

BEFORE THE ZONING COMMISSION OR
BOARD OF ZONING ADJUSTMENT OF THE DISTRICT OF COLUMBIA

Before completing this form, please review the instructions on the reverse side. Print or type all information unless otherwise indicated. All information must be completely filled out.

CASE NO.:

18725

Motion of:

☐ Applicant

☐ Petitioner

☐ Appellant

☒ Party

☐ Intervenor

☐ Other _____

PLEASE TAKE NOTICE, that the undersigned will bring a motion to:

to rehear the application pursuant to §§3126.2 and 3126.6 of the BZA Regulations to consider new evidence (annexed pursuant to 3126.6) unavailable at the hearing and only made available to movants on May 15, 2014 although requested much earlier.

Points and Authorities:

Please state each and every reason why the Zoning Commission (ZC) or Board of Zoning Adjustment (BZA) should grant your motion, including relevant references to the Zoning Regulations or Map and where appropriate a concise statement of material facts. If you are requesting the record be reopened, the document(s) that you are requesting the record to be reopened for must be submitted separately from this form. No substantive information should be included on this form.

See Attached Motion

BOARD OF ZONING ADJUSTMENT
District of Columbia

CASE NO.

18725

EXHIBIT NO.

47

2014 MAY 20 AM 8:43

RECEIVED

CERTIFICATE OF SERVICE

I hereby certify that on this

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9

day of

May, 2014

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I served a copy of the foregoing Motion to each Applicant, Petitioner, Appellant, Party, and/or Intervenor, and the Office of Planning

in the above-referenced ZC or BZA case via:

☐ Mailed letter

☐ Hand delivery

☒ E-Mail

☐ Other _____

Signature:

Stephen M. Truitt

Print Name:

STEPHEN M. TRUITT

Address:

600 14TH ST. NW, SUITE 500, WASHINGTON, DC 20005

Phone No.:

202 220 1452

E-Mail:

TRUITTSM@GMAIL.COM

Board of Zoning Adjustment
District of Columbia
CASE NO.18725
EXHIBIT NO.47

P.M. 6/24/14

**Before the Board
Of Zoning Adjustment
For the District of Columbia**

RECEIVED
OFFICE OF THE
2014 MAY 20 AM 8:43

**Rafael Romeu and
Larissa Leony.**
Applicants

v.

**James Hill, Amir Afkham,
And Robert Uth.**
Parties in Opposition

**Opposition Parties' Motion for Rehearing
and, in the Alternative, for Reconsideration**

Pursuant to Rule 3126.2 the above parties in opposition move the Board to consider new evidence not available at hearing, and on rehearing and on reconsideration of such evidence, to deny the application. The new evidence is annexed hereto pursuant to a§3126.6. Our discussion is limited to the impact of the new evidence and does not address other errors in the Board's decision which are hereby reserved.

1. The Applicant in his filings with this Board has stressed his belief that he relied in good faith upon the oral approval in February 2014 of his project by a DCRA "Zoning Tech". The Applicant's Exhibits include a letter from Applicant's architect identifying for the first time the "Zoning Tech" as "Jeannette Anderson". This Board in its Decision held:

"In February, 2013, a DCRA zoning technician informed the Applicant's architect that the Applicant was permitted to build a rear deck to 97% lot occupancy as a matter-of-right as the replacement of a legally nonconforming structure." (Emphasis added) *Decision* at 4

.....

"Based on such representation from the DCRA zoning technician, the Applicant proceeded to further engage his architect to design the rear deck and prepare plans to accompany a building permit application. The Applicant paid the architect approximately \$11,000 for this phase of the work." (Emphasis added) *Decision* at 4

.....

"The Applicant relied in good faith both on the initial oral approval from the DCRA zoning technician in February 2013." (Emphasis added) *Decision* at 5

.....

"The subject property faces several exceptional situations or conditions. Among these is the recent zoning history for this property; specifically, the Applicant relied in good faith on actions of DCRA officials in approving the proposed rear deck by first indicating that the deck could be built as a replacement..." *Decision* at 7

.....

