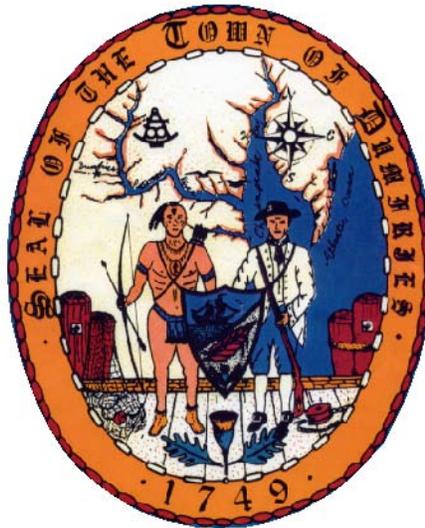


APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT



**TOWN OF DUMFRIES, VIRGINIA
17755 MAIN STREET
P.O. BOX 56
DUMFRIES, VIRGINIA 22026
703-221-3400 Ext. 112
Fax: 703-221-3544**

APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT

(Please type all information)

TO THE TOWN COUNCIL OF THE TOWN OF DUMFRIES, VIRGINIA

The undersigned, being all of the owner(s), contract purchasers or the respective duly authorized agents thereof, do hereby petition to change the Comprehensive Plan as shown on the accompanying plans, which are made part of this application, as follows:* (attach additional pages if necessary)

Tax Map #	GPIN #	From	To	Acres
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Property Location: (Describe the location of the property by distance, in feet or portion of a mile, and direction from an intersection of two (2) public roads or streets.)

*** Applicable only to Long-Range Land Use Map changes, not required for text change requests**

The name(s), mailing address(es), and telephone number(s) of owner(s) and contract purchaser, lessee, and/or authorized agent(s), as applicable are: (Attach additional pages if necessary)

OWNER OF PROPERTY:

Name: _____ Phone #: _____

Mailing Address: _____

CONTRACT PURCHASER/LESSEE:

Name: _____ Phone #: _____

Mailing Address: _____

AUTHORIZED AGENT(S):

Name: _____ Phone #: _____

Mailing Address: _____

Signed this _____ day of _____ 200____.

Signature of Contract Purchaser/Lessee

Signature of Owner/Agent

Please type all information and provide 15 copies of all submissions, together with 8 ½ x 11 reductions of all plans, maps, or graphics. If submitting color graphics, please submit 15 copies of each. The application will not be considered complete unless all items listed below have been submitted.

Please provide the following information:

1. For a map amendment:

a. Plat of area proposed for Comprehensive Plan amendment, including metes and bounds description, if available. The plat should be prepared by a registered engineer or land surveyor licensed by the Commonwealth of Virginia.

b. Existing Comprehensive Plan land use classification(s) and respective areas:

c. Proposed Comprehensive Plan land use classification(s) and respective areas:

d. Existing zoning and land use of the subject parcel:

e. What use/zoning will be requested if the amendment is approved?

f. Illustrate (using text, photos and maps as necessary) the existing zoning, Comprehensive Plan designations, and/or approved uses and densities along with other characteristics of area within:

- ¼ mile from the parcel(s) perimeter if the parcel is less than 20 acres in size;
- ½ mile if 21-100 acres in size; or
- 1 mile if more than 100 acres in size.

g. The name, mailing address, and parcel number of all property owners within 200 feet of the subject parcel(s) (with Adjacent Property Owners Affidavit) (see attached). This information may be obtained by submitting a request for the list of adjacent property owners. Please allow 3 business days for processing.

h. Traffic impact analysis.

- i. Description of Environmental Resources (ER) on the property.
- j. Will you be submitting a rezoning application for concurrent processing if this Comprehensive Plan amendment is initiated? _____Yes _____No.

2. For a text amendment:

(Additional sheets may be attached---no more than one per item).

- a. Purpose and intent of text amendment.
- b. Cite Plan chapter, goal, objective and/or action strategy text that is proposed to be amended.
- c. Proposed new or revised text.

Note: Please attach and specify text changes with additions underlined and a strike-through for deletions.

- d. Demonstrate how the proposed text amendment furthers the goals, objectives, and action strategies set forth in the Comprehensive Plan chapter(s) relative to the text amendment request and why proposed revisions to said goals, objectives and action strategies are appropriate.
- e. Demonstrate how the proposed text amendment is internally consistent with other Comprehensive Plan components that are not the subject of the amendment.
- f. What level of service impacts, if any, are associated with the request?
- g. Will you be submitting a rezoning application for concurrent processing if this Comprehensive Plan amendment is initiated? _____Yes _____No

3. For all amendments:

(Additional sheets may be attached---no more than one per item)

- a. Justification of proposed Comprehensive Plan amendment (provide attachments if necessary). Describe why the change to the Comprehensive Plan is being proposed.

