

PRINCIPAL PLANNER

The Goochland County Community Development Department is accepting applications for a Principal Planner to perform difficult and advanced planning work, supervising County, Community Development, and Planning and Zoning activities related to comprehensive planning, zoning, proffer administration, subdivisions, architectural design, landscaping, transportation, and grants administration.

ESSENTIAL FUNCTIONS:

Project management responsibility for complex County, Community Development, and Planning and Zoning initiatives related to comprehensive planning, zoning, proffer administration, subdivisions, architectural design, and transportation; provide detailed technical and professional analysis for comprehensive land use, public facilities, and transportation planning; administrate meetings and functions of the Planning Commission and Design Review Committee and other advisory committees as established by the Board of Supervisors and/or Planning Commission; manage County review and approval processes for zoning, conditional use permit and certificate of approval applications, including analytical staff reports, public participation, and public hearing presentations to the Board of Supervisors, Planning Commission, and Design Review Committee; work independently with elected and appointed County officials, and advise various boards, commissions, and elected officials on planning related issues; advise County Administrator/Deputy County Administrator(s) as necessary; provide guidance to lawyers, engineers, developers, citizens, and others regarding planning and zoning matters; Coordinate communications and cooperation with other State and County agencies; facilitate and coordinate citizen participation and promote transparency in application reviews; lead public meetings and prepare related presentations; oversee specialized planning functions, such as new, large-scale development proposals; analyze and summarize existing conditions, land use issues, growth trends, etc. in developing demographic projections. Prepare grant applications for State and Federal grants for community development and other community projects; enforce zoning and subdivision ordinances; assess the feasibility of land use, public facility, etc. proposals and identify necessary changes; participate in department budget preparation; monitor and ensure compliance with local, state and federal laws; prepare ordinance amendments and advise County Attorney on Zoning/Subdivision Ordinance matters; certify plans of development, building and sign permits, certificates of approval, and other administrative applications comply with Zoning and Subdivision Ordinances; represent the County on regional planning and transportation boards; lead long term transportation planning, bike/pedestrian facility, park-and-ride lot analysis, signalization studies etc.; provide detailed technical analysis and recommendations relating to traffic impact analysis; serve as liaison to VDoT and coordinate review of annual Secondary Six Year Plan; initiate and administer County transportation grant initiatives and transportation-related capital projects; provide technical support to Zoning Administrator/Plats Officer and provide comparable services in her absence; perform other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Requires thorough knowledge of the principles and practices of planning, including an understanding of the fundamentals of economics, environmental issues, sociology, and research procedures. General knowledge of the various codes to include the zoning and subdivision ordinances and regulations pertaining to planning. Pertinent federal, state and local laws, codes and regulations. Ability to plan, organize, and carry out research projects. Project management. Methods and techniques of effective report preparation and presentation. Ability to present results of research projects effectively in oral, written, and graphic form. Requires knowledge of the Comprehensive Plan, citizen participation techniques, and Geographic Information Systems. Thorough knowledge of computers and related technology. Ability to work effectively with representatives of other agencies. Must possess the ability to move around construction sites, climb, and stoop in order to visually examine materials and structures. Must be willing to work outside in all types of weather and situations.

EDUCATION, EXPERIENCE AND TRAINING:

Bachelor's degree in a related field plus 10 years of professional experience in Planning, Geography, Architecture, or a related field required; or, any combination of education and experience equivalent to the Knowledge, Skills, and Abilities is acceptable. Local government experience is preferred.

ADDITIONAL INFORMATION:

The hiring range is \$62,000-\$65,000. The deadline to apply is 5/19/17. An online Goochland County Employment Application must be completed for consideration and may be found at www.goochlandva.us/231/Employment-Opportunities. Background check and pre-employment drug screen required.

Goochland County is an Equal Opportunity Employer.