

MAJOR FUNCTION

This is responsible professional level work independently researching, planning, designing, and reviewing site development plans. Additionally, this position will conduct urban design studies, lead the development of placemaking projects and provide support to other departments as needed. Other responsibilities may include developing and reviewing landscape/tree preservation plans to ensure development compliance with applicable codes and policies. Work involves coordinating the permit application review process to ensure timely review and to facilitate solutions. Work is performed under the general supervision of a superior, but the employee has professional discretionary judgment over plans and reviews, which involve decisions on codes, aesthetics, equipment, and areas of design appropriate to the practice of landscape architecture. Work is reviewed for achievement of desired results, through conferences, activity reports, and observation.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Evaluates development plans, provides site design assistance to applicants, reviews design review applications and guideline updates and conducts urban design studies and detailed landscape architectural design. Provides support to zoning code updates, tree/landscape preservation plans, comprehensive plan amendments, and other production support as needed. Coordinates the permit application review process to ensure timely review and facilitate solutions. Provides technical guidance to other plan reviewers on the matters of landscape architecture, site plan and urban design, and tree preservation. Designs or coordinates development of conceptual designs which are compatible and harmonious with surrounding context with respect to native and/or natural vegetation environmental constraints slopes, hydrology, surrounding land use, etc. Assists with the development of policies and procedures for the Permitting/Enforcement Section. Assists with environmental research, assessments, and program development. Meets with applicants, neighborhood groups and citizens to collaborate on agreeable solutions to all parties. Performs related work as required.

Other Important Duties

Conducts site visits and field verification work as needed. Completes special projects as assigned. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Knowledge of the principles of land use or site planning, grading, stormwater, mid-high rise urban development and design. Knowledge of hydrology, horticulture, and agronomy, utility design, architectural design, and construction. Knowledge of hand drafting techniques, 3D computer modeling, Autodesk software, Adobe Creative Suite software, ArcPro GIS, presentations, and production of visual graphics. Knowledge of techniques for analyzing and designing storm water management and other infrastructure improvements. Ability to develop landscape plans which are compatible and harmonious with surrounding native and/or natural vegetation and with environmental constraints relating to soil, slope, hydrology, surrounding land use, etc. Ability to understand and interpret codes, policies, and procedures. Ability to plan, organize, and coordinate work assignments. Ability to handle conflict, criticism, tight deadlines, and stressful situations constructively and effectively. Ability to evaluate site design plans prepared by other design professionals to ensure code compliance. Ability to develop criteria, policies, educational guides, etc., which will guide design methodologies in the direction required by codes. Ability to apply professional landscape design techniques to assist with development of specific site design problems to aid the citizen and applicant, and which meet the environmental goals of the City. Ability to write and speak effectively. Ability to establish and maintain effective working relationships as necessitated by the work. Skill in the use of microcomputers and the programs and applications necessary for successful job performance.

Minimum Training and Experience

Possession of a bachelor's degree in landscape architecture, architecture, urban design, planning, horticulture, or a related field and one year of professional experience that includes land use planning, site planning or landscape design.

Necessary Special Requirements

Must possess a Professional Registration as a Landscape Architect at the time of application; or obtain licensure within three years from date of employment. An Incumbent with more than five years of experience must attain registration as a Landscape Architect in the State of Florida within one year from date of employment.

Must possess a valid Class E State driver's license at the time of appointment.

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