"That detrimental reliance took several forms. First, after receiving an initial approval from DCRA zoning division staff ..." *Decision* at 7

Attached hereto is the *Official Position Description (OPD)* of Jeannette Anderson received under the Freedom of Information Act. Ms. Anderson is not a Zoning Technician. She is an "Engineering Technician".

This material establishes that the duties of the "Engineering Technician", who allegedly opined that the original building permit should be granted, was not expected to be familiar with either the Zoning Regulations or the BZA regulations. The Section of the OPD entitled "KNOWLEDGE REQUIRED BY THE POSITION" requires the incumbent to know how to "apply engineering mathematical formulae to perform diverse calculations" but has no reference at all to requiring knowledge or familiarity with the Zoning Regulations.

From this it follows that there can have been no reasonable reliance on the February 2013 "oral approval" of a DCRA employee, as the Board believed in its May 7, 2014 Decision, when the official duties and responsibilities of that employee do not require *any* knowledge or familiarity with the Zoning Regulations. *See attached Official Position Description.*

This evidence was not reasonably available in time for the hearing: The Official Position Description of Jeannette Anderson could not have been filed in this case before the Record closed at the end of the hearing on March 11, 2014 (IZIS Ex No. 42) because (A) Applicant never revealed that he was relying on the advice of any "Zoning Technician" and (B) never identified Jeannette Anderson as the person who gave him that advice until February 26, 2014 (IZIS Ex No. 29) when Applicant filed his Prehearing Statement.

Her name first shows up on page 43 of Applicant's Prehearing Statement (IZIS Ex No. 29) (self-labeled as "*Exhibit G - Correspondence from the Architect to the Applicant Noting the Approval of the Deck by the Zoning Technician*").¹

There is no way for a member of the public such as the opposition parties to obtain an Official Position Description (OPD) of an employee except through the DC FOIA (The District of Columbia Freedom of Information Act, or FOIA, DC Code §§ 2-531-539):

"All public bodies are required to respond to a FOIA request within 15 business-days (that is, excluding Saturdays, Sundays and legal public holidays) following the receipt of a request by the FOIA Officer of the public body that maintains the records you are requesting. Public bodies may extend the time for a response by an additional 10 business-days (again, excluding Saturdays, Sundays and legal public holidays) for unusual circumstances, as defined by DC Code § 2-532 (d)."

¹ A PDF scan of the filings before the Board confirms this fact.

It follows that the tender of this evidence now meets the requirements of §3162.6.

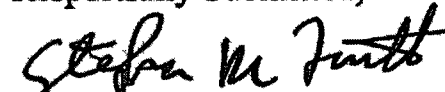
2. There is, however, a proper procedure which Applicant could have used to secure the correct zoning input necessary for reasonable reliance to be shown. The attached is from the DCRA website:

"The Zoning Administrator issues determination letters resulting from requests by property owners, developers, architects, and land use attorneys inquiring about the applicable zoning regulations applicable to specific development proposals. These letters offer guidance to requesting parties as to whether a proposed project, such as a new building, an addition to an existing building, or a use change, conform to the District's Zoning regulations as set forth in DCMR Title 11."

The DCRA published fee for a homeowner to request a *Preliminary Design Review Meeting ("PDRM")* with the Zoning Administrator and to sit down with the Zoning Administrator himself is only \$65. The homeowner can request as part of the PDRM that the Zoning Administrator issue the above-referenced *Determination Letter*. The Zoning Administrator issues scores of such letters each year opining on "whether a proposed project, such as a new building, an addition to an existing building, or a use change, conform to the District's Zoning regulations." The Applicant did not do this and did not follow this widely used procedure.

3. In light of the new evidence the Board should rehear the application and, on rehearing and reconsideration, find that the applicant's reliance on the views of the Engineering Technician was neither reasonable nor prudent, and thus that the application should be denied.

