



**POSTING IS REQUIRED**

**Classification Notice No. 1751**

**To:** Agency Heads and Employees  
**From:** Kathy Nesbitt, Executive Director of the Office of Human Resources  
**Date:** November 11, 2022  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by creating two new classifications called Zoning Inspector and Zoning Inspector Supervisor. Also changing the pay grade of the Zoning Inspection Specialist.**

It has been determined that the type and level of inspections specific to the zoning code are significantly more complex and require a specific level of skill set. The City Inspector II and III classifications are currently being used for this more complex level of zoning inspections. Therefore, it is recommended to set the pay grade of the Zoning Inspector at NE-15, the Zoning Inspection Specialist at NE-16, and the Zoning Inspection Supervisor at EX-10.

**NEW CLASSIFICATIONS**

<u>Job Code</u>	<u>Proposed Classification Title</u>	<u>Proposed Pay Grade &amp; Range</u>
CN3404	Zoning Inspector	NE-15 (\$26.86 - \$34.25 - \$41.63)
CN3405	Zoning Inspection Supervisor	EX-10 (\$67,488 - \$89,421 - \$111,355)

**PAY GRADE AND RANGE CHANGE**

<u>Job Code</u>	<u>Classification Title</u>	<u>Current Pay Grade &amp; Range</u>	<u>Proposed Pay Grade &amp; Range</u>
CE3284	Zoning Inspection Specialist	NE-15 (\$26.86 - \$34.25 - \$41.63)	NE-16 (\$28.47 - \$36.30 - \$44.13)

Per Career Service Rule 7-37 A – “If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & Pay Plan shall be the beginning of the first work week following approval by the mayor or by the City Council over the mayor’s veto. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval.”

**Public Hearing:** Yes  No  in accordance with Career Service Rule 7-21

Please submit any questions or comments on this proposal in writing to [compensation@denvergov.org](mailto:compensation@denvergov.org) by 8:00 AM on **Thursday, November 24, 2022**. Please include a contact name and phone number so that we may respond directly.

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