

ZONING BOARD OF APPEALS PROCEDURE

- City receives a written request for authorization or action by the city that does not comply with the City of Leslie Code of Ordinances.
- City denies request.
- City receives application to the Zoning Board of Appeals for a variance and fee of \$250. (plus the cost of publication and notification will be billed to the applicant)
- The meeting date will be set along with the required Public Hearing. This will be done as quickly as possible after the receipt of the application while allowing enough time for publication and notification of the public hearing.

Publication of the Public Hearing will be 15 days prior to the public hearing and meeting date. Publication is in the ICCN (Ingham County Community News Paper) and must be to ICCN by 4:30 PM on Tuesday to appear in Sunday's edition. The city will need time to review the application and create the public hearing notice.

Notification of property owners of record within 300' of the originating property will be 15 days prior to the public hearing.

These procedures have been taken from the City of Leslie Code of Ordinances and the Michigan Zoning Enabling Act.