



TOWN OF OCCOQUAN

Circa 1734 | Chartered 1804 | Incorporated 1874

314 Mill Street
PO BOX 195
Occoquan, VA 22125
(703) 491-1918
occoquanva.gov
info@occoquanva.gov

Board of Zoning Appeals

September 16, 2025 | 5:00 p.m.

- 1. Call to Order**
- 2. Approval of Minutes**
 - a. September 9, 2025 Meeting Minutes
- 3. Public Hearing and Action Item**
 - a. Appeal for Zoning Variance – 102 Frayers Farm Court, Occoquan, VA 22125 – Prince William County GPIN 8393-63-5619
- 4. Adjournment**

Portions of this meeting may be held in closed session pursuant to the Virginia Freedom of Information Act.
A copy of this agenda with supporting documents is available online at www.occoquanva.gov.



TOWN OF OCQUAN

BOARD OF ZONING APPEALS

Agenda Communication

2. Approval of Minutes	Meeting Date: September 16, 2025
2A: September 9, 2025 Meeting Minutes	

Attachments: a. September 9, 2025 Meeting Minutes

Explanation and Summary:

This is a request to approve the meeting minutes from September 9, 2025 Meeting Minutes for the Board of Zoning Appeals.

Proposed/Suggested Motion:

"I move to approve the meeting minutes as presented."

OR

Other action the Planning Commission deems appropriate.



TOWN OF OCCOQUAN
BOARD OF ZONING APPEALS (BZA)
Meeting Minutes, Working Meeting
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, September 9, 2025
5:00 p.m.

Present: Board Members Chair Liz Quist, Vice Chair Nick Roper, Secretary Walt Seiberling, Member Vicky Somma

Staff: Adam Linn, Town Manager / Chief of Police; Matt Whitmoyer (remote), Deputy Town Manager; Philip Auville, Town Clerk; and Attorney Tracy A. Gallehr, Esquire.

1. CALL TO ORDER

Ms. Liz Quist, Chair called the meeting to order at 5:05 P.M.

3. APPROVAL OF MINUTES

- a. A motion was made by Ms. Quist to approve the minutes as written for the last BZA Annual Meeting, January 21, 2025. The motion was passed unanimously by voice vote.

4. DISCUSSION ITEMS

- a. Ms. Tracy Gallehr was introduced to provide an overview of the BZA Authority, Process, and Procedures to relevant to two cases referred to the BZA (Appeal Notice of Violation and Correction Order Case # OCV-2025-002 and Application for Zoning Variance- TZP2025-029). Ms. Gallehr presented a general briefing which describes the Virginia and Occoquan code relevant to BZA actions and authority (charts "POWERS AND DUTIES OF THE BZA, Appeals, Variances and Special Exceptions").
- b. Questions and discussion excluded any specifics relating to either case.

5. FOLLOW-UP PUBLIC HEARING SCHEDULE

- a. The Board agreed that the first hearing on the Application for Zoning Variance- TZP2025-029 would continue on as announced on September 16, 2025 at 5 P.M.
- b. It was also agreed the Appeal Notice of Violation and Correction Order Case # OCV-2025-002 would be scheduled for September 23, 2025 at 5 P.M to allow time to publish the Public Hearing announcement.
- c. It was noted that Member James Drake has resigned, his replacement has been identified, but Circuit Court approval and installation is needed before participation. Therefore, the existing BZA members will address these cases.

6. ADJOURNMENT

Chair Quist adjourned the meeting at 6:15 P.M.

Walt Seiberling, Secretary BZA



TOWN OF OCQUAN

BOARD OF ZONING APPEALS

Agenda Communication

3. Public Hearing and Action Item	Meeting Date: September 16, 2025
3A: TZP2025-029 Application for Zoning Variance	

Attachments:

- a. Notice Ad
- b. Staff Report
- c. Variance Application
- d. Past Zoning Variance Documents

Explanation and Summary:

August 29, 2025 Owner, Andrew Blanco, applied for a Zoning Variance in response to the Zoning Administrator's denial of their previous zoning application TZP2025-027 requesting to build steps on the rear of the home and a patio in the rear yard. The zoning variance application seeks the BZA to make a determination to grant rear yard setback variances to allow for the construction of the proposed patio and stairs. The zoning variance application and addendum are included in Attachment 1.

The Zoning Variance Application (TZP2025-029) seeks a variance of the rear yard setback requirements to allow for the construction of steps and a patio on the rear of the home in response to the Zoning Administrator's denial of their zoning application (TZP2025-027).

TOWN OF OCCOQUAN, VIRGINIA
NOTICE OF PUBLIC HEARING BY BOARD OF
ZONING APPEALS
September 16, 2025 @ 5:00 PM

Notice is hereby given in accordance with the Code of Virginia § 15.2-2204 that the Board of Zoning Appeals (BZA) of the Town of Occoquan, Virginia will conduct a public hearing on Tuesday, September 16, 2025, at 5:00 PM at the Occoquan Town Hall located at 314 Mill Street Occoquan, Virginia on the following item:

BOARD OF ZONING APPEALS TPZ2025-029, 102 Frayers Farm Court – Variance to allow encroachment into the required rear yard. The residents seek to install a patio and set of stairs on the rear of their house located at 102 Frayers Farm Court, Occoquan, VA 22125, (GPIN 8393-63-5619) which is zoned R-2. Appellants and property owners are Andrew Blanco, Caroline Blanco, & David Blanco.