Respectfully Submitted,



Stephen M. Truitt

600 14th St, NW, Suite 500
Washington D.C. 20005

Tel. 202 220 1452
Fax 202 220 1665
Email truittsm@gmail.com

bankruptcycenter

From: Bass, Brandon (DCRA) [brandon.bass@dc.gov]
Sent: Thursday, May 15, 2014 10:24 AM
To: bankruptcycenter
Cc: Williams, Tania (DCRA)
Subject: Freedom of Information Act Request Number 2014-306_Partial Response
Attachments: JAnderson_PD.pdf

Mr Hanlon,

This email responds to your Freedom of Information Act (FOIA) request, received by this office on March 19, 2014 and assigned FOIA number 2014-306 in which you requested the following documentation:

1. *One copy of all job descriptions for Jeannette Anderson from October 1, 2012 thru the present time.*
2. *One copy of any record which shows Jeannette Anderson occupied, either permanently or temporarily, the position of Zoning Technician from October 1, 2012 thru the present time.*
3. *One copy of any record which shows Jeannette Anderson's duties and responsibilities from October 1, 2012 thru the present time included giving zoning advice to members of the public.*
4. *One copy of any record which shows the Zoning Administrator authorized Jeannette Anderson to perform zoning review or give zoning advice to members of the public from October 1, 2012 thru the present time.*

Regarding your request for documentation for the above-mentioned request entitled "FREEDOM OF INFORMATION REQUEST", a search of our records was conducted for documentation of any Human Resources records or records relating to the requests above. This search of our records revealed one (1) document responsive to your requests. A copy of this document – a position description for Engineering Technician, which Jeannette Anderson occupied during the time period specified above – is attached to this email by PDF document. There are no fees associated with this portion of your request.

Per our telephone conversation on Tuesday, May 13th, you will receive responses to the other two (2) portions of your request on a rolling basis in the order they are received as we agreed. Our office is currently reviewing other documents that may be responsive to the other portions of your request. Additionally, we will let you know if there are any costs for the outstanding portions of your request via email.

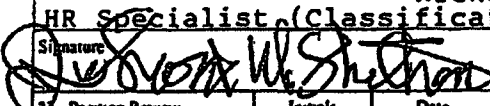
Please know that, under D.C. Official Code § 2-537 and 1 DCMR 412, you have the right to appeal this letter to the Mayor or to the Superior Court of the District of Columbia. If you elect to appeal to the Mayor, your appeal must be in writing and contain "Freedom of Information Act Appeal" or "FOIA Appeal" in the subject line of the letter as well on the outside of the envelope. The appeal must include (1) a copy of the original request; (2) a copy of any written denial; (3) a statement of the circumstances, reasons, and/or arguments advanced in support of disclosure; and (4) a daytime telephone number, and e-mail and/or U.S. Mail address at which you can be reached. The appeal must be mailed to: The Mayor's Correspondence Unit, FOIA Appeal, and 1350 Pennsylvania Avenue, N.W., Suite 316, Washington, D.C. 20004. Electronic versions of the same information can instead be e-mailed to The Mayor's Correspondence Unit at foia_mayor@dc.gov. Further, a copy of all appeal materials must be forward to the Freedom of Information Officer of the involved agency or to the agency head of that agency if there is no designated Freedom of Information Officer there. Failure to follow these administrative steps will result in delay in the processing and commencement of a response to your appeal to the Mayor.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Brandon Bass
Program Support Specialist, FOIA Office
Office of the Director

