

## HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 4672

### PLANNER III

**Abolished 9/15/06**

#### BASIC FUNCTION

Perform and/or direct a wide range of institutional planning activities with emphasis in a planning speciality.

#### DISTINGUISHING CHARACTERISTICS

Under general direction serves as a senior planner with emphasis in a planning specialty (e.g., environmental planning, physical planning and urban design, transportation planning) and perform complex planning tasks such as interviewing consultants, evaluating proposals, recommending consultant selection, and negotiating fees; preparing or directing consultants in the preparation of environmental impact statements which must address multiple factors such as noise, traffic, hazardous waste, shoreline impact, historical value, and develop mitigating measures; developing site plans and design criteria for multi-building developments and/or for building additions which must successfully integrate into existing campus plans where traffic, landscaping, views and architectural style are major considerations; representing the institution to regulatory agencies and community groups.

#### TYPICAL WORK

Conduct and/or direct institutional planning activities in a planning specialty;

Develop requests for proposals preliminary to selection of planning consultants; evaluate proposals, recommend consultant selection, negotiate fees and evaluate work product;

Direct planning staff in the gathering and compiling of data and the preparation of analyses and reports;

Prepare environmental impact statements and develop mitigating measures for areas of significant environmental impact;

Conduct facility site design studies; develop siting alternatives to meet institutional and regulatory requirements;

Represent the institution to regulatory agencies and community groups;

Conduct public hearing relating to campus development;

Conduct long-range institutional planning projects, including the preparation of facility master plans;

Perform duties of a Planner II;

Perform related duties as required.

### MINIMUM QUALIFICATIONS

A Master's Degree in planning, architecture or related field and three years of professional planning experience, or a Bachelor's Degree and five years of professional planning experience, or equivalent.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

New Class: 3-23-87

Revise MQ: 7-2-90