The public is encouraged to participate in the town's public hearing process. Individuals having an interest in the above item are invited to attend the public hearing to state their opinions and may submit comments to info@occoquanva.gov. More information can be obtained by contacting the Town Hall Office Staff at 703-491-1918. The Occoquan Town Hall is an accessible building. If a member of the public wishes to obtain an accommodation for a disability in order to participate in the public hearing, please contact the Town Hall Office Staff at 703-491-1918 to arrange for the accommodation as far in advance as possible.



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314 Mill Street • PO Box 195 • Occoquan, Virginia 22125
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TOWN COUNCIL
Earnest W. Porta, Jr., Mayor
Jenn Loges, Vice Mayor
Cindy Fithian
Eliot Perkins
Theo Daubresse
Robert E. Love

TOWN MANAGER / CHIEF OF POLICE
Adam C. Linn, J.D.

Date: September 9, 2025

Memorandum to: Board of Zoning Appeals

From: Sara Fila, P.E.
Zoning Administrator

Re: Application for Zoning Variance- TZP2025-029 - 102 Frayers Farm Ct, Occoquan, VA 22125 - Prince William County GPIN 8393-63-5619.

APPEAL:

August 29, 2025 Owner, Andrew Blanco, applied for a Zoning Variance in response to the Zoning Administrator's denial of their previous zoning application TZP2025-027 requesting to build steps on the rear of the home and a patio in the rear yard. The zoning variance application seeks the BZA to make a determination to grant rear yard setback variances to allow for the construction of the proposed patio and stairs. The zoning variance application and addendum are included in Attachment 1.

ZONING VARIANCE APPLICATION:

The Zoning Variance Application (TZP2025-029) seeks a variance of the rear yard setback requirements to allow for the construction of steps and a patio on the rear of the home in response to the Zoning Administrator's denial of their zoning application (TZP2025-027).

CODE PROVISIONS APPLICABLE TO THE ZONING VARIANCE APPLICATION:

§ 157.008 DEFINITIONS

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DWELLING, DETACHED SINGLE-FAMILY. A detached dwelling designed for occupancy by only one family and not attached, duplex, or semidetached.

EASEMENT. A grant or reservation by a property owner to another person for the use of a specified portion, or all, of his or her property for a specific purpose, without including title to the property.

LOT. A parcel of land created by a metes and bounds description or plat of subdivision meeting minimum zoning requirements for area, coverage, setbacks, and other spaces as required at time of recordation.

LOT AREA. The total horizontal area included within lot lines.

LOT, CORNER. A lot abutting upon two or more streets, at their intersection; the shortest side, fronting upon a street, shall be considered the front of the lot, and the longest side, fronting upon a street, shall be considered the side of the lot.

LOT FRONTRAGE. The distance measured from side lot line to side lot line, along a line parallel to the street line at the required minimum front yard depth.

LOT, INTERIOR. Any lot other than a corner lot.

LOT LINE. Any line or curve in the boundary of a lot.

LOT LINE, FRONT. A street right-of-way line which forms the boundary of a lot, or in the case where a lot does not abut a street other than by its driveway, or is a through lot, that lot line which faces the principal entrance of, or approach to, the main building. On a corner lot, the shorter street right-of-way line shall be deemed to be the **FRONT LOT LINE**, regardless of the location of the principal entrance, or approach to the main building. On a corner lot, when sides abutting the streets are of equal length, the lot shall be considered to front on that street having the longest frontages within the same block. When frontage is on more than one street, all lot lines not otherwise defined as a **FRONT LOT LINE** shall be considered side lot lines.

LOT LINE, REAR. The lot line which is generally opposite the front lot line. If the lot is irregular in shape the following criteria will be used to determine the **REAR LOT LINE**:

(1) If a **REAR LOT LINE** is less than ten feet in length, or if the side lot lines come to a point at the rear, the **REAR LOT LINE** shall be deemed to be a line drawn parallel to the front lot line, that is not less than ten feet long, lying wholly within the lot and located as far as possible from the front lot line;

(2) If the lot has more than four contiguous lot lines that are not parallel to the front lot line, but all are greater than ten feet in length, the **REAR LOT LINE** shall include all the lot lines that have a beginning point greater than 65 feet from the front line and have an interior angle of 135 degrees or less; and

(3) Any lot line ten feet or less that has both ends intersecting with two lot lines with the same designation shall be deemed as being part of the same line.

LOT LINE, SIDE. Any lot line not otherwise defined as a front or rear lot line.

LOT OF RECORD. A lot which has been legally recorded in the Clerk's office.

NONCONFORMING LOT. An otherwise legally platted lot that has less than the minimum specifications required by this chapter, either on the effective date of this chapter or at the date of subsequent amendments to this chapter.

NONCONFORMING STRUCTURE. An otherwise legal building or structure not complying with minimum lot area, yard, height, lot coverage, or other area or dimensional requirements of this chapter, either on the effective date of this chapter or at the date of subsequent amendments to this chapter.

PATIO. An exterior living space designed and constructed in a manner that no portion of it is more than eight inches above the adjacent yard surfaces. For the purpose of this chapter, a **PATIO** is not a structure nor can any part of it be counted as landscaped space. A **PATIO** may intrude into a required side or rear yard no more than six feet. A **PATIO** intruding into the front yard is permitted as a stoop in front of the front door and may be no larger than sixteen square feet.

