



# CITY OF RICHMOND

## INTRACITY CORRESPONDENCE

**2020-2021**

### CITY OF RICHMOND BOARD OF ZONING APPEALS Meeting & Filing Schedule

BZA HEARING DATE	FILING DEADLINE: (IN ZONING OFFICE)	STAFF REVIEW MEETING
January 2, 2020*	November 15, 2019	November 25, 2019
February 5, 2020	December 13, 2019	December 23, 2019
March 4, 2020	January 17, 2020	January 27, 2020
April 1, 2020	February 14, 2020	February 24, 2020
May 6, 2020	March 13, 2020	March 23, 2020
June 3, 2020	April 17, 2020	April 23, 2020*
July 1, 2020	May 15, 2020	May 26, 2020*
August 5, 2020	June 12, 2020	June 22, 2020
September 2, 2020	July 17, 2020	July 27, 2020
October 7, 2020	August 14, 2020	August 24, 2020
November 4, 2020	September 18, 2020	September 28, 2020
December 2, 2020	October 16, 2020	October 26, 2020
January 6, 2021	November 13, 2020	November 23, 2020
February 3, 2021	December 18, 2020	December 28, 2020

**BZA Meetings are held the 1<sup>st</sup> Wednesday of each month and beginning at 1:00 PM**

**\*= Re-scheduled date due to City or Staff holiday.**

**Applications shall be processed for docketing with the Board once the following are submitted:**

- **Application form (Certificate of Occupancy/Zoning Compliance, building permit, sign permit, etc.)**
- **Required plans (survey/site plan, floor plan(s) and elevation drawing(s)).**
- **Signed instruction pamphlet.**
- **Other information, as applicable.**
- **Required fee.**

**A \$175.00 fee is required for any application involving single- or 2-family dwellings.**

**A \$550.00 fee is required for any application involving all other uses.**

**A \$250.00 fee is required to appeal a decision of the Zoning Administrator.**

**A \$750 fee is required for any use where a zoning violation resulted from construction that is not in compliance with the approved plans.**