

PRINCIPAL PLANNER

City of Newport Beach, CA





THE COMMUNITY

The City of Newport Beach is one of Southern California's most picturesque and popular beach communities. Located in the center of coastal Orange County – with Los Angeles to the north and San Diego to the south – Newport Beach offers one of the finest climates in the Nation. The City is also known for its fine residential neighborhoods, strong business community, quality school system, vast recreational opportunities, beautiful beaches, excellent dining, and world class shopping districts.

The City has a permanent population of over 86,000 residents. During the summer months, the City population can grow to more than 200,000 with daily visitors. In the heart of the City is Newport Bay, where more than 4,500 boats are docked within the harbor. The Bay and City's eight miles of ocean beaches offer outstanding fishing, swimming, surfing, and aquatic sports activities. Area schools, including the University of California, Irvine (just outside the City's border), are among the best in California. Eight other colleges are within a 30-mile radius.

A few community attractions include the historic Balboa Pavilion, Fashion Island/Newport Center, the Resort at Pelican Hill, Crystal Cove State Park, two ocean piers, white sandy beaches, extensive bikeways, plus many fine dining establishments.

THE CITY GOVERNMENT

As a charter city, Newport Beach is governed by a seven-member City Council, operating under a council/manager form of government with a 2018-19 operating budget of approximately \$291 million. The City employs 726 full-time employees and over 450 part-time and seasonal employees. Newport Beach has a history of impressive financial strength with current General Fund reserves exceeding \$47 million and currently holds an AAA implied General Obligation rating with each of three major rating agencies.

THE COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department administers the City's General Plan, zoning, building, subdivision, environmental regulations, and works closely with other city departments to ensure the orderly physical growth of the community. Program activities include current and advanced planning, building and fire safety plan check, permit issuance, and inspection, real property and asset management, and code enforcement. The Department also oversees the Community Development Block Grant program.

The Planning Division

The Planning Division of the Community Development Department includes current and advanced planning teams. Current Planning is responsible for the review of permit applications for consistency with zoning and other land use and development policies and regulations as well as the review of building permits and providing zoning information at the Permit Center.

Advanced Planning is responsible for the administration of regional and long-range planning programs for the community, including housing-related issues. The team ensures that the General Plan's goals, policies and objectives are implemented as the City continues to grow and develop. The team also evaluates and develops regulations with an eye to implementing the General Plan in cost effective ways. They review major development projects, including proposed General Plan amendments.

Both teams are responsible for the administering of the City's certified Local Coastal Program (LCP). The LCP contains land use, development, public access, and resource protection policies and regulations that implement the California Coastal Act at the local level.

The City's LCP was recently certified by the California Coastal Commission in late-2017, and the City has been issuing Coastal Development Permits for approximately 28 months. The City's coastal zone is complex, which presents challenges to developing and implementing LCP policies and regulations. Approximately 40 percent of the City is in the Coastal Zone. While the City's land area is approximately 26 square miles, it has over 47 miles of shoreline. The City is home to one of the largest recreational harbors on the West Coast and the Upper Newport Bay Ecological Preserve is just one of several protected marine and terrestrial habitats. It is estimated that the City hosts over 10 million visitors each year at its beaches, overnight visitor accommodations, shopping centers, and other recreational areas. Adapting to climate change, including sea level rise are topics that require thoughtful planning and an adept focus to balance competing community interests.

THE PRINCIPAL PLANNER

The Principal Planner will report to the Deputy Director and be a member of the Advanced Planning team. The ideal candidate will have the required experience to lead and perform expert level professional planning work which includes supporting and implementing the City's LCP, providing competent advice to elected and appointed City decision-makers, community organizations and the general public and managing complex projects. Areas of responsibility include general urban planning, Coastal Act implementation, transportation, housing, economic development and contract management.