**Department of Consumer and Regulatory Affairs
1100 4th Street SW
Washington, DC 20024
(202) 442-9538**

POSITION DESCRIPTION (Please Read Instructions on the Reverse Side)				1. Agency Position No		2. Certification No	
3. Collective Bargaining Unit (CBU) Code X01		4. Employing Office Location Washington, DC		5. Duty Station Washington, DC		6. Competitive Level Code	
7. Reason for Submission ☐ -description establishment ☒ New ☐ Other Explanation (show any positions replaced)		8. Service ☒ Department ☐ Field		9. Employment /Financial Statement Required ☐ Yes ☒ No		10. Subject to IA Action ☒ Yes ☐ No	
		11. Position is ☐ Supervisory ☐ Managerial ☐ Neither		12. FLSA ☐ Exempt ☐ Non-exempt		13. Position Status ☐ Career Service ☐ Legal Service ☐ Excepted Service ☐ Other ☐ Management Supervisory Service	
						14. Agency Use (optional) JOB CODE 553501	
14. Classified/Graded by		Official Title of Position		Pay Plan	Occupational Code	Grade	Initials Date
a. Final Agency Authority or Designee							
b. Agency or D C Office of Personnel		Engineering Technician		CS	802	12	REL 8/25/09
c. Intermediate Authority							
d. Field Office							
e. Recommended by Supervisor or Initiating Office		Engineering Technician		CS	802	12	
16. Organizational Title of Position (if different from official title)(optional)				17. Name of Employee (if vacant specify)			
18. Department, Agency or Establishment Department of Consumer and Regulatory Affairs				c. Third Subdivision			
a. First Subdivision Office of the Zoning Administration				d. Fourth Subdivision			
b. Second Subdivision Zoning Branch				e. Fifth Subdivision			
Employee Review This is an accurate description of the major duties and responsibilities of my position				Signature of Employee (optional)			Date
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational structure. I further certify that this position is necessary to carry out the functions for which I am responsible. This certification is made with the knowledge and understanding that this information is to be used for statutory purposes relating to the appointment and payment of public funds, and that any false or misleading statements may constitute violations of such statutes or their implementing regulations.							
a. Typed Name and Title of Immediate Supervisor				b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) Matthew LeGrant Zoning Administrator			
Signature		Date		Signature		Date	
				Matthew Z. LeGrant		8/12/09	
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by D C Official Code § 1-611.01 et seq., in accordance with official standards, or, if no official standards apply directly consistently with the most applicable official standards.				Information for Employees: Official classification standards and information on employees are available in the D C Office of Personnel. The classification of the position may be reviewed and corrected by the certifying authority or a designee of the Director of Personnel. Information on classification/job grading appeals is available from the D C Office of Personnel.			
Typed Name and Title of Official Taking Action Richard W. Shelton HR Specialist (Classification)				22. Standard Used in Classifying/Grading Position a. GS-802 Series b. c. d.			
Signature 		Date 8/25/09					
23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials Date
a. Employee (optional)							
b. Supervisor							
Classifier							
24. Remarks (optional) No known promotion potential							
25. Description of Major Duties and Responsibilities (see attachment)							

INSTRUCTIONS FOR COMPLETING THE D C. OPTIONAL FORM 8 POSITION DESCRIPTION

In order to comply with the requirements of Chapter 11A of the District Personnel Manual (DPM), Classification, Part II, Subpart 1, District government agencies and personnel offices must complete the items marked by an asterisk. Items not marked by an asterisk may be completed at the discretion of the agency.

- *1. Enter position number used by the agency for control purposes.
- *2. To be completed by the certifying personnel office or the Director of Personnel's designee.
- *3. Indicate the Collective Bargaining Unit (CBU) Code for the position
- *4. Enter geographical location, D C or state of the position
- *5. Enter geographical location if different from #4
- *6. Enter the competitive level code for use in reduction-in-force actions. Review Chapter 11A Classification, Part II, Subpart 1.13 of the DPM
- *7. Check one. The following terms have the meaning ascribed

Re-description — duties and/or responsibilities of an existing position are being changed.

New — the position did not exist previously

Re-establishment — the position previously existed, but had been cancelled

Other — refers to such things as a change in title or occupational series without a change in duties or responsibilities

The "Explanation" section should be completed to indicate the reason "Other" is checked, and to show any position(s) replaced by position number, title, pay plan, occupational code, and grade.

