

VARIANCE REQUEST SCHEDULE - SUBMITTAL PACKAGE THROUGH BOARD OF ADJUSTMENT DUE DATES

		P&D Records department (PDR) schedules and advertises hearing, mails notice to proponent and Zoning Director and submits package to Legal	Legal Response due to PDR (3 days)	Ad to Legal Notices (3 Business Days)	Notify proponent of hearing date and deadline for submission of petition information for hearing and post notice on bulletin board (20 days prior)	Deadline for submission of petition information for hearing (14 days prior)	Provide Hearing Officer, proponent and Zoning Director with agenda and proponent and Zoning Director with information for hearing (7 days prior)	Hearing with Hearing Officer	Hearing Officer Findings Due (Within 10 days)	BOA Titles Due	BOA Lavender sheets to Legal	Ad to Legal Notices (3 Business Days)	Notice BOA hearing (Post to bulletin board and web, send advertisement to newspaper) Mail notice to proponent and Zoning Director (20 days prior)	BOA Summaries to Violet	Draft Agenda to BOA Members	BOA Hearing	Hearing Officer Hearing
<b>2023</b>																	
September	5/30/2023	6/2/2023	6/6/2023	6/16/2023	6/21/2023	6/29/2023	7/6/2023	7/13/2023	7/25/2023		8/8/2023	8/15/2023	8/18/2023	8/11/2023	8/31/2023	9/7/2023	
October	6/27/2023	6/30/2023	7/4/2023	7/14/2023	7/19/2023	7/27/2023	8/3/2023	8/10/2023	8/20/2023		9/12/2023	9/19/2023	9/22/2023	9/15/2023	10/5/2023	10/12/2023	
November	8/1/2023	8/4/2023	8/8/2023	8/18/2023	8/23/2023	8/31/2023	9/7/2023	9/14/2023	9/24/2023		10/3/2023	10/10/2023	10/13/2023	10/6/2023	10/26/2023	11/2/2023	
December	8/29/2023	9/1/2023	9/5/2023	9/15/2023	9/20/2023	9/28/2023	10/5/2023	10/12/2023	10/22/2023		11/7/2023	11/14/2023	11/17/2023	11/10/2023	11/30/2023	12/7/2023	
<b>2024</b>																	
January 2024	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting
February	10/1/2023	10/4/2023	10/8/2023	10/18/2023	10/23/2023	11/2/2023	11/9/2023	11/16/2023	11/26/2023		1/2/2024	1/9/2024	1/12/2024	1/5/2024	1/25/2024	2/1/2024	
March	11/28/2023	12/1/2023	12/5/2023	12/15/2023	12/20/2023	12/28/2023	1/4/2024	1/12/2024	1/21/2024		2/6/2024	2/13/2024	2/16/2024	2/9/2024	2/29/2024	3/7/2024	
April	1/2/2024	1/5/2024	1/9/2024	1/19/2024	1/24/2024	2/1/2024	2/8/2024	2/15/2024	2/25/2024		3/5/2024	3/12/2024	3/15/2024	3/8/2024	3/28/2024	4/4/2024	
May	2/6/2024	2/9/2024	2/13/2024	2/23/2024	2/28/2024	3/7/2024	3/14/2024	3/21/2024	3/31/2024		4/2/2024	4/9/2024	4/12/2024	4/5/2024	4/25/2024	5/2/2024	
June	2/21/2024	3/1/2024	3/5/2024	3/15/2024	3/20/2024	3/28/2024	4/4/2024	4/11/2024	4/21/2024		5/7/2024	5/14/2024	5/17/2024	5/10/2024	5/30/2024	6/6/2024	
July	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting
August	5/7/2024	5/10/2024	5/14/2024	5/24/2024	5/29/2024	6/6/2024	6/13/2024	6/20/2024	6/30/2024		7/2/2024	7/9/2024	7/12/2024	7/5/2024	7/25/2024	8/1/2024	
September	5/28/2024	5/31/2024	6/4/2024	6/14/2024	6/19/2024	6/27/2024	7/4/2024	7/11/2024	7/21/2024		8/6/2024	8/13/2024	8/16/2024	8/9/2024	8/29/2024	9/5/2024	
October	7/1/2024	7/5/2024	7/9/2024	7/19/2024	7/24/2024	8/1/2024	8/8/2024	8/15/2024	8/25/2024		9/3/2024	9/10/2024	9/13/2024	9/6/2024	9/26/2024	10/3/2024	
November	8/6/2024	8/9/2024	8/13/2024	8/23/2024	8/28/2024	9/5/2024	9/12/2024	9/19/2024	9/29/2024		10/8/2024	10/15/2024	10/18/2024	10/11/2024	10/31/2024	11/7/2024	
December	9/3/2024	9/6/2024	9/10/2024	9/20/2024	9/25/2024	10/3/2024	10/10/2024	10/17/2024	10/27/2024		11/5/2024	11/12/2024	11/15/2024	11/8/2024	11/28/2024	12/5/2024	