SETBACK. The minimum distance by which a structure must be separated from a lot line, measured from the nearest vertical wall of the structure to the property line. The term “nearest vertical wall” does not include bay windows, chimneys, eaves, and similar architectural features no more than two feet in depth. For portions of structures without vertical walls, such as decks, the **SETBACK** is measured to the nearest corner or edge of the structure instead.

STRUCTURE. Any assembly of materials forming a construction or fixture for occupancy or use on, under, or over (or any combination thereof) land or water including, but not limited to, stadiums, tents, reviewing stands, platforms, stages, observation towers, telecommunications towers, solar energy devices, water tanks, trestles, piers, wharfs, swimming pools, storage bins, fences, private or public utility lines and other facilities, signs, buildings, parking lots, driveways, decks, gasoline pumps and pump islands, underground storage tanks, stormwater management and retention facilities. The word **STRUCTURE** shall be construed as though followed by the words “or parts thereof” unless the context clearly requires a different meaning. The word **STRUCTURE** includes the word **BUILDING**.

YARD. An open area on a lot between the lot line and the building, measured from the nearest vertical wall of the building to the property line. The term “nearest vertical wall” does not include bay windows, chimneys, eaves, and similar architectural features no more than two feet in depth. A **YARD** shall be open space except as otherwise provided in this chapter.

YARD, FRONT. A yard provided along any street frontage for the full width of the lot and whose depth is measured from the street line perpendicular to the lot frontage to the nearest vertical wall of the structure. For portions of structures without vertical walls, such as decks, the yard is measured to the nearest corner or edge of the structure instead.

YARD, REAR. A yard provided between a structure and the rear lot line and measured perpendicular to the rear lot line to the nearest vertical wall of the structure. For portions of

structures without vertical walls, such as decks, the yard is measured to the nearest corner or edge of the structure instead.

YARD, SIDE. A yard provided between a structure and the side lot line and measured perpendicular to the side lot line to the nearest vertical wall of the structure. For portions of structures without vertical walls, such as decks, the yard is measured to the nearest corner or edge of the structure instead.

YARD SALE, RESIDENTIAL. A limited customary accessory use permitted in all residential districts which includes display and noncommercial sales, for the disposal of personal property accumulated by the family of a residential unit for family use and not for resale.

ZONING ADMINISTRATOR. The public official charged with interpretation and enforcement of the provisions of this chapter.

ZONING CERTIFICATION. An official document signed by the Zoning Administrator, or the designated agent, that certifies a specific use, or construction on a specific parcel in the town is consistent with the provisions and conditions of this chapter. An official certification must contain notice of appeal as required under VA Code § 15.2-2311 or successor statute.

https://codelibrary.amlegal.com/codes/occoquanva/latest/occoquan_va/0-0-0-4811#JD_157.060

§ 157.063 AREA REGULATIONS.

Residential lots containing or intended to contain a detached single-family dwelling shall have a minimum lot area of 10,000 square feet. Residential lots containing or intended to contain two-family or duplex dwellings shall have a minimum lot area of 12,000 square feet. Further, that portion of the lot area used or intended to be used for erection or maintenance of a building shall not be less than 3,600 square feet in area. That portion of the total lot area used for property line setbacks, walkways, and outdoor recreational areas shall not be less than 6,600 square feet in area. That portion of the total lot area used for off-street parking shall not be less than 1,800 square feet in area.

(1998 Code, § 66-94) (Ord. passed 9-5-2017) Penalty, see § [10.99](#)

§ 157.064 SETBACK REGULATIONS.

Dwellings shall be located 35 feet or more from any street right-of-way that is 50 feet or more in width, or 60 feet or more from the centerline of any street right-of-way less than 50 feet in width. This shall be known as the setback line.

(1998 Code, § 66-95) (Ord. passed 9-5-2017) Penalty, see § [10.99](#)

§ 157.065 FRONTAGE REGULATIONS.

(A) For detached single-family dwelling, the minimum lot width at the setback line shall be 70 feet.

(B) For two-family or duplex dwellings, the minimum lot width at the setback line shall be 80 feet.

(C) The front of a corner lot shall be deemed to be the shorter of the two sides fronting on streets.

(1998 Code, § 66-96) (Ord. passed 9-5-2017) Penalty, see [§ 10.99](#)

§ 157.066 YARD REGULATIONS.

(A) *Side.* The minimum side yard for detached single-family dwellings shall be ten feet, and the minimum total width of the two required side yards shall be 25 feet. The minimum side yard for two-family or duplex dwellings shall be 15 feet, and the minimum total width of the two required side yards shall be 35 feet. For corner lots, the side yard on the side facing the side street shall be 20 feet or more for both main and accessory buildings. Decks are not permitted in the minimum side yard area.

