

Zoning Director/Code Enforcement/County Sanitarian

Custer County, Colorado

Full Time | Exempt | Salary: \$50,000 | Supervisor: Board of County Commissioners

About the Role

Responsible for authorizing all zoning (building) and septic permits, and working with owners on variances and special conditions, as needed. Mentoring and following up on conditions for special use permits and home occupations. Responsible for the administration of all county land use regulations, including the Custer County Planning and Zoning Resolution, subdivision regulations, the master plan, on-site wastewater treatment system and airport leases. In doing so, the officer ensures that all procedures, policies, and rules are followed as described in the most current revisions.

Responsibilities

- Supervises the Planning and Zoning staff in the day-to-day administration and enforcement of land use regulations and on-site wastewater treatment systems
- Responsible for preparation and administration of the department budget, including salary recommendations
- Ensures that departmental operations occur within the budget constraints and are in conformance with the County Purchasing Policies and Procedures
- Interprets regulatory requirements and advises the Board of County Commissioners regarding changes to any regulations
- Interprets and enforces the Custer County Zoning Resolution and on-site wastewater treatment system regulations
- Investigates or initiates investigation of alleged violations of the Custer County Zoning Resolution and the on-site wastewater treatment systems
- Inspects all on-site wastewater treatment systems for compliance prior to contractor covering site.
- Trains, supervises, and evaluates employees
- Cooperates with the Custer County Sheriff Department and the Town of Silver Cliff

Skills

- Strong supervisory, leadership, and teamwork skills
- Excellent interpersonal and customer service skills
- Proficient with appropriate job-related computer & software knowledge
- Training in planning, public administration, public policy administration or related fields
- Professional experience working with the public in a compliant code enforcement environment
- Ability to read, analyze, and interpret specific real estate data such as property and building sizes and use, technical procedures, legislative information or governmental regulations; and to effectively present information and respond to questions

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Location & Commitments

- Custer County Planning and Zoning Department of Custer County
- Based in the main County Building – 205 S. 6th street, Westcliffe, CO 81252

Candidate Requirements

- High School diploma or equivalent
- Proof of an On-Site Wastewater Treatment System Certificate
- Must be bondable
- Ability to lift 50 lbs.
- A valid Colorado Driver's license and clean motor vehicle report
- Ability to pass drug and alcohol test

Apply Now

To apply, please fill out the [Custer County Application for Employment form](#) and return it and a resume to the Custer County Human Resources Department (contact information below).

About Us

Custer County, Colorado is governed by three elected commissioners who, along with six elected officials, manage various departments within the county. All these departments exist to provide services to residents and serve as stewards of the county. Custer County, Colorado is 740 sq miles nestled between the Sangre De Cristo and Wet Mountain Ranges in southern Colorado and is home to the towns of Silver Cliff, Westcliffe, and Wetmore.