



# **SENIOR PLANNER**

## **DEPARTMENT OF COMMUNITY DEVELOPMENT**

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**Planning and  
Environmental  
Review Division**





## THE COMMUNITY

Sacramento County covers 984 square miles and is home to the California state capital, 1.5 million residents and seven incorporated cities: Citrus Heights, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova and Sacramento. The population of Sacramento County's unincorporated area is approximately 564,000.

Residents in Sacramento County have a variety of recreational, dining and entertainment options to choose from. The County is home to more than 15,000 acres of park, plus the 23-mile American River Parkway, where more than five million visitors enjoy the unique wildlife and recreation area annually. Fishing, boating and rafting opportunities are available to water enthusiasts, and picnic sites, golfing, guided natural and historic tours are steps away from the multi-use trail. With its close vicinity to local agriculture, County residents also have an extraordinary selection of local food, wines and beers.

Sacramento County is one of the most affordable home-buying metropolitan areas in the state, and has a skilled workforce, high graduation rates and college-educated residents. The County is a leader in the 21st century economy with growing advanced manufacturing, agriculture and food, clean energy technology, information and communications technology and life sciences.

## COUNTY GOVERNMENT

The County of Sacramento was incorporated in 1850 in response to the needs of a growing population and was one of the original 27 counties of California. In 1933, the Sacramento County Charter was established, along with the County Executive position.

The County is governed by five members of the Sacramento County Board of Supervisors, elected on a non-partisan basis to serve staggered four-year terms, each representing one of the five districts. The County Executive is responsible to the Board for planning, organizing and directing County activities. Other elected officials include the Assessor, District Attorney and the Sheriff.

In 1972, an amendment to the County Charter was implemented to organize the County on an agency basis for more effective administration of functions for which the County Executive is responsible to the Board of Supervisors. Approved by the electorate, the amendment established agency heads to groups of County Departments. The four agencies within the County, which report to the County Executive, are Administrative Services, Community Services, Public Safety & Justice, and Social Services. Sacramento County has more than 30 departments and offices that provide services to County residents.

The County is responsible, pursuant to the County Charter or ordinances, or by state or federal mandate, to provide health and welfare, criminal justice and municipal services (including law enforcement), as well as other services to County residents. Major services include the Airport System, Animal Care Services, Clerk Recorder, Criminal Justice, Health and Welfare, Property Tax System, Regional Parks, Transportation, Waste Management and Recycling, Voter Registration and Water Resources.

The County's Approved Fiscal Year (FY) 2025-26 Budget is approximately \$8.9 billion, and there are more than 12,800 full-time employee positions.

# THE DIVISION

Planning and Environmental Review (PER) is a division within the Department of Community Development. Our vision is to plan and sustain a built and natural environment that is reflective of our diverse population while protecting the quality of life, the environment, and promoting equity.



## THE POSITION

A Senior Planner, under the general direction of a Principal Planner, directs, manages, supervises and/or coordinates the activities and operations of professional and technical staff engaged in planning and environmental review and assessment services that involves the administration and development of community and general plans, zoning regulations and environmental documents; and coordinates assigned activities with other divisions, departments, outside agencies, and the general public.

The position is used in many different capacities throughout the County. The following includes a listing of different areas where Senior Planners are assigned in PER. All positions are eligible for telework in accordance with the Community Development Department's teleworking policy.

### CURRENT PLANNING

The Current Planning team is responsible for processing private entitlement applications (i.e., use permits, tentative maps, rezones, etc.), including requests for master and specific plans in new growth areas. The team is also responsible for conducting pre-application meetings, making substantial compliance determinations, and performing design and landscape reviews.

### LONG RANGE PLANNING

The Long Range Planning team is responsible for implementing and maintaining the General Plan, which addresses land use, housing, transportation, climate resilience, environmental justice, open space, and the preservation of natural resources. This includes Housing Element implementation, to ensure compliance with state requirements and to support housing needs. The team also participates in regional planning efforts and monitors legislative developments to inform long-term planning initiatives.

### ENVIRONMENTAL REVIEW

The Environmental Review team is responsible for: CEQA and NEPA review, South Sacramento HCP implementation, permitting, mitigation monitoring and reporting for private entities and public agency infrastructure projects; the County tree program; and provides CEQA assistance to other sections of the department, as needed.

### ZONING ADMINISTRATION

The Zoning Administration team is the public-facing team of PER. Responsibilities include the front counter, plan check, business licenses review, mining program, and processing administrative-level permits and entitlements. The team is also responsible for implementing and maintaining the County Zoning and Development Codes. Staff within this team have rotating assignments in each of these program areas, providing a varied work environment and a broad understanding of the County's land use regulations.

# MINIMUM QUALIFICATIONS

Minimum qualifications for the Senior Planner position are met in one of three ways:

**1.** One year of full-time paid experience in the class of Associate Planner employed by the County of Sacramento.

**2a.** Two years of full-time paid professional experience in environmental, urban and/or regional planning which must have included performing analytical duties in one of the following kinds of planning activities associated with a planning agency: comprehensive, regional, area, or community planning; public infrastructure environmental analysis; plan/proposal review; general plan amendments; CEQA/NEPA document preparation; zoning; land division; housing administration; information services; urban renewal; or planning administration; of which one year must have been in a supervisory capacity;

**AND**

**2b.** A Bachelor's Degree or higher from an accredited college or university in public administration, ecological studies, environmental planning and management, environmental studies, geography, natural resources, urban or regional planning or other field closely related to the intent of the class.

