

Schedule of Meetings and Submission Deadlines

2024-2025

Board of Adjustment

Submission Deadline	Meeting Date
May 24, 2024	June 25, 2024
June 21, 2024	July 30, 2024
July 26, 2024	August 27, 2024
August 23, 2024	September 24, 2024
September 20, 2024	October 29, 2024
October 25, 2024	November 26, 2024 (Tentative Dec 3 rd)
November 22, 2024	December 31, 2024 (Tentative Jan 7 th)
December 27, 2024	January 28, 2025
January 24, 2025	February 25, 2025
February 21, 2025	March 25, 2025
March 21, 2025	April 29, 2025
April 25, 2025	May 27, 2025
May 23, 2025	June 24, 2025
June 20, 2025	July 29, 2025

**Meeting dates are subject to change*

**UDO Administration Presubmittal meeting required prior to application for Variances. Presubmittal meetings for Appeals are advised but may be held after the application is submitted.*

**Submissions are subject to completeness review and fee payment.*

**Submissions will be scheduled for meeting date only after submission is deemed complete and fee paid.*

**If submission is incomplete or fee is not paid the submission may be delayed to later meeting.*

Schedule of Fees
Effective July 1, 2024

PROCESS	DETAILS	FEE
Variance	Residential (Single family detached, duplex, triplex and quadruplex, one per lot)	\$820.00
	Commercial (Includes multi-dwelling development, multi-family and non-residential uses)	\$1,240.00
Appeal	Residential (Single family detached, duplex, triplex and quadruplex, one per lot)	\$570.00
	Commercial (Includes multi-dwelling development, multi-family and non-residential uses)	\$3,350.00
Administrative Deviation/Adjustment	Residential (Single family detached, duplex, triplex and quadruplex, one per lot)	\$265.00
	Commercial (Includes multi-dwelling development, multi-family and non-residential uses)	\$495.00
Subdivision Appeal		\$5,000

***UDO Administration presubmittal meeting is required prior to the application for Variances, Administrative Deviations/Adjustments. A presubmittal meeting is advised prior to application for an Appeal but may be held after the application is submitted.**

***Fee due upon the invoice of application. An email with payment instructions will be sent by Accela to the applicant. Please check junk folder if you can't find the invoice email.**