



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

17755 Main Street  
Dumfries, Virginia 22026-2386  
Tel: 703-221-3400 / Fax: 703-221-3544  
[www.dumfriesva.gov](http://www.dumfriesva.gov)

---

**TO: Mayor Foreman, Vice Mayor Toney, Council  
Dan Taber, Town Manager**  
**FROM: Laura O'Dell, Zoning Administrator**  
**DATE: October 1, 2013**  
**RE: September 2013 Report**

---

Honorable Mayor Foreman, Vice Mayor Toney and Town Council:

This past month I have had the pleasure of working with the Planning Commission, Architectural Review Board, and Town Council. Below is a list of items that I have been working on. Please feel free to contact me directly via email at [lodell@dumfriesva.gov](mailto:lodell@dumfriesva.gov) or phone 703-221-3400 ext. 118 to inquire more particularly on any of the following matters.

- Met with CUP applicants several times for a daycare facility located at the former Emoni's. The application will have an initial review by the Planning Commission on October 7, 2013.
- Met with Rick Barbee to discuss plans for Orange Street.
- Met with Mr. Singh about coming to discuss plans with the ARB to board up homes along Main Street for his project.
- Issued a determination for a lot in Town that has lost its legally nonconforming use due to the fact that the property has sat vacant for a period of over two years. Once a property sits vacant or the nonconforming use stops for a period of over two years the use must conform to current zoning. The new property owner wants to use the property for a residential rental, however it is zoned B-2 and must be used as such. The property owner is filing an appeal with the BZA.
- Met with representatives from Prince William County Planning and Community Development to discuss the Potomac Communities Design Guidelines. PWC has no jurisdiction over design within the Town limits, but it is good to keep up with the surrounding County projects, and it is something Dumfries could potentially adopt.
- Staff contacted Curtis brothers and advised that if the billboard sign is not removed in 10 days that legal proceedings would take place, however it is still something that VDOT can overrule.

- Attended a 3 day zoning seminar put on by the Virginia Association of Zoning Officials to maintain training hours for my Zoning Administrator Certification. A legislative update, zoning administration and management, zoning ethics, and participation in a mock appeals meeting were all areas of participation and discussion.
- Issued NOV for Fraley's Furniture illegal sign on Main Street.
- Worked with Pastor Graham from Jehovah's House located across the street from Town Hall. The establishment would like more signage and advertisement on the property. They were advised that any widespread display of signage is not permitted, and that any additional signage or outdoor display of goods would have to be approved by the ARB.
- Met with agents from Grace Church to discuss parking lot expansion. They would like to add an additional 200 spaces to the lot, which will require approval by the Planning Commission.