



## Board of Zoning Appeals (BZA) 2025 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 15, 2024	December 2, 2024	<b>CANCELLED:</b> Monday, January 13	7:00 p.m.	December 14, 2024 – January 3, 2025
December 13, 2024	December 27, 2024	Monday, February 10	7:00 p.m.	January 11 – January 31
January 10	January 24	Monday, March 10	7:00 p.m.	February 8 – February 28
February 7	February 21	Monday, April 7	7:00 p.m.	March 8 – March 28
March 14	March 28	Monday, May 12	7:00 p.m.	April 12 – May 2
April 11	April 25	Monday, June 9	7:00 p.m.	May 10 – May 30
May 16	May 30	Monday, July 14	7:00 p.m.	June 14 – July 3
The Board of Zoning Appeals is in recess for the month of August.				
July 11	July 25	Monday, September 8	7:00 p.m.	August 9 – August 29
August 8	August 22	Monday, October 6	7:00 p.m.	September 6 – September 26
September 12	September 26	Monday, November 10	7:00 p.m.	October 11 – October 31
October 10	October 24	Monday, December 8	7:00 p.m.	November 8 – November 28

Last Updated: 12.19.2024

- 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 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.

