

THE TOWN OF SIMSBURY, CONNECTICUT

IS SEEKING IT'S NEXT

Planning and Community Development Director

THE COMMUNITY

Located 25 minutes northwest of Hartford in the Farmington Valley, Simsbury is an ideal place for raising a family or growing a business. With a population of 24,500 and an area covering 34 square miles, our Town is widely recognized for it's excellent public education system, with some of the best schools in the state. Situated along the Farmington River, we take pride in our historic town center, beautiful scenery, and plentiful hiking. Simsbury is recognized as a Silver Bicycle Friendly Community by the League of American Bicyclists and features miles of trails for leisure or commuting. We have recreational opportunities for all ages including parks, playgrounds, swimming pools and a public golf course. The Simsbury Meadows Performing Arts Center is the summer home of the Hartford Symphony Orchestra.

The Town takes a thoughtful approach to planning and consists of a mix of quaint town centers, bucolic farmland, and commercial office space that allows our residents to live minutes from where they work. We are one of the fastest growing towns in Connecticut due to our excellent system of education, quality of life, and strong town services.

To Learn more about the Town of Simsbury visit "www.simsbury-ct.gov".

One of the top ten 'Best Places to Live in America'

Simsbury was named one of the top ten 'Best Places to Live in America' in 2015 by Money Magazine. The magazine selected towns with "great jobs, strong economies, affordable homes, excellent schools, and that special something that makes it a great place to live." Simsbury also received accolades from: NerdWallet as the #1 Town in Connecticut for Young Families; Connecticut by the Numbers as a 2016 Best Community for Music Education; and Niche.com as one of the top 10 Best Places in Connecticut to Raise a Family. It was recently ranked as the 8th safest city in Connecticut by SafeWise.

POSITION PROFILE

The Director of Planning and Community Development is responsible for performing highly responsible administrative, professional and technical work involving a broad range of municipal planning and land use functions. This position is responsible for managing and overseeing the administration of planning, zoning, building, conservation/inland-wetlands, design review, and other land use related functions. This position is responsible for coaching, supervising and evaluating departmental personnel in accordance with collective bargaining provisions and other applicable Human Resources policies. The ideal candidate will have a customer service oriented approach to working with various town boards, commissions and the public. The department supports a number of land use bodies including an elected Planning Commission, elected Zoning Commission, an elected Zoning Board of Appeals, an appointed Conservation/Inland Wetlands Agency, a Historic District Commission and a Design Review Board.

MUNICIPAL ORGANIZATION

The Town of Simsbury has a Board of Selectman/Town Manager form of government. The governing body is a Board of Selectman comprised of six members including the First Selectman. The Board of Selectman is the policy-making body of the Town, with members elected for non-staggered, two year terms. Day-to-day operations of the Town are managed by the Town Manager who supervises all department directors. Simsbury is a full service municipality providing services such as but not limited to a public library, parks and recreation, social services, police, and public works (i.e. roads, bridges, sanitary sewers). Fire, rescue and emergency medical services are provided by the Simsbury Fire District and the Simsbury Volunteer Ambulance Company.

THE PLANNING COMMISSION

Established by Town Charter and permitted by state statute, Simsbury has a Planning Commission. The Planning Commission consists of six volunteer members elected to four year terms by the Board of Selectmen and three alternate members also appointed to four year terms by the Board of Selectmen. The Commission prepares, adopts and amends the Plan of Development; makes recommendations on municipal improvements including the construction of facilities and acquisition and disposition of real property; and acts upon applications for subdivision and resubdivision of land. The Commission makes recommendations to the Zoning Commission relating to zone changes, site plans, and certain other matters.

THE PLANNING AND LAND USE DEPARTMENT

The Planning and Land Use Department includes the Planning, Zoning, Conservation and Inland Wetlands / Watercourses, Zoning Board of Appeals, Historic District Commission, Economic Development, Design Review, and Building Inspection functions. The Department consists of 6 Full-Time employees and 2 part-time employees.



The Zoning Commission

Established by Town Charter and permitted by state statute, Simsbury has a Planning Commission. The Planning Commission consists of six volunteer members elected to four year terms by the Board of Selectmen and three alternate members also appointed to four year terms by the Board of Selectmen. The Commission is responsible for the creation of Zoning Regulations and accompanying map for the administration of said regulations. The Zoning Regulations, designed to promote the health, safety and welfare of the community, divide the Town into districts and establish standards for land use within each district. The Commission regularly reviews the Zoning Regulations to clarify, revise and update its provisions to insure compatible land use patterns.

CANDIDATE PROFILE

Simsbury's next Planning and Community Development Director will be an individual who is passionate for their work and someone who will motivate their department staff. The new Director will be guiding a department of experienced professionals and is responsible for coaching, supervising and evaluating departmental personnel in accordance with collective bargaining provisions and other applicable Human Resources policies. Key tasks will include: performing highly responsible administrative, professional and technical work involving a broad range of municipal planning and land use functions; implementing and administering the Plan of Conservation and Development; coordinating and overseeing all town services that relate to the enforcement and administration of planning, zoning, conservation/inland-wetlands, design review, land use regulation and building code requirements; assisting with economic development initiatives; assisting with community development initiatives.

COMPENSATION AND BENEFITS

The anticipated hiring range is \$105,000-\$115,000 per year, with a competitive benefits package including a retirement pension plan, medical, dental and vision insurance, life insurance, long term disability, retiree health and dental plan, 457 deferred compensation retirement plan, twelve paid holidays, one floating holiday and three personal days, and three weeks of vacation.

QUALIFICATIONS AND EXPERIENCE

Candidates must have a Bachelor's degree from an accredited college or university with major coursework in Urban/Regional Planning or a related field, a Master's degree is preferred. Candidates must have a minimum of 6-7 years of related experience including at least 3-4 of supervisory experience. AICP Designation preferred.



TOWN FACTS AND DEMOGRAPHICS

Total Population:	24,500
Total Households:	8,881
Family Households:	6,637
Non-family Households:	2,244
Households With Children:	3,539
Households Without Children:	5,343
Average People Per Household:	2.56
Median Household Income:	\$122,518
Average Household Income:	\$165,592

APPLICATION PROCEDURES

Interested candidates are required to submit an on-line employment application including resume, letter of interest, and list of 3 professional references to www.simsbury-ct.gov/jobs. If you have any problems while using the online application system, or if you require a reasonable accommodation to apply for this position, please contact the Town Manager's Office at (860) 658-3291.

APPLICATION DEADLINE

The deadline for all required application materials is Monday July 30, 2018 at 7pm

The Town of Simsbury is an Equal Opportunity Employer and values diversity at all levels of its workforce regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state or local law. In addition, the Town of Simsbury will provide reasonable accommodations, that do not present an undue hardship, for qualified individuals with disabilities.