Daniel Ruiz

Associate Planner

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SUMMARY

Associate Planner with 4 years in urban planning for Southern California cities, handling entitlement processing for residential and mixed-use projects up to 240 units. Writes staff reports and CEQA documents, leads design review with applicants, and brings strong customer service skills to the planning counter and public hearings.

EDUCATION

Master of City Planning 05/2022

San Diego State University San Diego, CA

City Planning

EXPERIENCE

Associate Planner 03/2024 - Present

Coastal Hills Development Services San Diego, CA

City development services department for a community of 110,000.

- Manage entitlement processing for 18 projects a year, including a 240-unit mixed-use project approved in 2025.
- Present staff reports and recommendations at 10 Planning Commission and City Council hearings a year.
- Coordinate CEQA reviews with consultants, completing 6 Mitigated Negative Declarations on schedule.
- Lead design review meetings with architects and resolve massing and facade comments within 2 rounds.

Assistant Planner 07/2022 - 02/2024

Inland Valley Planning Department Riverside, CA

City planning department with a busy public counter.

- Staffed the planning counter 2 days a week, answering zoning code questions for 30 visitors a day.
- Logged permits and conditions in Accela and checked 150 building plans for zoning code compliance.
- Drew ArcGIS notification maps and radius lists for 40 public hearings.
- Drafted conditions of approval for small commercial and residential projects.

SKILLS

Urban Planning • Entitlement Processing • Staff Reports • CEQA • Design Review • Zoning Code • Accela ArcGIS • Customer Service Skills • Communication Skills

CERTIFICATES

AICP Candidate

American Planning Association

09/2023