



2026-2027

CITY OF RICHMOND
BOARD OF ZONING APPEALS

- Meeting Schedule & Filing Deadlines -

BZA MEETING

FILING DEADLINE

Wed., January 7, 2026	Fri., November 14, 2025
Wed., February 4, 2026	Fri., December 19, 2025
Wed., March 4, 2026	Fri., January 16, 2026
Wed., April 1, 2026	Fri., February 13, 2026
Wed., May 6, 2026	Fri., March 13, 2026
Wed., June 3, 2026	Fri., April 17, 2026
Wed., July 1, 2026	Fri., May 15, 2026
Wed., August 5, 2026	Fri., June 12, 2026
Wed., September 2, 2026	Fri., July 17, 2026
Wed., October 7, 2026	Fri., August 14, 2026
Wed., November 4, 2026	Fri., September 18, 2026
Wed., December 2, 2026	Fri., October 16, 2026

Wed., January 6, 2027	Fri., November 13, 2026
Wed., February 3, 2027	Fri., December 18, 2026

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 ALL of the following are submitted:

- *Application form (Certificate of Occupancy/Zoning Compliance, building permit, sign permit, etc.)*
- *Required Documents: Survey**, Floor Plan(s), and Building Elevation(s) and proposed building materials.*
*** = In limited instances, a scaled Site Plan may be permitted at the discretion of the Zoning Administrator.*
- *Signed “**BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS**” document.*
- *Other information determined by the Zoning Administrator or BZA Secretary, as applicable.*
- *Required fee.*

NOTE: No application for a Special Exception or Variance shall be accepted for review unless the applicant has had a pre-filing conference with a Zoning Administration Staff member.

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.