

CITY OF GILROY IS HIRING

SENIOR PLANNER

Community Development Department, Planning Division

\$10,495.08 - \$14,415.83 Monthly Plus Excellent Benefits

The salary range listed above reflects the full compensation potential for this position. Initial placement in the salary range is typically within the first half of the range; however, in certain circumstances (i.e. an experienced lateral candidate) placement at or above the midpoint may be considered. The last 3% of the salary range requires five years of City of Gilroy service and strong work performance – see MOU for specific requirements.

Opportunity to work a 9/80 work schedule with every other Friday off.

The City of Gilroy is an equal opportunity employer and supports workforce diversity, equity, inclusion, and belonging. Join our team!

ABOUT THE POSITION

The City of Gilroy is recruiting a Senior Planner position in the Community Development Department. In this exciting opportunity, the Senior Planner is poised to make a significant impact towards building a vibrant, sustainable, and inclusive city for all. The Senior Planner will be assigned full responsibility for a variety of complex planning projects and entitlement permits, performing high-level professional planning duties using independent judgement in analyzing work and making recommendations and important decisions. Additional tasks include aiding applicants and the general public. Related duties and functions include project initiation, preparation, analysis, stakeholder coordination, environmental review, presentations, and enforcement. The role offers the opportunity to influence policy, champion sustainability, create spaces that promote equity and accessibility, and ensure that all initiatives align with our community's long-term vision.

The Senior Planner is a mid-management position and may mentor junior level staff and supervise technical, professional, and administrative staff.

ABOUT THE DEPARTMENT

The City of Gilroy's Community Development Department Planning Division is committed to developing and implementing programs to support the City's General Plan. We promote sustainable development and encourage quality design and livability of resident neighborhoods, commercial areas, and industrial zones within the City's urban sphere. We pride ourselves on providing superior customer service. Our team is dedicated, energetic, collaborative, solution oriented, and we support innovative strategies that enhance quality of life and foster economic growth.

Continuous goals of this department are to provide current and long-range community planning services in conformance with the Gilroy 2040 General Plan and consistent with City Council direction. The Planning team is responsible for implementation of Gilroy's General Plan / Housing Element, Zoning Ordinance, adopted specific plans and other associated policies and ordinances.



APPLICATION CLOSING DATE:

FEBRUARY 2, 2026

ORAL BOARD

FEBRUARY 18, 2026

DEPARTMENT INTERVIEW

TBD

APPLICATION PROCESS

If you are interested in pursuing this exciting career opportunity, please attach and submit the following required items with your electronic NEOGOV application:

- Complete application with responses to Supplemental Questions
- Detailed resume focusing on relevant work experience and education is required
- A cover letter expressing your interest in this position is required

Apply at

www.CityOfGilroy.org/jobs



Responsibilities include, but are not limited to:

- Responding to public inquiries related to land-use and property development regulations.
- Providing solution-oriented customer service to support economic development opportunities whenever possible.
- Reviewing land-use entitlement applications (e.g. tentative map, conditional use permit, annexation, general plan amendment, architectural & site review permits) for conformance with adopted policies and regulations.
- Administering the California Environmental Quality Act (CEQA) for environmental review related to planning and development proposals.
- Implementing and updating the General Plan and Zoning Ordinance.
- Providing staff support for the Planning Commission, as needed
- Resolving land-use related violations through Code Enforcement.



THE IDEAL CANDIDATE WILL

- Have a strong understanding of concepts, principles and techniques of city and regional planning and zoning administration.
- Be well-versed in processing planning entitlements, with considerable environmental analysis experience and compliance with CEQA (California Environmental Quality Act), Subdivision Map Act, California housing legislation, and various other land use laws.
- Have experience using GIS and/or EnerGov Land Management Software.
- Be detail oriented and possess good time-management skills to handle a variety of assignments and deadlines in a fast-paced work environment.
- Conduct thorough analysis on complex issues and distill information into a comprehensive report and plan of action.
- Be an effective communicator (verbally and written) and follow through on commitments.
- Be flexible and able to attend evening and weekend meetings, as typically required for Planning Commission, City Council meetings and community meetings.
- Be able to work cohesively with the planning team and maintain consistency with the Division's implementation of regulations and policies.
- Exercise independent initiative and responsibility for current and/or advanced planning.
- Present complex, technical information in an understandable way to customers, elected and appointed decision makers, community groups and others.
- Effectively lead and supervise members of the Planning Division team.

