administrative officer. Such appeal shall be taken within a reasonable time, as provided by the rules of the board, by filing with the officer from whom the appeal is taken and with the Board of Zoning Appeals a notice of appeal specifying the grounds thereof. The officer from whom the appeal is taken shall forthwith transmit to the board all the papers constituting the record upon which the action appealed from was taken.

(e) Stay of Proceedings on Appeal.

An appeal stays all proceedings in furtherance of the action appealed from, unless the officer from whom the appeal is taken certifies to the board of zoning appeals after the notice of appeal shall have been filed with him that by reason of facts stated in the certificate a stay would, in his opinion, cause imminent peril to life or property. In such case proceedings shall not be stayed otherwise than by a restraining order which may be granted by the board of zoning appeals or by a court of record on application, on notice to the officer from whom the appeal is taken and on due cause shown.

(f) Hearing on Appeal.

The board of zoning appeals shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing any party may appear in person or by agent or by attorney.

[(h)] (g) Decision of Board.

In exercising the above-mentioned powers such board may, in conformity with the provisions of this article, reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination as ought to be made, and to that end shall have the powers of the officer from whom the appeal is taken.

[(i)] (h) Vote Required to Reverse Official or Effect Variation.

The IF ALL OF THE MEMBERS OF THE BOARD ACT THE concurring vote of four members of the board shall be necessary to reverse any order, requirement, decision, or determination of any such administrative official, or to decide in favor of the applicant on any matter upon which it is required to pass under any such ordinance, or to effect any variation in such ordinance. IN THE EVENT THE FULL BOARD DOES NOT VOTE, THE CONCUR-RING VOTE OF THE MAJORITY OF THOSE PRESENT VOT INC SHALL BE NECESSARY TO REVERSE ANY ORDER, RE-QUIREMENT, DECISION, OR DETERMINATION OF ANY SUCH ADMINISTRATIVE OFFICIAL, OR TO DECIDE IN FAVOR OF THE APPLICANT ON ANY MATTER UPON WHICH IT IS REQUIRED TO PASS UNDER ANY SUCH ORDINANCE. OR TO EFFECT ANY VARIATION IN SUCH ORDINANCE. THE CONCURRING VOTE OF FOUR MEMBERS OF THE BOARD SHALL BE NECESSARY TO REVERSE ANY ORDER, REQUIREMENT, DECISION, OR DETERMINATION OF ANY SUCH ADMINISTRATIVE OFFICIAL, OR TO DECIDE IN FAVOR OF THE APPLICANT ON ANY MATTER UPON WHICH IT IS REQUIRED TO PASS UNDER ANY SUCH ORDINANCE, OR TO EFFECT ANY VARIATION IN SUCH ORDINANCE.