



**Fauquier County Community Development**  
**is seeking qualified candidates for the position of**  
**Senior Planner!**

**GENERAL DEFINITION OF WORK:**

Performs intermediate professional and responsible administrative work coordinating a variety of planning functions; assisting with enforcement of Zoning Ordinance; providing technical assistance; coordinating review of and reviewing land development applications; conducting final site inspections of construction projects; does related work as required. Work is performed under general supervision. Limited supervision may be exercised over subordinate personnel.

**ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

**Providing case management for complex land development and applications; preparing reports and analyses related to land use and zoning issues; overseeing and preparing Comprehensive Plan updates.**

- Oversees and prepares updates/revisions to the Comprehensive Plan; presents revisions and completes final drafts.
- Coordinates review of land development applications among County and outside agencies;
- Reviews applications for conformance with zoning ordinance, subdivision and comprehensive plan, and other County policies and regulations.
- Prepares reports and recommendations for land development applications; presents to various County committees and various County boards that are decision making or reviewing bodies.
- Conducts detailed deed and related research to determine if land can be divided.
- Provides technical assistance and information to citizens, property owners, land developers, design professionals, associates, boards/commissions and other governmental agencies regarding Subdivision/Zoning Ordinance, Comprehensive Plan, land development review process, County regulations and related issues.
- Provides guidance to applicants, citizen committees, public agencies or others in understanding impact of issues; raises issues to ensure applicants and public agencies are aware of impact on the overall community and various community services.
- Attends, coordinates, participates in and makes presentations at various committee and board meetings.
- Conducts research and special projects; prepares/presents statistical/technical reports; prepares planning and related studies.
- Trains and assists subordinate personnel in the more complex issues related to various planning functions.
- Performs related tasks as required.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Thorough knowledge of the theory, principles, practices and techniques of planning as they pertain to the design and development of urban and regional areas, planning research, zoning and community renewal activities; general knowledge of the various ordinances, codes and regulations pertaining to planning, zoning and community development; thorough knowledge of research methodology and of standard statistical procedures; ability to plan, organize and carry out difficult research projects effectively; ability to present the results of research effectively, in oral, written and graphic form; ability to establish and maintain effective working relationships with associates, subordinates, municipal officials, representatives of other agencies and members of the general public.

**EDUCATION AND EXPERIENCE:**

A Bachelor's degree in planning or a related field and at least five years of professional planner experience, or a Master's degree and at least three years of professional planner experience.

**SPECIAL REQUIREMENTS:**

Possession of an appropriate driver's license valid in the Commonwealth of Virginia.

**Fauquier County Human Resources**

**540-422-8300**

[www.fauquiercounty.gov](http://www.fauquiercounty.gov)