

Chapter 20

Variances (Special Meetings)

n 1: Purpose. All reasonable effort will be made by the plan commission to hold a hearing within thirty (30) days of application. Plan Commission will then forward recommendations to the Town Board.

Section 2: The following procedure will be followed for variances. Fees for publishing, mailings, mileage and time for special meetings, will be at the expense of the requester.

- A.** When an identified chapter allows for a variance procedure, the requester shall file for a variance with the Town Clerk in writing along with a payment of \$100. The applicant will be responsible for all fees that exceed that amount, prior to board consideration.
- B.** The clerk shall make a reasonable attempt to notify all adjoining property owners of variance request in writing, by certified mail.
- C.** The Clerk shall notify the Plan commission, set date and will give public notice. The Plan Commission shall hold a hearing and make recommendation to Town Board.