

# City of Spring Hill, TN



## Appeal Board of Zoning Appeals Submittal Checklist

	APPLICANT MUST READ AND INITIAL EACH BOX TO THE RIGHT <span style="color: red;">—————→</span>	INITIALS
a)	Published notice is required. The City of Spring Hill will publish notice in a newspaper of general circulation within the City.	
b)	Note: An appeal of an administration decision of the Planning Director must be filed within 30 days of the administration decision.	
	<b>The following information is <u>recommended</u> to facilitate review of the request:</b>	
	Letter of request outlining the specific administrative decision that is being appealed	
	A written narrative explaining the applicant's justification for a different interpretation of the relevant code provision	
	If necessary, a concept or plot plan that shows the property or illustrates the issue	

Applicant Name/Project: \_\_\_\_\_