

# NICOLE GALEHOUSE, AICP

ngalehouse@cityofnorthport.com

(941) 429-7098

4970 City Hall Blvd.  
North Port, FL 34286

## EDUCATION

**Florida Atlantic University [Boca Raton, FL]**  
2015

*Master of Urban and Regional Planning  
Concentration in Transportation Planning*

**University of Florida [Gainesville, FL]**  
2013

*Bachelor of Science in Sustainability in the Built  
Environment  
Minor in Urban and Regional Planning  
Magna Cum Laude*

**State College of Florida [Venice, FL]**  
2010

*Associate of Arts  
Summa Cum Laude*

## SKILLS

### Software

Microsoft Office  
Adobe Design Suite  
ArcGIS  
SketchUp  
Legistar  
Naviline  
Typing Speed 80 wpm

**Excellent leadership, research,  
analytical, & communication skills**

## EXPERIENCE

**Neighborhood Development Services, City of North Port [North Port, FL]**

North Port is one of the largest cities in Florida and is growing at one of the most rapid rates in the country.

**Planning Division Manager 2018 - Present**

- Specific Duties: Management of 13 staff members; supervision of all planning projects, including current development & long-range studies; oversight & interpretation of Comprehensive Plan & land development regulations; administration of grants; representation of the City at other agency meetings & liaison to Planning Advisory Board.

**Senior Planner 2017 - 2018**

- Specific Duties: Strategic development, including annexations, comprehensive plan amendments, rezones, & text amendments; advanced ArcGIS work; supervision of staff members; liaison with City departments & outside agencies; research & analysis for special projects.

**Planner 2016 - 2017**

- Specific Duties: Advanced ArcGIS work, including project analysis, community engagement, and updating processes for efficiency; in-depth research and amendments for the City's ULDC; research for long-range planning projects; project management & review; staff reports and presentations for board meetings; respond to questions and interact with the public, including citizens and developers.

**Community Development, City of Riviera Beach [Riviera Beach, FL]**

Riviera Beach is an active city with a variety of planning issues, with beachfront properties, a thriving port, and a diverse population.

**Senior Planner/GIS Specialist 2014 - 2016**

- Specific Duties: Project management, permit review, zoning verification, ordinance research and amendments, public notice, zoning inspections, staff reports and presentations for board meetings, map preparation using ArcGIS, research and analysis.

**Sustainability Division, City of Fort Lauderdale [Fort Lauderdale, FL]**

The Multi-Family Recycling Ordinance mandates recycling for all residential housing with more than 3 units.

**Intern 2014**

- Specific Duties: Research best practices across the country, analyze the current ordinance, recommend revisions to strengthen the ordinance, develop the memo and presentation for the City Commission, and prepare the grant report.

**FAU School of Urban and Regional Planning [Boca Raton, FL]**

The Livable South Florida project seeks to create more livable places through the systematic evaluation of how people use urban spaces.

**Graduate Research Fellow 2013 - 2014**

- Specific Duties: Design materials for data collection, conduct fieldwork, perform data entry and analysis, create maps and visuals to represent findings, and assist in preparing reports.

# ALISON CHRISTIE, AICP

Certified Urban & Regional Planner

achristie@cityofnorthport.com



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## EXPERIENCE

### City of North Port

*August 2019 – Present*

#### Senior Planner

Oversight of strategic planning and long-range planning projects for the Planning Division; preparation of development projects for the public hearing process, including creation of staff reports; presentation of development projects, comprehensive plan amendments, and code amendments to the City's Boards; communication with developers and residents on development projects in the City; staff liaison to the Historic and Cultural Advisory Board and the Sarasota County Emergency Operations Center.

*November 2017 – August 2019*

#### Planner

Analysis of development projects and preparation of staff recommendations; review of and assistance with long range planning projects including comprehensive plan amendments, rezones, and development master plans; research related to development projects on behalf of the City, residents, and applicants; assist residents of the community through service at the front counter, answering phone calls, and attending public meetings as necessary; staff liaison to the Historic and Cultural Advisory Board and the Sarasota County Emergency Operations Center.

### Florida Division of Emergency Management

*January 2017 – May 2017*

#### Intern

Assistance on the update of the State Hazard Mitigation Plan, specifically working with hazard and census data; completion of FEMA Professional Development Series along with other mitigation independent study courses; establishment of a tracking procedure for state agency mitigation projects; creation of a survey to be distributed to all Florida counties to collect feedback on the Local Mitigation Strategy process and FDEM's role.

### England-Thims & Miller, Inc.

*May 2016 – July 2016*

#### Intern

Research on best-selling master planned communities to be included in a study for a client; catalogued several hundred project permits to update a permit database for a client; creation of an interactive map displaying permits using Google Fusion and GIS software; analysis of zoning classifications of convenience stores with fuel sales in Jacksonville.

## SKILLS

### Skills

Microsoft Office

ArcGIS

Legistar

Naviline

## EDUCATION

### Florida State University

*Master of Science in Planning*

*2017*

### Florida State University

*Bachelor of Science in Environmental Studies*

*2015*

### Riverview High School

*International Baccalaureate High School Diploma*

*2012*