

**DRAFT**  
**Bureau of Development Services**  
**FY 2016-17 Requested Budget**  
**Requested Positions and Service Levels**  
 January 14, 2015

**Positions are subject to Council Approval, Classifications will be determined by the BHR**

**Fee Supported Positions**

Budget Goals Addressed	Division / Program and Tentative Classification	Anticipated Service Level Changes
1. <b>Appropriate Staffing Levels</b>  2. <b>Improve Access to Services</b>	<b>Plan Review &amp; Permitting Services</b> <b>2.0 FTE</b> 2.0 Development Services Technician II	<p>Work load is anticipated to continue to expand over the next two years at a pace of roughly 3% per year. Service level goals remain reduced from pre-recession days and are not currently being consistently met for permitting services (pre-issuance time frames are below stated goals). Demand for employee hours is increasing with anticipated employee participation in Bureau initiatives over the course of the next 2 to 5 years (Strategic Plan; Equity Plan/Road Map; ITAP workshops, training and roll out).</p>
1. <b>Appropriate Staffing Levels</b>  2. <b>Improve Access to Services</b>	<b>Land Use Services</b> <b>4.0 FTE</b> 1.0 City Planner II – Urban Design (from LT) 1.0 City Planner II – Urban Design 1.0 City Planner II – Environmental Specialty 1.0 Development Services Technician II	<p>BPS is planning to permanently expand the Design Overlay Zone, doubling the number of properties where it's applied. This will significantly increase workload for Urban Design specialty. Two new City Planner II positions will help manage the additional workload. In addition, with these two positions filled, Land Use will be able to resume "Concept-to-Construction" program where a single planner would do both the Design Review and then the building permit plan review, to provide continuity to the customer through these phases of reviewing the project.</p> <p>LUS is experiencing significant increase in the Early Assistance Appointments ((from 18 to 24) and Land Divisions for projects in the Environmental Overlay Zones. New position will address additional workload associated with Environmental Reviews.</p>
	<b>Total New Fee Supported Positions</b> <b>6 FTE</b>	

**Bureau of Development Services  
FY 2016-17 Requested Budget  
Requested Positions and Service Levels  
December 28, 2015**

Positions are subject to Council Approval, Classifications will be determined by the BHR

**General Fund Supported Positions**

Budget Goals Addressed	Division / Program and Tentative Classification	Anticipated Service Level Changes
<p>1. Equity</p> <p>2. Improve Access to Services</p> <p>3. General Fund Support for local Code Enforcement Programs</p>	<p><b>Enforcement Services (NIT) - EDPEP                      1.0 FTE</b></p> <p>1.0 Senior Housing Inspector – (LT was approved in FY 2015-16 and currently is funded by program reserves). This request will extend the existing position and request funding to be converted to ongoing General Fund.</p> <p>\$50,000 in Abatement Funds</p>	<p>This request will renew and continue Limited Term one-time funding for 1.0 Sr. HS Inspector position for the EDPEP program. It is necessary to maintain current service level that includes 74 resolved cases for chronically distressed properties, 44 code hearings and vacations, 56 nuisance abatements, and 5 City demolitions.</p>
<p>1. Equity</p> <p>2. Improve Access to Services</p> <p>3. General Fund Support for local Code Enforcement Programs</p>	<p><b>Enforcement Services (NIT) - EDPEP                      1.0 FTE</b></p> <p>1.0 Senior Housing Inspector – ongoing General Fund</p> <p>\$100,000 in Abatement Funds</p>	<p>This request will enhance the EDPEP current service level and will allow BDS to take action on 46 properties that are chronically derelict and distressed (many PPB referrals) that are awaiting action. There are 10 properties that are priorities for code hearings and vacation/demolition orders to address community livability and safety.</p>
<p>1. Equity</p> <p>2. Improve Access to Services</p> <p>3. General Fund Support for local Code Enforcement Programs</p>	<p><b>Enforcement Services (NIT) – Enhanced Inspections 3.0 FTE</b></p> <p>3.0 Housing Inspector (created as limited term in FY 2015-16 and funded by program reserves) – Convert to ongoing General Fund, current BDS reserves cannot support these ongoing positions.</p>	<p>This request will expand the Enhanced Inspections program citywide; it is currently in SE, NE, and N Portland. The program currently has 9 enhanced inspection districts that yield an additional 3,213 units inspected. The additional 3.0 FTE for enhanced inspections will produce an additional 1,071 units inspected. The positions will also improve inspection response times as each inspection district has 17.5 cases awaiting inspection.</p>
	<p style="text-align: center;"><b>Total GF Supported Positions    5.0 FTE and \$150,000 in Abatement Funds</b></p>	