



Employment Opportunity

Development Planner

The City of Port Alberni is a vibrant community of 17,500 people. Located centrally on Vancouver Island, Port Alberni is a well-serviced municipality that offers residents affordable west coast living, as well as proximity to oceanfront, lakes, rivers and mountains.

We are currently looking for a **Development Planner** to join our Planning Department. Reporting to the Manager of Planning, the successful applicant will perform a variety of professional planning duties such as reviewing land use and development applications to ensure compliance with appropriate regulations and legislation; preparing reports, permits and bylaws; responding to planning enquiries; assisting with policy development and coordinating public consultation.

Responsibilities:

- Support the implementation of the City's Official Community Plan
- Administer the City's Zoning Bylaw and Development Permit Area guidelines as well as other related land use bylaws
- Process development and land use applications including zoning and community plan amendments, development and development variance permits; ensure such applications meet applicable City bylaws, pertinent statutes and current municipal planning goals and objectives
- Assess the impact of development upon the City and draft amendments to City bylaws that are suitable to the needs of the community
- Work closely with the public, stakeholders, developers, external agencies and other departments to provide support on planning and development issues
- Support applicants in understanding City processes and completing necessary applications
- Present development applications to City Council, the Advisory Planning Commission, and other committees as required
- Be creative and use sound judgment in making planning recommendations

Qualifications & Experience:

- A degree in Urban Planning, Urban Design, Geography, Architecture or Landscape Architecture is required; preference will be given to candidates who have completed a Master's degree
- A minimum of five years of related planning experience in a municipal setting
- Membership or eligibility for membership in the Canadian Institute of Planners and the Planning Institute of BC
- Strong knowledge of site planning, urban design, and community planning practices
- Sound knowledge of planning legislation and applicable bylaws and subdivision control provisions and requirements
- Demonstrated proficiency using various computer applications including the MSOffice Suite, graphics and database software and Adobe. GIS and AutoCAD experience would be an asset.
- Strong report writing, research, analytical, and problem-solving skills
- Excellent interpersonal, communication, and organizational skills
- Possession of a valid Class 5 BC Driver's License

The rate of pay for this position is \$38.41 per hour. Qualified individuals may apply by forwarding a resume and cover letter by 4:30 pm on March 9th, 2020:

Attention: Krista Tremblay, Manager of Human Resources
By mail: City of Port Alberni, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
Emailed to: humanresources_resumes@portalberni.ca

We wish to thank all applicants for their interest and advise that only those selected to be interviewed will be contacted.