

Louisa Gabriella Tovar

PROFESSIONAL EXPERIENCE

City of Norcross

Norcross, GA

Senior Planner

April 2021- Present

- Respond to request from developers, contractors, real estate personnel, attorneys and the general public regarding city zoning, land use, and development codes
- Resolve inquiries and complaints from the public
- Review residential, commercial and industrial plans for conformance with applicable zoning codes
- Prepare staff reports for Planning and Zoning Board, Zoning Board of Appeals, and Architectural Review Board
- Conduct Zoning inspections for Certificate of Occupancy/Completion
- Prepare and present information for public hearings and board meetings

City of Johns Creek

Johns Creek, GA

Planner II

February 2020-April 2021

- Interpreted planning-related ordinances and land use policies and advise citizens of their impact
- Evaluated land use and variance applications for thoroughness and accuracy and managed them throughout the process
- Conducted public presentations on variance requests and lead and coordinate Board of Zoning Appeals public meetings
- Implemented and oversaw compliance with environmental guidelines of the Metropolitan River Protection Act (MRPA)
- Reviewed residential and commercial Building Permits, Land Disturbance Permits, and Final Plats for compliance with local development regulations

City of Sandy Springs

Sandy Springs, GA

Planner I

September 2016-January 2020

- Conducted public presentations on zoning cases to Mayor and City Council and Planning Commission
- Processed zoning cases (Rezoning, Conditional Use Permits, Variances) and produce staff reports based on the City's Comprehensive Plan and Development Code
- Reviewed residential and commercial Building permits, Land Disturbance Permits, and Final Plats
- Analyzed and prepared annual compliance reports for the City's CDBG Program

River Valley Regional Commission

Columbus, GA

Planning Intern

April 2015-May 2016

- Researched, collected, and summarized grant information
- Coordinated staff meetings and developed written minutes and reports

Georgia General Assembly

Atlanta, GA

Senate Aide

January 2015-April 2015

- Interacted with and answered phone calls from constituents and answered questions
- Researched legislation initiatives for committee meetings; collected and reported detailed notes from committee meetings

EDUCATION

Columbus State University

Columbus, GA

Bachelor of Arts, Political Science

May 2016

Magna Cum Laude; President's List, 2013-2016; Mario Mion Honor Award, 2016

Outstanding Academic Honor Award, 2015; Dean's List, 2012-2014

CERTIFICATIONS

- Real Estate License, State of Georgia: 2021
- Member of the National Association of Realtors (NAR) and Atlanta Realtors Association (ARA)