



City of Carmel-by-the-Sea - Community Planning and Building
Director

The City of Carmel-by-the-Sea (population approximately 4,000) is recruiting nationally for a highly experienced Community Planning and Building Director to manage the day-to-day activities of 8 full-time highly capable staff with a Departmental budget of approximately \$1.24 million. The Department of Community Planning and Building (Planning, Building and Code Compliance) is responsible for land-use management, construction activities, enforcement and environmental quality in Carmel-by-the-Sea.

Reporting to the City Administrator, this at-will position is responsible for all planning, zoning, building inspection, and code compliance programs. The Director serves as the administrative advisor and liaison to the City Administrator, City Council, Planning Commission, and Historic Resources Board. The Director is also responsible for preparing and interpreting the City municipal code, as it relates to zoning, sign, and subdivision ordinances, and updating the General Plan and Historic Context Statement.

This position requires a Bachelor's degree and 7 years of progressively responsible administrative experience with a minimum of 5 years of supervisory experience. A Master's degree is preferred. The successful candidate will receive a highly competitive salary with an excellent benefits package.

Apply prior to **March 16, 2020** by submitting a cover letter, resume, and 6 professional references to apply@ralphandersen.com. For confidential inquiries contact Robert Burg at (916) 630-4900. Detailed brochure available at www.ralphandersen.com.