- *8. Check one.
- *9. Check one. Indicate whether the incumbent is required to submit a D C Form 35, Confidential Statement of Employment and Financial Interests. See Chapter 18 of the D C personnel regulations, Employee Conduct.
- *10. Check one. Indicate whether Identical Additional (IA) positions are permitted. Agencies may show the number of such positions authorized and/or established after the "Yes" block. See Chapter 11A, Classification, Part II, Subpart 1.4(G) of the DPM
- *11. Check one

A "Supervisory" position is one generally occupied by an individual having delegated authority to hire, direct, assign, promote, reward, transfer, furlough, lay off, recall, suspend, discipline, or remove employees.

A "Managerial" position is one generally occupied by an individual employed by an agency in a position in which the duties and responsibilities influence the policies of the agency
- *12. Check one to show whether the position is exempt or non-exempt from the overtime provisions of the Fair Labor Standards Act.
- *13. Check one. Indicate the Service of the position. For details review the following chapters in the D C personnel regulations: Career Service (Chapter 8), Excepted Service (Chapter 9), Executive Service (Chapter 10), Management Supervisory Service (Chapter 38) and Legal Service (Chapter 36)

14. Agencies may use this section for any additional coding requirement

*15. Enter classification/job-grading action.

- For "Official Title of Position" and "Pay Plan," see the applicable classification or job-grading standard. For positions not covered by a published standard, see the General Introduction to "Position Classification Standards", Section III, for DS positions or, "Job Grading Standards for Trades and Labor Occupations," Part I, Section III for RW, RL or RS positions
- For "Pay Plan" code, use DS for District Service Schedule positions, MS or MW for Management Supervisory Schedule positions, RW, LW, SW, or PW for Regular Wage Service Schedule positions, and RS for Recreation Service Schedule positions.
- For "Occupational Code," see the applicable standard; or, where no standard has been published see the "Handbook of Occupational Groups and Series of Classes" for DS positions, or Job Grading Standards Part 3, for trades and labor positions. For all positions in scientific and engineering occupations, enter the two digit functional classification code in parentheses immediately following the occupational code, e.g., "DS 1310(14)." The codes are listed and discussed in the General Introduction to "Position Classification Standards," Section VI

16. Enter the organizational, functional, or working title if it differs from the official title.

*17. Enter the name of the incumbent. If there is no incumbent, enter "vacant."

*18. Enter the organizational location of the position, starting with the name of the department or agency and, in descending order, show each level down to the actual location of the position.

19. If the position is occupied, have the incumbent read the attached description of duties and responsibilities. The employee's signature is optional.

*20. The immediate supervisor of the position should certify this statement. At the option of the agency, a higher-level supervisor or manager may certify the statement.

*21. The authorized official who makes the classification/job grading decision should certify this statement. Depending on agency regulations, this official may be a personnel office representative, or other authorized individual with officially delegated classification/job grading authority.

*22. Enter the position classification/job grading standard(s) used to classify the position and the date of issuance. For example, "Mail and File, DS 305, January 1979."

*23. D C government agencies and the D C. Office of Personnel are required to conduct annual reviews of positions to ensure that each position serviced is evaluated at least once every three (3) years. The evaluation is required to determine whether the position is still necessary and, if so, whether the position is adequate and the classification/job grading assigned is accurate. Refer to Chapter 11A, Classification, Part II, Subpart 1 of the DPM. Part II, section 1.9 may be used as part of the review process. The employee's initials are optional. The initials of the supervisor and the official with delegated classification authority represent re-certifications of the statements in items 19 and 20, respectively.

24. This section may be used for additional coding requirements or for any appropriate remarks.

*25. On plain paper, type a description of the duties and responsibilities of the position. The sheet must be attached to the Optional Form 8. The position number should be shown on each page attached. For an example of the format to be used in preparing the description of duties, and any requirements for evaluation documentation, refer to Chapter 11A, Classification, Part II, Subpart 1 of the DPM.

ENGINEERING TECHNICIAN**CS-802-12****INTRODUCTION**

This is a standard position description designed for appropriate use in all District of Columbia Government departments, offices and agencies. This position description depicts generalized duties and responsibilities required of positions with the primary responsibility of performing a variety of technical engineering assignments and projects in support of an engineering program or its processes. The work does not require professional knowledge of engineering, however, a practical knowledge of and skill in the application of the methods and techniques of engineering technology or its various specialties, such as architecture, civil, or electrical, etc. is required.

