Zoning Division 2024

LISA AMARA

Zoning Director

WENDY HERNANDEZ

Deputy Zoning Director

ADMINISTRATION

Briana Tagdharie – Admin. Assistant III

<u>Vacant</u> – Plans Specialist III (M)

<u>Vacant</u> – Plans Specialist II (SG)

DEVELOPMENT REVIEW

MONICA CANTOR

Principal Site Planner

Joyce Lawrence – Sr. Site Planner Timothy Haynes – Sr. Site Planner Jerome Small – Sr. Site Planner

Brenya Martinez – Site Plan. II Matthew Boyd – Site Planner II

Santiago Zamora – Site Planner I Katiana Myrthil – Site Planner I

Vismary Dorta –Plans Specialist II Cynthia Diaz – Plans Specialist II

Patricia Rice - Admin. Assistant I

ECONOMIC DEVELOPMENT

CARLOS TORRES

Principal Site Planner

Nancy Frontany – Sr. Site Planner Imene Haddad – Sr. Site Planner Zubida Persaud – Sr. Site Planner

Lorraine Fuster – Site Plan. II Lawrence D'Amato – Site Plan. II Michael Birchland – Site Plan. II

Vacant - Plans Specialist II (MC)

Tawana Holland – Plans Specialist I Adrian Sandlin – Plans Specialist I

DATA ANALYTICS & MAPPING

KEVIN ANDREWS

Principal Site Planner

Donna Adelsperger - Sr. Site Plan

<u>Vacant</u> – Site Planner II (Z) Vacant – Site Planner I (MB)

Valerie Flores – Plans Specialist II

Publications

Dorine Kelley – Public Rel. Manager

Andree McDonald - Plans Specialist I

Colby Hearn – FRS Paraprof. Alysia Roque – FRS Paraprof.

CODE REVISION & COMPLIANCE

JEROME OTTEY

Principal Site Planner

Jordan Jafar – Sr. Site Planner

Alexander Biray - Site Planner II

Joshua Spall – Site Planner I Vacant – Site Planner I (MB)

Vacant - Plans Specialist I (CD)

PERMIT REVIEW

MELISSA MATOS

Principal Site Planner

Emelia Fischer – Sr. Site Planner Marie Derose – Sr. Site Planner John Zuehlsdorff – Sr. Site Planner

Vacant - Site Planner II

Vincent Stark – Site Planner I Susan Goggin – Site Planner I

Vacant - FRS Paraprof.

Landscape

Matthew Doyle - Field Rep II
Jon Powers - Field Rep II
Shannan Webb - Field Rep I

Building Liaison

Vacant - Sr. Site Planner (R)

Functions of the 5 Sections are listed below:

Development Review Section

- The Principal manages the Administrative Review Development Review Officer (DRO) process
 - o DRO Applications include Development Review Officer (DRO), Zoning Agency Review (ZAR), Administrative Abandonments, Type 1 Waivers, Temporary Uses, Temporary Signs, Pre-application Conference, and can include Type 2 and 3 Concurrent Review
 - Coordinates Plat Review
 - o Administrative applications for Reasonable Accommodation, Community Residential housing, Congregate Living Facilities, and associated Zoning Confirmation Letters
 - o Staff within this section are primarily assigned administrative applications, and may be assigned all types of Zoning applications

Economic Development Section

- The Principal manages the Zoning Commission and Board of County Commissioners public hearings for Zoning applications
 - o Public Hearing applications include: re-zoning, development order amendments, abandonments, Type 2 and 3 Concurrent Review
 - Variances and Waivers including Type 1 and Type 2
 - o Staff within this section are assigned all types of Zoning applications
 - o Staff within this section coordinate with the Business Development Board for economic development projects

Data Analytics & Mapping Section

- The Principal and staff are responsible for the following:
 - Manages the On Call (OC) function
 - o Staff ensure the processing of Business Tax Receipts and liquor licenses
 - Manage GIS projects
 - Staff within this section are assigned all types of Zoning applications

Code Revision & Compliance Section

- The Principal manages the Land Development Regulation Advisory Board (LDRAB) and Land Development Regulation Advisory Committee (LDRAC) and hearings
 - o Staff manage all proposed Unified Land Development Code (ULDC) revisions, and prepares ULDC revisions
 - o Staff within the section coordinate with Code Enforcement on code violation cases and with the Building Division on the review of agricultural projects
 - o coordinate Informal Zoning Confirmation letters and is the point of contact for requests for Formal Zoning Confirmation Letters
 - o Staff within this section are assigned all types of Zoning applications
 - o Staff within this section coordinate with the Westgate CRA and Urban Redevelopment Area (URA) Planning Staff

Permit Review Section

- The Principal manages coordination between the Zoning and Building Divisions
 - o Staff within this section review Building permit applications routed to Zoning to ensure consistency with the ULDC, and/or the Development Order Conditions of Approval
 - Staff within this section process concurrency applications related to building permits, and Unity of Title & Release
 - o Staff within this section implement the Landscape Code, and process associated permits, vegetation review, landscape plans, and inspections
 - o This section provides a Building Liaison that coordinates directly with Building Permit staff

Administration Section

- The Administration Section manages the overall operation of the Division
 - o Staff within this section coordinate Zoning Web page updates, prepare maps & GIS data, manage the Front Desk
 - o The Public Relations Manager coordinates File Room functions, retrieves and maintains files, including public records requests, and phone coverage