

CHAPTER 11

PLANNING AND BUILDING SERVICES DEPARTMENT

(AMENDED, Ordinance No. 2010-03, February 1, 2010)

1. **ESTABLISHED.** There is hereby created and established the Planning and Building Services Department which shall be so organized and administered as the City Manager shall from time to time direct, and which shall consist of the Assistant City Manager for Development Services and such other officers and employees as the City Manager may from time to time authorize.

2. **ASSISTANT CITY MANAGER.** There is hereby created the office of Assistant City Manager for Development Services, the occupant whereof shall be appointed, and may be removed, by the City Manager at will. In addition to other duties, an Assistant City Manager shall be appointed to the position of Director of Economic and Urban Development.

3. **APPOINTMENTS AND RULES.** The Assistant City Manager for Development Services shall be the appointing officer of the occupants of all classified positions assigned to said Department and may make reasonable rules, regulations and directives not in conflict with law or ordinance to govern and administer the activities and carry out the duties and responsibilities thereof, subject to the direction and control of the City Manager.

4. **DUTIES AND RESPONSIBILITIES.** The Planning and Building Services Department shall perform such functions and duties, and with such divisions, as may be assigned from time to time by the City Manager.

Revised 02/2010