



The City of Charlotte invites applications for  
Director of Planning, Design and Development

Charlotte, NC

*EXECUTIVE SEARCH SERVICES PROVIDED BY ADK CONSULTING & EXECUTIVE SEARCH*





## About the Organization

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Charlotte operates under a council-manager form of government. The Mayor and City Council are responsible for making policy decisions for the community. The City Manager is responsible for carrying out those decisions, as well as providing vision and leadership to the organization and overseeing the daily operations of city government. Within the City Manager's office, there are five deputy city managers that oversee various departments. City leaders are strategic in managing operations effectively and in alignment with the policy objectives set by the City Council.

The city's focus areas are good-paying jobs, affordable homes, mobility and sustainability in addition to maintaining a safe community and well-managed government that prioritizes these essentials. The organization has also maintained an AAA bond rating.

The City of Charlotte has nearly 9,000 employees across 19 departments who serve nearly one million residents. City employees thrive because of strong support from leadership, training opportunities, special recognition and upward mobility in a high-morale work environment. The City of Charlotte offers competitive compensation and benefits for its employees. Employees can take advantage of wellness incentives, resource networks, pre-paid tuition assistance, and learning and development opportunities. The Charlotte Business Journal recognized the City of Charlotte as a "Healthiest Employer" for three consecutive years (2021-2023).

- Our **vision** is to be connected, safe and empowered with opportunity for all.
- Our **mission** is to be committed to exceptional service every day.
- And our **values** — who we are — are collaborative, inclusive, trustworthy, reliable and forward-thinking.



## About the Organization *(continued)*

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When you join the City of Charlotte, you become part of Team Charlotte, which is not simply a job. Team Charlotte is a dedicated group of professionals working together to make a meaningful impact on our community and its future. From public safety and clean water to transportation, housing and an international airport, our teams deliver essential services to residents.

No matter the department or role, every team member plays a part in helping our city grow, thrive and meet the needs of those who rely on us. The City of Charlotte is a values-driven organization, working collaboratively, operating with integrity and delivering reliable results

Charlotte embraces a forward-thinking mindset, encouraging curiosity, innovation and continuous improvement. These principles are evident in the city's strategies and investments. The city invests in areas including:

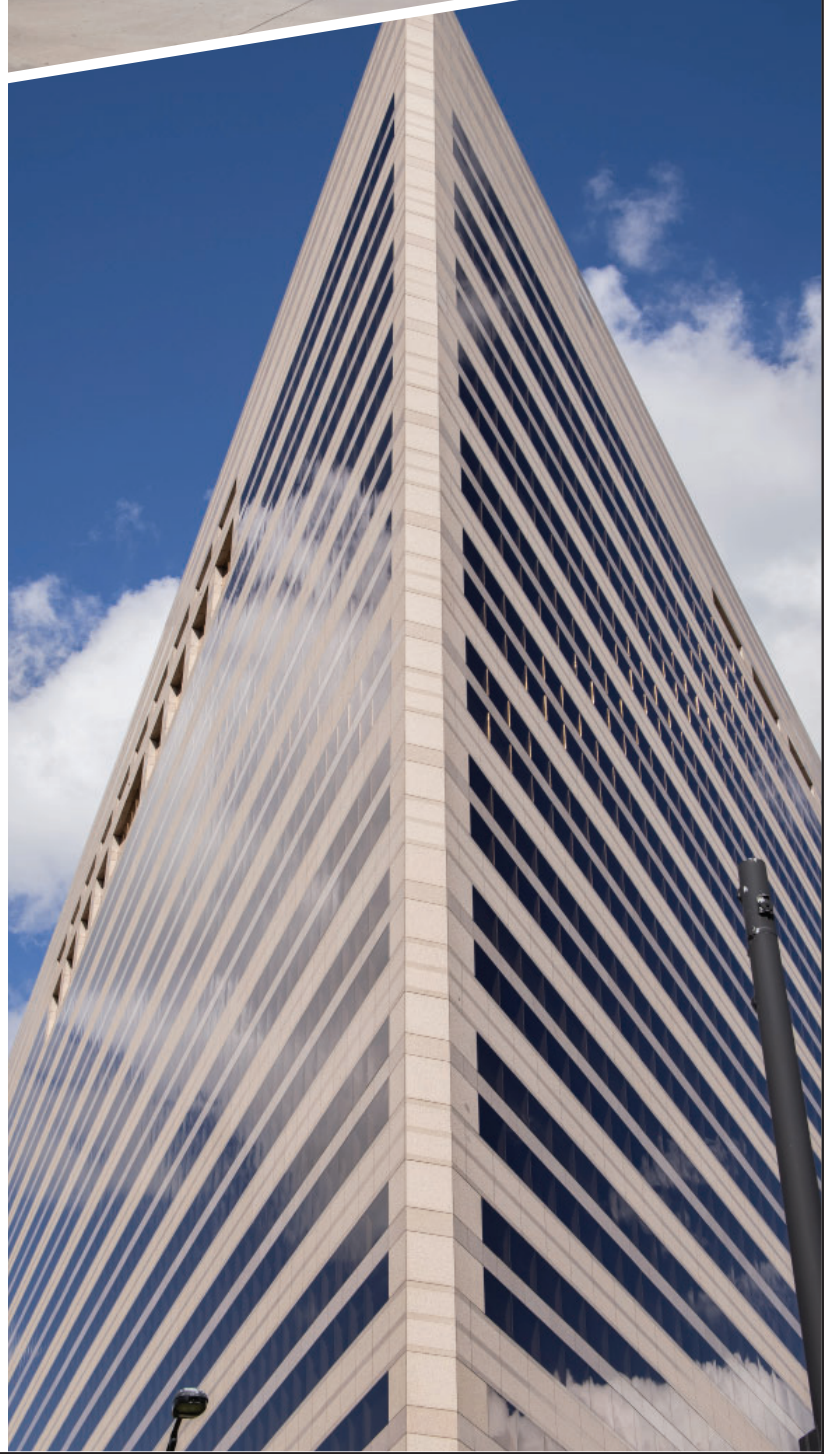
**Mobility** through its Transit System Plan and Strategic Investment Areas. The city aims to build a reliable and integrated mobility system that will support its adopted vision for a sustainable, connected, prosperous and innovative network that connects people to each other, jobs, housing, amenities, goods, services and the region.

