

VILLAGE OF SCHAUMBURG BUILDING CODE APPEAL PROCESS

The appeal process begins with a written appeal detailing the basis of the appeal



All appeals are filed with the director of the community development department



Preliminary hearing with building official, director of community development and applicant. If requested by the community development director, a representative of the village's attorney's office may be present as well.



If the applicant is not satisfied with the preliminary hearing, they may further appeal to the Board of Trustees by way of the Planning, Building and Development committee.



Second written appeal is submitted and a hearing date with the Planning, Building, and Development committee is set



Written notice of the hearing will be provided to the applicant



At the hearing, evidence shall be received from the applicant, village staff and any other interested party. The applicant shall provide evidence which demonstrates that the true intent of this code or other regulations legally adopted thereunder has been incorrectly interpreted, and/or the practical difficulty or particular hardship of attaining compliance. Staff provides a written summary and evaluation of the appeal request. Any information submitted in advance by the applicant will also be forwarded to the committee.



The committee shall recommend granting or denying the appeal to the village board; however, the granting of the appeal will not endanger the public health, safety and welfare and will result in a standard of construction which is reasonable, practical and comparable to that required by the existing codes. No appeal may be granted without final action by the Board of Trustees.