BRONX OFFICE

Senior City Planner

The Bronx Borough Office of the Department of City Planning seeks an experienced City Planner to assist in the implementation of its robust work program. By 2040, the Bronx is projected to grow by almost 200,000 residents, a 14% increase making it the fastest growing borough in the city. The Bronx Office has an expansive work program focused on the creation and strengthening of great neighborhoods, affordable housing, vibrant commercial and institutional centers, rich transit opportunities, and high-quality open space and waterfronts.

The Bronx Office is an engaging and dynamic work environment and is charged with the development of borough-wide and local plans, management of development projects subject to the Uniform Land Use Review Procedure (ULURP), and provision of technical assistance to the agency, City Planning Commission, elected officials, and local communities. The Bronx Office is responsible for a wide range of planning, urban design and zoning activities, and works in close consultation with the central divisions on borough-specific and city-wide issues.

The Bronx Office seeks a planner with strong technical planning skills, a positive attitude toward customer and community service, and a desire to contribute to an engaging work environment.

RESPONSIBILITIES:

Under Supervision, with latitude for independent judgment, the City Planner will:

- Review, analyze, and make recommendations on applications submitted to the Department pursuant to the Uniform Land Use Review Procedure (ULURP) and coordinate this work with technical divisions of the department, other city agencies, community boards, elected officials and the public;
- Analyze site plans and development proposals to determine compliance with NYC zoning regulations and the City's land use planning policies;
- Provide and obtain technical information and assist applicants in the preparation of required documents for ULURP actions;
- Plan, organize, and conduct studies (including research analysis) and produce written technical reports and presentations;
- Create and organize graphic and written materials for presentations to the City Planning Commission, other governmental agencies, and the public;
- Serve as Department liaison to one or more Bronx community boards;
- Represent the department at meetings of civic, business and community groups, community boards, and public agencies; and
- Perform other related tasks.
MINIMUM REQUIREMENTS:

● A baccalaureate degree from an accredited college or university and five years of satisfactory full-time experience in city planning; or
● A satisfactory combination of education and/or experience that is equivalent to above. Graduate education in city planning, urban planning, urban design, architecture, landscape architecture, transportation engineering, public administration, economic development or related fields may be substituted for experience on the basis of 30 graduate semester credits from an accredited college for one year of experience. However, all candidates must have a baccalaureate degree.

PREFERRED QUALIFICATIONS:

● Ability to read and interpret complex planning documents, plans, and maps, and conduct site plan review for zoning compliance
● Familiarity with zoning practices and principles
● Experience managing projects and studies
● Proficiency with ArcGIS mapping and analysis is strongly preferred
● Excellent presentation and written communication skills
● Proven ability to complete tasks in a timely fashion under minimal supervision and manage multiple projects simultaneously
● Ability to work well in teams with a diverse mix of community stakeholders, staff, elected and appointed officials

CIVIL SERVICE TITLE: CITY PLANNER II

SALARY RANGE: $57,497 to $68,000, commensurate with experience, full NYC employee benefits package

APPLICATION DEADLINE: Open until filled

TO APPLY: ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE ESS/NYC JOBS WEBSITE.

● Go to: https://a127-jobs.nyc.gov/
● Search for job ID number: 193766
● Click on the job business title: CITY PLANNER II (Bronx Borough Office)
● Click on the “Apply Now” button at the bottom of the posting

Appointments are subject to Office of Management and Budget (OMB) approval.

The candidate selected for this position must be a resident of the City of New York or become a resident within three months of appointment.

THE DEPARTMENT OF CITY PLANNING IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAMS IS AVAILABLE IN THE PERSONNEL MANAGEMENT DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS.