

# MALISSA CELESTINE

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Planner II, Polk County Land Development Division

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## CONTACT

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## EXPERIENCE

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Planner II

### **2022- Present**

Conducts research and prepares staff reports for amendments to the Comprehensive Plan and Land Development Code (LDC). Presents before the Planning Commission and Land Use Hearing Officer. Review engineered site plans for compliance with the Polk County Land Development Code (LDC). Represent current planning on the Development Review Committee (DRC), serving as a liaison between planning, and citizens during face-to-face meetings.

## SKILLS

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Land Use Interpretation  
Written Communication  
Research and Analysis  
ArcGIS Applications  
Public Speaking

Planning Technician

### **2020-2022**

Assist citizens in person, email, or via telephone on land development inquiries by interpreting various Land Use Code rules, regulations, and maps to formulate recommendations. Responsible for creating agendas to discuss with department attendees. Assist in the training of new employees and have individuals' job shadow.

## EDUCATION

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Polk State College  
**2019**  
Bachelor of Applied  
Science in Supervision  
and Management-  
Healthcare  
Administration

Secretary II

### **2018-2019**

Aid building inspectors in power releases, and inspection issues. Inform citizens on building permits, inspections, and the permitting process. Performed preliminary review of single trade permit applications to assure compliance with the Land Development Code.