking to legalize unpermitted work.
- Outreach at community events, schools, and job fairs.
- Partnering with the Bureau of Planning & Sustainability on outreach and education efforts.