

INSTRUCTIONS FOR FILING FOR BOARD OF APPEALS HEARING

REGULAR ZONING BOARD OF APPEALS MEETINGS are held upon request within 30 days of request at the Village Hall.

The applications must be submitted far enough in advance of the Planning Commission meeting to allow time to meet the requirements for advertising (15 days in advance of the meeting) and notifying the owners of property within 300 feet.

HEARINGS WILL NOT BE SCHEDULED UNLESS **ALL** INFORMATION IS SUBMITTED AND FEE PAID BY THIS DEADLINE

THE FOLLOWING MUST BE SUBMITTED BY THE APPLICANT:

1. Application to the Zoning Board of Appeals.
2. Application fee.