



## Board of Zoning Appeals (BZA) 2021 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.

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, 2020	November 30, 2020	Monday, January 11	7:00 p.m.	December 17, 2020 – December 31, 2020
December 11, 2020	December 28, 2020	Monday, February 8	7:00 p.m.	January 14 – January 29
January 8	January 22	Monday, March 8	7:00 p.m.	February 11 – March 26
February 12	February 26	Monday, April 12	7:00 p.m.	March 18 – April 2
March 12	March 26	Monday, May 10	7:00 p.m.	April 15 – April 30
April 16	April 30	Monday, June 14	7:00 p.m.	May 20 – June 4
May 14	May 28	Monday, July 12	7:00 p.m.	June 17 – 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 19 – September 3
August 20	September 3	Monday, October 18	7:00 p.m.	September 23 – October 8
September 10	September 24	Monday, November 8	7:00 p.m.	October 14 – October 29
October 15	October 29	Monday, December 13	7:00 p.m.	November 18 – December 3

Last updated: November 6, 2020

- 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 (BCU) 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.
- An application will be reviewed for completeness before formally accepted 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 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 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 do not follow the schedule above. Appeals will be reviewed by staff for completeness and validity before it is scheduled for public hearing.