## STAFF REPORT

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| **Agenda Item:** | 5 | **Name:** | Jenny Ngo |
| **Proposed No**.: | 2018-0254 | **Date:** | June 20, 2018 |

**SUBJECT**

Proposed Motion 2018-0254 would extend the Executive’s appointment of James Chan as the interim director of the Department of Permitting and Environmental Review (DPER) for a sixty-day period ending on July 13, 2018.

**SUMMARY**

The Executive has forwarded for Council consideration and approval appointment of James Chan to serve as the interim Director of DPER for an additional sixty-day period ending on July 13, 2018. Proposed Motion 2018-0254 would confirm this appointment.

**BACKGROUND**

DPER is responsible for overseeing the administration of environmental, building and land use codes and regulations, managing development and implementation of subarea plans, administering the state Environmental Policy Act, processing and review of land development proposals, code enforcement, business licenses, and fire inspections.

Under King County Code (K.C.C.) 2.16.055.B.1., the DPER director serves as the:

1. county planning director;
2. zoning adjuster;
3. responsible official for purposes of administering the state Environmental Policy Act;
4. county building official; and
5. county fire marshal.

On December 15, 2017, James Chan, Assistant Director for Permitting, was appointed as the interim director of DPER following the resignation of the prior director. The DPER director position is currently vacant and recruitment for the position is on hold pending the formation of the Department of Local Services (DLS). It is the intention of the Executive to recommend appointment of a DLS director once the reorganization is completed. With the proposed restructure, the Executive requests a 60-day extension of James Chan’s appointment as interim director in order to provide continuity of leadership as formation of the department is in progress.

**ANALYSIS**

Pursuant to K.C.C. 2.16.110.E.1.a., an individual appointed by the executive may serve in an acting capacity for no greater than 150 days. Thereafter, the individual may continue serving in an acting capacity for successive sixty-day periods only with approval by motion of the County Council. The proposed appointment would run through July 13, 2018; where at that time, Council may choose to appoint a permanent position, grant additional extensions of the interim appointment, or leave the position vacant.

**ATTACHMENTS**

1. Proposed Motion 2018-0254
2. Transmittal Letter