



# PLANNING DIRECTOR

COUNTY OF MARIN, CA





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## THE COMMUNITY

Located in the hills northwest of San Francisco, Marin County spans just over 828 square miles and is home to an engaged community of 260,000 residents. The County enjoys a diversified economic base, including a mix of insurance, medical, pharmaceutical, technology, financial, agriculture, and retail employers.

Marin is a desirable place to live and is known for its combination of rural and suburban lifestyles, entertainment and recreational activities, and mild, year-round climate. The County's youth are supported by a strong education system, and higher education is offered by College of Marin, Dominican University, and several other excellent institutions in the area. County of Marin includes the incorporated cities of Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael, Sausalito, and Tiburon. Around one-fourth of Marin's residents live in unincorporated areas.

Marin's location in the Bay Area is ideal with commutable distances to several neighboring counties. Within the County itself, and in less than an hour's drive, residents can enjoy the majestic coastline and renowned county, state, and national parks, access the vineyards of Napa and Sonoma Counties, and enjoy all that San Francisco offers. Marin offers outdoor enthusiasts a variety of activities, including hiking, mountain biking, camping, golf, horseback riding, sailboarding, surfing, fishing, boating, kayaking, canoeing, etc. The County is also home to 10 popular farmers' markets, offering plenty of access to fresh, organic produce and goods.

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## COUNTY GOVERNMENT

With an operating budget of \$865.8 million (FY25/26), the County is comprised of 22 agencies and departments with a workforce of over 2,575 positions. It is governed by the Board of Supervisors, which is made up of an elected representative from each of the five voting districts. The Board of Supervisors also appoints a County Executive who is responsible for implementing Board decisions and overseeing the majority of County Departments and operations. County departments focus on the Board's six priority areas: affordable housing and homelessness, climate change resiliency, disaster and emergency preparedness, racial equity for the Marin community, capital infrastructure investment, and community and economic vitality. The County strives to uphold a set of core values: respect, trust, integrity, diversity, equality, excellence, accountability, innovation, and collaboration. These values help to maintain and enhance public trust and help achieve high-quality service outcomes. The County is committed to being a well-managed organization that utilizes the talent of its workforce and the dedication of its residents to succeed.

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## COMMUNITY DEVELOPMENT AGENCY

The Community Development Agency is dedicated to promoting, protecting, and advancing healthy, safe, and equitable communities. The Community Development Agency (CDA) has a long history of being an innovative and progressive planning agency. The Agency supports sustainable, diverse communities through excellent and responsive service, and oversees a wide

range of activities, including issuing building permits, conducting safety inspections, managing environmental health services, planning, affordable housing, and grant administration. With an FY 25/26 operating budget of \$23.4 million and 94 employees (FTE), the Agency is made up of five (5) divisions, including Administration, Planning, Environmental Health Services, Building and Safety, and Housing and Grants.

With its areas of responsibility, CDA is a critical contributor to the County's efforts to meet the Board's priorities. CDA's work focuses on some of the County's most daunting and important challenges, including a lack of affordable, high-quality housing for Marin's residents and workforce, significant risks to people and property from environmental hazards, and inequity across racial and socioeconomic groups.

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## PLANNING DIVISION

Reporting to the Director of the Community Development Agency (CDA), the County's Planning Director serves as an Agency Deputy Director managing the County's current, long-range, and environmental planning functions. The Planning Division strives to provide a thoughtful, forward-looking approach to land use, balancing environmental stewardship, sustainable growth, and preservation of the County's unique character and natural resources. The Planning Division promotes diverse and sustainable communities by regulating land use and property development. The Division prepares and maintains key long-range planning documents, including the Countywide Plan, Local Coastal Plan, community plans, and zoning regulations. The team implements these policies by reviewing development proposals in coordination with multiple County departments and overseeing environmental review to ensure compliance with state and local regulations.



The Planning Division also serves as staff liaison to the Planning Commission and other advisory bodies, supporting transparent, informed decision-making. The Director of Planning provides leadership and oversight to a team of approximately 21 professional staff, manages a division budget of approximately \$5.0 million, and advances the County's planning priorities and service commitments.

Priority projects for the Planning Division include leading a collaborative, community-driven visioning process for West Marin. They also involve modifying the development review process for major projects to enhance comprehensive project review and placemaking; accommodating process changes due to state housing and planning law updates; establishing objective standards for off-site improvements; and completing a Tam Junction Placemaking Study to explore scenarios for complete streets, parking management, and other enhancements. Further, Division staff will support the County's Economic Vitality Strategic Plan.



