

CHAPTER 8
COMMUNITY DEVELOPMENT SERVICES DEPARTMENT

SECTION:

- 3-8-1: Establishment of Community Development Services Department
- 3-8-2: Appointment of Community Development Services Department Director; Management
- 3-8-3: Responsibilities of Department
- 3-8-4: No Private Duty Established

3-8-1: **ESTABLISHMENT OF COMMUNITY DEVELOPMENT SERVICES DEPARTMENT:** The Department of Community Development Services is hereby established as an administrative department of the City. (Ord. 3003, 04-23-15; Ord. 3523, 07-13-23)

3-8-2: **APPOINTMENT OF COMMUNITY DEVELOPMENT SERVICES DEPARTMENT DIRECTOR; MANAGEMENT:** The Community Development Services Department shall be managed by the Community Development Services Director who shall be appointed by the Mayor, subject to confirmation by at least four (4) members of the Council. The Director may be removed by the Mayor, with or without cause, subject to confirmation by a vote of at least four (4) members of the Council, or by the Council upon its own initiative upon a unanimous vote thereof. (Ord. 3003, 04-23-15; Ord. 3523, 07-13-23)

3-8-3: **RESPONSIBILITIES OF DEPARTMENT:** The Community Development Services Department shall have the following responsibilities and authority:

- (A) Enforcing all City, City-adopted, and City-utilized codes, policies, and practices, and all supplements and amendments thereto and all other international, State, and uniform codes and Ordinances relating to the construction of any building or structure within the City and any health or safety regulations applicable thereto, except for the International Fire Code (which is administered by the Fire Department);
- (B) Preparing and administering the Comprehensive Plan and any Ordinances, regulations, or policies necessary to implement the same;
- (C) Issuing and enforcing permits issued pursuant to such Codes for which the Department is responsible and the performance of inspections required thereby;
- (D) Establishing and planning all public streets, alleys and thoroughfares within the City, the naming of such streets and thoroughfares, and the issuance of building numbers for structures located thereupon in cooperation with other City Departments;

- (E) Coordinating and administering all laws, statutes, and regulations pertaining to any census of the City or other procedure or analysis conducted for the purpose of determining the population of the City;
- (F) Coordinating and administering any matter involving the Idaho Falls Redevelopment Agency or other similar board or commission whose responsibilities encompass the urban revitalization or growth of the City; and
- (G) Preparation and presentation of the annual operating and capital budget of the Department;
- (H) Administration of the operating budget of the Department in accordance with the annual appropriation Ordinance adopted by the Council; and
- (I) Administration, management, and assumption of such other duties, programs, and policies as may be directed by the Mayor and Council.
(Ord. 3003, 04-23-15; Ord. 3523, 07-13-23)

3-8-4: NO PRIVATE DUTY ESTABLISHED: Nothing in this Chapter shall create a private right, duty or obligation of the City in favor of any person, or give rise to any private right of action, on account of any failure by the City or any employees of the Community Development Services Department to perform the duties prescribed herein. (Ord. 3003, 04-23-15; Ord. 3523, 07-13-23)