7.10 Procedure for Hearing Notices:

In order to engage and poll the public that may be affected by requests and applications to the Planning & Zoning Board, in addition to the required Public Hearing Notice published in the official newspaper of the county, the County Zoning Administrator shall post the notice on county's website at www.billingscountynd.gov and mail copies of the notice under these provisions;

1) Mailed notices shall be sent for the following types of zoning requests:
   - Amendments to the Zoning District Map;
   - Conditional Use Permits;
   - Variances;
   - Major Subdivisions;
   - Minor Subdivisions;
   - All uses proposed in Commercial Zoning Districts;
   - All uses proposed in Industrial Zoning Districts

2) Copies of the Public Hearing Notice shall be postmarked and mailed at least ten (10) days prior to the day of the hearing to the property owners within 1/4 mile (1320 feet) of the parcel(s) for which a hearing is being held.

3) Parcel records maintained by the County Tax Director's office shall be used as the official record to determine the location, identity, and address of adjoining property owners.

4) Mailed notices are considered to be a courtesy to adjoining property owners. Failure to receive a copy of the notice does not invalidate any decision by the Planning and Zoning Board or by the Board of County Commissioners.

The above Amendment was approved by the Billings County Board of County Commissioners on the 8th day of October, 2015.

By: _____
James R. Arthaud, Board Chairman

Attest: _____
Marcia Lamb, County Auditor/Treasurer