



NOTICE OF COMPETITION



Environmental Planner

The Central Lake Ontario Conservation Authority (CLOCA) is a community based agency that works in partnership with watershed municipalities to protect the natural environment. CLOCA provides environmental services within the Region of Durham, from the Oak Ridges Moraine to Lake Ontario - from Ajax/Pickering in the west to Clarington in the east. CLOCA encompasses a 627 sq. km mix of rural and rapidly growing urban landscapes.

In order to support the sustainable development of the watershed, CLOCA is seeking an Environmental Planner to fill a **Development Planner** position in our Planning and Regulation department. Reporting to the Director, the Development Planner will be responsible for project management and permit administration for development applications throughout the CLOCA watershed as part of a team of planners within the department.

Responsibilities:

Land Use Planning and Development

1. Makes recommendations in conformity or consistency with provincial, regional, municipal and CLOCA policy through the review of submissions made under the *Planning Act*, and *Conservation Authorities Act*.
2. Actively participates in municipal and CLOCA pre-application consultation meetings and discussions through effective articulation of CLOCA's policy and regulatory interests.
3. Reviews and provides comments to municipalities within established circulation time-lines on official plans, plans of subdivision, secondary plans, planning studies, official plan amendments, site plans and grading/erosion/ sediment control plans, zoning by-law amendments, minor variances, land division and Local Planning Appeal Tribunal appeals.
4. Co-ordinates interdepartmental review of development proposals as they relate to terrestrial and aquatic natural heritage, water resources engineering, hydrogeology, geotechnical, and other technical disciplines.
5. Provides technical advice and guidance to municipalities in the development of local policies and guidelines that reflect CLOCA's Watershed Plans, Natural Heritage and Natural Hazard objectives.
6. Prepares reports for CLOCA board hearings, performs site inspections, makes recommendations, presents information to the Board, informs appropriate organizations of CLOCA's decisions.

Regulation of Development

7. Reviews, evaluates, coordinates and responds to applications and information submitted in support of applications submitted under *Ontario Regulation 42/06*.
8. Coordinates application review, liaises both internally with other departments and externally with development proponents, partner agencies (i.e. watershed municipalities, provincial ministries and federal departments) to discuss issues and potential resolution.
9. Arranges and conducts site inspections.
10. Negotiates settlements pertaining to issues and conflicts.
11. Prepares reports / hearings / presentations for the Authority Board.
12. Processes permit applications, approves delegated permits, and issues permit documents.
13. Assists enforcement staff in documenting complaints and potential violations of *Ontario Regulation 42/06*, including content of conversations, etc. for future legal proceedings.
14. Makes decisions within established guidelines and practices under the direction of the Director.
15. Liaises with public, development proponents, consultants and municipal staff to discuss problems and potential resolutions.

Other

16. Complies with CLOCA policies, procedures, vision and fundamentals and implements the relevant strategic actions and tasks under the corporate strategic plan.
17. Maintains accurate and complete records associated with assigned projects and files using CLOCA's Information Management System; Administers CLOCA's Fee Schedules for Planning and Regulation Services in relation to assigned projects, identifies and ensures timely payment
18. Performs other tasks as assigned by management.

Qualifications:

1. Post-secondary education in Planning, Natural Sciences, Geography or Engineering and seven (7) years relevant experience.
2. Ability to operate a computer and associated software and other common office equipment.
3. Excellent communication skills, both orally and in writing.
4. Strong knowledge of planning principles, statutory requirements, provincial policies and regulations.
5. Well developed analytical, communication and organizational skills.
6. Ability to act tactfully and professionally.
7. Ability to adapt to a variety of changing priorities within the job.
8. Must have a valid driver's license.

Wage/Benefits: \$68,259 to \$83,667; 35 hours per week, benefits package.

Closing Date for Resumes: March 21, 2018

Please submit cover letter and resume to: cjones@cloca.com **If you do not have access to email, please submit cover letter and resume to:**

Chris Jones, MCIP, RPP, Director, Planning and Regulation
Central Lake Ontario Conservation Authority
100 Whiting Avenue, Oshawa, ON L1H 3T3

We thank all applicants for their interest; however, only candidates under consideration will be contacted. Central Lake Ontario Conservation is an equal opportunity employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code. CLOCA will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.