



## Board of Architectural Review 2020 Hearing Schedule and Filing Deadlines

Old and Historic Alexandria District, Parker- Gray District & 100 Year Old Buildings

Recommended Submission Date for Completeness Review	Deadline for Submission of a Complete Application	Hearing Date	Public Notice Period Time period in which the legal notice must be posted and sent
November 25	December 9	January 8	December 9 – December 28
December 9	December 23	January 22	December 23 – January 11
December 23	January 6	February 5	January 6 – January 25
January 6	January 21	February 19	January 21 – February 8
January 21	February 3	March 4	February 3 – February 22
February 3	February 18	March 18	February 18 – March 7
February 18	March 2	<del>April 4</del> Canceled	March 2 – March 21
March 9	March 23	April 22	March 23 – April 11
March 23	April 6	May 6	April 6 – April 25
April 6	April 20	<del>May 20</del> Canceled	April 20 – May 9
April 20	May 4	June 3	May 4 – May 23
May 4	May 18	June 17	May 18 – June 6
May 18	June 1	July 1	June 1 – June 20
June 1	June 15	July 15	June 15 – July 4
The Board of Architectural Review is in recess during the month of August			
July 20	August 3	September 2	August 3 – August 22
August 3	August 17	September 16	August 17 – September 5
August 24	September 8	October 7	September 8 – September 26
September 8	September 21	October 21	September 21 – October 10
September 21	October 5	November 4	October 5 – October 24
October 5	October 19	November 18	October 19 – November 7
October 19	November 2	December 2	November 2 – November 21
November 2	November 16	December 16	November 16 - December 5

Last updated: 5/11/20

- As of November 4, 2019, the City of Alexandria, VA has instituted a new land use management information system: APEX [https://apex.alexandriava.gov/EnerGov\\_Prod/SelfService#/home](https://apex.alexandriava.gov/EnerGov_Prod/SelfService#/home). For assistance, please contact the Boards and Commissions Unit at [planapplications@alexandriava.gov](mailto:planapplications@alexandriava.gov) or 703.746.4666.
- Once an application is submitted through APEX, within one business day, 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.
- Application will be reviewed for completeness before formally accepted by Planning & Zoning staff for a Board of Architectural Review Public Hearing. Applicant will be notified if the application is complete or if more information is required.
- Once the application has met all of 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 completed.
- 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 Architectural Review.