**3.** Six years of full-time paid professional experience in environmental, urban and/or regional planning which must have included performing analytical duties in one of the following kinds of planning activities associated with a planning agency: comprehensive, regional, area, or community planning; public infrastructure environmental analysis; plan/proposal review; general plan amendments; CEQA/NEPA document preparation; zoning; land division; housing administration; information services; urban renewal; or planning administration; of which one year must have been in a supervisory capacity.

## DESIRED QUALIFICATIONS

In addition to the job duties, knowledge, and abilities required by the class specification, the ideal candidate will demonstrate the following:

- Excellent interpersonal skills and leadership capabilities to lead and manage a diverse and dynamic team.
- Build positive and collaborative relationships with the Board of Supervisors, County leadership, staff and customers.
- Help develop and lead strategic planning, staff development, and organizational effectiveness initiatives.
- Effectively manage various competing priorities and projects.
- Professionally and effectively represent the County of Sacramento in interactions with elected officials, the public, customers, other government organizations, etc.



# COMPENSATION

The County of Sacramento offers an excellent compensation and benefits program. The salary range is \$123,651.36 – \$136,325.52 annually plus an additional 3.35% management incentive for a combined total of \$127,793.68 - \$140,892.42.

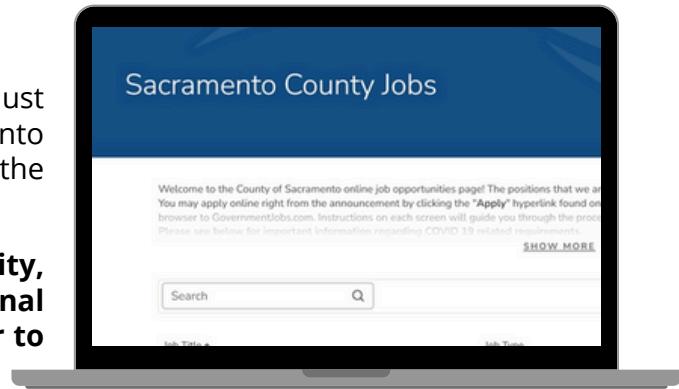
## ***The attractive benefits program includes:***

- **Retirement** – The County's defined-benefit pension plan is provided by the County Employees' Retirement Law of 1937 and is managed by the Sacramento County Employees' Retirement System (SCERS) Board of Retirement.
- **Medical Insurance** – Choice of HMO and High Deductible Health Plans (HDHP), to include Kaiser, Sutter, and Western Health Advantage.
- **Deferred Compensation** – A deferred compensation program is available through the County 457(b) Deferred Compensation Plan. The County will match contributions to the 457(b) Deferred Compensation Plan up to 3% of the monthly gross salary into a 401(a) plan as long as the employee contributions to the 457(b) are at least 1% of gross salary for the pay period or at least 1% of the compensation earned year-to-date.
- **Life Insurance** – \$50,000 in life insurance coverage for the employee and \$2,000 for all eligible dependents. Employees have the option to purchase up to \$1,000,000 in additional life insurance coverage.
- **Holidays** – 14.5 paid holidays per year.
- **Vacation** – Two to five weeks (based upon length of service) of paid vacation.
- **Sick Leave** – 15 days per year.
- **Flexible Spending Accounts** – Employees may set aside funds on a pre-tax basis to pay for eligible medical and/or dependent care expenses.
- **Other Benefits** – The County contributes into a Retiree Health Savings Plan. After 10 years of County service, employees are eligible for 2.5% longevity pay.

## HOW TO APPLY

To be considered for this incredible opportunity, applicants must complete and submit an online County of Sacramento employment application and supplemental questionnaire via the County's job site, at [www.saccountyjobs.net](http://www.saccountyjobs.net).

**For immediate consideration for this excellent opportunity, please submit your application by August 13, 2025. The final cut-off date is September 24, 2025 at 5:00 p.m. Please refer to the job announcement for additional filing dates.**



Following the establishment of the eligible list, as vacancies become available the most qualified candidates will be invited to participate in the interview and selection process. If you have questions and for additional information about this position, please contact the Recruitment and Talent Acquisition Team at [DPS-Recruitment@saccounty.gov](mailto:DPS-Recruitment@saccounty.gov).

*Sacramento County is about enriching communities to thrive. We strive to create inclusive workplaces that reflect the communities we serve. We value and celebrate the unique perspectives, backgrounds, abilities, and diverse dimensions of our employees and residents. Through transparency, courage, innovation, and trust we are committed to advance equity and transformational change.*

*We are a proud equal opportunity employer. If you need assistance or an accommodation due to a disability for any phase of the hiring process, please contact our Disability Compliance Office at [dco@saccounty.gov](mailto:dco@saccounty.gov) or 916-874-7642, CA Relay 711.*