

**CITY OF GRAND HAVEN  
ZONING BOARD OF APPEALS  
2024 FILING DEADLINES AND MEETING DATES**

The City of Grand Haven Zoning Board of Appeals meets in a regular session on the third Wednesday of each month at 7:00 pm at the City Council Chambers, 519 Washington, Grand Haven, Michigan.

Materials related to requests for Board action, including any required fees, must be filed at the Planning Department located at 519 Washington Ave, Grand Haven, Michigan, 49417. Questions may be directed to Brian Urquhart, City Planner, at 616-935-3276.

**Filing requests which are not complete or which are not filed by the meeting deadline, as determined by the City Planner, will not be placed on the agenda of the respective Board meeting, nor will they be considered at the respective Board meeting.**

Filing deadlines are established:

- to comply with various Ordinance requirements;
- to permit adequate time for staff to arrange the notice for publication as may be required;
- to permit adequate time for staff to arrange the mailing of notices as may be required;
- to permit adequate time for the Board and staff to review the filed materials.

Filing deadlines are established at **28 calendar days** prior to the Board meetings:

| <b><u>Filing Deadline</u></b> | <b><u>Meeting Date</u></b> |
|-------------------------------|----------------------------|
| December 20, 2023             | January 17, 2024           |
| January 24, 2024              | February 21, 2024          |
| February 21, 2024             | March 20, 2024             |
| March 20, 2024                | April 17, 2024             |
| April 17, 2024                | May 15, 2024               |
| May 29, 2024                  | June 26, 2024*             |
| June 19, 2024                 | July 17, 2024              |
| July 24, 2024                 | August 21, 2024            |
| August 21, 2024               | September 18, 2024         |
| September 18, 2024            | October 16, 2024           |
| October 23, 2024              | November 20, 2024          |
| November 20, 2024             | December 18, 2024          |
| December 18, 2024             | January 15, 2025           |

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\* Meeting date moved back 1 week due to observance of Juneteenth on Wednesday June 19<sup>th</sup>