

**COMMISSION: Zoning Board of Appeals**  
**CY2017 COMMISSION WORKPLAN SUBMITTAL**



**Jurisdiction and Purpose:**

To hear and decide appeals from any order, requirement, decision, or determination made by the Zoning Administrator; to hold public hearings and make final decisions or to make findings of fact and recommendations to the City Council, as directed by the City Council, on any matters referred to it by the City Council; and to hear and decide applications for Variations from the regulations and restrictions contained in the Zoning Ordinance, in harmony with its general purpose and intent, only in the specific instances set forth in Article XII of the Zoning Ordinance.

<b><u>2017 Workplan Objectives</u></b>	<b><u>Associated Funding Request</u></b>
Conduct public hearings and make final decisions for Variation requests, make recommendations to the City Council, where required, for relief from the requirements of the City of Highland Park Zoning Ordinance	\$0
Zoning Board of Appeals board member training to ensure that members are knowledgeable about the appeals process, zoning code, and related procedures	\$0
Determine if oft-granted Variations indicate deficiencies in the Zoning Regulations, and determine if text amendments would be appropriate.	\$0

<b><u>Commission Operating Expense Requests</u></b>	<b><u>Amount</u></b>
ZBA Court Reporter	\$18,000
Advertise for notice of public hearings	\$4,000
Cable TV broadcast of ZBA meetings	\$2,760
Commissioner Recognition	\$50
ZBA member procedural training and a handbook/guidebook specific to the processes of the ZBA	\$0

<b>2017 TOTAL REQUEST:</b>	\$24,810
<b>2016 BUDGET:</b>	\$24,810

<b><u>2016 Workplan Objectives</u></b>	<b><u>Status</u></b>
(Same as CY2017)	

