

WASHINGTON

PLANNING MANAGER

\$73,008 - \$98,328

Plus Excellent Benefits

Apply by

February 5, 2023

(First Review, Open Until Filled)

PROTHMAN



KITTITAS COUNTY, WASHINGTON



Situated in central Washington between the foothills of the stunning Cascade Mountains and the mighty Columbia River, Kittitas County is home to

roughly 41,000 residents who enjoy limitless activity and recreation opportunities year-round. Kittitas County is made up of several cities and communities including Ellensburg, Easton, Kittitas, Ronald, Roslyn, Snoqualmie Pass, Cle Elum, South Cle Elum, Thorp, Vantage, Liberty, Suncadia, Teanaway, and Thrall.

Ellensburg, the largest city and county seat of Kittitas County is home to over 18,000 residents including 11,000 students who attend Central Washington University; home of the Wildcats. Ellensburg is well known for its friendly residents and rural lifestyle, along with summer music festivals, seasonal Farmer’s Markets and the yearly Ellensburg Fair and Rodeo. The area is also graced with miles of trails for biking, hiking, wildlife viewing, and horseback riding. The Yakima River hugs the southwestern border of Ellensburg and provides riverfront views from parks and golfing at the Ellensburg Golf and Country Club as well as fly fishing and guided fishing trips. With over 200 days of sunshine each year, Ellensburg allows for an abundance of activities regardless of the temperature.

Following the Yakima River roughly 30 minutes to the West, the smaller cities of Cle Elum and Easton have a closer proximity to the Wenatchee National Forest, offering a colder climate than the central Kittitas/Ellensburg area.



This allows for residents and visitors alike to enjoy more year-round recreational activities including numerous golf courses, lake and river sport fishing and boating, cross country skiing, snowboarding, snow shoeing, snowmobiling, hiking, climbing, backpacking, and camping.

Other local attractions including the Suncadia Resort, the Basalt Columns, Palisades to Palouse State Park, and Swiftwater Cellars Winery bring in thousands of tourists each year. Tourism continues to boost the economy year-round where residents and visitors can also enjoy unique antique and specialty shopping, and many exceptional restaurants throughout the whole County. Continuing west on Interstate-90 just an hour from Ellensburg, the Summit at Snoqualmie Pass provides more winter activities for avid alpine skiing and snowboarding, Nordic skiing, and winter tubing from four base areas and 21 chairlifts.

THE COUNTY

Kittitas County is governed by a three-member Board of Commissioners serving overlapping four-year terms, with each Commissioner representing one of three districts. The Commissioners serve as the Executive Branch and perform legislative and quasi-judicial functions of the County. The Board of Commissioners is responsible for approving ordinances, adopting the County budget, setting standards for the use of County property, and appointing non-elected officials, boards, commissions, and committees. The County operates from 26 departments on a 2022 budget of \$141,269,754 with 320 full-time employees, 13 part-time employees, 14 elected officials, and 60 temporary or seasonal employees.

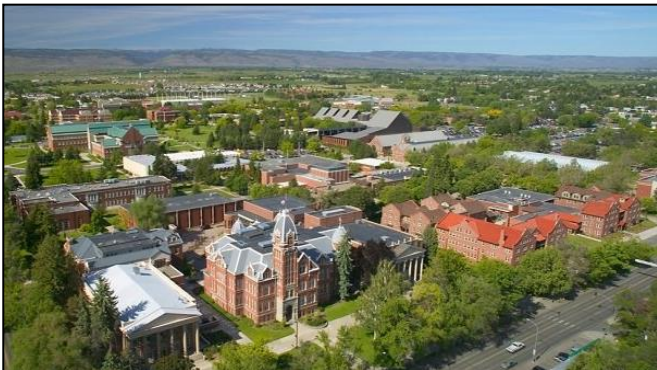
THE DEPARTMENT

The Community Development Services Department (CDS) is made up of three divisions – Planning, Building, and Code Enforcement. The Building Division provides building plan review and inspections for new construction, remodels, and additions. The Planning Division provides long range planning and current planning services. Long range planning services include annual and periodic updates to the Comprehensive Plan and development regulations and addressing emerging land use issues. Current planning involves review of land use applications such as subdivisions, conditional use permits, variances, rezones and shoreline permits and providing information to the public. The Code Enforcement division enforces codes related to building, zoning, fire, health, safety, and public nuisances. CDS has a 2022 budget of \$3.2 million and operates with 18 FTEs.

