

CHAPTER 9

ADMINISTRATION

SECTION:

10-9-1: Administrative Authority and Requirements

10-9-2: Administrative Appeal

10-9-1: **ADMINISTRATIVE AUTHORITY AND REQUIREMENTS:** The Zoning Administrator shall be responsible for administering this title within unincorporated Cassia County.

- A. Fees: The Zoning Administrator is authorized to collect fees, as approved by resolution of the Board, for services associated with this Title.
- B. Forms: The Zoning Administrator is authorized to develop and require the completion of forms to aid in the administration of this title.
- C. Adoption of Criteria for Supporting Documents: The Board may adopt, by resolution, criteria for supporting documents that may be necessary in the administration of this title.
- D. Interpretation: In applying this title to situations that are not specifically addressed, the Zoning Administrator is authorized to interpret the matter, and such action taken will conform with the purpose and intent of this title, and shall be in the best interest of the public as such is evident at the time.
- E. Right to Inspect: The property owner's or authorized applicant's signature on the subdivision application shall constitute approval for the Zoning Administrator or his designee to enter onto and inspect the subdivision property.
- F. Stop Work Order: Whenever any terrain modification, construction, or other site work is not in compliance with this title, specific conditions of approval, or other related laws, ordinances or requirements, the Zoning Administrator may order the work stopped by written notice. Such notice shall be served on any persons engaged in doing or causing such work to be done, and persons shall forthwith stop such work until authorized by the Zoning Administrator to proceed. Stop work orders may be appealed according to the procedure outlined in section 10-9-2 of this chapter.

- G. Amendments: The Board may, from time to time, amend, supplement, or repeal the provisions of this title in accordance with Idaho Code.
- H. Termination of Application for Failure to Act. For any permit application lodged or filed with the County Zoning and Building Department for action under either the Cassia County Zoning Ordinance Regulations (Title 9) or Subdivision Regulations (Title 10), including, but not necessarily limited to: administrative land divisions, boundary line adjustments, conditional use permits, confined animal feeding operation permits, subdivision applications, variances, zoning district or zoning or subdivision ordinance amendment, such application must proceed forward to hearing or must be completed, whichever situation is applicable, within 180 days of being lodged or filed, unless delay is due to matters attributable solely to the County. Failure to proceed forward within that 180 days will render that application as terminated for failure to act. After an application is terminated, a completely new application and fee payment will be required to process the application.

10-9-2:

ADMINISTRATIVE APPEAL:

- A. Appeals to the planning and zoning commission concerning interpretation or administration of this title may be taken by any person aggrieved or by any officer or bureau of the county affected by any decision of the zoning administrator. Such administrative appeal shall be taken pursuant to the provisions set forth in Section 9-5-6, Cassia County Code.
- B. Appeal from Commission Decision: Appeals from the decisions of the planning and zoning commission may be taken by any person whose substantial rights are affected by the decision, or by officers of any department, board or bureau of the county affected by any decision of the commission. Such appeals shall be taken pursuant to the provisions of Section 9-5-7, Cassia County Code.