



# **2009 Hearing Dates and Filing Deadlines**

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**Planning Commission**

**Board of Zoning Appeals**

**Board of Architectural Review-  
Parker Gray**

**Board of Architectural Review-  
Old and Historic District**

**Department of Planning and Zoning  
301 King Street  
Alexandria, VA 22314  
Phone: 703-838-4666**

Revised:



# City of Alexandria

## 2009 Planning Commission Hearing Schedule

(Scheduled dates are subject to change)

| <b>Planning Commission</b><br><u>Hearing Date</u> | <b>City Council</b><br><u>Hearing Date</u> | <b><u>FILING DEADLINE</u></b><br>for non development related:<br><ul style="list-style-type: none"> <li>▪ SUP requests</li> <li>▪ Encroachments</li> <li>▪ Vacations</li> <li>▪ Subdivisions</li> </ul> | <b><u>NOTICE DEADLINES</u></b><br><br>This is the time period between which applicants must send written notices to adjoining property owners. |
|---|--|---|--|
| Jan. 6, 2009                                      | Jan. 24, 2009*                             | Oct. 21, 2008   | Dec. 26 to Dec. 27   |
| Feb. 3, 2009                                      | Feb. 21, 2009*                             | Nov. 18, 2008   | Jan. 22 to Jan. 24   |
| Mar. 5, 2009*                                     | Mar. 14, 2009                              | Dec. 18, 2008   | Feb. 12 to Feb. 23   |
| Apr. 7, 2009                                      | Apr. 18, 2009                              | Jan. 16, 2009   | Mar. 19 to Mar. 28   |
| May 7, 2009*                                      | May 16, 2009                               | Feb. 24, 2009   | Apr. 16 to Apr. 27   |
| June 2, 2009                                      | June 13, 2009                              | Mar. 24, 2009   | May 14 to May 23   |
| July 7, 2009                                      | RECESSED                                   | Apr. 21, 2009   | For requests heard by PC only in July – Jun. 7 to Jun. 27  |
| Sept. 1, 2009                                     | Sept. 12, 2009                             | Jun. 23, 2009   | Aug. 13 to Aug. 22 (Including requests heard by PC in Jul.)  |
| Oct. 6, 2009                                      | Oct. 17, 2009                              | Jul. 21, 2009   | Sept. 17 to Sept. 26   |
| Nov. 5, 2009*                                     | Nov. 14, 2009                              | Aug. 25, 2009   | Oct. 15 to Oct. 26   |
| Dec. 1, 2009                                      | Dec. 12, 2009                              | Sep. 22, 2009   | Nov. 12 to Nov. 21   |

Hearing dates are subject to change due to holidays and election days.

**Planning Commission Hearings:** Planning Commission public hearings are normally held the 1<sup>st</sup> Tuesday of each month, at 7:30pm in City Hall Council Chambers, 301 King Street (2<sup>nd</sup> floor).

**City Council Hearings:** Applicants should always call the City Clerk’s office to confirm City Council hearing dates. **THE CITY COUNCIL HEARING SCHEDULE IS SUBJECT TO CHANGE.**

**Filing Deadlines:** All required applications materials must be received by the filing deadline. Incomplete applications will not be accepted after a filing deadline. Projects involving complex analysis, extensive research and unresolved issues may require additional processing time and re-docketing.

**Noticing:** It is the applicant’s responsibility to send written notice to adjoining property owners in accordance with the scheduled timelines. Noticing instructions can be found on the Planning and Zoning website at [www.alexandriava.gov/planningandzoning/allforms.php](http://www.alexandriava.gov/planningandzoning/allforms.php) or by contacting staff at 703-838-4666.



**City of Alexandria**  
**2009 Board of Zoning Appeals**  
**Hearing Schedule**  
 (Scheduled dates are subject to change)

| <u>Hearing Date</u> | <u>FILING DEADLINE</u> | <u>NOTICE DEADLINES</u>  |
|---------------------|------------------------|--|
|                     |                        | This is the time period between which applicants must send written notices to adjoining property owners. |
| January 8, 2009     | November 25, 2008      | Dec. 9 to Dec. 29  |
| February 12, 2009   | December 29, 2008      | Jan. 13 to Feb. 2  |
| March 12, 2009      | January 29, 2009       | Feb. 10 to Mar. 2  |
| April 9, 2009       | February 26, 2009      | Mar. 11 to Mar. 30   |
| May 14, 2009        | April 2, 2009          | April 14 to May 4  |
| June 11, 2009       | April 29, 2009         | May 12 to Jun. 1   |
| July 9, 2009        | May 27, 2009           | Jun. 9 to Jun. 29  |
| September 10, 2009  | July 29, 2009          | Aug. 11 to Aug. 31   |
| October 8, 2009     | August 26, 2009        | Sept. 8 to Sept. 28  |
| November 12, 2009   | September 30, 2009     | Oct. 13 to Nov. 2  |
| December 10, 2009   | October 27, 2009       | Nov. 10 to Nov. 30   |

Hearings dates are subject to change due to holidays and election days.

