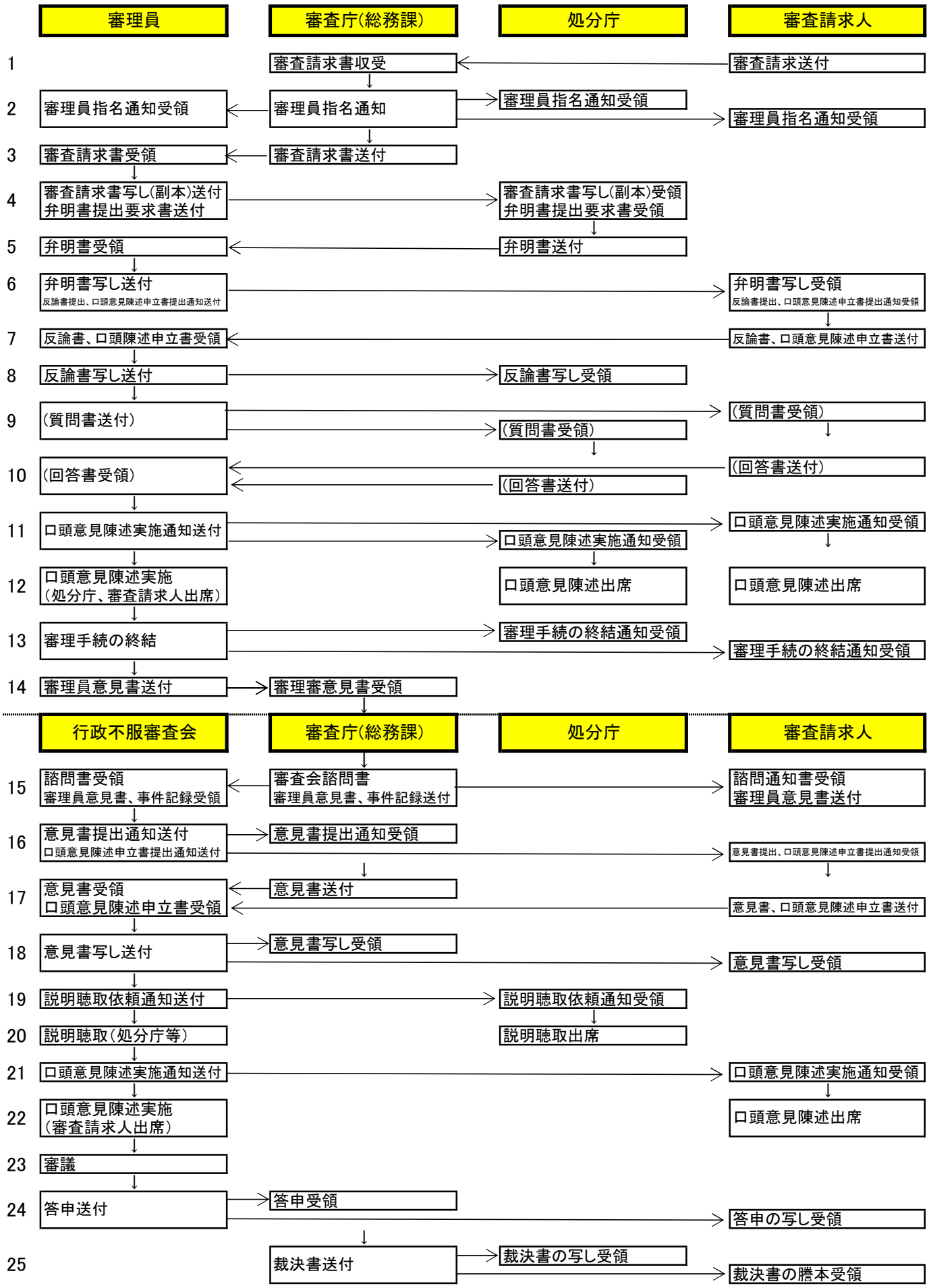審査請求受付後の事務の流れ【市長】