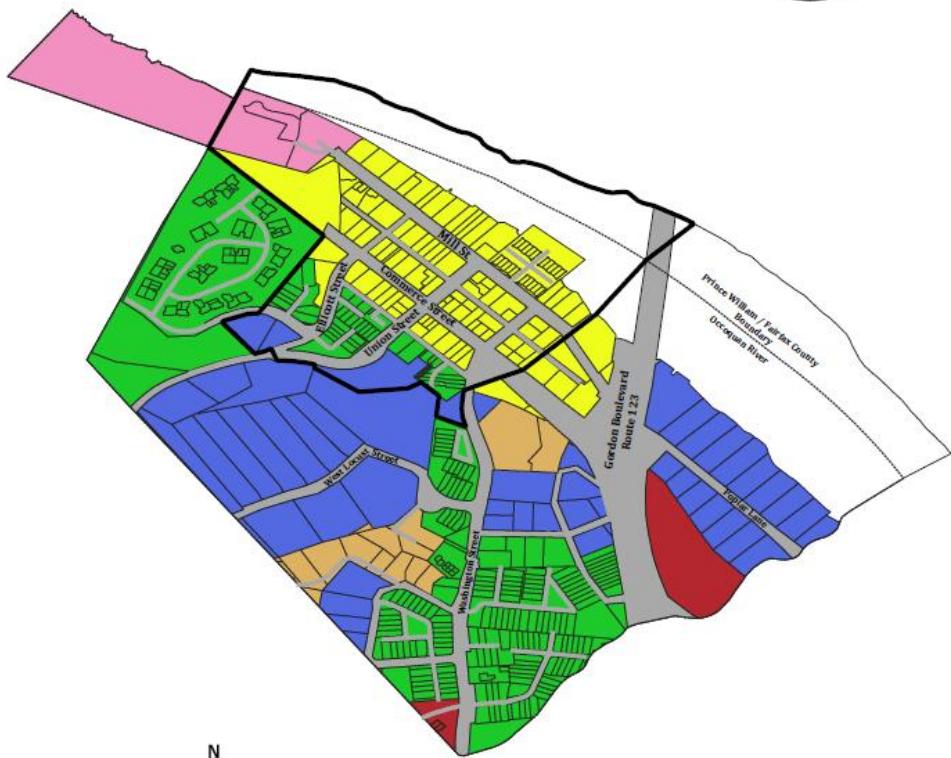
(B) *Rear.* Each main building shall have a rear yard of 40 feet or more, of which no more than 15 feet may be occupied by a deck. However, the Zoning Administrator shall issue a zoning permit reducing the rear yard to 20 feet if the existing or planned building will not have any provision for a deck and a note is placed on all site plans, subdivision plans, building plans, and record plats associated with the property that no deck is permitted on the lot. No deck may be built in any rear yard subject to such a zoning permit. The Zoning Administrator shall issue a zoning permit for a deck larger than 15 feet if the distance from the rear edge of the deck to the property line is at least 25 feet.

(1998 Code, § 66-97) (Ord. passed 9-5-2017) Penalty, see [§ 10.99](#)

ZONING DISTRICT:

102 Frayers Farm Ct is zoned R-2, medium density residential zoning. The use of this property is a detached single-family dwelling which is a by right use in the zoning district. The application incorrectly states the property is within the historic district, it is not. The rear yard setback requirement in the R-2 district is 40 feet. However, at the time the structure was constructed the rear setback was 25 feet, therefore the dwelling is currently non-conforming for the rear yard setback. At the time of construction, the developer obtained variances for front and side yard building setbacks in 1987 and 1988. The area of the existing lot is 7,921 square feet, while the minimum lot area for a single-family dwelling in the R-2 district is 10,000 square feet. The subject lot is non-conforming for size. Attachment 2 includes Past Zoning Variance Documents. Below is the zoning map of the Town.

Town of Occoquan, VA Zoning District Map



For more information on Zoning, please refer
to the Town Code, Chapter 157.

Zoning update March 7, 2023

Zoning Districts

R-1	B-1
R-2	PPU
R-3	Street
R-4	Historic District

REQUIREMENTS FOR VARIANCES TO THE BOARD OF ZONING APPEALS:

Town Code Sec. 33.29(B) below describes the applicable powers and duties of the Board of Zoning Appeals. The Board of Zoning Appeals must make findings per 33.29(B)(2) (a),(b), and (c). Per subparagraph 5, the Board of Zoning Appeals can impose conditions on the variance. The decision of the Board of Zoning Appeals must be based on the evidence cited at the public hearing and must include a finding of fact identifying the evidence as the basis for the decision. If the BZA is inclined to grant the variances, staff recommends a condition that the approvals are based on the requests as applied for by the applicant.

§ 33.29 POWERS AND DUTIES.

The Board of Zoning Appeals shall have the following powers and duties:

(A) To hear and decide appeals from any order, requirement, decision, or determination made by an administrative officer in the administration or enforcement of this subchapter or of Chapter 157 of this code;

(B) To authorize upon appeal or original application in specific cases such variance as defined in VA Code § 15.2-2201, from the terms of Chapter 157 of this code as will not be contrary to the public interest, when, owing to special conditions a literal enforcement of the provisions will result in unnecessary hardship; provided that the spirit of Chapter 157 of this code shall be observed and substantial justice done, as follows:

(1) When a property owner can show that his or her property was acquired in good faith and where by reason of the exceptional narrowness, shallowness, size, or shape of a specific piece of property at the time of the effective date of Chapter 157 of this code, or where by reason of exceptional topographic conditions or other extraordinary situation or condition of such piece of property, or of the condition, situation, or development of property immediately adjacent thereto, the strict application of the terms of Chapter 157 of this code would effectively prohibit or unreasonably restrict the utilization of the property or where the Board is satisfied, upon the evidence heard by it, that the granting of such variance will alleviate a clearly demonstrable hardship approaching confiscation, as distinguished from a special privilege or convenience sought by the applicant, provided that all variances shall be in harmony with the intended spirit and purpose of Chapter 157 of this code;

(2) No such variance shall be authorized by the Board unless it finds that:

(a) The strict application of [Chapter 157](#) of this code would produce undue hardship;

(b) Such hardship is not shared generally by other properties in the same zoning district and the same vicinity; and

(c) The authorization of such variance will not be of substantial detriment to adjacent property and that the character of the district will not be changed by the granting of the variance.

