

CAREER OPPORTUNITY



PLANNING MANAGER

COMMUNITY DEVELOPMENT DEPARTMENT—PLANNING DIVISION

CITY OF PISMO BEACH **SALARY: \$111,673–\$135,739 DOE/DOQ**

Relocation incentive available | 3% COLA July 2024

THE CITY OF PISMO BEACH, CALIFORNIA, SEEKS A PLANNING MANAGER to help lead the Planning Division within the Community Development Department. This position will oversee three staff and comprehensive long-range and current planning programs for the City. Working under the direction of the recently appointed Community Development Director, the Planning Manager will have the opportunity to work directly on a variety of innovative projects and initiatives that fulfill the vision of the City Council and will positively impact the quality of life for residents and visitors to the City of Pismo Beach. Additionally, this position will prepare ordinances and design guidelines that reflect the City Council's strategic vision for the future. The ideal candidate will demonstrate high emotional intelligence and leadership while empowering their team. The City is looking for a candidate with expert knowledge of state and local laws related to code and planning, who effectively keeps up with current trends in municipal planning and seeks innovation to address the community's overall needs. Utilize your experience and knowledge to lead groundbreaking City planning projects and lead a dynamic and dedicated team culture—*apply today!*



THE COMMUNITY

LIVING IN PISMO BEACH OFFERS a serene coastal experience that captures the essence of California's laid-back beach culture. Nestled along the scenic Central Coast, this charming seaside town of 8,000 residents features miles of pristine sandy shores, where the rhythmic waves of the Pacific Ocean beckon both surfers and sunbathers alike. Beyond its stunning beaches, Pismo Beach exudes a relaxed ambiance with its quaint downtown area lined with boutique shops, seafood restaurants serving fresh catches of the day, and cozy cafes perfect for sipping artisanal coffees while enjoying ocean views. The iconic Pismo Pier serves as a focal point, offering panoramic vistas and a nostalgic nod to the town's rich maritime history. Residents and visitors alike revel in the myriad outdoor activities, from dune hiking and horseback riding to wine tasting at nearby vineyards. With its mild Mediterranean climate, breathtaking coastal scenery, and friendly community vibe, living in Pismo Beach feels like a perpetual vacation, where life's simple pleasures unfold against a backdrop of natural beauty.

THE DEPARTMENT/ DIVISION

OVERSEEN BY THE COMMUNITY DEVELOPMENT DIRECTOR, the Community Development Department has 10 staff and an annual budget of approximately \$2 million. The Department is organized into two collaborative Divisions: Building and Planning.

[VIEW THE DEPARTMENT'S ORGANIZATIONAL CHART HERE](#)

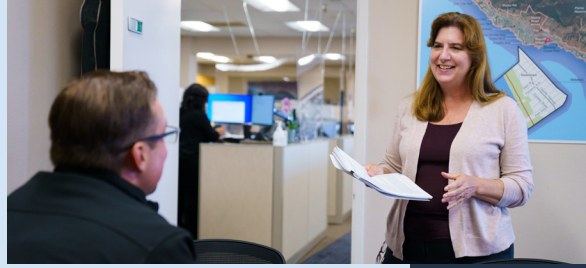


The Planning Division is responsible for working with the City Council and the Planning Commission to create and implement long-range plans, including the Local Coastal Plan, for the City's growth and development consistent with approved planning principles and state law. The Division uses the General Plan as the blueprint for meeting the community's long-term vision for the future. In addition, the Division administers the Zoning Code, the rules and regulations that implement the City's General Plan. Written regulations within the Code establish procedures for considering projects, including development parameters within each zoning district. Planning staff also prepare and oversee reports that study environmental effects of proposed development projects and identify ways of minimizing environmental damage. This work is required by the California Environmental Quality Act (CEQA).

THE JOB

THE PLANNING MANAGER WILL **MANAGE** the day-to-day operations of the Planning Division and may serve as the acting Community Development Director. The ideal candidate will be a working planner and influential team member with a consistent history of investing in the development and continuous growth of their staff. With an eye to advancement and enhancement of the overall quality of life in Pismo Beach, the Planning Manager will make strategic decisions while focusing on finding creative solutions to emerging issues. This position will implement a planning and zoning program integrating the current Zoning Ordinance and the California Coastal Act for the City. They will also create and present comprehensive reports to the City Council, Planning Commission, and various committees and neighborhood associations, making public-speaking skills essential for this role. Primary focus areas include the implementation and administration of land use and development policies and regulations, assisting residents, developers, and real estate professionals with relevant inquiries, and conducting environmental reviews.





