DEPARTMENT OF
PLANNING &
ZONING

Board of Zoning Appeals (BZA)
2027 Hearing Schedule and Filing Deadline

The BZA Public Hearings are typically held on the second Monday of the month at 7:00 p.m., unless otherwise noted. Hearings are held at 4850 Mark Center Drive, Room 1305

Recommended Submission Date for Completeness Review	**Deadline for Submission of a Complete Application**	**Hearing Date**	**Time**	**Public Notice Period** Time period in which the legal notice must be posted and sent.
November 13	November 30	Monday, January 11	7:00 p.m.	December 12 – December 31
December 11	December 28	Monday, February 8	7:00 p.m.	January 9 – January 29
January 15	January 29	Monday, March 15*	7:00 p.m.	February 13 – March 5
February 12	February 26	Monday, April 12	7:00 p.m.	March 13 – April 2
March 12	March 26	Monday, May 10	7:00 p.m.	April 10 – April 30
April 16	April 30	Monday, June 14	7:00 p.m.	May 15 – June 4
May 14	May 28	Monday, July 12	7:00 p.m.	June 12 – July 2
The Board of Zoning Appeals is in recess for the month of August.				
July 16	July 30	Monday, September 13	7:00 p.m.	August 14 – September 3
August 20	September 3	Monday, October 18**	7:00 p.m.	September 18 – October 8
September 10	September 24	Monday, November 8	7:00 p.m.	October 9 – October 29
October 15	October 29	Monday, December 13	7:00 p.m.	November 13 – December 3

Last Updated: 11/6/2026

- Applications and supporting documents must be submitted via the City's land use management and permitting system APEX https://apex.alexandriava.gov/EnerGov_Prod/SelfService#/home.
- Within one business day of receiving and application in APEX, staff will issue an acknowledgement receipt letter and invoice. Application fees must be paid within two business days from the date of the issued letter. Payment can be submitted online or in-person at the Department of Planning & Zoning.
- An application will be reviewed for completeness before formal acceptance by Planning & Zoning staff for a Board of Zoning Appeals Public Hearing. The applicant will be notified if the application is complete or if more information is required.
- Once the application has met all the submission requirements, staff will issue a letter of acceptance with confirmation of the scheduled hearing date and noticing instructions. The scheduled hearing date is subject to change if additional information is needed after the application has been deemed complete.
- An application package that is submitted on the deadline for submission of a complete application (second column) will be reviewed for completeness for the anticipated hearing date. In a case where an anticipated hearing date cannot be achieved due to the extent of missing information, staff will work with the applicant to determine the appropriate timing for consideration before the Board of Zoning Appeals.
- Appeals of the Director's decision does not follow the schedule above. Appeals will be reviewed by staff for completeness and validity before it is scheduled for public hearing

* The March hearing is moved to March 15 due to a conflict with City Council's schedule.

** The October hearing is moved to October 19 due to the City's observance of Indigenous Peoples Day on October 11.

Department of Planning and Zoning
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