**Communities** through its Corridors of Opportunity Program, which supports six underinvested areas of the city through public-private partnerships. This program fosters thriving communities for residents and businesses, builds lasting legacies, and grows communities equitably.

**Workforce Development** by implementing a strategic plan to strengthen the city's workforce, close skills gaps and support sustainable career pathways for residents. Collaboration with local businesses, educational institutions, and community organizations will help equip individuals with the necessary skills to succeed

**Safety** and violence reduction through our Alternatives to Violence program and Atrium Health's hospital-based violence intervention program, Project BOOST.

**Sustainability** through the advancement of our Strategic Energy Action Plan Plus goals with sustainable infrastructure at city facilities and additional electric vehicles in the city's fleet.





## Community Overview

Charlotte is the 14th largest city in the U.S. and the largest city in the State of North Carolina. Also known as the Queen City, Charlotte and its resident county, Mecklenburg, are named for Queen Charlotte of Mecklenburg-Strelitz, the queen consort of British King George III during the time of the city's founding.

More than 943,000 residents call Charlotte home, and the metro population totals more than 2.9 million. The city is still growing rapidly, currently ranking as the sixth-fastest growing city in the country. On average, 157 people are moving to the Charlotte region each day, according to a Charlotte Regional Business Alliance report. Charlotte is also among the most diverse large cities with 18% of residents born in a foreign country.

Charlotte is ranked 8th on the U.S. News & World Report's Best Big Cities for 2025-2026. Though it's a big city, Charlotte still has a small town, southern feel. From historic Dilworth to lively South End, family-friendly Ballantyne to artsy NoDa, there are communities for every lifestyle. This includes more than 30 A+ neighborhoods.

Charlotte ranks as one of the top 10 most livable U.S. cities and top 50 in the world, according to the Economist's Intelligence Unit's 2025 rankings. The city also has a lower cost of living compared to many of its peer metro areas such as New York, Washington, San Francisco and Atlanta.

Charlotte is home to 19 Fortune 1000 companies including Bank of America, Honeywell, Truist, Lowe's, Duke Energy and major operations for Wells Fargo. Charlotte is the second-largest U.S. banking center and continues to attract large and small businesses from every industry by generating economic growth opportunities and building strategic partnerships. The Queen City is also ranked among the top 20 U.S. cities for business travel. Our airport, Charlotte Douglas International, is a global hub ranking as the sixth busiest airport in the world and offering direct flights to over 180 destinations.

Charlotte is a major hub for sports, with the NFL's Carolina Panthers, the NBA's Charlotte Hornets, MLS' Charlotte FC, the USL W League's Carolina Ascent, the NASCAR Hall of Fame, the PGA's Truist Championship and the U.S. National Whitewater Center. For those who are not sports enthusiasts, the city boasts several arts and culture attractions including Blumenthal Performing Arts, the Mint Museum, the Harvey B. Gantt Center, Charlotte Symphony, and a thriving music scene. There's always something fun and exciting to experience. The city's vibrant food scene offers a wide variety of local and international cuisine that is guaranteed to satisfy any craving. The area is also known for producing beer and wine.



