



**DIRECTOR OF COMMUNITY
DEVELOPMENT**
City of Rowlett, TX

Recruitment Services Provided By



An Outstanding Career Opportunity

The City of Rowlett, Texas, offers an exceptional opportunity for an accomplished and forward-thinking leader to serve as its next Director of Community Development. Situated along the shores of Lake Ray Hubbard within the dynamic Dallas-Fort Worth metroplex, Rowlett is experiencing meaningful growth and transformation – making this a pivotal time to join the organization. This role provides a rare chance to shape the future of a thriving lakeside community by guiding strategic development, advancing innovative planning initiatives, and fostering strong partnerships that balance economic vitality with the high quality of life residents value.





About Rowlett

Rowlett is home to nearly 68,000 residents and sits along the shores of Lake Ray Hubbard in far east Dallas County and west Rockwall County. Just 20 minutes from downtown Dallas, the community is uniquely positioned on two peninsulas that extend into the lake, offering more than 30 miles of beautiful shoreline. Residents and visitors alike enjoy kayaking at Scenic Point Park, lakeside picnics, outdoor recreation, and a variety of water activities – making Rowlett one of the region's few cities able to offer a true lakeside lifestyle.

Rowlett is known for its welcoming, close-knit atmosphere and the high quality of life it offers. The community features award-winning schools, diverse shopping options, affordable housing, excellent healthcare, and a vibrant calendar of community events. With the President George Bush Turnpike and the DART Blue Line providing convenient access throughout the metroplex, Rowlett has become a desirable location for new development, business expansion, and residents seeking a balance of urban amenities and natural beauty.

Rowlett City Government

The City of Rowlett operates under a Council-Manager form of government. The Mayor is elected at-large, and the City Council consists of representatives elected for staggered terms. The City organization delivers a full range of services, including public safety, public works, utilities, community development, parks and recreation, and finance. The City values high-performance operations, innovation, fiscal responsibility, and exceptional customer service. The City of Rowlett's FY2026 General Fund Budget is \$70.3 million, and the total all-in budget for the current fiscal year is \$262 million. The total number of approved FTE positions employed by the City in FY2026 is 573.





The Community Development Department

The Community Development Department manages land use development through the administration of the Rowlett Development Code, Rowlett Form-Based Code, the implementation of the Comprehensive Plan, as well as other plans, ordinances, policies, and procedures of the City. The department also prepares plans and studies that serve to guide future target development in the community, all while maintaining a high level of integrity and customer service.

The Community Development Department consists of the following divisions: Animal Services, Building Safety, Neighborhood Services (Code Enforcement and Environmental Health), and Planning Services – each division is led by a Manager, except the Building Official who is the department's Assistant Director. The department provides its services with a FY 2026 budget of \$3.55 million and 32 staff members.

Key metrics and development activities for the Community Development Department include:

- Several projects like the **Trails of Cottonwood Creek** anticipate creating 700 single-family homes and townhomes or varying sizes.
- The **Sapphire Bay** development in Rowlett features an extensive trail and open space network that provides access to Lake Ray Hubbard. The first restaurant is currently under construction, marking the beginning of a vibrant dining and retail scene in the district.

- The **Bayside District** is a master-planned community that offers a diverse mix of residential options, along with hotel and retail sites will solidify Rowlett's commitment to economic prosperity. Bayside is poised to become one of DFW's premier lakeside communities.
- New tenants at **Lakeview Business District** will focus educational activity around Lincoln Technical College and generate new energy and excitement to the business park.
- The **Downtown Master Plan** was recently adopted, and construction is complete for Onego Main, a 325-unit multifamily project. Two new mixed-use developments, Oasis Park and Oasis Park II will feature approximately 100 units and ground floor retail space. Retail expansion continues along Main Street and Lakeview Parkway with Skyview, a catalytic project offering new commercial space on Main Street with upper-level condominiums.
- **Code Enforcement** addressed over 7,000 code cases throughout the year, with 85% being identified proactively and achieved over 90% voluntary compliance.
- The **Rowlett Animal Shelter** has been able to maintain an impressive live release rate of over 96% through internal practices, attending/hosting on and off-site adoption events, and a strong partnership with Friends of Rescue Animals.

\$ 3.55M
Operating Budget

32FTE
Employees

The Position

The Director of Community Development serves as a key member of the City's executive leadership team, providing strategic direction and operational oversight for all community development functions. Reporting to the Assistant City Manager, this role plays a central part in shaping how the City grows – balancing development, regulatory integrity, and long-term planning to support community priorities and economic vitality.

