

ZONING APPEAL

- **APPLICANT**
- PROVIDES ZONING ADM. NOTICE OF APPEAL, FEE, & 3 COPIES OF PLAN/SURVEY

30 days prior to ZBA Meeting

- **ZONING ADMINISTRATOR**
- REVIEWS APPLICATION FOR COMPLETENESS. IF COMPLETE, PLACES SITE PLAN ON AGENDA OF NEXT ZBA MEETING. VILLAGE PUBLISHES PUBLIC HEARING NOTICE AND NOTIFIES PROPERTIES WITHIN 300 FT

Within 7 days of Application Submittal

- **ZBA HOLDS PUBLIC HEARING**
- ZONING BOARD OF APPEALS REVIEWS CASE

Within 30 days of Application Submittal

- **ZBA DECIDES UPON CASE**
- DECISION SHALL BE PROVIDED TO APPLICANT IN WRITING STATING REASONS, FACTS AND FINDINGS