- b. How would the resultant changes impact or benefit the Town of Dumfries relative to:
 - 1. Community Design
 - 2. Cultural Resources

- 3. Economic Development
- 4. Environment
- 5. Housing
- 6. Land Use
- 7. Parks and Open Space
- 8. Police
- 9. Transportation
- 10. Telecommunications

4. Other information as may be required by the Director of Community Development & Planning, the Planning Commission, or Town Council during the review of the initiation request. The applicant will be notified, in writing, if additional information is required.

TO THE GOVERNING BODY OF THE TOWN OF DUMFRIES:

This petition for a Comprehensive Plan amendment within the jurisdiction of the Town of Dumfries was received on _____, a public hearing was held on

_____,

and the Planning Commission wishes to make the following recommendations to the Town Council:

By: _____

Chairman, Planning Commission

ACTION OF THE TOWN COUNCIL:

On _____ the Town of Dumfries Town Council took the following action of the attached petition for a Comprehensive Plan amendment:

FILING FEE:

Permit # _____

Amount Paid \$ _____

Date Paid _____

All applications shall contain the following forms:

1. Interest Disclosure Affidavit
2. Special Power of Attorney Affidavit for each owner
3. Adjacent Property Owner's Affidavit
4. Subject Property Owner's Affidavit

Applicants should consult the Comprehensive Plan to identify goals, objectives or action strategies which are applicable to individual Comprehensive Plan amendment requests.

Attachments

INTEREST DISCLOSURE AFFIDAVIT

**STATE OF VIRGINIA,
COUNTY OF PRINCE WILLIAM**

This _____ day of _____, 200_____,

I, _____ (Owner), hereby make oath that no member of the Town Council of the Town of Dumfries, Virginia, nor the Planning Commission of the Town of Dumfries, Virginia, has interest in such property, either individually, by ownership of stock in a corporation owning such land, or partnership, or as holder of ten (10) percent or more of the outstanding shares of stock in or as a director or officer of any corporation owning such land, directly or indirectly, by such member or members of his immediate household, except as follows:

Owner/Contract Purchaser/Authorized Agent
(circle one)

**COMMONWEALTH OF VIRGINIA:
County of Prince William**

Subscribed and sworn to before me this _____ day of _____, 200_____, in my County and State aforesaid, by the aforementioned Principal.

NOTARY PUBLIC

My Commission Expires: _____

CONCURRENT PROCESSING AFFIDAVIT

**STATE OF VIRGINIA,
COUNTY OF PRINCE WILLIAM**

This _____ day of _____, 200_____,

I, _____ (Owner) hereby notify the Town of Dumfries that my application for a Comprehensive Plan amendment: _____ will be processed concurrently with a rezoning request. I understand that the rezoning request cannot be approved by the Town Council of the Town of Dumfries until final action has been taken on my Comprehensive Plan amendment request. Furthermore, I understand that the review of the rezoning request may need to be revised to meet the conditions associated with the Comprehensive Plan amendment. I also understand that approval of the rezoning request will not grant development rights if the uses shown thereon are not approved by the Town Council when it takes action on the Comprehensive Plan amendment.

I hereby knowingly waive any claim that the expenditure of funds used in preparation of the site development plan will provide me and my successors or assigns any rights to the approval of said rezoning application. If the rezoning application is denied by the Town Council, I understand that the site development plan will become null and void, the site development plan file closed, and no review fees refunded.

Owner/Contract Purchaser/Authorized Agent
(circle one)

**COMMONWEALTH OF VIRGINIA:
County of Prince William**

Subscribed and sworn to before me this _____ day of _____, 200_____, in my County an State aforesaid, by the aforementioned Principal.

NOTARY PUBLIC

My Commission Expires: _____

SPECIAL POWER OF ATTORNEY AFFIDAVIT

**STATE OF VIRGINIA,
COUNTY OF PRINCE WILLIAM**

This _____ day of _____, 200_____,
I, _____ (Owner/contract purchaser) of
_____ (geographical parcel identification number) hereby make,
constitute, and appoint _____, my
true and lawful attorney-in-fact, and in my name, place and stead giving unto said
_____ full power and authority to do and perform
all acts and make all representation necessary, without any limitation whatsoever, to make application for
said Comprehensive Plan amendment.

The right, powers, and authority of said attorney-in-fact herein granted shall commence and be in full force
and effect on _____ 200_____, and shall remain in full force and effect thereafter
until actual notice, by certified mail, return receipt requested is received by the Community Development
office of the Town of Dumfries stating that the terms of this power have been revoked or modified.

Owner/Contract Purchaser

**COMMONWEALTH OF VIRGINIA:
County of Prince William**

Subscribed and sworn to before me this _____ day of _____, 200_____, in my
County and State aforesaid, by the aforementioned Principal.

