



C H A T H A M C O U N T Y - S A V A N N A H

METROPOLITAN PLANNING COMMISSION

Planning the Future - Respecting the Past

CHATHAM COUNTY-SAVANNAH METROPOLITAN PLANNING COMMISSION

The Chatham County–Savannah Metropolitan Planning Commission (MPC) is seeking qualified applicants for the position listed below:

SENIOR PLANNER/PLANNER

The purpose of this classification is to ensure compliance with the Comprehensive Plan, zoning Ordinances and development regulations for City and County Historic Preservation, Site Plans, Land Use, Zoning Map and Text Amendments, Environmental Overlays and Special Exceptions (Variances). The successful candidate will perform complex analysis and make staff recommendations regarding areas of Historic Preservation and Current Planning. Candidate will also work on special projects related to the Comprehensive Plan, coastal resiliency and sustainable designs. The incumbents in this class handle the largest and most complex projects. Desired characteristics include, but are not limited to, the ability to perform independently once directed, the ability to be cross trained in other planning disciplines and to exercise considerable initiative and independent judgment in all phases of work. Performs a variety of studies, prepare and present staff reports; serve on review committees; and performs related work as required.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Works closely with the MPC Board on any policy or procedure set by the City Council or County Commissioners. Collect and organize information from community stakeholders and apply information to staff presentations and reports before MPC Boards.
- Works with the public and facilitate staff and public meetings upon request.
- Participates in various preservation and development review and pre-development meetings to provide information and guidance; and provides professional and technical assistance and consultation with industry professionals and the public. Works in coordination with local government planning and city and county staff in preservation and development plan review.
- Prepares a wide variety of materials, reports, and documentation for public hearings, various meetings, and board presentations; provides presentations to supervisors, boards, commissions, civic groups, and the public as directed.
- Evaluates and analyzes proposals and related data and information, evaluates zoning and best preservation practices to ensure compliance with applicable ordinances and related regulatory standards; identifies non-compliance and adverse impacts.
- Participates in preparation and administration of state and federal grants, and special studies as directed; gathers data; conducts research; and prepares and submits related

applications, documentation, and reports.

Bachelor's degree from an accredited institution in Urban or Regional Planning, or a degree in a related field and with five (5) years of Planning experience to include two (2) years planning related experience with a government entity, which may include one (1) year of project management or supervisory experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties as listed. A Master's degree is preferred. Proficiency in GIS, Microsoft Office Suite and Adobe Suite software are also required.

Licensing: Valid Driver's License

MPC IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H

All resumes shall be submitted to the attention of:

Pamela Everett, Assistant Executive Director, Compliance & Operations

everettp@thempc.org or 110 East State Street, Savannah, GA 31401

Open until Filled