

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

SENIOR PLANNER

DEFINITION:

Under direction, to supervise, coordinate, and participate in a variety of urban and community planning, environmental review and assessment, zoning and subdivision administration, and related activities; and to perform related work.

* EXAMPLES OF DUTIES:

- Plans, assigns, supervises, and participates in general transportation and community planning, environmental research and assessment, zoning and subdivision administration, special permit issuance, and data analysis functions;
- Assists in developing standards, objectives, and work schedules for planning and environmental assessment functions and projects;
- Performs the more difficult planning and environmental impact research and analysis projects;
- Reviews reports and studies completed by subordinate staff;
- Serves as an advisor and provides staff support to citizen planning committees, official boards, and other groups;
- Presents proposals and serves as a technical consultant to the City Planning Commission, City Council, and City Manager on planning and environmental quality matters during public hearings;
- Explains planning, zoning and environmental review regulations and requirements to the public and interested groups;
- Deals with difficult public relations problems referred by subordinates;
- Evaluates the work performance of subordinates;
- Coordinates the preparation of reports and graphic materials;
- Coordinates work with other sections of the Planning and Development Review Department and with other City departments and outside agencies.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

A Bachelor's degree which must include a minimum of 18 semester or 24 quarter units in Urban Planning, Urban Studies, Architecture, Landscape Architecture, Economics, Geography, Geographic Information Systems, Public Administration, Life Science (such as Biology, Zoology, Ecology, or Botany) Environmental Studies, or a closely related field; **AND** three years of professional experience in one or more of the following areas: general and community planning, transportation planning, zoning administration and enforcement, environmental analysis, resource management, landscape architecture, architecture, or site planning. Additional professional planning experience as described above may be substituted for education lacked on a year-for-year basis. A Master's degree in one of the qualifying areas listed above may be substituted for a maximum of one year of the required experience.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.