

## **Principal Planner – Zoning Team**

### **Planning Department**

**Hiring Range: \$68,123 - \$91,965**

**Deadline: 11:59 p.m. January 15, 2023**

Would you like to work with a dynamic team of Planning professionals helping to make Chesterfield County a First Choice Community through innovative land use planning? If so, the Chesterfield County Planning Office has an exciting opportunity for you! Chesterfield County, a fast-growing community located 20 minutes south of Richmond, VA, is seeking to welcome a highly-motivated Principal Planner to the Planning Department's Zoning Division.

This position performs difficult professional and technical work reviewing development review cases of broad scope and complexity. The position provides recommendations to the Planning Director, Planning Commission, and the Chesterfield County Board of Supervisors, negotiates on behalf of the County, and provides staff support to local and regional Boards, Committees, and Commissions. This position requires excellent research, communication, organizational, and analytical skills. The ideal candidate should enjoy working to improve the built environment, have the ability to meet deadlines, handle multiple projects simultaneously, and enjoy working collaboratively with County residents. The Principal Planner reports to the Planning Manager or Planning Administrator and supervises no staff. Planners may receive workflow direction from a Principal Planner and may provide guidance to a Planning Technician or a lower level Planner. Under general supervision, performs work of considerable difficulty in advanced professional planning functions. Conducts planning research, analyses, and conflict resolution on projects of planning issues having a high degree of complexity and public interest. Drafts, prepares, and coordinates new ordinances and comprehensive plan elements to accommodate changes resulting from legislation or new County policies. Designs and implements citizen participation activities to encourage action or resolve problems related to planning activities and projects. Conducts/facilitates internal and external meetings to guide citizens and applicants with ongoing land use applications. Facilitates and negotiates resolution of difficult issues relating to a wide variety of policy and development proposals; builds consensus with community leaders and organizations, customers, advocates, and other affected parties via negotiations, mediation, and facilitation. Attends evening meetings to present findings to elected and appointed officials, and attends some evening meetings with various community groups. Perform other work as required.

**This position is a part of an approved Career Development Plan (CDP) that offers career progression opportunities and salary incentives, a funding permits, based on performance, qualifications, and experience.**

Bachelor's degree in urban planning, landscape architecture, or a closely related field (master's degree preferred); three years of planning experience including one year of experience in a supervisory or lead capacity; or an equivalent combination of training and experience. Considerable knowledge of the principles and practices of urban planning and development, regional planning, and land use; of federal, state, and local laws and ordinances affecting planning, zoning and development; of physical, social and economic factors involved in land use and regional planning; of research and statistical methods as applied to the collection and analysis of data essential to planning studies. Ability to independently perform complex research, analysis and report writing; to manage multiple projects simultaneously; to read, interpret and apply maps, development plans, technical reports, planning and zoning ordinances and related documents; to speak effectively at

public hearings and forums before public officials, the Planning Commission, Board of Supervisors, and community groups; to communicate effectively orally and in writing; to operate a personal computer and related software and other standard office equipment; to develop and maintain effective working relationships with internal and external customers. **Current valid driver's license and good driving record required. Based on the Virginia DMV point system, record must not reflect a total of six or more demerit points within the twenty-four months preceding the anticipated hire date, or one major violation of six demerit points within the preceding thirty-six months. Out of state driving records must be obtained by applicant and presented at time of interview. Record must reflect at least three years of history and be dated within thirty days of interview. Pre-employment drug testing, FBI criminal background check and education/degree verification required.**

**PLEASE NOTE:** Previous applicants do not need to re-apply. Applications will remain under consideration until position is filled.

A Chesterfield County application is required and must be submitted online by deadline. Visit [chesterfield.gov/careers](http://chesterfield.gov/careers) to view instructions and to complete and submit an application. (804) 748-1551.

*An Equal Opportunity Employer Committed to Workforce Diversity, Equity, and Inclusion*