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## IDEAL CANDIDATE

The County of Marin seeks a passionate, forward-thinking planning professional with a collaborative, team-oriented leadership style. Known for their innovative, creative approach and a demonstrated record of advancing thoughtful, contemporary land-use policy, they will be able to guide complex initiatives in a dynamic public-sector environment. The ideal candidate will be a strategic thinker with experience leading meaningful organizational and community change, improving service, communicating effectively, and streamlining processes. This individual will bring a countywide perspective, understanding the interconnections among land use, housing, environmental stewardship, transportation, economic vitality, and quality of life across Marin's diverse communities.

This visionary leader will serve as a trusted partner to County leadership, departments, community stakeholders, and regional agencies. With exceptional interpersonal skills and political acumen, the Planning Director will build and sustain strong, productive relationships within the County organization and regionally with city leaders, planning professionals, and partner agencies throughout the County. They will foster trust, build consensus, and engage constructively with a highly informed and progressive community to create and implement a future vision for County of Marin. This collaborative planning professional will be an integral member of the CDA Executive Team, collaborating with other division directors and the Permit Ombudsperson to support the Agency's goals and initiatives. The successful candidate will be committed to inclusive, transparent, and meaningful community engagement, employing innovative approaches to ensure diverse voices are heard and reflected in planning outcomes.

The successful candidate will be an experienced, empowering people manager who inspires high performance, accountability, and professional growth. They will cultivate a culture of

collaboration, continuous improvement, and service excellence, and align staff and organizational resources around a clear, compelling strategic vision. Their leadership will strengthen organizational effectiveness, enhance service delivery, and position the department to meet evolving community needs.

A strong process improvement mindset is essential. The ideal candidate will be technologically savvy and comfortable leveraging modern digital systems, data analytics, and emerging tools—including artificial intelligence—to enhance planning functions, improve efficiency, increase transparency, and deliver a more responsive and customer-focused experience for residents, applicants, and stakeholders.

The future Director will possess deep knowledge of California planning law and the broader legal and legislative context shaping local government planning, including CEQA, housing law, environmental regulations, and regional planning requirements. They will demonstrate sound technical expertise, strategic thinking, and the ability to navigate complex regulatory frameworks while advancing County priorities.

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## MINIMUM QUALIFICATIONS

Any combination of relevant experience and education that would provide the knowledge, skills, and abilities to be successful will qualify. Qualified candidates will bring at least five (5) years of increasingly responsible professional land-use planning experience, including two (2) years of administrative and supervisory experience, along with a Bachelor's degree in City, Regional, or Environmental Planning, Urban Studies, or a related field. Graduate-level coursework in urban, regional, or environmental quality planning may substitute for up to one year of non-supervisory experience.



## Application & Selection Process

The closing date for applications is midnight on **Sunday, April 26, 2026**. To apply for this opportunity, upload cover letter, resume and a list of six professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com).

**TB & CO.**

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## COMPENSATION & BENEFITS

The salary range for the at-will Planning Director is \$185,000 - \$204,000 (salary does not reflect a 4% salary increase effective July 2026). The County of Marin also offers a highly competitive benefits package that includes the following:

**Retirement:** A defined benefit retirement plan governed by the County Employees Retirement Law of 1937 (CERL), which can be reciprocal with other California county requirement systems as well as with the CalPERS and CalSTRS retirement systems. For more information: [www.mcera.org](http://www.mcera.org) and <https://www.mcera.org/employers/new-hires>. The County does not participate in Social Security except for mandatory Medicare contributions.

**Holidays:** 12 paid holidays and 2 floating holidays per fiscal year.

**Vacation Leave:** Starting at 15 days accrued per year and increases through years of service.

**Sick Leave:** Accrues 12 days per year.

**Personal Leave:** 40 hours per year. May be prorated based on employment start date.

**Management Leave:** 40 hours per fiscal year. May be prorated based on employment start date.

**Health/Dental/Vision Insurance:**

Cafeteria-style health and welfare benefit plans that allow employees to choose from various health, dental, vision, life, and long-term disability insurance plans.

**Retiree Benefits:** Medical, dental, vision, and life insurance available, subject to eligibility requirements at time of retirement.

**Deferred Compensation:** Deferred compensation plans (IRS 457 plan) are available for voluntary employee contributions.

**Other Benefits:** County offers an Employee Assistance Program (EAP), Transportation Benefits, an Employee Wellness Program, and pretax Health Care or Dependent Care Flexible Spending Account.

For additional information about benefits, visit: <https://www.hr.marincounty.gov/our-divisions/employee-benefits-wellness/employee-benefits>.

Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the recruiter. Candidates deemed to be the best qualified will be invited to participate in additional interviews with the County of Marin. A timely appointment is anticipated following final interviews and after the completion of thorough background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the candidate impacted.

