

Attending a Zoning, Variance, or Subdivision Public Hearing

If you are interested in a Zoning, Variance, or Subdivision Case you have the right and opportunity to participate in the public hearings to voice your opinion or to observe the proceedings. The Planning and Zoning Commission and the Jefferson County Commission hold public hearings on rezoning requests, Land Use Plan adoptions/amendments, and Zoning Regulation amendments. The Board of Zoning Adjustment holds public hearings regarding variance requests. The Planning and Zoning Commission is the only body which holds public hearings on Subdivision Cases. All citizens are encouraged to participate in these hearings to better guide the planning and zoning process. Hearing notifications are sent to adjoining property owners; however, any interested party may attend. It is best to have submitted all support and opposition to a case in writing prior to the hearing.

Location

The Planning and Zoning Commission, the Board of Zoning Adjustment, and the Jefferson County Commission meetings are held in the County Commission Chamber on the 2nd floor of the Main Downtown Courthouse (Rm 270), directly across the hall from the Department of Land Development. If the location of a meeting must change, notice will be given and signs posted directing parties to the new location.

Parking

No specific areas are designated for parking for public meetings but general parking for the Courthouse can be found at the following:

New Jefferson County Parking Lot	County Courthouse Parking Deck	Street Parking	Boutwell Auditorium Parking Deck	Birmingham-Jefferson Civic Center Parking
Located on Richard Arrington Jr. Blvd. N. has been designed for ease of use by customers visiting the courthouse for short periods. Best access to this lot is from 22 nd St. N., then turn west onto 7 th Ave. N. There is a fee for parking.	Located on Richard Arrington Jr. Blvd. N., across from the courthouse. Limited parking is available to the general public on a first-come basis. Handicapped customers should consider using this deck as it affords access to the 2nd floor crosswalk, the designated handicapped accessible entrance to the courthouse. There is a fee for parking in the Deck.	Located along most public streets, Parking meters are located on 22 nd St. N., 19 th St. N., 7 th Ave. N., and in front of the Library, Art Museum and Sheriff's Department (Mel Bailey) building on Richard Arrington Jr. Blvd. N. Metered parking is also available under Interstate 20/59, accessible from 9 th Ave. N. The parking meters require quarters and most have a two (2) hour time limit.	Located on 8 th Ave. N. Convenient access to Charles Linn Park, the County Courthouse and Birmingham City Hall. There is a fee.	Located approximately 3 blocks from the County Courthouse. The parking deck can be accessed from its main entrance on 22 nd St. N. or rear entrance on 23 rd St. N. There is a fee.

Meeting Protocol

Limited seating is available in the Commission Chamber. As an overflow, attendees will be held outside the chamber until their case is called. Each board has its own meeting protocol. Generally, in Planning and Zoning Commission and Board of Zoning Adjustment hearings the Applicant will be given an opportunity to present his/her case. Members of the Board may ask for clarification or further information. Then those in support and opposition will be given an opportunity to speak. All Planning and Zoning Commission decisions are made at the end of the meeting (if you do not wish to stay, you may call the Land Development office the next day for the decision—325-5638). The Board of Adjustment makes its decision immediately after the case has been heard. At County Commission hearings, cases are presented by County Staff and the Commission will call for additional information, as they deem necessary. Then those in support and opposition will be given an opportunity to speak. The Commission makes its decision immediately after hearing the case.

Speaking at a Meeting

Before speaking, all speakers will please state their name and complete address. All comments should be directed to the Chairman and not to the petitioner or the audience. Those interested in speaking at the P&Z meetings should sign-in at the designated area in the foyer. There is a limited time to express your opinion.

After the Meeting

As seating is limited, it is preferable that attendees leave the Commission Chamber after the case has been heard. After the case has been heard, please quietly exit the Chamber and move out of the foyer area. Discussion in the foyer can be heard in the Chamber and this is distracting and obstructs further cases.

Information

Please contact the office of Land Development for further information about a specific case, case processes, recommendations and decisions or visit our website for further details. The office hours of Land Development are: 7:30 to 4:30 Mon through Fri

Contact our Zoning department at: (205) 325-5638.

Submit correspondence to Director of Land Development: PLEASE GIVE YOUR ADDRESS & RELEVANT CASE NUMBER