



2023-2024

**CITY OF RICHMOND
BOARD OF ZONING APPEALS**

*** Meeting & Filing Schedule ***

BZA MEETING	FILING DEADLINE: (IN ZONING OFFICE)	STAFF REVIEW MEETING
Wed., January 4, 2023	Fri., November 18, 2022	Mon., November 28, 2022
Wed., February 1, 2023	Fri., December 16, 2022	Tues., December 27, 2022
Wed., March 1, 2023	Fri., January 13, 2023	Mon., January 23, 2023
Wed., April 5, 2023	Fri., February 10, 2023	Tues., February 21, 2023
Wed., May 3, 2023	Fri., March 17, 2023	Mon., March 27, 2023
Wed., June 7, 2023	Fri., April 14, 2023	Mon., April 24, 2023
Wed., July 5, 2023	Fri., May 19, 2023	Tues., May 30, 2023
Wed., August 2, 2023	Fri., June 16, 2023	Mon., June 26, 2023
Wed., September 6, 2023	Fri., July 14, 2023	Mon., July 24, 2023
Wed., October 4, 2023	Fri., August 18, 2023	Mon., August 28, 2023
Wed., November 1, 2023	Fri., September 15, 2023	Mon., September 25, 2023
Wed., December 6, 2023	Fri., October 13, 2023	Mon., October 23, 2023
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Wed., January 3, 2024	Fri., November 17, 2023	Mon., November 27, 2023
Wed., February 7, 2024	Fri., December 15, 2023	Wed., December 27, 2023

BZA Meetings are held the 1st Wednesday of each month and begin promptly at 1:00 PM.

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 Building Elevation(s), including materials.*
- *Signed "BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS" document.*
- *Other information determined by the Zoning Administrator or BZA Secretary, 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 not in compliance with the approved plans.