

## City of Alexandria, Virginia

## MEMORANDUM

DATE: FEBRUARY 23, 2004

TO: THE HONORABLE MAYOR AND MEMBERS OF COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: 2003 ANNUAL REPORT, BOARD OF ZONING APPEALS

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**ISSUE:** Acceptance of the Annual Report of the Board of Zoning Appeals, January 1, 2003, to December 31, 2003.

**RECOMMENDATION:** That City Council receive the report and thank the Board of Zoning Appeals for their efforts on behalf of the City.

**DISCUSSION:** The Board of Zoning Appeals Annual Report was submitted by Warren Almquist, Chairman. Statistical highlights of the report are as follows:

- During 2003, the Board decided 56 variances and 8 special exceptions; 96% of the variances and 100% of the special exceptions were approved.
- The Board approved: 48 yard variances
  - 6 open space variances
  - 6 yard setback special exceptions

**ATTACHMENTS:**

Attachment 1: 2003 Annual Report of the Board of Zoning Appeals

Attachment 2: List of BZA Members for 2004

**STAFF:**

Peter Leiberg, Planning and Zoning  
Rasheda Dupree, Planning and Zoning  
Mary Doran, Planning and Zoning

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 8, 2004
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: WARREN ALMQUIST, CHAIRMAN, BOARD OF ZONING APPEALS
SUBJECT: BOARD OF ZONING APPEALS 2003 ANNUAL REPORT

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The Board of Zoning Appeals convened monthly for 11 public hearings during 2003; there was no public hearing in August. The Board held three workshops during 2003 on April 10, July 10, and October 9.

A total of 95 cases were docketed in 2003. The number of cases docketed in 2003 decreased by 25.78% from the 128 docketed cases in 2002. Disposition of the cases docketed is as follows:

Table with 2 columns: Category and Count. Categories include Withdrawals (16), Deferrals (23\*), Variance cases approved (47), Variance cases denied (2), Special Exception cases approved (7), Special Exception cases denied (0), Appeals (0), and TOTAL CASES (95).

\* Many case were deferred more than once. Of those cases that were deferred, 6 cases were approved, 1 case was denied, and 6 cases were withdrawn by applicants these numbers are recorded in the tally of approved, denied and withdrawn cases.

Many variances cases contained multiple variances. The Board reviewed a total of 56 variances and 8 special exception requests. A breakdown of the types of variances/special exceptions decided by the Board and the actions taken are listed as follows:

Variances

Approvals for front yard setbacks	14
side yard setbacks	29
rear yard setbacks	5
open space	<u>6</u>
	54
Denials for side yard setbacks	1
front yard setbacks	<u>1</u>
	2

A total of 56 variances were decided by the Board last year. Of the variances decided by the Board 96% (54) were approved and 4% (2) were denied. Staff recommended denial approximately 95% of the time.

Special Exceptions

Approvals for front yard setbacks	2
side yard setbacks	<u>4</u>
	6
Denials	0

A total of 8 special exceptions were decided by the Board last year. Of the special exceptions decided by the Board 100% (6) were approved and 0% (0) were denied. Staff recommended approval 100% of the time.

Appeals

There were no appeals reviewed by the Board in 2003.

During 2003, Warren Almquist served as Chairman of the Board of Zoning Appeals, Mary Lyman served as Vice Chairman and Stephen Koenig served as Secretary. Michael Curry, Mark Allen and Frank Putzu continued to serve as Board members. Linda Kung served as a Board member until November, 2003. David Lantzy was appointed to the Board in December, 2003.

**Board of Zoning Appeals 2004**

Mary Lyman, Chairman  
Stephen Koenig, Vice Chairman  
Michael Curry, Secretary  
Mark Allen  
Warren Almquist  
David Lantzy  
Frank Putzu