

**1009****Notice of Hearings**

Upon transmittal to the Board of an application filed with the Zoning Administrator for a Special Exception, variance or appeal from alleged error of the Zoning Administrator, the Board shall fix a reasonable time (not less than fifteen days nor more than forty-five days from the transmittal date) for a public hearing thereon and give notice as follows:

- A. Publish a notice containing the name of the applicant or appellant; the date, time, and place fixed for the hearing; and a brief statement of the Special Exception sought by the applicant, or the error alleged by the appellant, or of the variance or other question which is subject to appeal, in at least one newspaper of general circulation within the Town, once each week for two successive weeks, with the first such publication of Notice appearing at least fourteen (14) days prior to the hearing.
- B. Post in a conspicuous place on the property involved, a notice of pending action containing the same information as in subsection 1009-A above, such posting to take place at least fifteen days prior to the date fixed for the public hearing.
- C. Give the written notice of the time and place of such hearing sent by certified mail to the applicant or appellant and to the owners of record of property contiguous to or opposite the property affected.