Essential duties will include:

- Processing amendments to the LCP as directed by the City Council.
- Leading and supervising planners working on a variety of long-range programs, General Plan Amendments, LCP Amendments, and larger planning projects.
- Processing Coastal Development Permits for City projects with the California Coastal Commission either in a lead or advisory capacity.
- Coordinating planning activities with other departments, agencies, and planning staffs.
- Acting as a liaison between the City with the California Coastal Commission staff.
- Developing policies and programs for the efficient implementation of the City's LCP and the Coastal Act.
- Advising City staff and the public about the requirements of the City's LCP and the Coastal Act.
- Monitoring actions of the State Legislature and the Coastal Commission as they may affect Coastal Act and the City's LCP.

There are currently 65 employees in the Department of Community Development; 11 in Current Planning and 3 in Advanced Planning.

THE IDEAL CANDIDATE

We are seeking a highly qualified municipal planner skillful in general municipal/urban planning, with extensive experience working with the Coastal Act, Local Coastal Programs, Coastal Commission and their staff, and other stakeholders to achieve community-based results.

The ideal candidate will be an effective leader who can mentor and develop staff while working on multi-department teams, will thrive working in a fast paced, high level public interfacing environment, and will have an open door policy and will be outgoing and engaging.

The selected candidate will have outstanding communication skills and be able to present expert advice to the City Council and stakeholders. Lastly, the ideal candidate will be confident and adept at presenting messages appropriately whether it is in a public forum, formal presentation or collaboration with other agencies.

Education, Experience and Certifications

A combination of experience and education that would likely provide the required knowledge and abilities may be qualifying:

- **Education:** Equivalent to a Bachelor's degree from an accredited college or university with major course work in planning, public or business administration or a related field.
- **Experience:** Four years of responsible professional current and/or advanced local government planning experience including some experience in the preparation or review of environmental documents.
- **License/Certificate:** Due to the performance of some field duties which require the operation of a personal or City vehicle, a valid and appropriate California driver's license and an acceptable driving record are required.

COMPENSATION

The current salary range is \$95,035 to \$133,785 and starting salary will be commensurate with the selected candidate's qualifications. This position is covered by the Key & Management unrepresented group, which includes the following competitive benefits package:

Retirement: California Public Employee Retirement System (CalPERS) plan, which offers reciprocity between agencies. Classic employees receive a defined benefit pension based on the 2.5% @ 55 formula. Classic tier II employees, who have been in the CalPERS system and are new to the City of Newport Beach, will receive a 2% @ 60 formula. Employees new to the City and CalPERS, and do not belong to a reciprocal agency of CalPERS, will receive the tier III formula of 2% @ 62. Employees contribute 13% of pensionable income toward retirement costs.

Cafeteria Plan: Up to \$1,725 monthly cafeteria allowance to purchase medical, dental and vision insurance

Technology Allowance: Monthly smart phone plan and equipment stipend

Flex Leave: 156 hours up to a maximum of 260 hours annually based on years of service

Administrative Leave: Up to 80 hours per calendar year at the discretion of the City Manager

Holidays: Equivalent to 12 paid holidays per year

Life Insurance: \$50,000 in City-paid coverage

Laborers' International Union of North America (LIUNA) Supplemental Retirement: Employee contributes 2.92% of salary to this plan

Retiree Health Savings (RHS) Plan: Employee contributes 1% of salary to this plan

Section 457 Deferred Compensation Plan: Optional for employee contribution

HOW TO APPLY

Please apply **on-line** by **June 28, 2019** at www.alliancerc.com. The City will hold first round candidate assessments tentatively on August 1, 2019.

The selection process will begin with a complete evaluation of the application and supplemental materials. Candidates deemed the most qualified as reflected in their application materials will be invited to an oral interview with multiple panels and/or assessment(s) that will measure the candidate's combination of experience, training, knowledge, education, skills, abilities and other characteristics.

The selected candidate will undergo an extensive background process including criminal history, credit history, driving record, military record, civil records check, past & current employers, education and reference checks.

For questions and inquiries, please contact:

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