

C A R E E R O P P O R T U N I T Y



Senior Planner

PLANNING DEPARTMENT CITY OF PARK CITY, UTAH
Annual Salary: \$101,385–\$152,077 DOE/DOQ

THE CITY OF PARK CITY, UTAH IS SEEKING A SENIOR PLANNER! This position will report to the Planning Director and will be immersed in exciting high-level current and long-range planning projects, including the preservation of over 400 historic sites; the reimagining of City land into a vibrant mixed-use site; the establishment of beautiful new recreation areas; and the development of affordable housing. While working in the gorgeous mountain resort town of Park City, this hardworking professional will have the opportunity to ski, golf, and bike in a scenic environment while championing projects that have a serious impact on the quality of life for residents. The ideal candidate for this role will be a flexible and unbiased leader who thrives in a team environment. They will also be an organized problem solver with exceptional attention to detail and the ability to effectively manage multiple projects at once. The Senior Planner will oversee and mentor junior planners and planning technicians. As a technical expert, they will bring a depth of experience in permitting, land use planning, public planning, and related policies and procedures, including best practices and state-specific codes. *If you are a passionate planner with an eye toward the future—apply today!*

The City

PARK CITY LIES ONLY 30 MILES from Salt Lake City, is framed by the Wasatch Range, and is home to 8,500 full-time residents. Park City is within Summit County, which is home to 45,000 residents. With two world-class ski resorts, Deer Valley and Park City Mountain Resort, Park City draws over 5 million visitors from across the globe each year. Park City also hosts a wide range of cultural and sporting events, is a playground for outdoor enthusiasts, and offers live music and local restaurants.

Long before Park City became a world-class mountain resort town and venue for the 2002 Olympic Games, it was famous for silver mining. The area boasts a lively and colorful past, founded by prospectors in the late 1860s. Silver was mined until the early 1970s, and the mining company, Park City Consolidated Mines, entered into the ski business in 1963, when they built the first lifts on Treasure Mountain. Visit the Park City Historical Society and Museum's [website](#) to learn more about the community's vibrant past. Park City is also home to the famous **Sundance Film Festival**, which hosts over 86,000 attendees every year, including up-and-coming film directors, actors, musicians, and other A-list celebrities. Additionally, a second Olympics is on the horizon for 2034.

CLICK
LINKS



The City Government

PARK CITY IS MANAGED BY A CITY COUNCIL/CITY MANAGER form of government. City leadership is committed to the preservation of Park City's unique history, legacy, and the quality of life of its residents. The City has an annual budget of approximately \$300 million and a staff of approximately 350 full-time and 300 part-time employees who serve an engaged and invested community.



The Planning Department

THE PARK CITY PLANNING DEPARTMENT has 12 full-time and one part-time team members and operates with an approximate annual budget of \$2 million. The team implements the goals and objectives of the **Park City General Plan**, processes land use applications in accordance with the Land Management Code, and serves as a resource for the community. The team also leads long-range planning initiatives, code amendments, and provides research and information to preserve and protect historic districts, open space, and community character.

[CLICK LINK](#)

The Job

THE SENIOR PLANNER WILL MANAGE CURRENT AND LONG-RANGE planning projects. They are responsible for the presentation of plans and policies to the Planning Director, the Historic Preservation Board, Planning Commission, the Mayor and City Council, and other community members. They will actively manage the citizen participation process for long-range plans and complex development projects, and facilitate solutions with councils, developers, other departments, municipalities, and other local and state jurisdictions. This professional will remain current on new codes and regulations.

They will serve as the lead technical planner, providing mentorship for the planning team and assisting them with complex planning issues, staff reports, code interpretation, and meeting customer needs. They will also guide team members with navigating technical and political challenges, assist with Board presentation preparation, and continue to develop the team as planning professionals. They will work closely with boards and commissions, oversee the more complex long-range and current planning projects, assist with historic preservation projects, conduct surveys, assist with the RFP and contract preparation process, and coordinate with consultants.

UPCOMING PROJECTS & OPPORTUNITIES

BONANZA PARK SMALL AREA PLAN. The City is in the process of completing a long-range vision for the neighborhood that considers land use, transportation, mobility, placemaking, connectivity, and parks and open spaces. The next step includes implementation through Land Management Code amendments to shape the built environment. Several properties within the neighborhood will likely be redeveloped through the Master Planned Development process in the coming years.

HISTORIC PRESERVATION. Continue the protection and preservation of over 400 significant and landmark historic sites on the Park City Historic Sites Inventory.



