



Zoning Board of Appeals Process and Meeting Date Info

The City of Sherrill has seven (7) business days from the date of **COMPLETE** building permit submission to either grant or deny the building permit to the applicant. (A complete permit includes but is not limited to any supporting documentation including drawings, estimates, contractor info, insurances including workers comp. and/or the attestation form, permit payment, etc.)

If a permit is denied, and the applicant wishes to apply to the Zoning Board of Appeals (ZBA) for a variance citing a “non-self-created hardship” than the applicant must submit their **COMPLETE** variance application (including required documentation and \$40 payment) no less than 14 business days in advance prior to the scheduled monthly ZBA meeting. **Dates are listed below for 2025.**

For a variance to be approved as majority is required, meaning that 3 of the 5 ZBA members must vote in favor of request. The ZBA board has 30 days from meeting to render a decision.

Building Permit and Zoning Board of Appeal applications are the sole responsibility of the applicant (property owner) to be completed and submitted in whole.

January

Application due by: January 14, 4:00pm

ZBA meeting: January 28, 6:30pm, Sherrill City Hall

February

Application due by: February 11, 4:00pm

ZBA meeting: February 25, 6:30pm, Sherrill City Hall

March

Application due by: March 11, 4:00pm

ZBA meeting: March 25, 6:30pm, Sherrill City Hall

April

Application due by: April 15, 4:00pm

ZBA meeting: April 29, 6:30pm, Sherrill City Hall

May

Application due by: May 13, 4:00pm

ZBA meeting: May 27, 6:30pm, Sherrill City Hall

June

Application due by: June 10, 4:00pm

ZBA meeting: June 24, 6:30pm, Sherrill City Hall

July

Application due by: July 15, 4:00pm

ZBA meeting: July 29, 6:30pm, Sherrill City Hall

August

Application due by: August 12, 4:00pm

ZBA meeting: August 26, 6:30pm, Sherrill City Hall

September

Application due by: September 9, 4:00pm

ZBA meeting: September 23, 6:30pm, Sherrill City Hall

October

Application due by: October 14, 4:00pm

ZBA meeting: October 28, 6:30pm, Sherrill City Hall

November

Application due by: November 11, 4:00pm

ZBA meeting: November 25, 6:30pm, Sherrill City Hall

December

Application due by: December TBD, 4:00pm

ZBA meeting: December TBD, 6:30pm, Sherrill City Hall