



## Director of Planning & Economic Development





## THE POSITION

The next Director of Planning and Economic Development will join an organization that continues to be nationally recognized for the quality of life and resident satisfaction. Rochester Hills has been named #9 in the top 100 “Best Places to Live” by *Money Magazine*. In recent resident surveys, the City received a 99% satisfaction rating from its residents. Rochester Hills has also been named the safest City in Michigan with a population under 75,000.

The Director will join the Administrative Team comprised of nine other Department Directors lead by the Mayor. The Rochester Hills Commander of the Oakland County Sheriff’s Department, contractual police services, is also a member of the Administrative Team. The City is a Strong Mayor/Council form of government and has been since it’s incorporation in 1984.

The Department is responsible for two distinct but closely related functions of Planning and Economic Development. Each division is lead by a Manager who reports to the Director. The Department currently functions very well due to excellent communication and mutual respect of all team members.

The Director leads a department of five, providing direction and guidance in development and redevelopment of those areas of the City in need by applying the highest standards of quality in design and amenities. The team further works to preserve strong neighborhood stability that exists throughout the community by applying the appropriate planning standards. The City has embraced Planning policies of place-making and walkability and has adopted zoning regulations that use a “Flexible Business Zoning Overlay” (modified form-based code) as an incentive to redevelop. Several large sites are destined for redevelopment in the near future and the

City is working with the ownership to utilize the Flexible Business categories.

In the area of Economic Development, the Director works closely with the Economic Development Manager in developing the business and job creation support/strategies to continue to build a stronger tax base, but just as important, if not more important, to create and attract quality jobs. It is the City’s belief that good employment opportunities are key to the betterment of our residents and that the employees of these companies will be attracted to live in the City, buy the homes, support the schools, enjoy the quality of life amenities, and further support the service and retail businesses that the community offers. The residents of the City are highly educated with over 54% holding a Bachelor’s degree.

For several years the City’s employment rate has been in the top five of Cities and Townships in the State. The unemployment rate of the City is less than 4% and the vacancy rate of our Business Parks/Office complexes is less than 3%. Much is attributed to a pro-business policy and support of the Mayor, City Council, and Planning Commission. However, it must be stressed that this pro-business policy is not at the expense of strong stable neighborhoods.

The Department provides the primary support to the Planning Commission, Zoning/Sign Board of Appeals, Historic Districts Commission, Local Development Finance Authority, Economic Development Corporation, and the Mayor’s Business Council.

The Director will report directly to the Mayor and will often be called upon to take the lead in developing, coordinating, overseeing, and attending to matters that arise which cannot be easily categorized under Planning or Economic Development. The Director would be selected for such unforeseen developments based on his or her style and skill set as determined by the Mayor to be appropriate for the task.



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## REQUIREMENTS

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Bachelor's Degree and ten years or Master's Degree and five years of progressively responsible directly related experience including urban planning, ordinance administration and economic development; minimum three years of supervisory level experience.

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## DESIRABLE QUALIFICATIONS

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Course concentration in Urban Planning or Public Administration, with landscape architecture, economic development and personnel management related course work desirable. AICP certification is highly desirable.

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## THE IDEAL CANDIDATE

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The ideal candidate will exhibit creative thinking and unique approaches to problem solving in an organization that highly values innovation. He or she will have excellent communication skills and be able to address the concerns of residents over areas proposed for change/redevelopment; he or she will demonstrate competence with public speaking, presentations, and written communication including the dreaded "rejection letter", reports, special studies and the like. The importance of communications competence is further emphasized with frequent subject presentations to the City Council and various City Boards and Commissions.

The ideal candidate will present to the City a high level of overall competence, demonstrate a strong creative and responsive approach to resolving issues and problems and managing conflict. He or she will demonstrate the importance of respect, commitment, and dedication in gaining the support and building effective working relationships with Department staff and the City's Administrative Team. The City's brand is "Innovative by Nature" and the City strives to demonstrate that every day in every way.



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## THE COMMUNITY

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Rochester Hills is located in northeast Oakland County in the northern outskirts of the Metropolitan Detroit area. The City is 32.91 square miles and has a population of 73,125. Over the last 14 years, the population has increased by 6%.

Rochester Hills has been developed according to its Master Land Use Plan. It has become home to an array of industries, including computer technology, electronic research, development and manufacturing, plastic injection molding, tool and die, precision machine tool fabrication, structural engineering, and warehousing and distribution.

The community boasts more than 1,000 acres of parkland. Outdoor enthusiasts can enjoy everything from tennis and golf, to boating and fishing, jogging or bicycling at Rochester Hills' parks. The City is also home to The Rochester Hills Museum at the Van Hoosen Farm; the museum showcases permanent and temporary exhibits about the history of the community.

Rochester Hills is served by the Rochester and Avondale Community Schools, both of which provide quality K-12 education. Quality higher education is also available in Rochester Hills with both Oakland University and Rochester College located within the City.

All of these attributes come together to make Rochester Hills a community of choice, ranked 9th by Money Magazine in its Top 100 "Best Places to Live." With nationally recognized private and public education at all levels, performances and exhibits by top artists and musicians, a 30-minute drive to Detroit, and miles of woodlands, prairies, and marshes enveloping the area, it offers something for interests of all kinds.

