

ORANGE COUNTY CLASS SPECIFICATION

TITLE: SENIOR PLANNER **GRADE:** 15

TITLE ABBREVIATION: SENIOR PLANNER **TITLE NO.:** 6652

JURIS.CL: C **SALARY CODE:** 01 **UNIT:** **EEO CODE:** PR **FLSA CODE:** PR

DEPARTMENT: PLANNING **DIVISION:**

SUPERVISOR'S TITLE: COMMISSIONER OF PLANNING

DISTINGUISHING FEATURES OF THE CLASS: This is professional level work involving responsibility for conducting studies, formulating plans and managing specialized County programs. The work involves consulting with appropriate officials and boards and the preparation of reports for use in the preparation of the County's Comprehensive Development Plan. Work is performed under general supervision with latitude allowed for the exercise of independent judgment in performance of all phases of work assignments. Supervision is exercised over assigned staff. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Conducts detailed field and office studies of land use trends, population characteristics and distribution, economic development, traffic and transit requirements, and housing;
2. Conducts detailed investigations and prepares reports on municipal zoning and subdivision referrals;
3. Formulates plans with respect to water supply, sewerage, open space, transit and highways and other community facilities;
4. Assists the Department in the coordination of municipal and county planning programs and activities;
5. Advises municipal officials, planning boards and zoning boards of appeals on planning, zoning and subdivision control matters;
6. Prepares reports with respect to the formulation, periodic analysis and revision of a comprehensive county planning program;
7. Supervises the preparation of maps and charts;

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8. Prepares Federal and State grant applications for transportation, economic development and tourism planning, operating assistance and subsidy programs.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the purposes, principles, terminology and practices involved in municipal, county or regional planning; thorough knowledge of zoning and subdivision practices; thorough knowledge of current methods for collecting, analyzing and interpreting statistical data; good knowledge of legislation, current problems and professional literature in field; ability to prepare and supervise the preparation of complex and detailed comprehensive plans for municipal and county development; ability to understand complex oral and written directions; ability to plan and supervise the work of others; ability to communicate and deal effectively with others; initiative and resourcefulness; good judgment; tact; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Master's Degree in Community, Regional, Urban or City Planning and one (1) year of experience in municipal, county or regional planning; OR
- B) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Master's Degree in Architecture, Civil Engineering, Environmental Studies, Geographic Information Systems, Geography, Government, Historic Preservation, Landscape Architecture, Public Administration or related field and eighteen (18) months of experience in municipal, county or regional planning; OR
- C) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's Degree in Community, Regional, Urban or City Planning, Architecture, Civil Engineering, Environmental Studies, Geographic Information Systems, Geography, Government, Historic Preservation, Landscape Architecture, Public Administration or related field and four (4) years of experience as defined in (B) above.