

## 2026 Planning Commission & Board of Zoning Appeals

All Scheduled Board of Zoning Appeals Meetings are conducted in Council Chambers and start at 7:00 pm. The Planning Commission will meet at 6:30 pm. 30 minutes prior to any scheduled BZA meeting.

PC MEETING DATE	DEADLINE TO APPLY
January 12 <sup>th</sup>	December 29, 2025
February 9 <sup>th</sup>	January 26, 2026
March 9 <sup>th</sup>	February 23, 2026
April 13 <sup>th</sup>	March 30, 2026
May 11 <sup>th</sup>	April 27, 2026
June 8 <sup>th</sup>	May 25, 2026
July 13 <sup>th</sup>	June 29, 2026
August 10 <sup>th</sup>	July 27, 2026
September 14 <sup>th</sup>	August 31, 2026
October 12 <sup>th</sup>	September 28, 2026
November 9 <sup>th</sup>	October 26, 2026
December 14 <sup>th</sup>	November 30, 2026

Failure to properly follow these requirements and/or submit a complete request to the Village Planning Commission (address) by end of business on the deadline date, may be cause for rejection until suitably complete.

**EACH BZA and/or PC REQUEST MUST INCLUDE:** Filing Fee, 11 collated & stapled packets that include: Completed BZA or PC Application or Completed Application to attend Board of Zoning Appeals and/or Planning Commission Meeting. Plot Plan of Property (Must mark all: Lot dimensions, Front setback, Structure & Fence locations with dimensions & distance to all property lines/structures. Supporting documents\* indicated on Application (Ex: Floor Plan, Elevations, Landscape, etc.) Someone qualified to discuss the project MUST be present at the meeting. All hearings shall be public. Applicants will be notified via certified & regular Mail of the meeting date/time when their request will be heard. Failure to appear at the scheduled meeting may result in dismissal of the request(s). Property owners located with-in the notification radius for Board of Zoning Appeals request(s) will receive certified mail notice of the public hearing. It shall be the obligation of the applicant to bring all necessary witnesses, exhibits and evidence to present; the burden of proof is upon the applicant. All members of the Board/Commission shall have the right to question the applicant and all parties testifying either for or against the request(s).