

Jessica L. Vaughn, AICP

...Efficient...Creative...Logical...

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Middleton, WI 53562

Seeking Position As:

Urban Planner/Project Manager

Talented and driven professional with several years of experience in public sector urban planning project management. Strong leader skilled in adding value to development design by facilitating creative solutions and balancing interests. Strong background in Traditional Neighborhood design and Historic Preservation.

+Leader

+Issue Resolution

+Natural Public Speaker

+Effective Communicator

+Public Policy Administration

+Self Starter

Career Highlights

- **Mapleton Hill Elementary School Design Advisory Team:** Serve as city representative expert in historic preservation and site planning for the repurposing of a historic elementary school.
- **RH-2 (Residential High-2) Zone District Project:** Co-managed the evaluation and performance standards of the RH-2 zone district's regulatory framework resulting in recommendations to modify the zone district's development standards and identifying areas for land use designation change and rezoning.
- **Historic Preservation:** Serve as Current Planning staff liaison to Historic Preservation staff assisting in the review of historic preservation cases with regard to land use regulation.
- **Inclusiveness and Diversity Team (IDT):** Serve as work group liaison to the citywide IDT to evaluate and implement inclusiveness and diversity programs and training.
- **Medical Marijuana Business Team:** Play a key role in drafting and implementing the city's medical marijuana ordinance and in establishing a framework for the application review process.
- **Naropa University Campus Planning:** Serve as city staff liaison in the future campus planning efforts of a small private university, including historic preservation, floodplain management and transportation related issue identification and resolution.
- **Affordable Rental Housing Policy Update:** Serve as a Current Planning staff liaison assisting Housing and Human Services staff in the creation of an affordable rental housing program, including research, analysis and developing a policy framework.
- **Grandview Bungalow Relocation Project:** Oversaw the relocation of the two historic structures, including coordinating multiple state agencies and municipal departments, including the University of Colorado, transportation, floodplain management, building, historic preservation, engineering and planning.

Professional Experience

Town of Los Gatos, CA

August 2014 - December 2014

Associate Planner

- Manage multiple land use entitlement cases having an array of complexities, including applications for Planned Development, Subdivision, and Architecture and Site Review for residential development
- Coordinate project review schedules and teams for project review and key issue resolution
- Building permit review and zoning administration
- Although my time with the Town of Los Gatos was brief as a result of a relocation, I did receive positive accolades for my skills in project management as well as my ability to self start.

Other Relevant Professional Experience

City of Boulder, CO

July 2013-November 2013

Planner II

- Manage multiple land use entitlement cases having an array of complexities for both residential and commercial development
- Coordinate project review schedules and teams for project review and key issue resolution
- Work closely with Urban Design staff to evaluate site and building design, and materials
- Draft written reports and present to Planning Board and City Council
- Host a variety of neighborhood meetings
- Building permit review and zoning administration
- Receive positive annual reviews with increased responsibilities and complexity in work load

City of Boulder, Colorado

March 2008-July 2013

Planner I/Historic Preservation Planner

Boulder, CO

Town of Castle Rock, Colorado

January 2007-March 2008

Planner I

Castle Rock, CO

Town of Castle Rock, Colorado

August 2006-January 2007

Development Technician

Castle Rock, CO

Innovative Employee Solutions in association with Science Application International Corp. April 2006-August 2006

Cultural Resources Field Technician

Denver, CO

Education and Technical Skills

University of Colorado-Denver

August 2004-May 2006

Master of Urban and Regional Planning

Graduate Certificate in Historic Preservation

University of Wisconsin-Madison

January 1997-May 2002

Bachelor of Science in Legal Studies

MS Office Suite + Adobe Suite + MS Publisher + GIS

Affiliations

Member, Colorado Chapter of the American Planning Association, 2004-2013

Member, Northern California Chapter of the American Planning Association, 2013-2014

Member, Wisconsin Chapter of the American Planning Association, 2014-present

American Institute of Certified Planners, November 2010-present

Professional references gladly provided upon request.