THE IDEAL CANDIDATE

THE IDEAL CANDIDATE WILL BE AN EXCELLENT COMMUNICATOR who is customer service-focused, effective at engaging with the public, and uses their planning expertise to fulfill the needs of a diverse and desirable coastal community. As a tactful and diplomatic professional, the Planning Manager will be adaptable and effectively support and advise others with competing needs. They will also demonstrate emotional intelligence, be well-versed in various progressive planning principles, and have experience overseeing complex projects. While experience working in a coastal community is very helpful to the day-to-day work in this role, a strong work ethic and commitment to lifelong learning and innovation are highly desirable.

The ideal candidate will be an action-oriented team leader with a history of notable achievements, including experience in managing complex projects and programs including General Plan/Zoning Code amendments, affordable housing projects and programs, implementation of new legislation and seizing innovative economic development opportunities. The City is seeking an effective leader who works toward breaking down barriers and collaborates well with other departments to address the big-picture needs of the City. This candidate will be strategic, an excellent project manager, and a creative problem solver who will continually focus on the Department's mission and work to make a tangible impact on the quality of life of residents.

The Planning Manager will also...

- ▶ Represent the Planning Division at City Council and Planning Commission meetings.
- ▶ Represent the City at community meetings outside regular work hours, including City advisory committees, and embrace community engagement.
- ▶ Advise staff on and interpret the Zoning Ordinance, General Plan, Local Coastal Plan, Municipal Code, State Planning Law, CEQA, the Coastal Act, and other regulatory standards.
- ▶ Foster a positive work culture where staff love their work.
- ▶ Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports to optimize sound decision making.
- ▶ Operate within a solid ethical framework and strive to uphold public trust.
- ▶ Remain aware of advancements in the profession and be a quick learner who can apply new job-related information promptly.
- ▶ Be a critical thinker who can communicate complex technical language to the public and possess the political acumen and ability to address community's needs.

EMPLOYMENT STANDARDS

Any combination of education and experience that would provide the required knowledge and abilities is acceptable. A typical way to obtain the knowledge and abilities would be:

Education: Bachelor's degree from an accredited college or university with major coursework in urban planning, geography, architecture, environmental design, public or business administration, or a related field.

Experience: Five (5) years of increasingly responsible management and/or administrative experience in professional urban planning, including two (2) years of experience with the California Coastal Act and three (3) years of supervisory experience.

Licensure: Possession of, or ability to obtain, a valid California Driver's License by appointment time.

UPCOMING PROJECTS+ OPPORTUNITIES

NEW Central Coast Blue Facility. Support the environmental review and building of new **Central Coast Blue** wastewater facilities to create high-quality and reliable water supply, even during water shortage and drought.

[CLICK LINK](#)

Customer Service Process Improvement

Economic Development. Seeking business corridor development opportunities.

Comprehensive Zoning Code Preparation

GIS Infrastructure Systems Creation





SALARY+BENEFITS

Annual salary: **\$111,673–\$135,739 (3% COLA July 2024)** and a comprehensive benefits package, including:

Relocation Incentive. Up to \$10,000 (to be negotiated).

Medical, Dental, and Vision Insurance. Allowance up to \$2,103 monthly toward coverage, or \$947 monthly to opt-out of City coverage if covered by a spouse or other eligible plan.

Life Insurance. \$50,000 term life insurance.

Leave: Sick Leave: 96 hours annually; Vacation Leave: 80 hours annually, increases with years of service; Administrative Leave: 56 hours per Fiscal Year.

Deferred Compensation: The City contributes \$7,000 annually into a 457 deferred compensation retirement plan account.

Cell Phone Stipend

Retirement: CalPERS 2% @ 60 formula for Classic Members with an 8% employee share. New PEPRA/Non-Classic members are under a 2% @ 62 formula with a 9.5% employee share. The City of Pismo Beach does participate in Social Security.

Holidays: 11 days per year, plus 2 floating holidays.

HOW TO APPLY

For first consideration, apply by **FEBRUARY 9** at:

WBCP JOB BOARD



SAVE THE DATES. The first round of Interviews will take place on **FEBRUARY 21** and final interviews will take place on **FEBRUARY 22**. Candidates must be available on both interview dates.

Please contact Terri, your recruiter, with any questions:
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