



# NEW ROCHELLE, NEW YORK COMMISSIONER OF DEVELOPMENT



## EXECUTIVE RECRUITMENT

GovHR USA is pleased to announce the recruitment and selection process for a Commissioner of Development in the City of New Rochelle, NY. This brochure provides background information about the organization, as well as the requirements and expected qualifications for the position.

The City of New Rochelle, population 79,067, is seeking an experienced, dynamic professional to direct a multi-faceted agency with a wide-ranging economic development and planning portfolio. Candidates must be prepared to define and pursue strategic goals in an urban/suburban environment, including transit-oriented development, downtown commercial revitalization, waterfront enhancement, housing and neighborhood preservation, environmental protection, and branding/marketing.



# THE COMMUNITY

Located nineteen miles from midtown Manhattan and thirty minutes from Grand Central Terminal, with direct links to I-95, the Hutchinson River Parkway, and Amtrak, easy access to three major New York airports, miles of shoreline on Long Island Sound, and a quick trip to other centers in the region – New Rochelle is ideally positioned to foster transit-oriented growth.

Capitalizing on these assets, New Rochelle is executing the most ambitious downtown development plan in its history, focused on a 300-acre form-based overlay zone, with 7,000 housing units approved across more than 30 projects, many of which are under construction. Visit [www.ideallynewrochelleny.com](http://www.ideallynewrochelleny.com) for more information. At the same time, New Rochelle is strongly committed to inclusive, equitable prosperity, and has invested in skills development, infrastructure enhancement, affordable housing, and enhanced connectivity for traditionally underserved portions of our community, evidenced most especially through New Rochelle's winning and now implementing New York State's Downtown Revitalization Initiative (DRI.)

Beyond our downtown, New Rochelle boasts charming and historic neighborhoods, extensive parkland, and an enviable quality of life that must be preserved and protected. New Rochelle's planning strategy recognizes our city's diverse land use characteristics. Environmental sustainability is a key priority for New Rochelle. Our city is implementing the recommendations of GreeNR, our award-winning 20-year sustainability plan, with specific initiatives related to energy efficiency, natural resource conservation, greenhouse gas emissions, transportation and mobility options, and building design.

The home of some of America's most noted artists, New Rochelle has always celebrated creative expression. The City's commitment to cultural vitality is evident in public art installations and murals, as well as housing devised to appeal and be accessible to artists.

Finally, New Rochelle recognizes the importance of technology as a driver of strong, healthy communities. The City has introduced a tech-enabled electric shuttle service, installed public wifi kiosks and information portals, and won a highly-competitive Bloomberg Philanthropies' Mayor's Challenge grant to develop a VR/AR planning application.

The Department of Development plays a vital role in conceiving and managing programs related to each of these areas of interest, as well as many others, and is an essential part of New Rochelle's team-oriented leadership structure.

## **MISSION:**

The mission of the Department of Development is to plan for and guide the physical environment and improve the City's quality of life.

# THE DEPARTMENT

The Department of Development plans and guides the physical advancement of the City. The Department of Development proposes and manages projects that enhance the built environment and improve the City's quality-of-life. Priorities include economic development, affordable housing, and the preservation of older neighborhoods and historic buildings.

Technical planning advice is provided to the City Council, Planning Board, Zoning Board, and City departments and agencies upon request. In addition, the Department plans and coordinates all public and private development projects.





# OVERVIEW

With the assistance of the Deputy Commissioners of Development, Buildings and Code Enforcement and the Operations Manager, the Commissioner oversees a department that provides the following services:

- Administration of the Planning, Zoning, and Historic Landmark Review and Sign Review boards
- Administration of public parking
- Building inspection and permitting
- Economic development
- Program administration of the Community Development Block Grant and other HUD funds
- Management of city-owned property
- Management of the Farmers Market
- Management of the Industrial Development Agency (IDA)
- Short and long-range planning

The Department employs 36.6 employees and has a total general fund budget of approximately \$7M.

# ROLE OF THE COMMISSIONER OF DEVELOPMENT

Directs a multi-faceted agency with a wide-ranging economic development and planning portfolio. Candidates must be prepared to define and pursue strategic goals in an urban/suburban environment, including transit-oriented development, downtown commercial revitalization, waterfront enhancement, housing and neighborhood preservation, environmental protection, and branding/marketing.



The Commissioner of Development responsibilities include:

- Appoint heads of bureaus and other employees necessary to the functioning of the Department with the approval of the City Manager and in accordance with the Civil Service Law.
- Control, direct and supervise planning, urban renewal, development, and Federal Department of Housing and Urban Development programs, such as planning and management programs, and the Community Development Block Grant Programs.
- Coordinate the functioning of the several bureaus of the Department internally, with other departments and agencies of the city and with federal, state and county agencies as required.
- Plan and recommend the policies of the city relative to the use or uses of land, the construction and occupancy of buildings and structures and the renewal, development, or rehabilitation of areas of the city.
- Serve as principal technical advisor to the Planning Board and provide additional technical and staff planning services as it may require in the exercise of its duly assigned powers and authorities out of funds provided in the annual expense budget.

