

Clarington

We're looking for a Principal Planner, Development Review to join Clarington's Planning & Infrastructure Services team!

Why Clarington

Clarington is a community full of possibilities.

As one of the fastest-growing municipalities in Durham Region, Clarington is home to over 107,000 residents across four urban centres and 14 hamlets. With our population expected to double by 2051, Clarington offers a perfect blend of urban living and small-town charm. We're known for our thriving energy and agricultural sectors, vibrant historic downtowns, and exceptional quality of life.

Our team thrives in a collaborative environment that promotes work-life balance and meaningful community impact. We value accountability, integrity, and respect, and we are deeply committed to fostering equity, inclusion, and diversity in the workplace. Together, we're building a stronger Clarington — for today and for future generations.

The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

About the Role

Vacancy Status: This posting is for an existing vacancy.

Reporting to the Manager of Development Review, the Principal Planner is responsible for leading the processing of development applications, preparing and presenting reports to Committees and Council, and providing mentorship and advice to other planners. This position includes working with staff, consultants and the community to ensure that development reflects Clarington's priorities on sustainable development and urban design. Development Review is responsible for the implementation of the Official Plan and Zoning By-laws through development approvals. The Division also supports the Committee of Adjustment.

Key Responsibilities

- Project manage development applications and studies including consulting projects, overseeing municipal staff assigned to these projects, and monitoring assigned budgets.
- Leading the processing of planning applications for Official Plan Amendments, Zoning By-law Amendments, Site Plans, Plans of Subdivision/Condominium, Minor Variances, Consent and Exemption from Part Lot Control, preparing and presenting reports to Council and other committees on planning development applications, as necessary.
- Reviewing draft plans of subdivision and condominium applications and preparing recommendations for approval, undertaking negotiations and the drafting of agreements with respect to final approval and the subsequent clearance of conditions; making recommendations on final registration in coordination with other departments and agencies, and monitoring of agreement terms.

- Responsible for leading numerous Municipal priority projects including several Strategic Plan projects as outlined in Clarington Strategic Plan 2024-27.
- Supporting the Manager and Deputy CAO, Planning and Infrastructure, in the administration of the Division by contributing toward the development of Division and Departmental work programs, as well as participating in the review and development of Departmental policies and procedure.
- Representing the Department/Municipality at a senior level by participating in discussions and negotiations with developers, consultants, agencies and the public; attending Committee and Council meetings to provide professional planning advice; and participating in inter and intra-departmental committees as well as external committees.
- Reviewing and analyzing studies, reports and documents prepared by other departments, outside agencies and consultants, liaising with other departments, and commenting agencies to coordinate the preparation of reports, formulating the municipality's position and monitoring processes.
- Coordinating and updating the Municipality's Zoning By-laws, including providing information to the public and commenting on development and building permit applications.
- Giving evidence as an expert witness at the Ontario Land Tribunal (OLT).
- Engaging with the public and interest groups as key stakeholders in the planning process providing clear understanding on how policy options impact them.
- Ensuring the maintenance of all appropriate planning records, maps, databases, and files related to development applications and procedure manuals and other planning policy documents.
- Keeping informed of current trends in the planning legislation, practice and techniques evaluating their impact on the Municipality and recommending any needed policy and procedural improvements.
- Other duties as required.

What you bring

- A professional University Degree in Planning or related discipline is a requirement; or possess equivalent qualifications, skills and work-related experience to the satisfaction of the Deputy CAO, Planning and Infrastructure.
- Full membership in the Ontario Professional Planners Institute (OPPI) is a requirement.
- Progressively responsible work-related experience, preferably in a municipal environment with emphasis on policy development and community engagement, to include more than three (3) years in a senior planning position and being responsible for the management of projects.
- Strong interpersonal, organizational, analytical, problem solving, negotiation, leadership, communication (written and oral), project management, facilitation, report writing and presentation skills.
- Thorough working knowledge of the Planning Act and other planning related legislation and regulatory standards, municipal functions, official plans, zoning by-laws processes.
- Excellent knowledge of planning principles and practices, development processes, and urban design concepts with the ability to synthesize and evaluate highly complex development applications and planning projects and convey complex or detailed information in a manner that is understandable to a variety of audiences.
- Ability to exercise judgment in a rational and informed manner appropriate to the situation; obtain consensus; and resolve issues.
- Demonstrated ability to develop alternative solutions in response to a wide variety of development and policy problems, within a dynamic, fast-paced, multi-stakeholder environment.

- Excellent project management skills.
- Ability to work independently and as a member of a team.
- Ability to represent the Corporation at Ontario Land Tribunal hearings and other functions.
- Ability to identify priorities and organize and co-ordinate a variety of job responsibilities having simultaneous deadlines, changing priorities, and multiple reporting relationships, and to coordinate the input of other support staff.
- Must have a high level of proficiency utilizing various software applications (specifically Microsoft Office Suite) including word processing, spreadsheet, database, and presentation software and GIS.
- Legally able to work in Canada.

What we offer

- **Salary: Grade 7 (\$104,564 - \$127,099) of the 2026 Non-Affiliated Salary Administration Program.**
- Hours of work: 35 hours per week, with after-hour meetings required
- A comprehensive benefits and pension program to ensure that your total compensation package addresses both your work and life needs.
- The Municipality of Clarington offers flexible work arrangements for eligible roles. Currently, this position is eligible for a flexible work arrangement option. Further details on this program will be discussed through the selection process.

Additional Information

A satisfactory criminal record check and proof of qualifications will be required for the successful candidate.

Pre-employment testing may consist of written and oral assessments.

How to Apply

To explore this opportunity please apply via email with your resume and covering letter by February 9th, 2026 to careers@waterhousesearch.net quoting project **CL-PP-Development**. Please note that we may consider candidates in advance of the closing date and will accept applications after the closing date until the position is filled.

Should you wish to speak to our Executive Recruiter or to receive an information package please contact Amy Oliveira at 416-214-9299 x4, amy@waterhousesearch.net or Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.net.

To learn more about employment with the Municipality of Clarington you may also view the Clarington careers portal at: www.clarington.net/careers.

We thank all applicants for their interest. Only those selected for further consideration will be contacted.

Our Commitment to Equity

The Municipality of Clarington is a progressive and inclusive employer committed to equity, diversity, and creating a respectful and barrier-free workplace.

Accommodations are available throughout the recruitment process in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*. To request support or accessible formats, please contact the Human Resources Division at careers@clarington.net.

Privacy

Applicant information is collected under the authority of Section 11 of the *Municipal Act, 2001* for the purpose of evaluating the applicant. Questions about this collection can be directed to Human Resources at careers@clarington.net.