## Community Overview *(continued)*

Charlotte's character is one of a kind, but the city's location is also quite unique. Charlotteans get to experience the best of all four seasons. Living in Charlotte gives you convenient access to the amazing weather and natural scenery this area has to offer. Residents in every part of the city can enjoy a nice outing at the parks, greenways and waterways that are nearby including Lake Norman, Lake Wylie and the Catawba River. A short drive to the east and you can relax at one of North Carolina's beautiful beaches. A trip to west will lead you to our state's breath-taking Blue Ridge and Great Smoky Mountains. Whether it's a vacation, staycation or a moment to unwind, Charlotte has a destination for every kind of adventure. The Queen City attracts more than 30 million tourists each year.

### Other Reasons to Live, Work and Play in Charlotte:

- AAA ranks Charlotte among the top 10 domestic spring break destinations.
- Ranked #2 best U.S. city for company headquarters.
- Top 10 city for tech job gains.
- Ranked #3 best large real estate market in the U.S.
- Top 10 best U.S. city for job opportunities and earnings potential.
- Ranked as the #1 fastest-growing sports market in the North America.
- Charlotte is one of the top 10 best cities for young professionals.
- Fifteen Charlotte region high schools have earned spots among the top 50 in North Carolina, according to U.S. News & World Report rankings.
- Charlotte is one of five North Carolina communities to receive the 2024 Tree City USA Growth Award for sound urban forestry management.
- UNC Charlotte ranks #3 in the nation in U.S. News & World Report's 2025 Best Online Bachelor's Degrees rankings.







## Position Overview

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The City of Charlotte and Mecklenburg County seek a Director of Planning, Design and Development to provide strategic leadership for integrated planning services across both jurisdictions. This executive role oversees initiatives that guide land development, preserve the community tree canopy, strengthen entitlement services, support design and historic preservation, advance long-range planning, and shape regional transportation strategies. Working with a 14-member appointed Planning Commission, the Director plays a vital role in aligning staff and elected officials on planning and zoning matters to ensure the region's growth is thoughtful, inclusive, and sustainable.

## About the Role

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The Director serves as the chief strategist for planning, design, and development services. This leader directs the implementation of the City's Comprehensive Plan and Unified Development Ordinance, ensuring future updates and amendments reflect community needs and regulatory best practices. The position requires extensive collaboration with the community, developers, contractors, neighborhood and business groups, advisory boards, and elected leaders to maintain alignment and transparency on development issues.

## Key Responsibilities

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- Provide strategic direction for planning, zoning, permitting, design, historic preservation, tree canopy policies, and regional transportation planning
- Oversee development and monitoring of departmental goals, metrics, and performance standards
- Lead the implementation of the City's Comprehensive Plan and Unified Development Ordinance
- Ensure high-quality customer service and efficient development review processes
- Direct departmental budget preparation and performance monitoring
- Support effective community engagement through best practices





## Leadership Qualities and Style

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- Strategic thinker with demonstrated success leading complex planning initiatives
- Collaborative leader who fosters consensus among diverse stakeholders
- Transparent communicator skilled in public presentations and media interaction
- Results-driven manager with a commitment to accountability and performance measurement
- Strong mentor who empowers staff and cultivates professional growth

For the full job description, [click here](#).

## Preferred Qualifications

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- Bachelor's degree in urban planning, public administration, or related field
- Ten (10) or more years of progressively responsible experience, including at least six years in leadership
- An equivalent combination of education and experience may be considered
- AICP certification preferred
- Extensive knowledge of land use planning, zoning, and development regulations
- Strong background in urban design, sustainable development, and community engagement
- Demonstrated ability to negotiate, resolve complex issues, and delegate effectively







## Salary and Benefits

The starting salary range for this position is \$171,809 - \$220,000 depending on experience. An exceptional candidate may be eligible to receive a starting salary slightly above the posted range with approvals. There is an attractive benefits package and relocation assistance.

## How To Apply

To apply online, [click here](#).

**Deadline for applications: November 2, 2025**

The contacts for this search are:

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**Please note:** After your application is complete, you will receive an important email from us. Please check your inbox and your junk/spam folder, and if you have not received our email, please notify us at: [admin@adkexecutivesearch.com](mailto:admin@adkexecutivesearch.com).

The City of Charlotte is an equal-opportunity employer. We support diversity and are committed to creating an inclusive environment for employees.

