

**ISABELLA COUNTY  
ZONING BOARD OF APPEALS  
Application for Appeal**

Decision (Check One)

Zoning Administrator       Planning Commission       Other: \_\_\_\_\_

**APPLICANT INFORMATION:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

The applicant must specify in detail the action being appealed and the grounds for the appeal:

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**The application for appeal must be submitted within twenty-one (21) days of the decision being appealed.**

Date of the decision being appealed: \_\_\_\_\_

As per Section 14.06, the Zoning Board of Appeals shall be limited to determining whether or not the decision that was made was done so using the proper standards and guidelines in the Ordinance. The Zoning Board of Appeals is limited to the information that was available to the administrative official or body who made the decision initially. Additional testimony shall not be allowed.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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**OFFICE USE ONLY**

File # \_\_\_\_\_

Fee \$175.00

Date Received \_\_\_\_\_

Received by \_\_\_\_\_

Check Number \_\_\_\_\_

Receipt Number \_\_\_\_\_

**SECTION 14.06 APPEAL REQUESTS AND PROCEDURES (08-07 Eff. July 20, 2008)**

- A. An appeal may be taken from any person or any governmental department affected or aggrieved, and review any order, requirement, decision or determination where it is alleged by the appellant that there is error or misinterpretation in any order, requirement, decision, grant or refusal made by the Zoning Administrator or other administrative official or body charged with the enforcement of any Article of this Ordinance.
- B. An appeal shall be filed with the Zoning Board of Appeals, using the appropriate form supplied by the Zoning Administrator within twenty-one (21) days of the decision being appealed. The filing shall specify the grounds of the appeal. The appeal shall be transmitted to the Zoning Board of Appeals together with all the papers constituting the record upon which the action being appealed is taken.
- C. An appeal shall stay all proceedings in furtherance of the action appealed unless the Zoning Administrator certifies to the Zoning Board of Appeals, after notice of appeal has been filed, that, by reason of the facts stated in the certificate, a stay would cause imminent peril to life or property. In such case, the proceedings shall not be stayed other than by a restraining order, which may be granted by a court of record.
- D. The Zoning Board of Appeals shall select a reasonable time and place for hearing the appeal, give due notice thereof to the parties, and render a decision on the appeal without unreasonable delay. A person may appear and testify at the hearing, whether in person or by duly authorized agent or attorney.
- E. In deciding the appeal, the Zoning Board of Appeals shall be limited to determining whether or not the decision that was made was done so using the proper standards and guidelines in the Ordinance. The decision of the Zoning Board of Appeals is limited to the information that was available to the administrative official or body who made the decision initially. Additional testimony shall not be allowed.
- F. If a determination is made that the administrative official or body making the decision did so improperly, the Zoning Board of Appeals may reverse or affirm, wholly or partly, or may modify, the order, requirement, decision or determination appealed from, and may make such order, requirement, decision or determination as ought to be made, and to that end shall have all the powers of the administrative official or body from whom the appeal was taken.
- G. The Zoning Board of Appeals may hear and decide appeals from the decisions of the Zoning Administrator pertaining to interpretations of the Zoning Map to determine the precise location of boundary lines between Zoning Districts. In making its determination of the boundary lines, the Zoning Board of Appeals shall be governed by the rules of this Section and the provisions of Section 4.05.