

EMERGENCY

CNS

-2025

MODIFYING Chapter 307, “Classified Compensation Schedules,” of the Cincinnati Municipal Code (“CMC”) by **ORDAINING** new Sections 444 and 445 of Division 0C to establish the classification titles and salary range schedules for the positions of Zoning Technician and Senior Zoning Plan Examiner; and **AMENDING** Section 441 of Division 0C to update the salary range schedule for the position of Zoning Plan Examiner.

WHEREAS, the mission of the City’s Planning and Engagement Department (“Planning Department”) is “[t]o utilize creative planning principles, to guide land use while ensuring excellent customer service and fostering safe and sustainable building development”; and

WHEREAS, Planning Department responsibilities include long-range and strategic planning, including creating neighborhood plans, developing and administering the Zoning Code and Subdivision Regulations, and other land use regulatory processes; and

WHEREAS, the City’s Human Resources Department (“HR Department”) recommends creation of the new Zoning Technician and Senior Zoning Plan Examiner classification titles and salary range schedules to increase City effectiveness, provide a clear pathway for continued growth and career progression for Planning Department employees, and assist with the recruitment and retention of quality employees; and

WHEREAS, the HR Department recommends modifying the salary range schedule for the Zoning Plan Examiner position to be consistent with the scope of services and level of responsibility required of the position, including the exercise of independent judgment and accountability relating to preliminary design review and other zoning plan processes, and such modification will further assist with the recruitment and retention of quality employees; and

WHEREAS, the HR Department’s recommendations for the creation of the new Zoning Technician and Senior Zoning Plan Examiner classification titles and salary range schedules, and adoption of the new salary range for the position of Zoning Plan Examiner, are based upon market analysis, evaluation of job factors associated with the positions, and a review of the Division 0C salary structure to ensure competitiveness within the industry; now, therefore,

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That new Sections 444 and 445 of Division 0C, Chapter 307 of the Cincinnati Municipal Code (“CMC”) are ordained as follows to establish the classification titles and salary range schedules for the positions of Zoning Technician and Senior Zoning Plan Examiner:

Classification	Minimum Annual	Maximum Annual
Zoning Technician (444)	\$56,560.11	\$76,012.05
Senior Zoning Plan Examiner (445)	\$70,279.55	\$106,847.10

Section 2. That Section 441 of Division 0C, Chapter 307 of the CMC is amended as follows to update the salary range schedule for the position of Zoning Plan Examiner:

Classification	Minimum Annual	Maximum Annual
Zoning Plan Examiner (441)	\$65,971.75	\$88,660.51 <u>\$90,068.51</u>

Section 3. That the proper City officials are authorized to do all things necessary to carry out the provisions of Sections 1 and 2, including updating applicable rules and regulations and policies and procedures in accordance with the modifications to the CMC provided by this ordinance.

Section 4. That this ordinance shall be an emergency measure necessary for the preservation of public peace, health, safety, and general welfare and shall, subject to the terms of Article II, Section 6 of the Charter, be effective immediately. The reason for the emergency is the immediate need to establish the Zoning Technician and Senior Zoning Plan Examiner classification titles and salary range schedules and update the salary range schedule for the position of Zoning Plan Examiner in order to recruit and retain qualified employees.

Passed: _____, 2025

Aftab Pureval, Mayor

Attest: _____
Clerk

Deletions are indicated by strikethrough; additions are indicated by underline.