**Board of Zoning Appeals Hearings:** Board of Zoning Appeals public hearings are normally held the 2<sup>nd</sup> Thursday of each month, at 7:30pm in City Hall Council Chambers, 301 King Street (2<sup>nd</sup> floor).

**Filing Fees:** Applicants should check with Planning and Zoning staff for current fee information.

**Noticing:** It is the applicant's responsibility to send written notice to adjoining property owners in accordance with the scheduled timelines by certified or registered mail. Noticing instructions can be found on the Planning and Zoning website at [www.alexandriava.gov/planningandzoning/allforms.php](http://www.alexandriava.gov/planningandzoning/allforms.php) or by contacting staff at 703-838-4666.



**City of Alexandria**  
**2009 Board of Architectural Review**  
**Parker Gray District**  
**Hearing Schedule**  
 (Scheduled dates are subject to change)

| <u>Hearing Date</u> | <u>FILING DEADLINE</u> | <u>NOTICE DEADLINES</u>  |
|---------------------|------------------------|--|
|                     |                        | This is the time period between which applicants must send written notices to adjoining property owners. |
| January 28, 2009    | December 29, 2008      | Dec. 29 to Jan. 17   |
| February 25, 2009   | January 26, 2009       | Jan. 26 to Feb. 14   |
| March 25, 2009      | February 23, 2009      | Feb. 23 to Mar. 14   |
| April 22, 2009      | March 23, 2009         | Mar. 23 to April 11  |
| May 27, 2009        | April 27, 2009         | April 27 to May 16   |
| June 24, 2009       | May 25, 2009           | May 25 to June 13  |
| July 22, 2009       | June 22, 2009          | June 22 to July 11   |
| September 23, 2009  | August 24, 2009        | Aug. 24 to Sept. 12  |
| October 28, 2009    | September 28, 2009     | Sept. 28 to Oct. 17  |
| November 18, 2009*  | October 19, 2009       | Oct. 19 to Nov. 7  |
| December 9, 2009*   | November 9, 2009       | Nov. 9 to Nov. 28  |

Hearings dates are subject to change due to holidays and election days.

Board of Architectural Review – Parker Gray Hearings: BAR – Parker Gray public hearings are normally held the 4<sup>th</sup> Wednesday of each month, at 7:30pm in City Hall Council Chambers, 301 King Street (2<sup>nd</sup> floor).

Filing Fees: Applicants should check with Planning and Zoning staff for current fee information.

Note: Applicants must contact Planning and Zoning staff regarding requests in which BZA, Planning Commission, and/or City Council approval is also required.



**City of Alexandria**  
**2009 Board of Architectural Review**  
**Old and Historic District**  
**Hearing Schedule**

(Scheduled dates are subject to change)

| <u>Hearing Date</u>                     | <u>FILING DEADLINE</u>                  | <u>NOTICE DEADLINES</u><br>This is the time period between which applicants must send written notices to adjoining property owners. |
|---|---|---|
| January 7, 2009<br>January 21, 2009     | December 8, 2008<br>December 22, 2008   | Dec. 8 to Dec. 27<br>Dec. 22 to Jan. 10   |
| February 4, 2009<br>February 18, 2009   | January 7, 2009<br>January 19, 2009     | Jan. 7 to Jan. 24<br>Jan. 19 to Feb. 7  |
| March 4, 2009<br>March 18, 2009         | February 2, 2009<br>February 17, 2009   | Feb. 2 to Feb. 21<br>Feb. 17 to Mar. 7  |
| April 1, 2009<br>April 15, 2009         | March 2, 2009<br>March 16, 2009         | Mar. 2 to Mar. 21<br>Mar. 16 to April 4   |
| May 6, 2009<br>May 20, 2009             | April 6, 2009<br>April 20, 2009         | April 6 to April 25<br>April 20 to May 9  |
| June 3, 2009<br>June 17, 2009           | May 4, 2009<br>May 18, 2009             | May 4 to May 23<br>May 18 to June 6   |
| July 8, 2009<br>July 29, 2009           | June 8, 2009<br>June 29, 2009           | June 8 to June 27<br>June 29 to July 18   |
| September 2, 2009<br>September 16, 2009 | August 3, 2009<br>August 17, 2009       | Aug. 3 to Aug. 22<br>Aug. 17 to Sept. 5   |
| October 7, 2009<br>October 21, 2009     | September 8, 2009<br>September 21, 2009 | Sept. 8 to Sept. 26<br>Sept. 21 to Oct. 10  |
| November 4, 2009                        | October 5, 2009                         | Oct. 5 to Oct. 24   |
| December 2, 2009<br>December 16, 2009   | November 2, 2009<br>November 16, 2009   | Nov. 2 to Nov. 21<br>Nov. 16 to Dec. 5  |

Hearings dates are subject to change due to holidays and election days.

Board of Architectural Review – Old and Historic District Hearings: BAR – Old and Historic public hearings are normally held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month, at 7:30pm in City Hall Council Chambers, 301 King Street (2<sup>nd</sup> floor).

Filing Fees: Applicants should check with Planning and Zoning staff for current fee information.

Note: Applications for which BZA, Planning Commission, and/or City Council approval is also required must contact staff at 703-838-4666 about scheduling.