(3) No such variance shall be authorized except after notice and hearing as required by VA Code § 15.2-2204. However, when giving any required notice to the owners, their agents, or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first-class mail rather than by registered or certified mail;

(4) No variance shall be authorized unless the Board finds that the condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to Chapter 157 of this code; and

(5) In authorizing a variance, the Board may impose such conditions regarding the location, character, and other features of the proposed structure or use as it may deem necessary in the public interest, and may require a guarantee or bond to ensure that the conditions imposed are being and will continue to be complied with.

(C) To hear and decide appeals from the decision of the Zoning Administrator after notice and hearing as provided by VA Code § 15.2-2204. However, when giving any required notice to the owners, their agents, or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first-class mail rather than by registered or certified mail. No such appeal shall be heard except after notice and hearing as provided by VA Code § 15.2-2204;

(D) To hear and decide applications for interpretation of the district map where there is any uncertainty as to the location of a district boundary. After notice to the owners of the property affected by any such question, and after public hearing with notice as required by VA Code § 15.2-2204, the Board may interpret the map in such way as to carry out the intent and purpose of Chapter 157 of this code for the particular section or district in question. However, when giving any required notice to the owners, their agents, or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first-class mail rather than by registered or certified mail. The Board shall not have the power to change substantially the locations of district boundaries as established by ordinance. No provision of this section shall be construed as granting to the Board the power to rezone property;

(E) To hear and decide applications for such special exceptions as may be authorized in Chapter 157 of this code. The Board may impose such conditions relating to the use provided for in the authorized special exceptions for which a permit is granted as it may deem necessary in the public interest, including limiting the duration of a permit, and may require a guarantee or bond to ensure that the conditions imposed are being and will continue to be complied with. No such special exception may be granted except after notice and hearing as provided by VA Code § 15.2-2204. However, when giving any required notice to the owners, their agents, or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first-class mail rather than by registered or certified mail; and

(F) To revoke a special exception if the Board determines that there has not been compliance with the terms or conditions of the permit. No special exception may be revoked except after notice and hearing as provided by VA Code § 15.2-2204. However, when giving any required notice to the owners, their agents, or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first-class mail rather than by registered or certified mail.

(1998 Code, § 2-280) (Ord. O-2023-15, passed 9-19-2023)

https://codelibrary.amlegal.com/codes/occoquanva/latest/occoquan_va/0-0-0-726

Attachments

1. Variance Application
2. Past Zoning Variance Documents

CC: Adam Linn, Town Manager

Matt Whitmoyer, Deputy Town Manager

Megan Lubash, Assistant Town Manager

Martin Crim, Town Attorney



TOWN OF OCCOQUAN

314 Mill Street, PO Box 195

Occoquan, Virginia 22125

(703) 491-1918

www.occoquanva.gov | info@occoquanva.gov

Permit No.
TZP 2025-029

Fee Amount: Admin
Fee + Contractor
Review Charges (see
Fee Schedule)

ZONING REVIEW APPLICATION

Zoning review and approval by the Town of Occoquan is required prior to issuance of building permits by Prince William County. Zoning reviews are also required prior to issuance of new business BPOLs. This form is also used to request Nonconforming Use/Structure Permits and Zoning Modifications.

Please complete the applicable sections below and submit all supporting documentation electronically to Town Hall in person or by email to townclerk@occoquanva.gov. Please be sure to mark the relevant zoning activity. All fees are due upon submission.

SECTION 1: Applicant/Contractor and Owner Information		<input type="checkbox"/> Applicant same as Owner	
Applicant/Contractor Name:	Andrew Blanco	Phone: [REDACTED]	
Applicant/Contractor Mailing Address:	[REDACTED]	E-mail: [REDACTED]	
Owner Name:	Andrew, Caroline, and David Blanco	Phone: [REDACTED]	
Owner Mailing Address:	[REDACTED]	E-mail: [REDACTED]	
SECTION 2: Zoning Activity / Site Information			
<input type="checkbox"/> New Construction	<input type="checkbox"/> Alteration/Repair	<input type="checkbox"/> Nonconforming Use	<input type="checkbox"/> Addition
<input type="checkbox"/> New Tenant/Business	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Modification Request	<input type="checkbox"/> Other: Request for a zoning variance
Site Address: 102 Frayers Farm Court, Occoquan, VA 22125		GPIN:	
Zoning District: R-2	Historic District: <input type="checkbox"/> Yes <input type="checkbox"/> No	REZ/SUP #:	
Land Disturbance (SF): approx. 580 sq. ft.	Cost of Improvement: \$12,000.00	Supporting Documents: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Current/Previous Use of Property: none (backyard)		Type: (Sketch, Plat, Parking Tabulation, Reason for Modification Request, Historical Documentation of Nonconforming Use/Structure, etc.)	
Proposed Use of Property: safe access to backyard; patio/outdoor dining/portable hot tub			
Additional Comments/Description: We bought the house on June 9, 2005; currently, there is a back door that opens to a 40" drop to the backyard (see attached photo). It is a major safety hazard that we are seeking to correct. We also wish to make use of the backyard in accordance with the enjoyment that our neighbors are able to experience in their backyards. Our HOA has approved our request for a patio with stairs leading from the back door to the ground level of the backyard. In addition, without this variance, we only have one exit out of the house, creating a safety concern. The attached sketch depicts a small set of stairs to allow access to the backyard from the attached back door of the house, leading to a concrete patio that extends approximately 20' from the base of the back of the house towards the back fence, which is 25' from the house. (Note that the back door extends approximately two feet from the base of the back of the house across at its greatest point, but will be less in total square footage due to the design that is envisioned.) The proposed patio is approximately 35' across at its greatest point, but will be less in total square footage due to the design that is envisioned.			
SECTION 3: Authorized Signatures			
Please review the "Notice to Applicant/Property Owner" on the second page of this application. By signing below, you acknowledge receipt of the Notice and that all information provided on this application is accurate and complete.			
Applicant/Property Owner Signature:			
Andrew Blanco; Caroline Blanco; David Blanco		August 28, 2025	
Authorized Name (Please Print)		Authorized Signature	Date