This is a highly visible, hands-on leadership position responsible for the full scope of community development services, including planning and zoning, building inspections, code enforcement, environmental health, animal services, and development engineering. The Director works closely with the City Council, Planning and Zoning Commission, Board of Adjustment, regional partners, and the development community to guide policy, manage growth, and ensure alignment with the City's vision and regulatory framework.

The role requires both strategic leadership and operational execution – overseeing complex development initiatives, advising decision-makers on land use and policy matters, and ensuring that departmental services are efficient, compliant, and responsive. The Director is also responsible for fostering innovation, strengthening cross-departmental collaboration, and building strong relationships with stakeholders across the community. Key areas of responsibility include:

- Leading and managing the Community Development Department, including strategic planning, service delivery, and staff development across multiple technical divisions.
- Directing planning, zoning, permitting, inspections, and code enforcement functions to ensure high-quality, timely, and compliant development services.

- Advising City leadership, boards, and commissions on land use policy, zoning, and development proposals, including preparation of reports and formal recommendations.
- Guiding long-range planning efforts, including comprehensive plans, zoning updates, and development codes to support sustainable growth.
- Overseeing negotiations with developers and stakeholders, resolving complex development issues, and ensuring adherence to City standards and expectations.
- Preparing and administering the department's budget, setting priorities, and aligning resources with strategic objectives.
- Representing the City in regional, intergovernmental, and community forums on development-related matters.
- Driving innovation, process improvement, and the use of technology to enhance efficiency and service delivery.
- Coordinating closely with other departments to ensure integrated planning and execution of City initiatives.
- Building strong partnerships with residents, businesses, and community stakeholders to support thoughtful, balanced growth.

This role is ideal for a forward-thinking leader who can navigate complexity, manage competing interests, and translate vision into actionable results – while maintaining a strong commitment to public service and community impact.





Career-Defining Opportunities

The next Director of Community Development in Rowlett will have many opportunities to strengthen and deliver lasting impacts to the department and the City of Rowlett. Key challenges and opportunities include a major initiative, *ReCode Rowlett*, is underway to merge the City's two development codes. With broad support from the City Council, the initiative will require significant communication and engagement with the community, and staff time to support the project. Once complete, the City will be well positioned to address both current needs and emerging development trends.

Following the *ReCode Rowlett* project, the next Director will have the opportunity to lead an update of the City's Comprehensive Plan. There is strong budget and administrative support for a fully staffed Community Development Department, with the potential to add additional planning staff to further support the renewed focus long-range planning.

The Ideal Candidate

The ideal candidate for the Director of Community Development will be a strong planning professional with a powerful work ethic, who is also a collaborative and engaging leader of people. Key characteristics desired include:

