



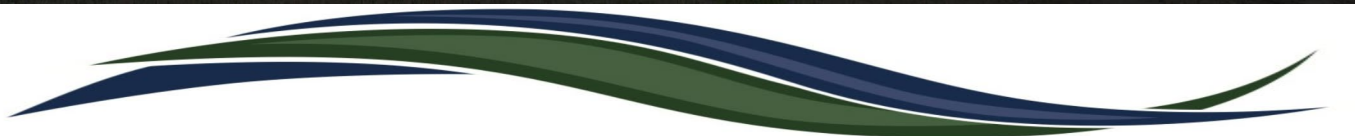
**Planning & Zoning Director**  
**City of Leon Valley, Texas**





## A City with Deep Roots & Big Ideas

With a vibrant population over 11,000, Leon Valley is the gateway to the Medical Center and the heart of San Antonio. It is quickly becoming one of the metropolitan areas dedicated to a superior quality of life for residents and visitors. Located in northwest Bexar County and surrounded by San Antonio, we offer both "small town hospitality and big city advantages". As a full-service city, we offer the small town hospitality of prompt and professional services, and community-wide events. As a suburb of a major city, we offer nearby entertainment and cultural experiences, as well as employment opportunities. Leon Valley is surrounded by major growth and employment generators such as USAA, an Insurance and Financial Services Company, Sea World Texas, Six Flags Fiesta Texas, Ingram Park Mall, University of Texas at San Antonio, St. Mary's University and the South Texas Medical Center. Leon Valley is a magnet for retail, commercial, and residential growth. For more information on the City of Leon Valley, visit [LeonValleyTexas.gov](http://LeonValleyTexas.gov)



### Overview: \_\_\_\_\_

The City of Leon Valley is recruiting nationally for a highly experienced professional to lead, inspire, and manage the initiatives and the day-to-day operations of the City Planning & Zoning Department. The City has a notable suburban city design with a need for significant city planning and zoning expertise. The successful candidate will have a broad background in all aspects of city planning, urban design, land use, and revitalization.

### Education: \_\_\_\_\_

A Bachelor's Degree from an accredited college or university with coursework in planning, urban design, Architecture, Construction Management, Geography, Public Administration, or a related field. Master's Degree in public administration, planning or urban design, or related field is highly desired. Certification in the American Institute of Certified Planner (AICP) is highly preferred. The City will also substitute for equivalent years of experience

### Experience: \_\_\_\_\_

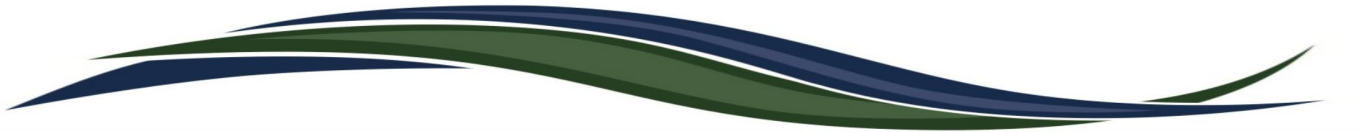
Four (4) years of increasingly responsible urban planning, Municipal Planning, plan review, general city planning, zoning administration, or building code application experience to include one (1) year of supervisory or management experience is required.

## City Planning & Zoning Director Salary: \$96,000 - \$120,000 annually

This position is eligible to receive merit based pay, on documented outstanding performance at the discretion of the City Manager.

### Leon Valley's Next Planning and Zoning Director Will: \_\_\_\_\_

- Develop and sustain a strong team that is committed to exceptional service to the public, ongoing professional development and active professional involvement.
- Provide professional counsel and technical advice on matters related to planning, zoning, operation management, and policy program development of department functions.
- As the building official, this position is responsible for the effective administration of the development, building permit review processes, and retail food establishment inspection programs
- Work closely and collaboratively with City Council, City Planning and Zoning Commissions, Board of Adjustments, the City Manager, other city departments, businesses, residents, community advocates, developers and other investors.



**Benefits:**

The City Offers an attractive benefits package, the central provisions of which are as follows:

**Retirement-** The City of Leon Valley participates in the Texas Municipal Retirement System. The City deducts 7% of your gross compensation and matches that at a 2 to 1 ratio. Eligibility for retirement is 10 yrs. at age 60 or 20 yrs. at any age.

**Flexible Schedule** - Arrangement of a four-day workweek and accruals of 17 days of PTO annually.

**Group Insurances** - Health, dental and life insurances are covered at 100% for employee. Dependent care coverage is available at an affordable rate.

**More Information** - Contact the Human Resources Director at 210-684-1391 X 212 or e-mail [l.hernandez@leonvalleytexas.gov](mailto:l.hernandez@leonvalleytexas.gov)

**Applying:**

All applications or resumes must be submitted to the Human Resources Office no later than 5:00 p.m. on September 16, 2024. Employment applications are available at the Leon Valley City Hall, 6400 El Verde, Leon Valley Texas, 78238 or on the City’s website at [www.LeonValleyTexas.gov](http://www.LeonValleyTexas.gov). AA/EOE/ADA

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**Deferred Compensation, Leave Benefits, Cafeteria 125 Flexible Spending Account, and a Four Day Work Week**

**The final filing date is September 16, 2024**