

Code: 2364

Title: PLANNER - PRINCIPAL

SUMMARY: Coordinates and participates in professional planning activities of a Public Works unit including multi-objective planning such as developing comprehensive land use, transportation or flood control plans and programs.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Coordinate and participate in the work of a section in the Public Works department;
Plan, supervise, schedule, and participate in work related to long range and current planning;
Develop and update the community facility plans;
Coordinate and participate in the development, revision, and update of major plans such as the regional comprehensive plan, regional transportation plan, or the regional master drainage plan which includes the research, gathering and analysis of socio-economic data, land use information, public infrastructure and the application of such information in the County's Geographic Information System (GIS);
Participate in the development and periodic updating of capital improvement plans;
Coordinate the activities of subdivision review, landscaping, native plant preservation and flood plain management ordinance administration;
Coordinate general zoning administration including research, review and revision to codes, ordinances, regulations and policies to ensure compliance with local, State, and Federal laws;
Perform required research and prepare publications of regular and special reports;
Plan and organize special area and regional analysis studies, prepare recommendations and make proposals for presentation;
Gather and analyze natural resource, transportation, census, building construction, employment, and other data, and develops this research data for use;
Present oral and written presentation and staff reports or recommendations to various County, other government or public agencies, committees, boards, regulatory committees, or citizens groups;
Consult with the public, architects, engineers and developers on development proposals and applicable regulations and policies;
Train professional, technical and support personnel and review the work of subordinate professional planning staff;
Formulate and review major policy decisions with management;
Represent the Department or County in speaking engagements, legal proceedings and on various local or regional planning boards or committees;
Coordinate planning objectives with local, State and Federal planning agencies and committees;
Participate in the development of the section budget and capital improvement program;
May act as Executive Secretary or other official to regulatory committees or boards such as the Zoning Board of Adjustment, Flood Control District Advisory Committee and the Design Review Committee.

KNOWLEDGE & SKILLS:

Knowledge of:

- the principles, practices, and techniques of comprehensive and site planning, natural resource management, general zoning and subdivision procedures;
- fundamentals of land use, transportation or hydrology based planning law;
- land use, transportation or hydrology based regulations and building and zoning codes;
- the application of economics, public finance, resource management and environmental programs in community planning;
- capital improvement planning for flood control, transportation, and other facilities;
- the techniques of planning research and its application to regional and urban planning studies and projects;
- the economic, social, and physical needs of urban and rural communities and the development of

- comprehensive long-range and current plans, policies and zoning codes;
- statistical methods and computer applications;
- the principles and practices of effective supervision;
- the principles and practices of engineering and physical design;
- GIS technology capabilities, application, and use in planning research and work;
- the principles and techniques of staff development, training, and supervision.

Skill in:

- applying the principles and practices of urban or regional planning;
- interpreting and applying County, State and Federal laws pertaining to County planning and zoning;
- analyzing complex economic, social, and physical problems of the community and formulating effective land use, transportation or hydrology based solutions to such problems;
- interpreting planning requirements and objectives both orally and in writing to special interest groups and the general public;
- communicating effectively, both orally and in writing;
- planning, performing, assigning, and supervising technical research;
- applying computer software applications to planning and zoning activities;
- using acquired data in the formulation of sound planning standards and the development of comprehensive plans and other regional or area plans;
- maintaining effective working relationships with other departments, governmental agencies, and the general public;
- reviewing studies and written reports of subordinate planner staff;
- planning, assigning, coordinating the work of projects and personnel engaged in planning activities.

MINIMUM QUALIFICATIONS:

EITHER:

(1) A Bachelor's degree from an accredited college or university with a major in City, Urban or Regional planning, Geography, Architecture, Landscape Architecture, Environmental Engineering, Cartography, Remote Sensing or other degree as identified by the Appointing Authority during the pre-recruitment process AND four years of professional planning work experience preparing, reviewing or processing subdivision plats, development plans, rezoning applications or comprehensive urban or regional planning.

(A Master's degree from an accredited college or university in one of the cited disciplines may be substituted for one year of the required professional planner work experience specified in item (1) above.)

OR:

(2) Two years of experience as a Senior Planner with Pima County.

OTHER REQUIREMENTS:

Licenses and Certificates: Some positions require a valid Arizona Class D driver license at the time of application or prior to completion of initial or promotional probation. Failure to obtain/maintain the required licensure shall be grounds for termination.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.