

17.02.020 - Community Development Director duties and responsibilities.

The Community Development Director shall be responsible for the enforcement of the Zoning Code and shall have the authority to undertake the activities and duties indicated in this section.

- A. The Community Development Director shall administer the Zoning Ordinance;
- B. The Community Development Director shall consider and approve administrative plot plan applications which are in conformance with applicable zoning standards and which do not require a public hearing;
- C. The Community Development Director shall review and make recommendations to the Planning Commission and the City Council on planning applications, land use and planning issues, or other activities as may be directed by the City Council, the Planning Commission, or the City Manager;
- D. The Community Development Director shall assist applicants in the submittal of development applications; and,
- E. The Community Development Director shall review and make recommendations to the Planning Commission and City Council on all applications and any attendant approvals and environmental documents.
- F. The Community Development Director, upon written request or upon their own initiative, when a use is not specifically listed as a permitted use or conditional use under a particular zone, and when that use is proposed or classification is requested, shall determine whether the use is sufficiently similar to a listed use in the particular zone to justify a finding that it should be deemed a permitted use or a conditional use in one or more zones. Before permitting or classifying an unlisted use, the director shall first determine that all of the following conditions exist:
 - (1) The proposed use would meet the objectives of the zone;
 - (2) The proposed use and its operation are compatible with the uses permitted in the zone; and
 - (3) The proposed use is similar to one or more uses in the zone.
 - (4) The director shall notify the planning commission and city council of determination of use.

(Ord. No. 1128, § 2(Exh. B), 12-1-2020; Ord. No. 1151, § 4(Exh. A), 11-15-2022)