



**City of
Placerville**

Director of Development Services

\$124,223 - \$152,514 annually DOE/DOQ

The Position

The City of Placerville is seeking a dynamic team-builder who has extensive knowledge in the areas of planning, building, code enforcement, economic development, and solid waste management. Placerville is a community that chooses to invest in itself, with two entitled affordable housing projects currently under construction and an entitled boutique hotel project that currently in the permitting process. Placerville understands that the Development Services Department greatly contributes to the physical and social well-being of its residents, while also serving as an economic driver for visitors drawn to its historic landmarks, bed and breakfast accommodations, and amazing local wineries and family ranches. In this spirit, the new Director will lead a diverse, energetic group of employees while maintaining a focus on detail and a passion for customer engagement.

The Director plans, manages, oversees, and directs the operations and services of the Development Services Department, which includes Planning Services, Building Services, Code Enforcement. For Fiscal Year 2024/25, the Development Services Director is assisted by four full-time staff including a Building Official, Code Enforcement Official, Associate City Planner, and Administrative Assistant in addition to consulting and contract services. The Director also assists with Economic Development, affordable housing grants, and the solid waste franchise agreement; coordinates activities with other City officials, departments, outside agencies, contractors, organizations, and the public; establishes department goals, objectives, policies and procedures; prepares the annual budget for the department; provides staff support to the Planning Commission, Economic Development Committee, and the City Council; serves as a technical resource for assigned staff; and performs other related duties as required.

[Click here to review the full job description.](#)



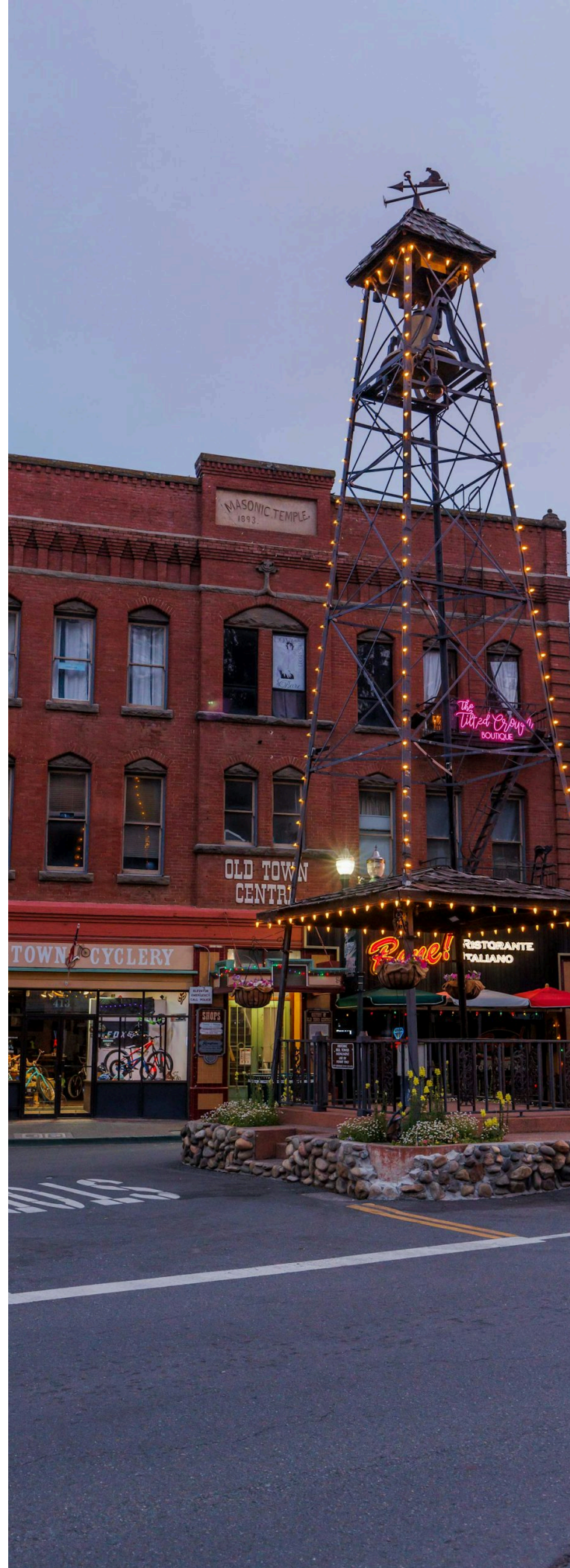
Future Projects and Programs

Boutique Hotel Project - Small, stylish hotels that aim to offer unique, personalized experiences to guests. Several projects are currently in the plan review stage.

Two Subdivision Projects - currently being evaluated.