FOR TOWN USE ONLY		8/
Amount Collected: \$250	Check/Receipt No. ██████████	Submission Date: 29/2025
Zoning Request:		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
RPA? <input type="checkbox"/> Yes <input type="checkbox"/> No	Site Plan Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	SUP Required? <input type="checkbox"/> Yes <input type="checkbox"/> No
COA Required? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Issue Date:		
<u>Zoning Administrator Signature</u>		
Legal Approval Date:		
<u>Town Attorney Signature (if applicable)</u>		
Comments/ Conditions:		

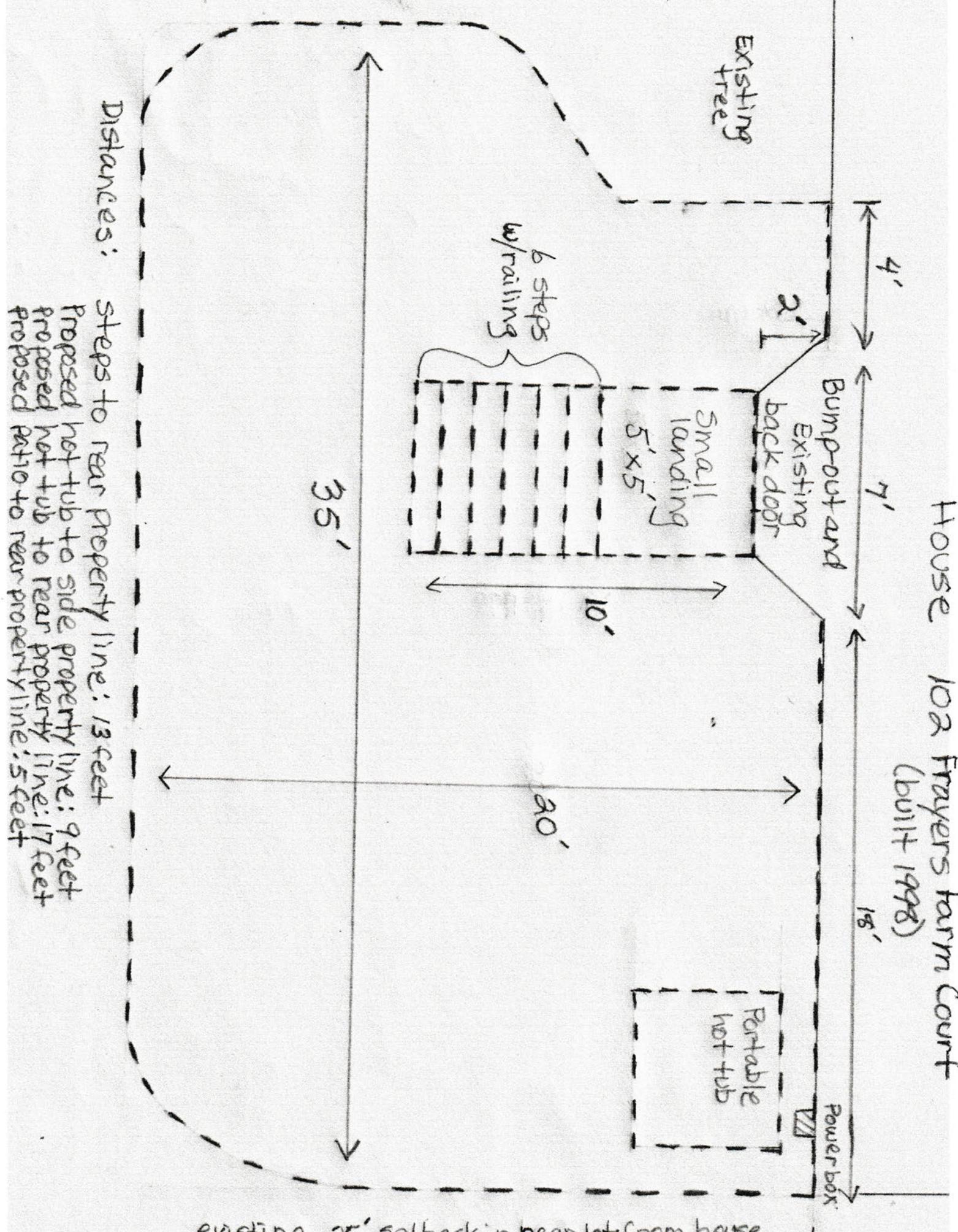
NOTICES TO APPLICANT AND PROPERTY OWNER

Prior to construction and/or installation of improvements, it is your responsibility to determine the existence of any restrictive covenants and/or deed restrictions governing property improvements. In some cases, such covenants may be more restrictive than the Occoquan Town Code, and the issuance of permits will not relieve you of complying with any applicable private restrictions. We recommend that you contact your Home/Property/Business Owners Association to determine the existence and applicability of any such covenants.