- Establish and maintain good working relationships with co-workers, other departments, outside agencies, and the public.
- Have experience working with community groups on complex and potentially controversial issues.
- Have knowledge of preparing and adopting general plan amendments and/or specific plans.
- Have experience staffing city committee and/or commission meetings.
- Have experience working with LAFCO.
- Possess an AICP certificate.

FIRST YEAR PROJECTS/ASSIGNMENTS:

- Complete Comprehensive Zoning Ordinance Update
- Complete Historic Resource Inventory Update and create Mills Act monitoring procedures
- Manage a range of the more complex applications, including subdivisions, architectural and site review applications, and General Plan/Zoning amendments
- Build subject matter expertise in ADU development, housing policy, CEQA compliance and equity-based community development

QUALIFICATIONS

- Any combination of education and experience equivalent to a Bachelor's degree in Planning, Public Administration, Business Administration, Landscape Architecture, Economics, or related field along with work experience equivalent to three years as a Planner II with the City of Gilroy, or five years with another agency. A Master's Degree is preferred but not required.
- Possess and maintain a valid California Driver License and safe driving record necessary to operate assigned vehicle(s).
- Pass an employment background check, including a Department of Justice criminal record check.
- Pass a post-offer medical examination which includes a drug test.
- Prefer non-tobacco user.

TO VIEW JOB DESCRIPTION, CLICK HERE: [SENIOR PLANNER](#)

MOU REPRESENTATION:

Gilroy Management Association (GMA)

BENEFITS OFFERED:

May vary based on position and MOU. See more at information at: www.cityofgilroy.org/164/Benefit-Summaries

- Medical, dental, and vision
- Vacation leave, sick leave, holidays, and personal leave time off benefits
- CalPERS retirement pension plan
- Flexible spending accounts
- Pre-tax deferred compensation plans with a City contribution
- City-paid life and long-term disability insurance, and employee assistance program
- Commuter benefit program

IMPORTANT INFORMATION:

Prior to appointment and given at the City's expense, final candidates are required to pass an employment background check, State of California Department of Justice criminal records check, and as applicable: medical evaluation and drug screen.

If special accommodations are necessary at any stage of the selection process, please contact Human Resources.

Human Resources can be reached at:

(408) 846-0228 or coghr@cityofgilroy.org

APPLICATION PROCESS

If you are interested in pursuing this exciting career opportunity, please attach and submit the following required items with your electronic NEOGOV application:

- A complete application with responses to Supplemental Questions
- Cover letter that explains your specific interest in this position with the City of Gilroy is preferred
- Detailed resume focusing on relevant work experience and education is preferred

City Application Form – Candidates must complete the NEOGOV City of Gilroy application form for this position and submit it online. Please prepare attachments prior to completion of the NEOGOV application as incomplete applications will not be accepted.

Apply Online:

Go to www.CityOfGilroy.org/jobs. You can apply online by clicking on the job title you are interested in and clicking on the "Apply" link. After viewing the Job Description, click the 'Apply' tab. If this is the first time you are applying using our online job application, you will need to create an account and select a Username and Password. After your account has been established, you can import your resume from LinkedIn, upload it from a saved document on your computer, or manually enter your personal information. This application will be saved and used to apply for future job openings.

Only complete application packets will be reviewed. Only the most qualified applicants with the most relevant experience and education will be invited to continue in the selection process. In addition, final candidates for the position are required to pass a background check, State of California Department of Justice criminal records check, medical evaluation, and drug screen (includes testing for psychoactive marijuana metabolites), given at the City's expense, prior to appointment. If special accommodations are necessary at any stage of the selection process, please contact the Human Resources Department right away at 408-846-0228.

Attention: Communication regarding your status in this recruitment process will be conducted via e-mail. Be sure to include an e-mail address on the employment application. Applicants are responsible for notifying Human Resources of any changes to an e-mail address and/or other contact information.

THE CITY OF GILROY IS AN EQUAL OPPORTUNITY EMPLOYER AND SUPPORTS WORKFORCE DIVERSITY, EQUITY, INCLUSION & BELONGING.

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