MAJOR DUTIES

Performs a wide range of extremely complex research, development, design, evaluation, inspection, production, application, standardization, testing, or analysis involving the construction and/or maintenance of facilities, structures, systems, processes, equipment, devices, and/or materials. Such structures include complex multiple structure urban sites up to and in excess of 600, 000 square feet of gross square feet floor area. Reviews contractor/builder designs for the construction of such multi level structures and/or mixed commercial developments, having residential and/or retail use and involving complex construction design features. Prepares estimates of work, work hours, costs and quantities of materials and equipment, technical specifications, assessments, and special provisions for use in contractual documents relating to project design, construction, and related activities. Provides contractors and affected agencies with technical guidance and assistance regarding associated complex issues and problems. In this connection, incumbent performs a variety of functions including but not limited to the following. provides engineering support, including laboratory and field analysis of soil and aggregates, in preparation for construction and during construction activities; inspects approved soil and aggregate plants in the local area and beyond, to collect samples of materials for laboratory testing and for source evaluation and approval, inspects roadways, bridges, and retaining walls for vibration and/or drainage problems; monitors pile load tests, makes accurate decisions with regard to sub-grades on projects that are designed to receive flexible pavement but have multiple shallow utilities, performs concrete field testing; performs volumetric evaluation and quantification via complex geometric, algebraic, and trigonometric formulae to determine compliance with zoning codes and zoning code intent; assess compliance with Zoning Commission covenants and regulations; develops zoning analyses for developers, architects and engineers who are in the planning and/or development phases for large multi-use buildings; and monitors and/or inspects the work of contractors to ensure compliance with District of Columbia/FHWA construction standards, specifications, and zoning codes. Reviews adherence to design specifications against the work performed on site. In this connection, the incumbent may compute the square footage of complex construction; identify non-conforming features, and suggest remediation. Incumbent analyzes extremely complex issues or problems, compiles data, provides complex technical information and/or direction and prepare numerous pertinent reports. Conducts tests and completes studies designed to identify, eradicate and/or improve problematic issues related to the operation or safe use of facilities, structures, systems, processes, equipment, devices,

or materials. Conducts field investigations to observe site development, operational and safety conditions and compliance with established/accepted design specifications. Determines the feasibility of complex design features, evaluates equipment performance under varying environmental conditions, collects data, and recommends design modification to achieve performance and cost objectives. Suggest complex design changes needed to overcome indicated system deficiencies or to effect structural improvement. Prepares RFP's, Task Orders, and Change Orders designated for the work of contractors and/or A&E's and, as appropriate, reviews those prepared by lower graded technicians. Reviews proposals and negotiates with contractors and consultants. Formally suggests new contract terms to higher management. Prepares, develops, and reviews partial payment vouchers for various local and Federally funded projects. Works with the office of the Chief Financial Officer and the office of Contracting and Procurement to assure funds are available or to request funding for projects.

Performs other duties as assigned

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION

Comprehensive knowledge and understanding of, and extensive experience and skill in the application of a wide range of technical engineering concepts, methods, techniques, principles, practices, requirements, precedents, etc., as required to provide comprehensive management advisory and related services on substantive matters.

Comprehensive knowledge of and extensive skill in technical data collection practices and techniques; and skill in the use of and qualitative and quantitative techniques sufficient to apply engineering mathematical formulae to perform diverse calculations and as necessary to develop/modify cost data; and to design effective strategies and approaches

Comprehensive knowledge of and skill in applying analytical, interpretative, diagnostic and evaluative methods and techniques sufficient to identify, evaluate and recommend to management solutions to complex, interrelated problems and issues, and to develop innovative, new, or modified work methods, approaches, or procedures..

Proficiency in reading a variety of plans to ascertain their conformance with relevant laws and regulations. Demonstrated skill in the design, installation, operation and maintenance of engineering and related devices; and in the development of cost data related to proposed designs and devices.