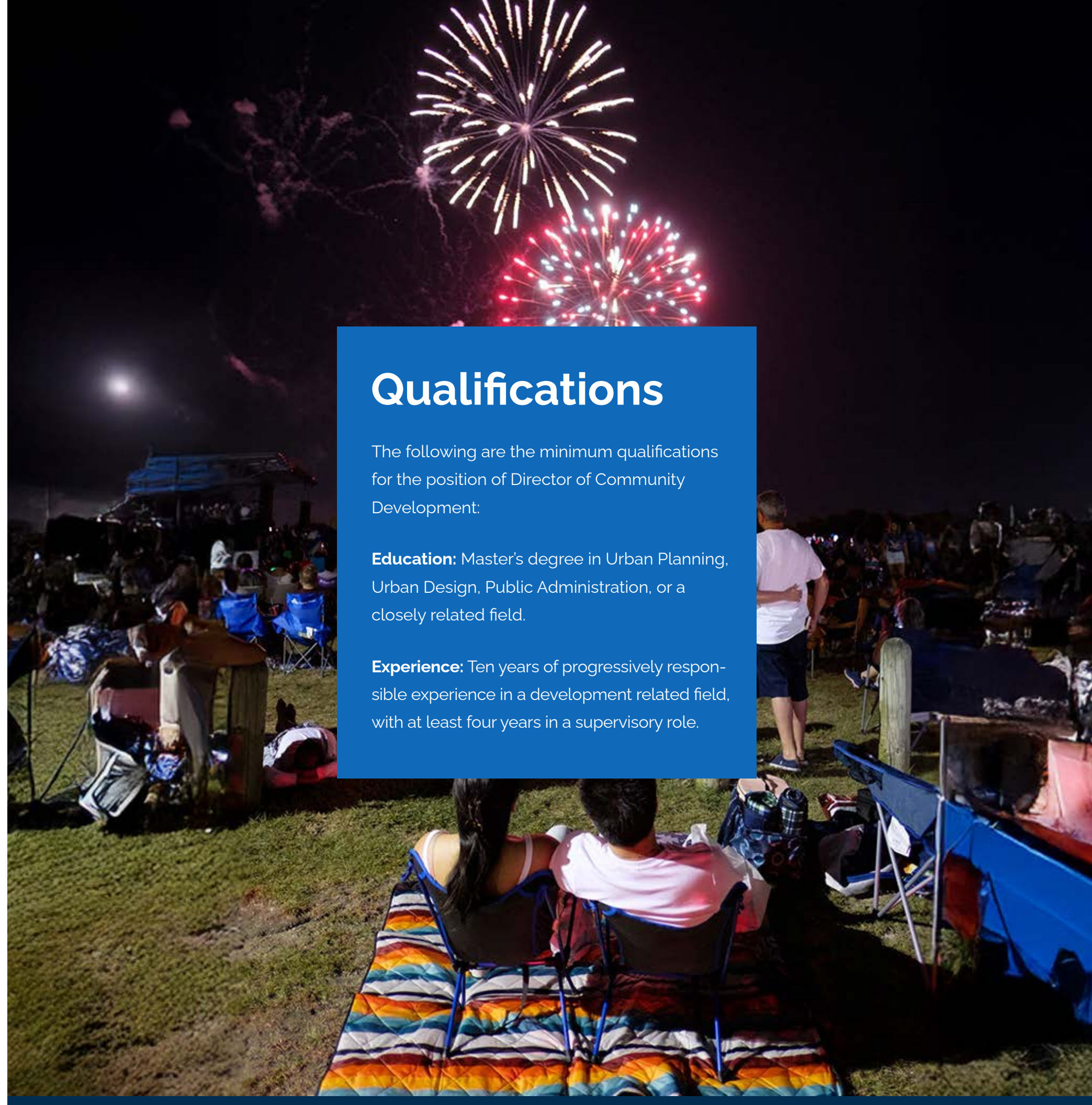
- An effective and adaptive communication style that is successful with a variety of audiences, including community stakeholders, City Council, peer executives, and the community development staff.
- A leadership style that balances decisiveness and inclusivity. Staff need a leader who will listen and seek input, but who will make decisive decisions and give clear direction. The next Director should be a fierce advocate for the team, seeking to both support and develop them in their careers.
- An innate dissatisfaction with the status quo and continual desire to seek process improvement and efficiencies.
- An analytical approach and attention to detail that can identify and remove small obstacles that can cause future difficulties.

Qualifications

The following are the minimum qualifications for the position of Director of Community Development:

Education: Master's degree in Urban Planning, Urban Design, Public Administration, or a closely related field.

Experience: Ten years of progressively responsible experience in a development related field, with at least four years in a supervisory role.





Salary & Benefits

The salary range for the Director of Community Development is **up to \$196,003**. Placement in the range will be commensurate with the experience, education, etc. of the selected candidate. The City of Rowlett offers a comprehensive benefits package as described below.

Retirement: The City participates in the Texas Municipal Retirement System (TMRS) and offers a voluntary, deferred compensation 457 retirement plan option to assist employees in preparing for their future retirement. The employee TMRS contribution is 7% of their gross salary, and the City matches the employee deposits at a rate of 2:1 or 14%.

Work Schedule: The City of Rowlett places a high degree of emphasis on work/life balance and provides its employees with a 4-day work week.

Health, Dental, and Vision Insurance: Several City paid plans are available.

Paid Leave: 10 days of vacation and 10 days of sick leave are accrued during the first year of service. In addition, 11 paid holidays are observed by the City.

Relocation Assistance: Relocation reimbursement may be available to the selected candidate, depending on the specific circumstances.

The full description of benefits provided by the City of Rowlett can be viewed [here](#).

Application & Selection Process

Interested candidates should **apply immediately**, as candidates will be considered as application materials are received. **The City may close the recruitment at any time once a suitably strong group of candidates has been established.** Submit a comprehensive résumé and compelling cover letter online at:

www.mosaicpublic.com/careers

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Greg Nelson | greg@mosaicpublic.com | (916) 581-1426

Information submitted for consideration may be made available to the public in compliance with the Texas Open Records Act.

The City of Rowlett is an Equal Opportunity Employer.

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