

2025 BZA Application Schedule

The following table depicts the deadlines for petitions before the Fairland BZA for this calendar year. Deviations from this schedule are not permitted.

Application Submittal	Deadline for Submitting Additional Info/Revisions to the File	Public Notice Deadline	Staff Report Published	BZA Hearing
Nov 26, 2024	Dec 20, 2024	Dec 23, 2024	Dec 30, 2024	Jan 7
Dec 23, 2024	Jan 17	Jan 20	Jan 28	Feb 4
Jan 21	Feb 14	Feb 17	Feb 25	Mar 4
Feb 18	Mar 14	Mar 17	Mar 25	Apr 1
Mar 25	Apr 18	Apr 21	Apr 29	May 6
Apr 22	May 16	May 19	May 27	Jun 3
May 20	Jun 13	Jun 26	Jun 24	Jul 1
Jun 24	Jul 18	Jul 21	Jul 29	Aug 5
Jul 22	Aug 15	Aug 18	Aug 26	Sept 2
Aug 26	Sept 19	Sept 22	Sept 30	Oct 7
Sept 23	Oct 17	Oct 20	Oct 28	Nov 4
Oct 21	Nov 14	Nov 17	Nov 25	Dec 2

- **Application Submittal:** The filing deadline is 3:00pm on the date indicated. Call (317) 258-8046 or email dluzier@INcodecrafters.com to make an appointment to file your application. Application meetings are generally done electronically.
- **TAC Meeting:** When required and conducted in person, the Technical Advisory Committee Meetings are held at the Fairland Town Hall, 105 S Walnut St, Fairland, IN 46126. *(Not applicable to Zone Map Changes)*
- **Deadline for Submitting Additional Info/Revisions to the File:** After a complete application has been received and given a file number, revisions or additions to the plans and/or file must be submitted by 3:00pm on the date indicated in order to remain on the current application schedule. Plans shall be submitted electronically with a cover letter noting the file number to the attention of the Fairland Administrator at dluzier@INcodecrafters.com.
- **Public Notice Deadline:** Deadline to publish public notice in the newspaper and postmark mailings to surrounding property owners.
- **Staff Report Published:** On the date indicated, Staff Reports will be emailed directly to the Fairland PC and the Applicant/Owner.
- **Submit Proof of Public Notice:** Submit Forms 1 and 2 as proof of adequate public notice of the hearing. Forms shall be submitted electronically with a cover letter to the attention of the Administrator at dluzier@INcodecrafters.com.
- **BZA Hearing:** Unless otherwise noticed, BZA Meetings are held at 6:00pm (or immediately following the Town Council Meeting) at the Fairland Town Hall, 105 S Walnut St, Fairland, IN 46126.