Three Affordable Housing Projects - which are essential for ensuring that people of all income levels have access to safe and stable living environments.

The General Plan - the incumbent will oversee and manage the updating of various General Plan elements as necessary and will have influence in shaping the long-term strategic direction of the City.



THE IDEAL CANDIDATE

THROUGH KNOWLEDGE OF AND TECHNICAL EXPERTISE RELATED TO:

- Current theories, principles, and practices common to urban or regional planning and land use, or civil engineering.
- Federal, state, and local laws, codes and regulations that are pertinent to the development, management, operation, and permitting processes of development efforts.
- Building and maintaining relationships with government officials, agencies, key stakeholders, and the public.
- Monitoring and evaluating program results and demonstrating outcomes both qualitatively and quantitatively.
- Verbal and written communication skills to develop reports, plans, presentations, evaluations, and other material as appropriate and speak to the concerns of others.
- Leading development projects and promoting adaptive use of structures to revitalize neighborhoods and preserve historical assets.
- Applicable software and office methods, procedures, and equipment including the Microsoft programs (Excel, Word, and Google Gmail)

PROVEN LEADERSHIP SKILLS IN:

- Team-oriented, compassionate leader committed to employee empowerment, problem solving, and customer service
- Facilitating employee and community groups to solve problems, resolve conflicts and work effectively and collaboratively
- Establishing and promoting a vision for the future and motivating others to embrace that vision
- Making sound decisions, building realistic plans, and managing projects
- Political acumen and community relations ability to build partnerships, effective relationships, and advocacy for the City and the Department

CORE VALUES THAT INCLUDE:

- **A** hands-on working leader who is driven with a strong commitment to timely service delivery, accountability, and transparency
- Sincere care for employees and stakeholder interests and needs leading to behavior that is proactive, approachable, and responsive
- Exemplifying integrity that positively influences others



THE CITY

Great town with a treasured heritage.

The City of Placerville, population 10,747, is centrally located between Sacramento, the state capitol, and South Lake Tahoe, a world-famous recreation center. Situated above the fog line and below the snow line, Placerville boasts an ideal climate with four distinct seasons. Accessibility to Placerville is via State Highway 49 and U.S. Highway 50, along one of the most traveled corridors in California. Placerville's treasured heritage is reflected in the historical, nineteenth century architecture of its downtown core. In addition, Placerville is the county seat and the center of financial, commercial, civic, and government activity.

Serving as a "hub" for many nearby destinations and activities, Placerville is well situated. Premier wineries, Apple Hill Ranches, Historic Coloma, the South Fork American River, and the El Dorado National Forest are all located within minutes of downtown Placerville. The future of Placerville's business economy will continue to be strengthened and infused by these established and newly developing areas of opportunity surrounding the hub.

Within the hub, local merchants, property owners, and government officials are striving to insure economic vitality for Placerville. These groups are working together on business improvement and revitalization projects to preserve, promote, and enhance the quality of life for all in the community. Location, climate, a rich heritage, and a high level of commitment and pride have allowed Placerville to emerge as "the destination" in El Dorado County.

The history of Placerville began with the highly publicized discovery of gold in the tail race section at Sutter's Mill in Coloma (only 8 miles from Placerville) in 1848 resulted in the "gold rush" with the migration of thousands of fortune-seekers to Northern California in the mid 1800's. The town of Placerville was named after the Tertiary placer gold deposits found in the ancient riverbeds in the Placerville area. During the gold rush, Placerville became an important supply center for the surrounding mining camps.