Extensive skill and ability to prepare and interpret drawings, plans and specifications,

Skill and ability to utilize microcomputers

Skill and ability to communicate both orally and in writing to facilitate the formulation and presentation of findings, briefings, reports, position papers, etc. which foster understanding and acceptance of proposed resolutions to complex problems..

FACTOR 2. SUPERVISORY CONTROLS

Works under the general supervision of the supervisor who makes assignments in terms of the overall employee parameters related to assignment planning, scope of objectives,

deadlines and priorities. Within established parameters, the incumbent determines the most appropriate approach to assignments, including the depth and intensity of the effort necessary to complete the work. The incumbent interprets regulations or policy frequently on own initiative in terms of established objectives; coordinates the work with others appropriately, and resolves most of the conflicts that arise applying new methods to solve complex and/or unprecedented problems. The supervisor is kept abreast of progress and potentially controversial matters or policy questions. Completed work is reviewed for adequacy of overall approach and technical soundness, feasibility and effectiveness of recommendations made; and adherence to requirements

FACTOR 3. GUIDELINES

A variety of established guidelines are available, such as laws, regulations, policies, established procedures and practices, manuals, and reference materials, etc. However they may have gaps in specificity and may not be completely applicable to the work. The incumbent uses judgment and initiative in interpreting, selecting, adapting and applying guidelines and engineering principles and practices to specific problems, analyzes results, and recommends changes

FACTOR 4. COMPLEXITY

The work involves the use of a many different and unrelated processes and methods requiring ingenuity and skill to resolve a broad range of highly complex technical engineering tasks, studies, problems, etc. When assessing unusual circumstances, evaluating complex operations, equipment and/or activities; or applying qualitative and quantitative analytical techniques, the incumbent must analyze, select or adapt the appropriate methods from a wide range of alternatives. Considerable judgment must be exercised by the incumbent to interpret complex, incomplete, or conflicting data.

FACTOR 5. SCOPE AND EFFECT

The work involves establishing criteria, formulating projects, assessing program effectiveness, or analyzing a variety of unusual conditions, problems, or questions. The work affects a wide range of agency activities, industrial concerns, the efficiency of highly complex engineering projects, and the safety and well being of District of Columbia citizens.

FACTOR 6. PERSONAL CONTACTS

Contacts are frequently unstructured in nature with individuals/groups such as agency managers, supervisors, and technical specialists, vendors, contractors, citizens, Federal Agencies, citizens and members of Advisory Neighborhood Commissions or professional groups.

FACTOR 7. PURPOSE OF CONTACTS

Contacts are to influence or persuade people or groups. Contacts require skill in dealing with skeptical or uncooperative people to obtain desired results. The incumbent must persuade, influence, or gain compliance from others in performing tasks.

FACTOR 8. PHYSICAL DEMANDS

Mainly fieldwork is required, requiring normal visual acuity and manual dexterity. The incumbent is required to operate a vehicle (such as a sedan, pick-up truck or van) to conduct field investigations.

FACTOR 9. WORK ENVIRONMENT

The work involves regular and recurring exposure to moderate risks and discomforts and requires that the incumbent stay continually alert and take special safety precautions.

OTHER SIGNIFICANT FACTS

The incumbent must possess and maintain a valid Motor Vehicle Operator's Permit and be able to obtain a District Government Motor Vehicle Operator's Permit to operate passenger cars, pick-up trucks or vans to conduct field investigations.

Qualifications

Experience

Six (6) to seven (7) years of relevant experience, one of which must have been equivalent to the CS-11 level.

Certification/Registration/Licensure

Certification by the National Institute for Certification in Engineering Technologies, or other certification from regional technician certification bodies is desirable. A valid driver's license may be required for some positions.

FLSA Status: Exempt

Standards: Position Classification Standard for Technical Work in the Engineering and Architecture Group; and Engineering Technical Series, CS-802

Certification Date:

This position description may include a signed and dated, department specific

Addendum To The Standardized Position Description.

Office of the Zoning Administrator

