

**CLASS TITLE:**

**SENIOR PLANNER**

**Class Code: 02706300**  
**Pay Grade: 26A**  
**EO: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To perform professional planning work involving the execution of specific phases of community, regional and state planning programs or highway planning activities; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of a superior from whom assignments are received in outline form with a statement of objectives desired; work is reviewed usually upon completion for technical adequacy and adherence to desired objectives.

**SUPERVISION EXERCISED:** As required, supervises the work of technical and clerical employees assigned to assist.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To perform responsible planning work involving the execution of specific phases of community, regional and state planning programs including:

the general guide plan encompassing among other subjects: population analysis; public building sites; recreation facilities; industrial areas; etc.

the community assistance program including such studies as zoning, subdivision regulations, housing, redevelopment, traffic and parking, capital budgeting and general plans for neighborhoods and communities.

interstate and intrastate regional planning activities such as highway studies, land use, conservation of natural resources, etc., standard technical studies and surveys and special project studies involving the organization, analysis and evaluation of data necessary to satisfy the planning requirements of federal legislation affecting the flow of federal funds to the state.

the preparation of reports including recommended programs, sketch plans and cost estimates.

To make surveys and studies of the natural and human resources of the state in connection with the various phases of community, regional and state planning program.

To confer with and assist local and state governmental officials, department directors, consultants (such as architects or engineers) and property owners on planning matters.

To assist in collecting and arranging materials for the publishing of information relative to the proper development of the state and the conservation of its natural resources.

To assist in a program of continuing data collection to insure an accurate data bank of factors affecting long and short range planning decisions.

To make studies and compile information to be used as a basis for making recommendations on the proper course of action to take on requests from state departmental officials, boards, committees and commissions for major public improvements of land acquisitions and disposal plans which come within the framework of the state guide plan, or the statewide planning program or of the requirements of federal legislation affecting the allocation of funds to the state.

To assist a professional engineer in the preparation of preliminary geometric designs, charts and graphs, reports on speed, no passing zones, parking, traffic signs, accidents, one-way streets, merging and through

routes and related matters necessary for highway planning; and to assist in the conduct of studies relating to traffic movements, road improvements, road improvement priorities and associated matters.

As required, to attend meetings, hearings and conferences.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge of the principles and practices of community and state planning; a working knowledge of the methods and techniques involved in the collection and organization of physical, social, economic, fiscal and other data used in community and state planning; the ability to make technical planning studies and surveys in such fields and to analyze and evaluate data and make planning recommendations; the ability to make varied types of planning designs such as sketch plans for proposed projects and graphic presentations; the ability to understand and carry out complex oral and written instructions; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: graduation from a recognized university with a Master's Degree in Urban or Regional Planning; or

Experience: Such as may have been gained through: employment involving the performance of professional work in the field of local, regional or state planning.

Class Revised: July 6, 1986

Editorial Review: 3-15-2003