



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

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**TO: Mayor Foreman, Vice Mayor Toney, Council  
Dan Taber, Town Manager**  
**FROM: Laura O'Dell, Zoning Administrator**  
**DATE: September 3, 2013**  
**RE: August 2013 Report**

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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.

- Received application for Temporary Use Permit for a children's fundraiser family fun day at the Citgo gas station on Saturday September 7th. Met with applicant to review everything and assist with preparing application packet.
- Met with representative from ACTS who will be hosting a 5K October 19 and plan to use the Town Hall parking lot for parking for the event. Temporary Use Permit application was received and processed for the event.
- Assisted CUP applicant of Badr Community Center in Dumfries to begin a charter school located at 17794 Main Street. The school's focus will be on mathematics and five languages. The school will also offer programs for technology, art, gifted children, and core subjects. The application will be reviewed by the Planning Commission at their September meeting.
- Met with CUP applicants several times for a private school at Dumfries United Methodist Church, and a child care facility at Word of Faith Christian Fellowship Church.
- Continued to work with Darren Coffey from The Berkley Group on the update to the Comprehensive Plan, many revisions were made and further review has taken place including a review and discussion by the ARB. The Berkeley Group will be at Town Hall for the November 26th work session to gain feedback from Council and the Planning Commission on the Comprehensive Plan.
- Continued to work on the Campbell property located at Colonial Port Road. A determination letter concerning the uses on the property has been drafted for the property owner.

- Drafted a parking in the grass ordinance, which will be shared initially with the Planning Commission and then with Council in the coming months.
- Attended a meeting on the Community Development Block Grant being offered through Prince William County. The basic requirements and opportunities have been shared.
- Worked with VDOT in an attempt to have the fallen billboard sign removed on Rt. 1 South adjacent to Triangle Shopping Plaza.
- Prepared ordinances and resolutions for the potential adoption of the Virginia Maintenance Code, Graffiti Ordinance, and commendation of John Webb.