



**KENT COUNTY ROAD COMMISSION
BOARD POLICY**

**No.
102**

**Effective Date
On Going**

**Revised Date
02/09/10**

Public Hearings

Policy authored by Engineering and Finance Divisions

The Board of County Road Commissioners will hold a public hearing for the following reasons:

1. Improvement projects that include widening or straightening;

Pursuant to 1909 Public Act 283 as amended (MCLA – 224.11), notice of public hearings shall be given at least twice in a newspaper of general circulation - the first 30 to 40 days before the hearing and the second 5 to 12 days before the hearing. The notice shall include the date and location of the hearing. For improvement projects, a description of the proposed work, a map, the tentative schedule for right-of-way acquisition (if required), and the beginning date of construction shall also be included in the notice. For road and bridge improvement projects, the Road Commission may hold informational meetings prior to the public hearings. Informational meetings are held in the Township in which the roadway is located. Notices are mailed to all residents who live on the road(s) to be improved. All formal hearings before the Board of Road Commissioners will be held at the Kent County Road Commission, 1500 Scribner Avenue, NW.

In addition to the statutory requirements for notification in the newspaper, a sign will also be placed adjacent to the roadway to be improved. The information on the sign shall include the date, time and location of the public hearing and a phone number for additional information.

2. Permit and administrative fee adjustments;

Pursuant to 1909 Public Act 283 as amended (MCLA – 224.19), a County Road Commission and a local unit of government may adopt, after a Public Hearing of which notice has been given by publication at least twice in a newspaper circulated in the County not more than 30 days nor less than seven days prior to the Hearing, reasonable permit requirements and a schedule of fees to be charged sufficient to cover only the necessary and actual costs applied in a reasonable manner for the issuance of the permit and for review of the proposed activity, inspection, and related expenses. After the work authorized in the permit has been completed, itemization of all costs shall be supplied upon the request of the permit holder.