

5.5 Zoning Administrator

The City Council shall designate a Zoning Administrator having the following duties:

- a. Maintain permanent and current records of this Ordinance, including, but not limited to, all maps, amendments, conditional uses, variances, appeals, and applications thereto.
- b. Receive, file and forward all applications for amendments, variances, conditional uses, or other matters to the Commission, Council, and Board of Adjustment.
- c. Notify the Zoning Officer of any appropriate actions or proceedings against a violator as provided by law.