

# PRINCIPAL PLANNER

Job Code	Pay Grade
06154	CL22

## Nature of Work

This is professional planning work supervising and/or carrying out complex planning projects or studies and community development strategies, projects or programs. Employees in this class supervise professional planners and technical personnel in specialized studies concerning the physical, social, economic or community development of the county. Responsibility includes developing, coordinating, presenting and maintaining planning programs. A high degree of technical knowledge is required and work is performed with considerable independence and initiative.

## Minimum Qualification Requirements

- Bachelor's degree with major course work in urban planning, government, law engineering, design, economics, social science, geography, statistics or a related field and 5 years professional experience in urban planning management; or
- Master's degree with major course work in urban planning, government, law engineering, design, economics, social science, geography, statistics or a related field and 2 years of professional experience in urban planning; or
- An equivalent combination of education, training and/or experience.

## Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Other highly desirable knowledge, skills, abilities and credentials relevant to position.

## Illustrative Tasks (These are examples and are not all inclusive.)

- Develops, plans and manages programs, projects and policy areas resulting in a major impact on the community.
- Plans, develops and conducts studies relative to land use and occupancy, road and arterial locations and usage, utilities facilities, transportation services, recreational or cultural needs and community development projects.
- Analyzes and evaluates pertinent data and prepares comprehensive reports and projections on the basis of such research.
- Organizes and coordinates projects and tasks associated with the managed growth of the county and coordinates support planning services associated with the Metropolitan Planning Organization, Pinellas Planning Council, Countywide Planning Authority or other agencies.
- Supervises the land use component or the local government assistance component of the Countywide Comprehensive Plan including responsibility for consultant and County Planning Department staff services.
- Confers with the public and officials of the Pinellas Planning Council, Countywide Planning Authority and local government to define mutual planning problems, and effect uniformity beneficial to comprehensive plans.
- Correlates a variety of statistical and planning data for comprehensive plan proposals, and prepares or supervises preparation of projections of population growth and dispersal through pictorial or graphic illustrations of geographical areas.
- Reviews and obtains proper interpretations of laws, rules and regulations affecting planning functions.
- Administers the transportation impact fee ordinance and coordinates Developments of Regional Impact and related policy concerns.
- Prepares and delivers speeches to business, professional, civic and neighborhood groups and associations.
- May perform data processing related duties including using available statistical packages or programs, encoding data, data entry and retrieval, and routine computer terminal operations and programming/reprogramming.
- Performs related work as assigned or required.

## PRINCIPAL PLANNER (continued)

Job Code	Pay Grade
06154	CL22

### Knowledge, Skills, and Abilities

- Knowledge of principles and practices of local and regional planning, methods of collecting and analyzing planning data and preparing planning reports and studies.
- Ability to interpret and administer within delegated authority, applicable legislation, rules and regulations.
- Ability to assist in preparing new rules and regulations and initiating research and physical planning techniques in local and regional planning.
- Ability to address civic organizations and committees and present ideas and findings clearly and concisely.

For official use only

Revised	EEOC Code	Overtime Code
7/07	Professionals	Classified/Excluded