

CITY OF HAMILTON

PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT
(TRANSPORTATION PLANNING & PARKING DIVISION – TRANSPORTATION PLANNING SERVICES –
LOCATION - 100 KING ST. W.)

TRANSPORTATION PLANNING TECHNOLOGIST – CUPE 5167

SUMMARY OF DUTIES

Reporting to the Senior Project Manager, Transportation Planning this position undertakes various duties related to transportation planning, parking and the development approval process. This position is focused on ensuring that the planning, design and operation of parking for new development contributes to safe, livable, sustainable and operationally efficient communities.

GENERAL DUTIES

Review site plan and subdivision plans received as part of development review process and provide feedback and associated recommendations overall parking layout and design.

Provides input on parking and loading provision as it relates to the achievement of safe and efficient access, pedestrian and cycling friendly design and contribution to transportation demand management objectives.

Provides input on development applications from the perspective of curbside management, loading, area-wide parking management, bicycle parking, sustainable mobility programs, and transportation systems operational requirements.

Liaise with the Senior Project Manager, Parking Planning, by providing input and technical support on municipally-owned or paid parking matters as it relates to site plan applications for new developments.

Provide written and verbal technical support, guidance, and opinion on Planning Applications; Formal Consultation; Official Plan and Zoning By-Law Amendments, Site Plan Applications, Committee of Adjustment; right-of-way dedications and widenings and land severances. Identify conditions of approval on said applications; support the preparation of LPAT(OMB) witness statements.

Composes technical reports, correspondences and compiles information and statistics.

Attend scheduled meetings with internal and external stakeholders at Development Review Team (DRT), Plan of Subdivision Team (POST), support Ontario Land Tribunal (OLT) proceedings and settlements necessary, and Committee of Adjustment.

Reviews and/or conducts specialized studies and/or field investigations related to parking supply/operations or transportation demand management studies.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Performs other duties as assigned which are directly related to the major responsibilities of the job

Demonstrate a record of technical competence, customer focus, and possess a high level of personal integrity and is an excellent communicator.

QUALIFICATIONS

1. Proven knowledge of the principles, theories and practices of Transportation Planning and Parking normally acquired by attaining a diploma from a three-year Community College Course in Transportation Planning Technology or Transportation Engineering or by obtaining a C.E.T. designation with five years related and progressive experience. A diploma in Urban Planning may be considered as a substitute.
2. Proven ability to review and assess site and subdivision plans and recommendations on parking circulation, parking facility design and on-street parking operations.
3. Demonstrated knowledge of transportation impact studies, parking studies and travel demand management studies.
4. Demonstrated experience reading and interpreting site plan and engineering drawings; road and right-of-way design; vehicle maneuverability through turning plan review, pavement markings, traffic signing, traffic calming devices and traffic safety.
5. Demonstrated knowledge and understanding of transportation and urban planning principles and the inter-relationship between transportation and land use.
6. Must have demonstrated excellent time management and communication (written and verbal) skills.
7. Knowledge of Ontario and National Manuals of Uniform Traffic Control Devices (MUTCD), Ontario Traffic Manual, Traffic Association of Canada and relevant technical manuals; Occupational Health and Safety Act, Ontario Highway Traffic Act.
8. Experience in a computerized environment with proficiency in Microsoft Office Word, Excel and Outlook. Working knowledge of Geographic Information Systems (GIS) would be an asset.
9. Knowledge of Planning Act, Municipal Act, and relevant municipal statutes would be an asset.
10. Ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the general public.
11. Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.
12. Valid Ontario 'G' class driver's licence would be an asset

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.
