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Chapter 001 [See "View Attachments" below](#)

- **Section 050 [Administration](#)**
 - This title shall be administered and enforced by the planning authority who shall advise the public about its requirements. The responsibilities of the director under this title include the following functions, which may be carried out by planning authority employees under the supervision of the director:
 - A. Accept and review all applications authorized hereunder; certify that applications submitted have been properly completed; establish permanent files; conduct site and project analysis; prepare public notices; meet with applicants; collect fees; prepare reports; process appeals; present staff reports to the planning commission and board of supervisors; and
 - B. Issue administrative permits under this title and certify that all such permits are in full conformance with these requirements; and
 - C. Refer and coordinate matters related to the administration of this title with other agencies and county departments; and
 - D. Enforce and secure compliance with the provisions of the title.
- (Ord. 1183 § 2, 2006)

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