NOTARY PUBLIC

My Commission Expires: _____

SIGN POSTING AFFIDAVIT

**STATE OF VIRGINIA,
COUNTY OF PRINCE WILLIAM**

This _____ day of _____, 200_____,

I, _____ (Affiant), hereby make oath that _____ public sign(s), as supplied by the Department of Public Works was/were posted on the property that is the subject of this application, and have been maintained in good condition on said property until this date, and will continue to be maintained in good condition on said property until after the public hearing on this application.

Said sign(s) advised of the location of a public hearing on the above request under the name of _____, to be held on _____ day of _____, 200_____ at _____ am/pm before the Town of Dumfries:

Town Council Planning Commission

Owner/Contract Purchaser/Authorized Agent
(circle one)

**COMMONWEALTH OF VIRGINIA:
County of Prince William**

Subscribed and sworn to before me this _____ day of _____, 200_____ in my County an State aforesaid, by the aforementioned Principal.

NOTARY PUBLIC

My Commission Expires: _____

SIGN POSTING FOR PUBLIC HEARINGS

Public notice signs must be posted at least fifteen (15) days prior to the public hearing!

You must obtain sign(s) required to be posted from the Department of Public Works. At least one sign is required for all properties. Additional signs are required for property that abuts more than one public street and property with more than 200 feet of road frontage. Applications for a use in a shopping center unit must post one sign at the store front and at least one sign as otherwise required. Properties without public street frontage are required to post at least one sign on the property and at least one sign along a nearby street.

Signs shall be posed to insure greatest visibility in accordance with the following:

- Signs shall be posted adjacent to the street right-of-way abutting the site, no more than ten feet from the edge of the right-of-way.
- Properties for which only one sign is required should be posted near the middle of the site's frontage, unless due to topography, woods, buildings or other obstructions, a location to one side of the frontage would facilitate better visibility.
- Properties with more than one street frontage shall be posted with at least one sign along each street.
- Properties with more than 200 feet of street frontage shall be posted with one sign for each 200 feet of frontage, spaced at least 200 feet apart.
- If the application is a use in a shopping center unit, an additional sign shall be posted at the store front. This sign may be placed in a window or door.
- If a property has no road frontage, the number and location of signs to be posted will be determined by the Zoning Administrator. At least one sign will be required to be posted on the actual property, and at least one sign will be required to be posted along a nearby street, with a note giving distance and direction to the property.

After posting the property, the applicant must return the affidavit for sign posting to the Zoning Administrator within three (3) days of the date of posting. Failure to notify the Zoning Administrator within three (3) days may result in the case being removed from the public hearing schedule.

All signs posted must be maintained in good condition by the applicant until the public hearing. If a sign is damaged or destroyed, a replacement sign must be secured from the Department of Public Works and posted as soon as practical.

Although not a requirement, the applicant should photograph the signs after posting, and submit a copy of the photograph with the sign posting affidavit.

ADJACENT PROPERTY OWNERS AFFIDAVIT

COMMONWEALTH OF VIRGINIA
COUNTY OF PRINCE WILLIAM

This _____ day of _____, 200____,
(Day) (Month) (Year)

I, _____
(Owner/Contract Purchaser/Authorized Agent) hereby make oath that the list of landowners within 200 feet of all portions of the subject property, including the subject property, all property immediately across the street or road from the subject property, those parcels which lie in other localities of the Commonwealth, any homeowners and/or civic associations having jurisdiction over the property or within 2,000 feet of all portions of the subject property, jurisdictions located within one-half mile of all portions of the subject property, and the appropriate state or federal agency if a state or federally owned facility is within 200 feet of all portions of the subject property, is a true and accurate list as submitted with my application.

Owner/Contract Purchaser/Authorized Agent
(circle one)

COMMONWEALTH OF VIRGINIA:
County of _____

Subscribed and sworn to before me this _____ day of _____, _____ in my County and State aforesaid, by the aforementioned principal.

NOTARY PUBLIC

My Commission Expires: _____

SUBJECT PROPERTY OWNERS AFFIDAVIT

COMMONWEALTH OF VIRGINIA
COUNTY OF PRINCE WILLIAM

This _____ day of _____, 200__,
(Day) (Month) (Year)

I, _____
(Owner/Contract Purchaser/Authorized Agent) hereby make oath that the list of property owners of the subject site, as submitted with the application, is a true and accurate list based on the information provided by the Town of Dumfries Community Development Office as taken from the current real estate assessment records of Prince William County.

Owner/Contract Purchaser/Authorized Agent
(circle one)

COMMONWEALTH OF VIRGINIA:
County of _____

Subscribed and sworn to before me this ____ day of _____, _____ in my
County and State aforesaid, by the aforementioned Principal.

NOTARY PUBLIC
My Commission expires: _____