



Code: 1407

Family: Planning and Urban Development
Service: Administrative
Group: Statistical, Technical, and Analytical
Series: Planning

CLASS TITLE: URBAN DESIGNER

CHARACTERISTICS OF THE CLASS

Under general supervision, provides urban design expertise in the development, adaptation, and review of development proposals and plans; and performs related duties as required

ESSENTIAL DUTIES

- Develops planning, design criteria and guidelines to ensure that development proposals are in conformance with the City's urban design and zoning policies and goals
- Reviews development proposals and the development of neighborhood plans with a focus on scope of services, zoning analysis, site design, massing, comprehensive architectural and landscape design
- Conducts urban design plans, zoning, and land use studies
- Researches data (e.g., zoning, geographic, building typology) and analyzes conditions
- Identifies and documents precedents and relevant scale studies
- Utilizes various graphic and specialized 3D software to project and analyze development scenarios and potential
- Makes design-based land use recommendations
- Prepares reports and maps for urban design and land use policy proposals
- Prepares blueprints and renderings, physical, and digital models of a space or building
- Participates in the department's internal design review committee(s) by presenting and coordinating the refinement of development proposals
- Provides urban design expertise to the Department of Planning and Development (DPD), Chicago Planning Commission (CPC), Community Development Commission (CDC), and Committee on Design (COD)
- Serves as a liaison on urban design with other City agencies, external review committees, consultants, the general public, and developers
- Stays abreast of urban design best practices and development design guidance
- Conducts site visits to ensure adherence to development plan(s)

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Graduation from an accredited college or university with a Master's degree or higher in Urban Design, Architecture, Landscape Architecture or a directly related field, plus four (4) years of urban design work experience, OR a Bachelor's degree in Architecture, Landscape Architecture or a directly related field, plus five (5) years of urban design work experience

Licensure, Certification, or Other Qualifications

- None

WORKING CONDITIONS

- General office environment

EQUIPMENT

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine, calculator, adding machine)
- Computers and peripheral equipment (e.g., personal computer, computer terminals, hand-held computer)

PHYSICAL REQUIREMENTS

- No specific requirements

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Comprehensive knowledge of:

- *principles and practices of urban design and planning
- building design and typologies
- planning/zoning codes
- *architectural design
- specialized computer software (e.g., AutoCAD, Sketch-up, Adobe Creative Suite, GIS, Rhino, ArcGIS Urban)
- site planning and massing of urban environments
- *research methods, analysis, and techniques
- *data analysis and report preparation (including text, graphics, and illustrations)

Moderate knowledge of:

- project management and phasing and implementation of real estate developments
- local, State, and Federal laws and regulations impacting urban design and/or planning

Knowledge of applicable City and department ordinances, policies, procedures, rules, regulations, and ordinances

Skills

- *ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- *ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- *CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- *COMPLEX PROBLEM SOLVING - Identify complex problems and review related information to develop and evaluate options and implement solutions
- *COORDINATION WITH OTHERS – Be able to work and promote a collaborative environment, where multiple perspectives are taken into account as part of a process

- *JUDGEMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- MAKE SENSE OF INFORMATION - Quickly make sense of, combine, and organize information into meaningful patterns

Other Work Requirements

- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- ANALYTICAL THINKING - Analyze information and using logic to address work or job issues and problems

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
November, 2021

Minimum Qualifications updated: March, 2022