Additionally, it is the responsibility of the applicant/owner to obtain permission from applicable easement holders before placing any structure within an established easement. Please note that any changes to the exterior of buildings and/or properties located within the Historic District require approval by the Architectural Review Board prior to work beginning. The ARB meets on the fourth Tuesday of each month; applications are due to Town Hall by noon on the Tuesday the week before a scheduled meeting. It is the responsibility of the applicant/owner to apply for ARB approval through Town Hall PRIOR to installing any exterior modifications as requested in this zoning request.

INFORMATION PROVIDED BY THE APPLICANT/OWNER ON BUSINESS LICENSE APPLICATIONS, SITE PLANS, PLATS, RELATED DOCUMENTS, VERBALLY OR WRITTEN SHALL BE ASSUMED TO BE TRUE AND ACCURATE (I.E., PROPOSED/EXISTING USES AND STRUCTURES, SETBACKS, EASEMENTS, ETC.) IF INFORMATION PROVIDED IS INACCURATE, INCOMPLETE OR OTHERWISE MISREPRESENTED, THIS APPROVAL WILL BE CONSIDERED NULL AND VOID.

HOUSE 102 Frayers Farm Court
(built 1998)





P.O. BOX 1562 Great Falls, VA 22066 P: 703-307-2965
Managing Agent for Hollows II HOA

August 20, 2025

David, Andrew & Caroline Blanco
[REDACTED]

RE: 102 Frayers Farm Court, Occoquan, VA 22125

Dear David, Andrew & Caroline,

Your application for the installation of a patio and hot tub was reviewed by the Hollows II Board of Directors and was approved. The approval is based upon the specific information provided in your application dated **8/6/25**. Any alterations or changes not described in the above dated application are not included in this approval.

If you have any questions, please do not hesitate to let us know. Please keep a copy of the approval documentation for your records.

Thank You,

Lisa Cornaire
Lisa Cornaire, CMCA, AMS
Spectrum Property Management

TO: THE OCCOQUAN BOARD OF ZONING APPEALS

FROM: HOMEOWNERS AT 102 FRAYERS FARM COURT, OCCOQUAN, VA (ANDREW BLANCO, CAROLINE BLANCO, AND DAVID BLANCO)

DATE: August 28, 2025

Attached please find our request for a zoning variance to build a patio with a small set of stairs leading from an elevated back door to the backyard. We purchased the house on June 9, 2025, in good faith and noticed that the back door in the kitchen opens to a 40" drop to the backyard; there currently are no stairs or other ways to access the backyard at all. This creates a major safety hazard. Also of concern is that without having access to the backyard, the only exit from the house is from the front. These safety concerns create a significant hardship to our family and our guests and through this request for a zoning variance, we are seeking to remedy this.

In addition to the safety concerns, the current zoning regulations requiring a 40' rear setback and the prohibition of patios that extend more than six feet into the rear setback prevent us from having a patio to enjoy outdoor dining and the environment directly outside of our house. This is starkly different from the experience that our neighbors have. There are 11 homes in our homeowners association, Hollows II, and all member properties have outdoor patios; many have additional hardscape improvements that they are able to enjoy. Therefore the property owners in our neighborhood do not share the same hardship as we do in this regard. Noteworthy is that we sought approval from our homeowners association for our proposed patio, and that approval was granted (see enclosed letter of approval). This approval was not surprising given that the addition of a patio to our backyard would make all of the houses in our homeowners association more uniform and would likely increase the value of the homes in the association; without our proposed patio, the value of our home could not reflect the same value as our neighbors' properties, which would adversely harm our family's home value and, by extension, the neighborhood at large. Accordingly, we are now seeking to be put on par with our neighbors through our variance request.

This request is an isolated request that seeks to cure both significant safety concerns and the existing inequity in our ability to enjoy our outdoor environment in the same manner as do our neighbors. Therefore, this request should not result in the need to change any regulations; only a variance from the rear setback and the patio size is being requested given the unusual shape of our lot (see attached) and the safety hazards presented. (Please note that the developer did seek and obtain a variance from the zoning regulations governing the front and side setback requirements; the developer did not seek a variance for the rear setback requirement.)

Thank you in advance for your consideration of this request. Please let us know if you have any questions or require any more information.