PARK CITY GENERAL PLAN COMPREHENSIVE UPDATE. The City is in the process of initiating a comprehensive update to the General Plan. Community engagement and input on the future of Park City is a 2024 priority. Following adoption of an updated General Plan slated for spring of 2025, the Land Management Code will be overhauled and updated to implement the goals and priorities of the updated General Plan.

RESORT REDEVELOPMENT. Both the Deer Valley Snow Park and Park City Mountain Resort have long-vested densities to redevelop their parking lots. The Deer Valley Snow Park Master Planned Development is currently pending Planning Commission review.



The Ideal Candidate

THE IDEAL CANDIDATE FOR THIS POSITION is an objective planning professional with a passion for meeting the needs of a community. They will be enthusiastic about learning and becoming a valued mentor to the team and will seek opportunities to leverage the strengths of their team members. The successful candidate will be an organized and communicative professional who is able to manage both current and long-range projects. Excellent written and verbal communication skills are critical. They will need to frequently explain complex concepts in a simplified way to help others navigate challenging situations with ease. The ideal candidate has highly developed interpersonal skills and an unbiased approach to planning; they should be able to treat all clients with equal respect and address their planning needs with outstanding customer service. They will be an excellent project manager and demonstrate eagerness to improve systems and processes.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education: Bachelor's degree in a related field such as planning, architecture, and/or landscape architecture.

Experience: Three years of increasing responsibility and planning experience with both complex projects and long-range planning.

HIGHLY DESIRED

Education: Master's degree in a related field, such as planning, architecture, and landscape architecture.

Experience: Experience in resort-related planning, sustainable/environmental planning, and/or long-range planning.

Technology: Computer literacy in AutoCad, GIS, Adobe Creative Suite 3, Sketch-Up, or similar.

Certifications: American Institute of Certified Planners (AICP) certification, and American Planning Association (APA) member or affiliation.

Salary & Benefits

Annual Salary: **\$101,385–\$152,077 DOE/DOQ**. The position will receive a **generous benefits package** that includes:

MEDICAL AND DENTAL PLANS. Medical options through Aetna for both employee and spouse, under the COBRA act.

VISION INSURANCE. Two vision plans available.

LIFE INSURANCE. For employee and spouse. Additional voluntary options available.

HEALTHCARE REIMBURSEMENT ACCOUNT. For employee and qualifying dependent(s).

HEALTH SAVINGS ACCOUNT. Offered through Payflex.

FLEXIBLE SPENDING ACCOUNT. Offered through National Benefit Service (NBS).

DISABILITY INSURANCE. Offered at no cost through Prudential.

RETIREMENT. Park City participates in the Utah Retirement System (URS). City employees are offered traditional and Roth IRA options, with a 457 plan through MissionSquare.

PET INSURANCE. Plans available for 25% discounted veterinary bills within network.

HOUSING ASSISTANCE PROGRAM. Transitional City housing offered for a maximum of one year with the possibility of renewal; 2–3-bedroom units offered at well below market value. For employees living in school district limits, there is a \$200/mo stipend.

BEREAVEMENT LEAVE AND FMLA

EMPLOYEE ASSISTANCE PROGRAM. For employee and spouse/domestic partner.

BILINGUAL STIPEND. \$40 fixed stipend per pay period.

LIFE INSURANCE. No cost \$50,000 Life Insurance and Accidental Death & Dismemberment policy; \$5,000 for eligible dependents.

SICK LEAVE. 140 hours per calendar year.

VACATION. 120+ hours per year; based on years of employment with the City. **See the City's Vacation Accrual Here.**

HOLIDAYS. 13 regular holidays and one floating holiday annually.

WELLNESS BENEFITS

EDUCATION BENEFITS

BABEL LANGUAGE LEARNING ACCESS

COMMUTING BENEFITS. Including a popular van carpool option from Salt Lake City, a transit pass program, and a bikeshare program.

**SKI & MOUNTAIN BIKING PASSES!
TRANSFERABLE PASSES AVAILABLE
TO DEER VALLEY RESORT AND
WHITE PINE RESORT.**

CLICK
LINKS

How to Apply

For first consideration, apply by **MAY 31** at:

WBCP JOB BOARD

CLICK BUTTON 

Save the Dates

Round one interviews will be virtual and take place on **JUNE 21**. Finalists will move forward to round two interviews that will be in person and take place on **JUNE 28**.

Selected candidates must be available for both rounds of interview dates.

Please contact your recruiter, Wendi Brown, with any questions:

wendi@wbcpin.com

866.929.WBCP (9227)
toll-free

541.664.0376 direct

Bonus Benefits. Park City offers a casual and dog-friendly working environment.

