

Helena Atalla Parola

OBJECTIVE

Continue moving the City of Jacksonville forward by applying my over two decades of City Planning experience within the Planning and Development Department to a leadership position.

EDUCATION

University of Florida

Bachelor of Arts in Philosophy, August 1995

Masters of Arts in Urban and Regional Planning, December 1997

Computer Proficiencies: Microsoft Office Suite, GIS

WORK EXPERIENCE

Chief of Community Planning Division

City of Jacksonville, Planning Department

June 2024 to Present

Direct report to the Director of Planning Department, responsibilities include interpretation, management and update of the City's Comprehensive Plan in accordance with State requirements, text amendments, land use amendments, and Historic Preservation; reviews land use map and zoning requests for consistency with the 2045 Comprehensive Plan; leads ongoing special projects and programs including the Manatee Protection Plan, the Brownfields Program, the Development of Regional Impact (DRI) process and other special projects; reviews work in local historic districts and impacts to local landmarks through the Certificate of Appropriateness (COA) Process; furthers the policies of the Historic Preservation Element of the 2045 Comprehensive Plan through a number of incentive programs and survey documentation of the City's historic resources.

The Chief of Community Planning acts as the liaison between the Department and City Council presenting and defending Planning Department staff reports to City Council and committees thereof.

Core functions include interaction with City Departments, State and regional agencies, Planning Commission, Historic Preservation Commission, the Land Use and Zoning Committee, and the City Council.

City Planner Supervisor

City of Jacksonville, Planning and Development Department

2016 to June 2024

Direct report to the Chief of Community Planning Division, responsibilities include management of the Comprehensive Plan and land use processes including multiple City Planners within the Planning and Development Department; coordination of Comprehensive Plan Amendments including, tracking assigning reviewing, analyzing and writing recommendation reports for Comprehensive Plan Text Amendments, Small Scale and Large Scale Land Use Amendments, Community Development Districts, and Changes to DRIs; annual update of the Capital Improvement Element; liaison between the Department and City Council; presenting and defending Planning and Development Department staff reports to City Council and committees thereof.

Core functions include interaction with City Departments, State and regional agencies, Planning Commission, the Land Use and Zoning Committee, and the City Council.

Planner III/Senior Planner

City of Jacksonville, Planning and Development Department

2007 to 2016

References Available Upon Request

Direct report to the Chief of Community Planning Division, responsibilities include: implementation of the Planning and Development Department's DRI process, including reviewing, analyzing, and writing recommendation reports for DRIs and Changes to DRIs; annual update of the City's Capital Improvement Element (CIE); coordination of Comprehensive Plan Amendments including tracking, assigning, reviewing, analyzing and writing recommendation reports for Comprehensive Plan Text Amendments, Small-scale Comprehensive Plan Map Amendments, and Large-scale Comprehensive Plan Map Amendments; presenting and defending Planning and Development Department staff reports to City Council and committees thereof.

Core functions include interaction with City Departments, State and regional agencies, Planning Commission, the Land Use and Zoning Committee, and the City Council.

Senior Planner (Historic Preservation)

City of Jacksonville, Planning and Development Department
2002-2007

Responsible for historic preservation planning, acting as staff to the Jacksonville Historic Preservation Commission, and all aspects and duties associated with the Historic Preservation Section. As Senior Planner, responsible for the management and supervision of Planners, Assistant Planners and support staff.

Planner (Historic Preservation)

City of Jacksonville, Planning and Development Department
1998 to 2002

Responsible for historic preservation planning, acting as staff to the Jacksonville Historic Preservation Commission, and all aspects and duties associated with the Historic Preservation Section.

Assistant Planner (Historic Preservation)

City of Jacksonville, Planning and Development Department
1998

Responsible for historic preservation planning, acting as staff to the Jacksonville Historic Preservation Commission, and all aspects and duties associated with the Historic Preservation Section.