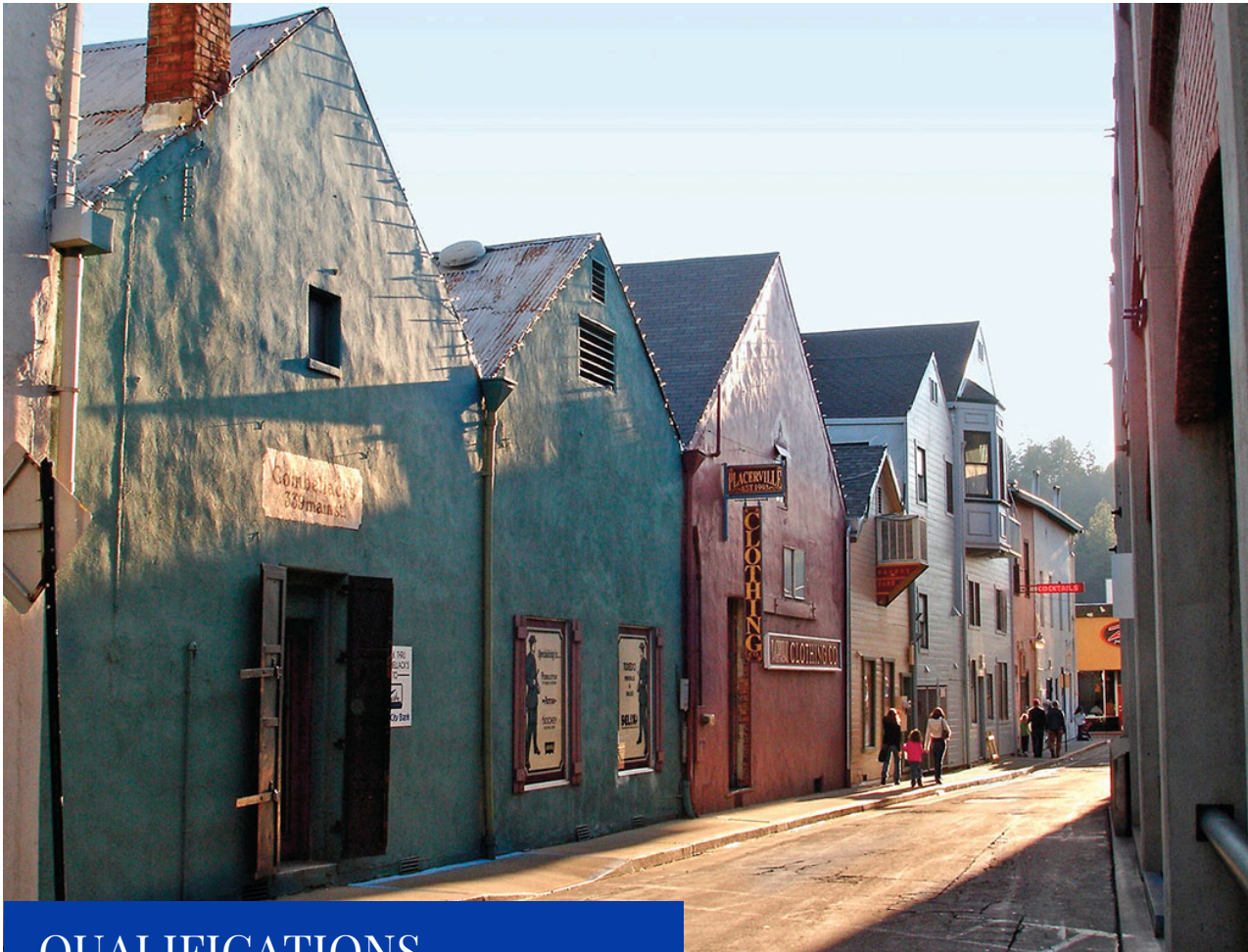
SALARY and BENEFITS

The starting salary will be commensurate with the experience, qualifications, and skills of the successful candidate within the salary range of \$124,223 - \$152,514 annually DOE/DOQ.

The City offers a competitive benefits package:

- **Retirement:** CalPERS – Pension formula determined based on CA Public Employees' Pension Reform Act of 2013 (PEPRA)
- **Social Security and Medicare:** The City participates in these programs
- **Health Benefits:** Medical, dental (including orthodontics & chiropractic), and vision care for employee and eligible dependents
- **Life Insurance:** \$50,000 term life policy with an AD&D feature
- **Holidays:** 13 paid holidays each calendar year
- **Vacation:** Accrual of 80 hours annually during the first five years of service and increases thereafter
- **Sick Leave:** Eight hours accrual per month
- **Management Leave:** 80 hours/year





QUALIFICATIONS

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- Bachelor's degree in urban or regional planning, planning, urban design, landscape architecture, environmental studies, public administration, civil engineering, or a closely related field;

AND

- Six years of increasingly responsible experience in urban or regional planning and/or civil engineering;
- Three years in a supervisor or management capacity

License/Certificate:

- Possession of, or the ability to obtain by appointment, a valid California Class C driver's license

Aspiring department heads who otherwise meet or exceed the technical experience requirements are encouraged to apply.

SELECTION PROCESS

DEADLINE TO APPLY: The application period will close on **March 2, 2025**.

[CLICK HERE TO APPLY!](#)

Interested candidates should submit a cover letter and a focused resume detailing their recent (within the past 10 years) experience and demonstrated career accomplishments relevant to this position along with their application and supplemental questionnaire. All application materials must be submitted through the online system.

Each candidate's background will be evaluated based on information submitted at the time of application, and qualified candidates will participate in a preliminary remote screening interview. The most qualified candidates from the remote interview will be submitted for consideration for final selection by the City Manager.

The City of Placerville is not responsible for the failure of internet forms or email transmission in submitting your application. Candidates who may require special assistance in any phase of the application or selection process should advise us by emailing roconnell@cityofplacerville.org.