- Implement DRI funded projects, including the Linc, complete streets measures, rezoning, black box theater, Lincoln Park comfort station, and park enhancements.
- Continue implementation of Complete Streets recommendations with a focus on Lincoln Avenue and North Avenue.
- Initiate marketing and branding initiative with a nationally recognized firm.
- Continue implementation of NRVR to encourage public engagement participation through immersive technology tools.
- Reevaluate 2010 - 2030 GreenNR sustainability plan to better align with the City's current objectives.
- Continue electric shuttle service and secure arrangement for continued and expanded service.
- Implement parking study recommendations.
- Implement First Time Homebuyer Down Payment Assistance Program.
- Engage consultant to conduct west-end traffic and planning study.

**2022  
GOALS**



# OPPORTUNITIES

With an unparalleled location, superb quality of life, diverse and talented residents and a focused business climate, New Rochelle is experiencing the transformation of a lifetime. The new Commissioner of Development can expect to work with the City Manager, City Council, staff, community stakeholders and residents on a wide variety of projects and initiatives. A major opportunity is the Downtown Development Plan as well as the Goals and Objectives of the various Divisions of the Department:

#### Downtown Development Plan:

New Rochelle adopted a sweeping downtown development plan that provides Zoning and opens the path to Economic Rebirth of Downtown. The plan includes the following elements:

- New zoning that provides a clear and transparent roadmap for investment to developers and property owners, while also setting design standards and community benefit requirements intended to create a thriving, attractive, and sustainable city center.
- A new Fair Share Mitigation Fund will help ensure that development covers any public costs associated with growth and that taxpayers receive a net benefit.
- The possibility for a New Rochelle brimming with vibrant, yet intelligently designed new development that would impact the City throughout the 21st Century, as it permits construction of up to 12 million square feet of new development, including 2.4 million square feet of prime office space, 1 million square feet of retail, 6,370 housing units and 1,200 hotel rooms.

The plan reflects extensive public input, gleaned through a Crowdsourced Placemaking program with over a thousand members participating as well as multiple community meetings and two public hearings. More than one hundred different ideas were generated for New Rochelle's downtown, many of which were included in the Recommended Action Plan ("RAP").



# CANDIDATE CHARACTERISTICS & TRAITS

- The next Commissioner must exhibit a high degree of cultural competence, be a strategic thinker with strong listening skills and demonstrate a commitment to the business community and City strategic partnerships.
- Possess complete integrity that exemplifies professional, and personal, characteristic of impeccable behavior that meets the highest ethical standards.
- Committed to excellent customer service with the desire to always improve upon the operations, policies and procedures to offer high-quality services.
- Ability to give public presentations to community organizations, citizen groups and other gatherings; able to convey a message in a genuine, transparent manner.
- Has an energetic and approachable leadership style that is steeped in collaboration, communication and sound understanding of development principles and practices. Possess extremely well-developed active listening and communication skills as well as ensure that internal communications are effective and keep employees apprised of organizational initiatives.
- Possess extensive knowledge of and experience in development with the ability to initiate and lead the City's development strategy. Has experience in understanding the challenges of redevelopment and the necessary creativity to address those challenges is highly valued.
- Demonstrates experience in collaboration, consensus building and engagement of internal and external partners to foster creative approaches to complex situations and development challenges. Demonstrated ability to manage high profile development projects.



## CANDIDATE QUALIFICATION CRITERIA

The successful candidate will have a combination of education and experience that demonstrates the ability to perform the work, including the following:

- A degree in Planning, Civil Engineering, Architecture, public Administration, Business Administration, Law, Finance, or a related field, plus a minimum of seven years of experience in urban management and real estate development. A Master's degree in Public Administration or related field is preferred.
- Ability to develop strong working relationships and interact with elected officials, senior staff, boards or commissions, and employee representatives in a positive and professional manner is required. A demonstrated passion to engage and work with others, including a diverse resident population, in a professional and respectful manner is required.
- Excellent problem solving and financial skills, including budget preparation, purchasing, contract and grants administration, insurance, and risk management skills.
- Excellent human resources skills, including experience in contract negotiations and administration and labor relations.
- Excellent verbal, writing, and social media communication skills including the ability to clearly present concepts, explain operations and finances and respond to controversies and day to day matters.
- Ability to work effectively in a fast-paced environment, with a record of handling a wide variety of projects at one time and with the ability to be nimble in changing course or direction.





# HOW TO APPLY

Starting salary for the position is \$167,923 to \$235,682 DOQ, Submit résumé, cover letter, and contact information for five professional references by February 7, 2022 online to Joellen J. Cademartori, CEO, GovHR USA, LLC – [www.govhrusa.com/current-positions/recruitment](http://www.govhrusa.com/current-positions/recruitment). Questions regarding the recruitment may be directed to Joellen J. Cademartori, CEO, GovHR USA at 847-380-3238.

**The City of New Rochelle is an Equal Opportunity Employer.**