

**CARROLL COUNTY BOARD OF ZONING APPEALS**  
**2023 TENTATIVE SCHEDULE FOR THE PROCESSING OF CASES FOR PUBLIC HEARINGS**

DEADLINE FOR FILING APPLICATION TO BZA OFFICE	DEADLINE FOR AGENDA/AGENDA TO CCT/COMMENT MEMOS TO AGENCIES & NEWS RELEASE	LEGAL NOTICE PUBLICATION DATES IN THE CCT	DEADLINE FOR POSTING SIGNS AND MAILING NOTICES	BOARD SITE VISIT(S)	PUBLIC HEARING DATE(S)
December 9, 2022	December 16, 2022	January 1, 2023	January 1, 2023	January 18, 2023	January 31 and February 1 and 2, 2023
January 13, 2023	January 20, 2023	January 30, 2023	January 30, 2023	February 15, 2023	February 28 and March 1 and 2, 2023
February 10, 2023	February 17, 2023	February 27, 2023	February 27, 2023	March 15, 2023	March 28, 29 and 30, 2023
March 10, 2023	March 17, 2023	April 3, 2023	April 3, 2023	April 19, 2023	April 25, 26 and 27, 2023
April 14, 2023	April 21, 2023	May 1, 2023	May 1, 2023	May 17, 2023	May 30, 31 and June 1, 2023
May 12, 2023	May 19, 2023	May 29, 2023	May 29, 2023	June 21, 2023	June 27, 28 and 29, 2023
June 9, 2023	June 16, 2023	July 3, 2023	July 3, 2023	July 19, 2023	July 25, 26 and 27, 2023
July 14, 2023	July 21, 2023	July 31, 2023	July 31, 2023	August 16, 2023	August 29, 30 and 31, 2023
August 11, 2023	August 18, 2023	September 4, 2023	September 4, 2023	September 20, 2023	September 26, 27 and 28, 2023
September 8, 2023	September 15, 2023	October 2, 2023	October 2, 2023	October 18, 2023	October 24, 25 and 26, 2023
October 13, 2023	October 20, 2023	October 30, 2023	October 30, 2023	November 15, 2023	November 28, 29 and 30, 2023
November 10, 2023	November 17, 2023	December 4, 2023	December 4, 2023	December 20, 2023	January 2, 3 and 4, 2024
December 8, 2023	December 15, 2023	January 1, 2024	January 1, 2024	January 17, 2024	January, 30 and 31, and February 1, 2024

**Important Information:** A **Notice of Appeal** or **Application for Hearing** must be filed with the Office of Administrative Hearings in Room 113 of the County Office Building. The staff may assist in completing the forms; however, it is the **Appellant's** or **Applicant's** responsibility to complete the forms, including the names of the owners of surrounding properties, their mailing addresses, parcel numbers, and information requested for the plot plan. Incomplete applications are not acceptable. Cases are scheduled on the basis of receipt, completeness, estimated time considered necessary for the hearing, and attorneys schedules. Receipt of an appeal or application on a filing date noted above does not guarantee scheduling for the next hearings. The Board in accordance with the state Open Meetings Act renders an oral decision after deliberations, and a written decision is issued within 30 days unless the Board extends the time. **The decision is not effective until the written decision is issued.** More time may be required for decisions in contested or lengthy cases. This schedule is subject to change.

Filing deadline is the second Friday of each month.

Agenda is prepared by approximately the third or fourth Friday of each month.

Normal practice is to publish a notice the first Monday of the following month before the next month's scheduled hearing.