

# Andrea Lauago

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## OBJECTIVE

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Community Board Member appointment.

## SKILLS

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### PLANNING

- Experience as a member of the Zoning, Transportation Planning, Planning Resources and Urban Design teams of a city planning agency
- Evaluated development proposals for compliance with zoning regulations, comprehensive plan objectives, neighborhood plans and design guidelines
- Participated in site visits to post public notice, evaluate and photograph conditions and determine compliance with guidelines and regulations
- Organized, created and maintained the legal record for public hearings, case files and public documents
- Promoted four times within Louisville Metro Government, three times within the planning agency

### RESEARCH

- Documented development and land use restrictions for properties; mapped sites using ArcGIS
- Investigated archival records for property history and case information needed for development review
- Conducted research of planning agencies, development regulations and comprehensive plans in cities of similar size for purposes of process improvement and comprehensive plan and land development code updates

### CUSTOMER SERVICE

- Maintained and staffed archival library for land use planning agency of large metropolitan city
- Provided intake using the Hansen and Accela database and provided guidance for customers applying for agency planning processes
- Answered customer questions and information requests in person, over the telephone, on site and through email regarding current projects, development regulations and the development review process

### TRAINING & LEADERSHIP

- Supervised team of six planners providing customer service, application intake, sign permit review, and preliminary development review for city planning agency
- New employee training for entry level planners including introduction to zoning regulations, comprehensive plan goals and objectives, design guidelines area plans, ArcGIS and database software

## EDUCATION

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B.A. Degree in Anthropology from University of Louisville 2007

M.A. Degree in Anthropology from University of Louisville awarded in Spring 2016

## EXPERIENCE & ACCOMPLISHMENTS

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Planning and Design Supervisor, Louisville Metro Planning & Design Services, Louisville, KY Feb. 2016-present

- 40 hrs/week
- Created and implemented training program and materials for entry level planners

- Assisted during the production and testing process for new database platform used by several agencies in Louisville Metro Government and trained coworkers after launch
  - Regular participant in interview panels for several agencies in departments of Develop Louisville and Codes and Regulations
  - Participated in Community Engagement events and led a presentation on zoning for a local real estate office Associate Planner, Louisville Metro Planning & Design Services, Louisville, KY Sept. 2013-Feb. 2016
  - 40 hrs/week
  - Plan review for Zoning and Urban Design teams; first Associate Planner assigned to Urban Design team
  - Union Steward and Vice President of AFSCME
- Planning Technician, Louisville Metro Planning & Design Services, Louisville, KY April 2010-Sept. 2013
- 40 hrs/week
  - First Planning Technician assigned to Transportation Planning team after it was moved from Public Works to Planning and Design
  - Union Steward and Recording Secretary of AFSCME
- Management Assistant, Louisville Metro Planning & Design Services, Louisville, KY Nov. 2007-April 2010
- 35 hrs/week initially; 40 hrs/week after new contract implemented

## REFERENCES

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Available upon request.