



## The Corporation of the City Of Brantford Planning & Development Services

requires

### Development Reviewer

**Job ID# 1523**

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Reporting to the Project Manager - Development, the Development Reviewer will be responsible for the following:

- Reviewing and providing comments on technical submissions for Planning Applications including Official Plan Amendments, Zoning By-law Amendments, Plans of Subdivision and Site Plans and other planning related applications to ensure compliance with Municipal and Provincial regulations and good engineering practice.
- Preparing and coordinating Subdivision Agreements including the writing of and compiling of conditions from various departments and outside agencies, security calculations, administration and execution of agreements.
- Ensuring that municipal infrastructure is coordinated with adjacent developments;
- Reviewing each application with respect to service availability and development restrictions;
- Carrying out background research and assisting with the development and updating of policies, procedures and technical standards for development related municipal servicing and infrastructure;
- Coordinating and reviewing projects including the preparation of Terms of Reference, administration and review of development engineering studies and various infrastructure needs and feasibility studies;
- Assist with drafting council reports for various transportation by-laws for development applications including newly constructed municipal Road Allowances in new Subdivisions;
- Responding to requests and/or attending meetings organized by the offices of the Mayor and Members of Council, other departments, developers, consultants, and the public and external agencies as required;
- Performing other related duties as assigned.

### QUALIFICATIONS

- Possess a three (3) year community college diploma as an Engineering Technologist or equivalent education;
- Three (3) to five (5) years' of experience in Engineering Design with emphasis on municipal servicing, storm water management and road design, preferably in a municipal setting;
- Must have or have the ability to obtain C.E.T. designation; preference will be given to candidates that possess a C.E.T. designation.
- Comprehensive understanding and technical knowledge of municipal infrastructure, land development processes, including knowledge of Provincial regulations including Planning and Municipal Acts;
- Time Management skills, with the ability to manage multiple and changing demands and priorities are required;
- Must be proficient in reading and interpretation of engineering drawings, specifications and engineering reports and documents;
- Strong verbal, written and interpersonal skills are essential to work autonomously representing the City during meetings;
- Experience working with computer applications including Microsoft Office, Adobe Acrobat Pro;
- Knowledge of Bluebeam Revu and G.I.S systems would be an asset;
- Possess a valid Class G driver's license in good standing during the course of employment.

**WAGE/SALARY RANGE:** \$38.09 to \$42.32 per hour (based on 35 hours a week) plus benefits.

To apply on-line, please visit the City of Brantford website at <https://careers.brantford.ca/> and click on **Current Opportunities**.

Closing date for applications: **Thursday, May 5, 2022, at 4:30 p.m.**

**Information gathered relative to this position will only be used for candidate selection.**

**We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.**

**Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.**