THE POSITION

Under the general direction of the Community Development Services Director, the Planning Manager performs professional planning for Kittitas County including modification of the Countywide Comprehensive Plan and related Ordinances, coordinates and implements current and long-range planning activities, and delivers presentations before the Board of County Commissioners, Planning Commission, other boards and commissions, other departments, divisions, and the general public. The Planning Manager will supervise four planning positions, including three current planning, and one long-range planning position, which is currently open. This position is expected to be a working manager where the Planning Manager will take on certain projects to completion.

For a full job description and to view all responsibilities, please view the attachment found [here](#).



OPPORTUNITIES & CHALLENGES

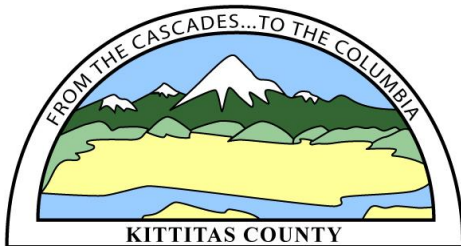
1. A challenge facing the county and this position is the region's growth and its impacts on county recreation, roads and bridges, services, and affordable housing. This position will be expected to lead work programs that analyze these impacts and develop alternatives for addressing the impacts. In addition, affordable housing strategies are sought to keep a balanced community.
2. Currently the county has many short-term rentals but does not have specific code standards to address them. Impacts from short term rentals include insufficient parking, noise, lack of septic capacity, fire and life safety inspections, and increased demand for law enforcement. Short term rentals also impact affordable housing and peaceful enjoyment of neighborhoods. This position would be expected to lead work programs that analyze impacts from short term rentals and develop alternatives for addressing these impacts.
3. An opportunity for this position is developing coordination and consistency with cities located within Kittitas County. Kittitas County has recently completed an interlocal agreement with the City of Ellensburg for development within the city's urban growth area. This position will be responsible for implementation of this interlocal agreement, as well as leading efforts to develop interlocal agreements with other cities in Kittitas County.
4. This position has an opportunity to lead a work group addressing agritourism in Kittitas County, which will look at opportunities for agritourism and look to remove obstacles to agritourism in existing code and policies.
5. The Planning Manager will provide leadership and mentoring to an energized team of planners who are new to Kittitas County. The most senior of which will be completing their second year with the county in 2023.
6. This incoming Manager will conduct public outreach and update the County's Comprehensive Plan which is a key priority for the Kittitas County Board of Commissioners.
7. A GIS tool is being developed, by the IT department on ArcGIS Urban, to project growth patterns and plan for growth. This tool, which is well supported by the Board of Commissioners, may be used for the development of subarea plans in the County.

IDEAL CANDIDATE

Education & Experience:

- A bachelor’s degree from a four (4) year college or university in Planning, Geography, or closely related field.
- Five (5) years of increasingly responsible professional planning experience with at least one (1) year in public sector planning.
- Two (2) years of supervisory experience in a professional job classification.
- Experience with Washington or Oregon Growth Management planning processes, and experience working with Washington’s State Environmental Policy Act (SEPA) and Shoreline Master Programs is highly preferred.
- A valid Washington State driver’s license.

The ideal candidate will have experience with GIS, the ability to build a community network through outreach, and excellent communication skills. Successful experience in working with growth pressures in professional planning is desired.



COMPENSATION & BENEFITS

- **\$73,008 - \$98,328 DOQ**
- Health, dental, and vision insurance. Base plans covered in full by the County for employee and family.
- Employee Assistance Program.
- \$12,000 basic life insurance and base long term disability coverage covered by the County for employee.
- Optional Life Insurance, AD&D, Short-term and Long-term Disability Buy-Up.
- Optional Group Home and Auto Insurance.
- Washington PERS.
- Optional 457 Deferred Compensation.
- Vacation Leave. (14 hours/month)
- Sick Leave. (8 hours/month)
- 11 Paid Holidays.
- Personal Holiday.
- Bereavement Leave.
- Jury Duty Leave.
- Family and Medical Leave. (FMLA)
- State Paid Family & Medical Leave. (PFML)
- Occasional work-from-home time allowed at the discretion of the CDS Director.
- Relocation assistance available for the ideal candidate.

For more information on Kittitas County, please visit:

www.co.kittitas.wa.us

Kittitas County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 5, 2023** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**Kittitas County, WA – Planning Manager**", and click "**Apply Now**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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