

Emily McKenzie Barron, AICP

Education:

Texas State University

Bachelor of Science, Geography and Planning: Resource and Environmental Studies with a minor in Political Science

Certifications and Memberships:

American Institute of Certified Planners (AICP)

American Planning Association (APA) member

Professional Experience:

City of Cedar Park – Planning and Development Services Department

Senior Planner, July 2007 to present

- Research and develop land development ordinances
- Administration of local and state requirements pertaining to the development process
- Present to City Council, Planning and Zoning Commission and Board of Adjustment
- Collaborate and advise developers on develop projects
- Coordinate on the development process with other city departments
- Investigate and respond to consumer and citizens concerns
- Assist in developing the department budget
- Participated and completed the City of Cedar Park's Supervisor Academy and LEAD program
- Serve as a member of the Cedar Park Organizational Development leadership and educational teams
- Create maps using ArcView

City of Austin – Development Services

Senior Planner, October 2004 to July 2007

- All duties of a Planner III (see below)
- Lead and coordinate projects and planners
- Assist in developing and evaluating plans and criteria for various projects, programs, and activities
- Investigate and respond to consumer and citizens concerns
- Review analyzed data to discover patterns and/or discrepancies
- Draft legal documents
- Assist in developing the departmental budget

Planner III, August 2000 – October 2004

- All duties of a Planner II (see below)
- Train personnel in performance of job tasks
- Organize, monitor and assign duties to accomplish section goals
- Coordinate with other City Departments on special development issues
- Serve on various committees and task forces (i.e. Roadway Plan Committee, Reward and Recognition Committee (chair and facilitator), Combined Charities Team Leader) and make formal presentation of long range plans, program and/or project recommendations
- Facilitate Land Use Commissions

Planner II, January 1999 0 August 2000

- Apply planning principles and design criteria to land development proposals
- Review and research zoning cases, plat and site plans for compliance with policy, codes, ordinances, and standards

- Review and case manage traffic impact analysis to determine adequacy of road and intersection capacity and recommend needed improvements
- Conduct special transportation studies
- Write information reports and correspondence
- Represent the department and speak as a City of Austin Representative before Land Use Commissions, developers and neighborhood groups
- Respond to internal and external customers with concerns regarding land development proposals
- Study or propose procedural, ordinance and regulatory changes
- Assist in training of personnel in performance of job tasks
- Perform field checks
- Create graphic presentations
- Work in a team environment

Planner I, February 1998 to January 1999

- Assist other planning staff with zoning, subdivision, and site plan process applications
- Prepare and schedule cases for Planning Commission and City Council
- Train team assistant
- Answer citizen questions
- Write information reports and correspondence
- Track progress of applications
- Research case histories for zoning, subdivision and site plan applications
- Manage land development databases
- Perform field checks
- Participate in a team setting

Texas State University – Department of Geography and Planning

Grant Specialist/Research Assistant – TCEQ Texas Landfill Project, August 1996 – January 1998

- Report Organization
- Perform financial analysis including record and budget management
- Research including problem solving and fact analyzation
- Data base management
- Daily communication with University personnel, written and verbal communication with Texas school districts and official from Texas Commission on Environmental Quality (TCEQ)
- Map generation

Research Assistant – Digital Mapping Project, June 1996 – August 1996

- Data entry of map information
- Problem solving
- Research
- Fiscal analysis

References:

Tammie Williamson, AICP
 City of Austin
 Assistant Director
 512/965-3546

George Zapalac
 City of Austin
 Development Services Manager
 512/974-2725

Duane Smith
 City of Cedar Park
 Tourism and Community Development
 Manager
 512/401-5060