

# APPLICATION FOR REZONING



**TOWN OF DUMFRIES, VIRGINIA  
17755 MAIN STREET  
P.O. BOX 56  
DUMFRIES, VIRGINIA 22026  
703-221-3400 Ext. 118  
Fax: 703-221-3544**

**APPLICATION FOR REZONING**

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**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 zoning of the property described below and shown on the accompanying plans, which are made part of this application, as follows: (attach additional pages if necessary)

<b>Tax Map #</b>	<b>GPIN #</b>	<b>From</b>	<b>To</b>	<b>Acres</b>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**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.

\_\_\_\_\_

\_\_\_\_\_

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

**Describe briefly the type of use and improvements proposed. State whether new buildings are to be constructed, existing structures are to be used or removed, or additions made to existing buildings:**

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**Why does applicant believe the location of the use in question on the particular property is essential or desirable for the public convenience or welfare and will not be detrimental to the immediate neighborhood?**

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**Describe how the proposed use and improvements are to be designed and arranged to fit into the development of adjacent property and the neighborhood:**

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**Furnish plat showing boundaries and dimensions of property, width of boundary streets, location and size of buildings on the site, roadways, walks, off-street parking and loading space, landscaping and the like. Architect's sketches showing elevations of proposed buildings and complete plans are also desirable and if available should be filed with the application:**

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**It is proposed that the following proffer(s) will be made in conjunction with this rezoning request:**

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**Is the request consistent with the relevant components of the Comprehensive Plan?** \_\_\_\_\_

The following are all of the individuals, firms, or corporations owning property adjacent to both sides and rear, and the property in front of (across the street from) the property sought to be rezoned: (Attach additional pages if necessary)

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

GPIN #: \_\_\_\_\_

**Other comments or information:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TO THE GOVERNING BODY OF THE TOWN OF DUMFRIES:**

This petition for rezoning property 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

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**ACTION OF THE TOWN COUNCIL:**

On \_\_\_\_\_ the Town of Dumfries Town Council took the following action of the attached petition for rezoning:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**FILING FEE:**

Permit # \_\_\_\_\_

Amount Paid \$ \_\_\_\_\_

Date Paid \_\_\_\_\_

**INTEREST DISCLOSURE AFFIDAVIT**

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**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

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

This \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_\_,  
I, \_\_\_\_\_ (Owner) hereby notify the Town of Dumfries that my application  
for rezoning requesting: \_\_\_\_\_ will be processed  
concurrently with the site development plan. I understand that the site development plan cannot be approved  
by the Town Council of the Town of Dumfries until final action has been taken on my rezoning application.  
Furthermore, I understand that the review of the site development plan may need to be revised to meet the  
conditions associated with the rezoning application. I also understand that approval of the site plan will not  
grant development rights if the uses shown thereon are not approved by the Town Council when it takes  
action on the rezoning application.

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**

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**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 Conditional Use Permit.

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 Zoning 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 an State aforesaid, by the aforementioned Principal.

\_\_\_\_\_  
**NOTARY PUBLIC**

My Commission Expires: \_\_\_\_\_

**SIGN POSTING AFFIDAVIT**

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**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

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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.