



Job Posting

Full- Time Position Land Use Director / Zoning Enforcement Officer

The Town of Easton is seeking a highly qualified and motivated Land Use Director / Zoning Enforcement Officer to lead and manage the Town's comprehensive land use, zoning, and sustainability programs. This position plays a central role in guiding development, enforcing regulations, and supporting Easton's long-term planning goals.

About the Position

Reporting to the First Selectman and working closely with the Planning & Zoning Commission (P&Z) and Zoning Board of Appeals (ZBA), the Land Use Director/ZEO oversees zoning administration and enforcement, planning, subdivisions, wetlands, stormwater/drainage review, open space, and site-plan compliance. This role also acts as Easton's primary contact for the Sustainable CT Municipal Certification process.

This role requires strong professional expertise, independent judgment, and the ability to collaborate with Town staff, elected officials, land use boards, developers, attorneys, and the public.

Responsibilities

- Manage and supervise all land use programs, including zoning enforcement, planning, wetlands, floodplains, and open space.
- Provide staff support to P&Z and ZBA; prepare agendas, reports, notices, recommendations, and application reviews.
- Review development proposals, meet with applicants, issue zoning permits, investigate violations, and ensure compliance with approvals.
- Supervise land use staff, manage workloads, evaluate performance, and coordinate departmental operations.
- Maintain Land Use, P&Z, ZBA, and Sustainable Easton web pages; coordinate Easton Sustainability Team meetings and documentation.
- Prepare and administer the department's operating budget.
- Draft and revise ordinances, regulations, and policies; support updates to the Plan of Conservation and Development.
- Prepare grant applications and oversee grant reporting and compliance.
- Represent the Town in court regarding land use matters when necessary.
- Attend board and commission meetings, including P&Z, ZBA, Conservation/Inland Wetlands, Board of Selectmen, Board of Finance, and others as needed.

Minimum Qualifications

- Degree in planning, civil engineering, law, **or** related field and 7+ years of planning/zoning experience including 3+ years in a supervisory role (or an equivalent combination of training and experience).
- AICP certification and Connecticut ZEO certification preferred. CT ZEO certification required shortly after hire.
- Valid motor vehicle operator's license.

Knowledge, Skills & Abilities

- Strong understanding of land use planning, zoning regulations, wetlands, erosion & sedimentation control, and Connecticut State Statutes.
- Ability to read and interpret site plans, conduct technical research, and prepare analyses and recommendations.
- Proficiency with GIS and standard office software.
- Excellent written and verbal communication skills; ability to clearly explain regulations and processes.
- Strong interpersonal skills and the ability to work collaboratively and professionally with officials, staff, developers, and the public.
- Effective leadership, staff supervision, and project management capabilities.
- Attention to detail and the capacity to manage multiple priorities in a dynamic environment.

Compensation & Benefits

35 hours full-time position with benefits including:

- Competitive Salary commensurate with experience
- Health & Vision Insurance
- Life Insurance
- Paid Time Off
- 14 Paid Holidays
- Deferred Compensation-403(b) & 457(b)
- Employee Assistant Program

Please email resume and cover letter to Jo-Anne Wong-Ferreira at jwong@eastonct.gov

Or mail to:

Jo-Anne Wong-Ferreira, Human Resource

Easton Town hall 225 Center Road, Easton CT 06612