

# SENIOR PLANNER OTTAWA OFFICE

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**Submission of applications deadline: April 30<sup>th</sup>, 2019.**

## Your New Company

Fotenn Consultants Inc is one of Ontario's largest dedicated Planning and Design firms, with offices in Ottawa, Kingston and Toronto. We are a progressive and dynamic team of professionals engaged in projects across the country. Our practice is centred on the seamless integration of planning, urban design and landscape architecture; while rooted in a deep appreciation for creating people-focused places. Established in 1992, Fotenn now has more than thirty planning, urban design, and landscape architecture staff.

## Your New Role

Fotenn has an immediate opening for a senior level Planner in its Ottawa Office. The successful candidate will report to the Principal, Planning and Development and will be involved in a variety of projects in all areas of development and policy planning. Responsibilities will be assigned with the intent to expose the successful candidate to the full range of the firm's work, which includes development applications, Official Plan and Zoning By-law review, site planning and design, master planning, visioning, streetscape design, sustainable community design, urban design analysis, research and report writing.

## Qualifications

- / Undergraduate and/or Master's level university degree in urban planning or a related discipline
- / A minimum of 7 years of experience in the urban planning field
- / Eligibility for or membership in CIP/OPPI
- / A well developed understanding of land development and municipal planning policy
- / Experience in liaising with municipal departments and review agencies
- / Initiative, independence and strong problem solving skills
- / Excellent English written and oral communication skills, including public consultation
- / Strong Microsoft Office skills
- / A valid driver's license
- / Planning experience within Ottawa area preferred
- / Proficiency in French an asset

## Key Responsibilities

- / Interpret and apply applicable Provincial, municipal, and policy and regulations
- / Process complicated development approval applications and policy documents, including master plans, community design plans, Official Plan and Zoning By-law Amendments, site plan control, minor variances and consent applications, plans of subdivisions, and other permit applications
- / Prepare and present formal and technical reports, working papers, by-laws and other regulations
- / Provide expert witness evidence at the Local Planning Appeal Tribunal (LPAT)
- / Establish and maintain effective relationships with employees, clients, allied professionals, officials and the community
- / Make presentations to clients, stakeholders, community associations, municipal committees and councils
- / Manage projects including schedules and supervision of teams

Fotenn offers competitive salaries, health benefits and a progressive work environment. Salary will be commensurate with experience and qualifications. Please visit our website, [www.fotenn.com](http://www.fotenn.com), to learn more about our firm.

Please submit your cover letter and resume and supporting documents via email to:

**Carly Virtue**  
[virtue@fotenn.com](mailto:virtue@fotenn.com)