DEPARTMENT OF
PLANNING &
ZONING

421 King St., Second Floor
Alexandria, VA 22314
703.746.4666

DATE: SEPTEMBER 14, 2026

TO: GLORIA SITTON, CITY CLERK
OFFICE OF THE CITY CLERK AND CLERK OF COUNCIL

THRU: PAUL STODDARD, DIRECTOR, DEPARTMENT OF PLANNING & ZONING

FROM: PAUL LIU, CHAIR
BOARD OF ZONING APPEALS

SUBJECT: FISCAL YEAR 2026 ANNUAL REPORT OF THE BOARD OF ZONING APPEALS

I. BACKGROUND

I am pleased to present the Fiscal Year 2026 Board of Zoning Appeals (BZA) Annual Report, as required by City Code section 2-4-7(i)(1). An attendance form is also attached.

The BZA is appointed by City Council and performs duties as specified under Title 15 of the Virginia Code, Chapter 9 of the City Charter, and Article 11 of the City's Zoning Ordinance. The BZA is charged with considering and deciding requests for Variances, Special Exceptions, and Appeals of Determinations by the Director of the Department of Planning & Zoning.

II. SUMMARY OF FISCAL YEAR 2026 (JULY 2025 – JUNE 30, 2026) ACTIVITIES

FISCAL YEAR	**2024**	**2025**	**2026**
Variance Cases	1	2	5
Special Exception Cases	1	6	10
Appeal Cases	0	0	0
Total Case	**2**	**8**	**15**

III. FISCAL YEAR 2026 CASE STUDIES

408 East Monroe Avenue, BZA 2026-00012

In January, the Board agreed with staff's recommendation and approved a variance to construct an Accessory Dwelling Unit forward of the front building wall with the condition that the applicant will bring all the fences located on the property into compliance with the zoning ordinance. Staff and the Board found that the placement of the existing principal dwelling in both required side yards and the rear yard created a unique hardship for the property owner wanting to construct an ADU on their lot.

1030 Cross Drive, BZA2026-00001 and 00002

Staff received complaints about a fence and an accessory structure that, upon inspection, were found to be in violation. In April, the Board considered the fence, overturned staff's recommendation of denial and approved a 6.00 foot fence on the secondary front property line with the condition that the solid portion of the fence does not exceed 4.00 feet, and the top two feet must be at least 50 percent open to allow for a reasonable fenced area on the corner lot.

In June, the Board upheld staff's recommendation and denied the variance request to allow an accessory structure to remain in the required secondary front yard. The Board concluded that the request did not meet all the standards for a variance as the applicant had several alternative locations on the lot where covered outdoor areas could be provided or the existing structure could be modified to open the roof to at least 80 percent, which would have brought the structure into compliance.

2500 Dewitt Avenue, BZA2026-00008

Staff received a complaint about structures on the lot and upon inspection found the fence and the pergola to be in violation. The property owner chose to alter the fence to bring it into compliance but requested a variance to allow the pergola to remain in the vision clearance triangle at the intersection of Dewitt Avenue and East Mount Ida Avenue. In July, the Board upheld staff's recommendation and denied the requested variance because it did not meet all the standards for a variance, specifically because the pergola is a permitted obstruction in all required yards and would only need to be relocated by a few feet to comply with the vision clearance requirement. Additionally, the Department of Transportation and Environmental Services did not support this request as it would create sight-distance challenges for drivers along the two narrow and intersecting streets.

IV. FISCAL YEAR 2026 MEMBERSHIP, PUBLIC HEARINGS SCHEDULE AND ATTENDANCE

Membership

The Board held officer elections at their February 9 meeting and unanimously elected Paul Liu as Chair, Dawn Bauman as Vice Chair, and Kimberlee Eveland as Secretary. Paul Liu was reappointed for another four-year term on February 10.

Dawn Bauman and Raj Patel's terms expired at the end of May. Bailey Braun Bashir was appointed to the Board on May 12 to fill one of the two vacant seats. After Vice Chair Dawn Bauman's term expired, the Board unanimously elected Andrew William Justus as Vice Chair at their June 8 meeting.

Public Hearing Schedule

The BZA met in eight (8) of the twelve (12) months during Fiscal Year 2026, extending from July 1, 2025, through June 30, 2026. The Board recessed in August; therefore, no meetings were held. October and November 2025, and March 2026 public hearings were canceled because no applications were filed for those dates.

Attachment I: FY2026 Attendance Report

ATTACHMENT I

CITY OF ALEXANDRIA
BOARDS AND COMMISSIONS
MEETING ATTENDANCE REPORT
JULY 1, 2025 THROUGH JUNE 30, 2026

COMMISSION: Board of Zoning Appeals (BZA) CHAIRPERSON: Paul Liu, Chair

Members	Jul 14	Aug	Sep 8	Oct 6	Nov 10	Dec 8	Jan 12	Feb 9	Mar 16	Apr 13	May 11	Jun 8
Paul Liu, Chair	X	Recessed	X	Canceled	X	Canceled	X	X	Canceled	E	X	X
Andrew William Justus, Vice Chair	X		X		X		X	X		X	X	X
Kimberlee Eveland, Secretary	E		E		X		A	X		X	X	X
Tim Foley	X		X		X		X	X		X	V	X
Raj Patel	X		X		X		E	E		X	V	N/A
Coleman Burke	X		X		X		X	X		X	X	E
Bailey Braun Bashir	N/A		N/A		N/A		N/A	N/A		N/A	N/A	X
Dawn Bauman	E		E		E		A	X		V	X	N/A

INDICATE:

X – PRESENT; **A** – ABSENT; **N/A –** Not Yet Appointed or Former Member; **E** – Excused Absence

V – Attended virtually with permission from Chair as outlined in the Electronic Participation Policy.

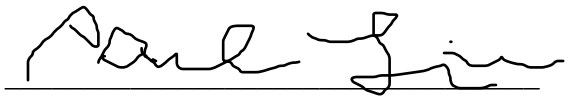
Notes:

1. The BZA was in recess during August 2025.
2. Three (3) Public Hearings were canceled due to a lack of cases submitted.
3. City Council renewed Chair Liu (February 10, 2026) to the Board of Zoning Appeals for a four-year term.
4. City Council appointed Bailey Braun Bashir (May 12, 2026) to the Board of Zoning Appeals for a four-year term.
5. Mr. Patel's term on the Board ended on May 31, 2026.
6. Vice Chair Bauman's term on the Board ended on May 31, 2026.
7. Elections occurred at the February 9, 2026, Public Hearing. Mr. Liu was elected Chair; Ms. Bauman was elected Vice Chair, and Ms. Eveland was elected Secretary.
8. Election for Vice Chair occurred at the June 8, 2026, Public Hearing. Mr. Justus was elected Vice Chair.

LIST OF THOSE WHO ATTENDED VIRTUALLY TO 25% OF MEETINGS: None

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS: None

APPROVED:



Paul Liu, Chair