Best regards,

The Blanco Family



BOARD OF ZONING APPEALS
TOWN OF OCOCOQUAN
OCOCOQUAN, VIRGINIA 22125

May 4, 1987

Mr. R. L. Thonen
Rodlee Associates, Inc.
8324 Cooper Street
Alexandria, Virginia 22309

Re: Variance requests for property known as Parcel 120B on Edgehill Drive and Washington Street, Occoquan, Virginia

Dear Mr. Thonen:

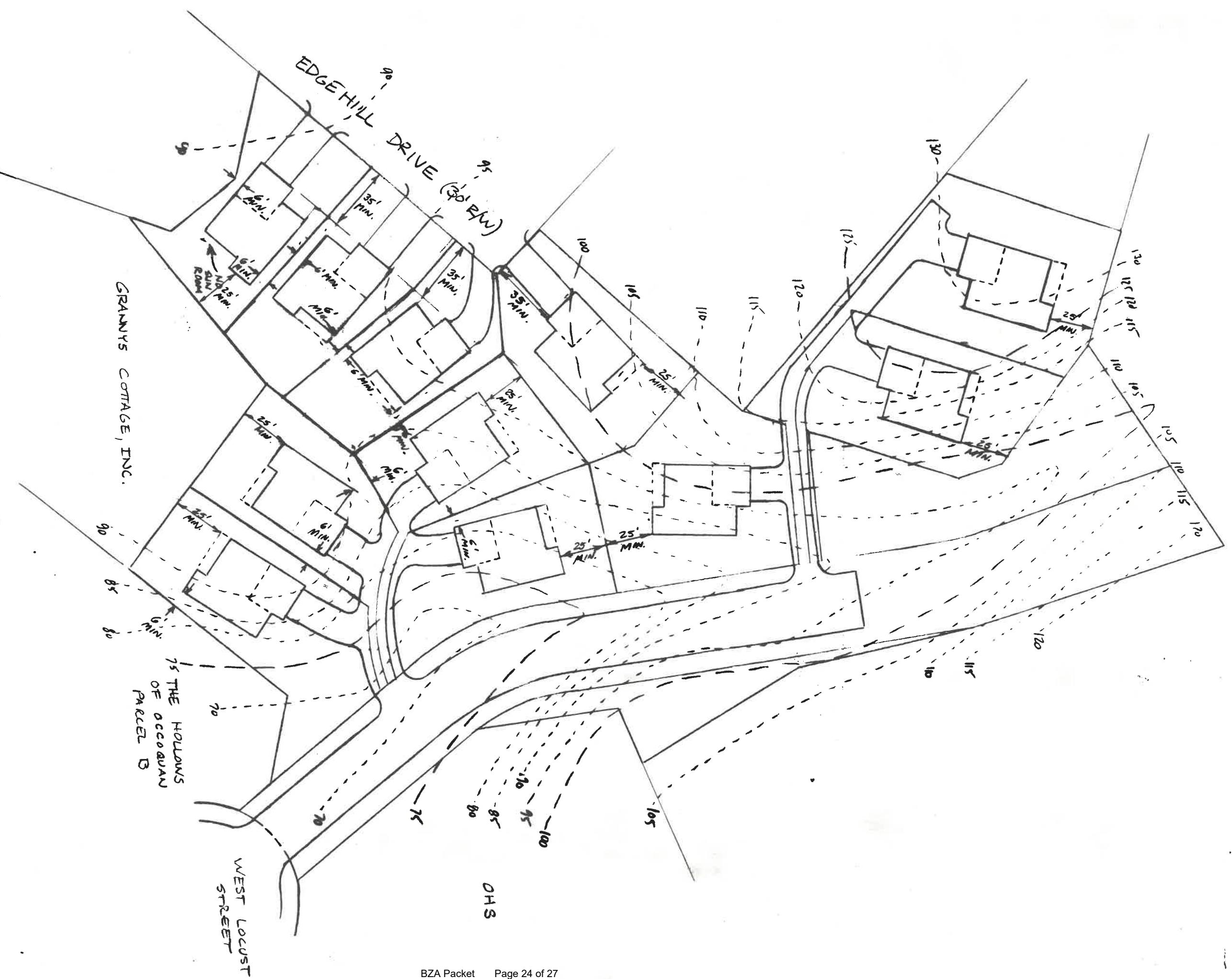
On April 20, 1987, you submitted a handwritten letter during the public hearing as an amendment to your variance requests initially requested on March 27, 1987. The board voted to grant the variances for the property noted above as follows:

- 1) Variance from Section 11-8-13 to allow a minimum lot area of 6,500 square feet.
- 2) Variance from Section 11-8-14 to allow a 50 foot setback from the centerline of Edgehill Drive.
- 3) Variance from Section 11-8-15 to allow a minimum lot width at the setback line of 60 feet.
- 4) Variance from Section 11-8-16 to allow a 6 foot side yard and to allow a minimum of 12 feet between buildings.

Sincerely,

Lowell N. Sawyer
Lowell N. Sawyer
Secretary

LNS/t1
Attachment (Copy of Letter of Amendment)
cc: Town of Occoquan (1)
 Mayor of Occoquan (1)
 Board Members (5)



Town of Occoquan

Incorporated 1874
P. O. Box 195
Occoquan, VA 22125

✓
Mayor

Charles E. Pugh

Council Members

William C. Barnes
LaVerne O. Carson
Wesley B. Jennings
Robert K. Lehto
Richard C. Loomis

April 15, 1988

Mr. Roy R. Bennett
Senior Vice President
Village Square
13601 Office Place
Suite 201
Woodbridge, Va 22192

Dear Mr. Bennett:

Re: Variance requests - Parcel 57-01-05

On April 8, 1988 the Board of Zoning Appeals met at a Public Hearing and approved your request for variance as follows with the stipulation a 10 foot side yard is maintained on the southeast corner of Parcel 102B;

- 1) Variance from Section 11-8-4 to allow a minimum lot area of 6500 square feet when served by public water and sewage disposal.
- 2) Variance from Section 11-8-6 to allow a minimum setback from the center line of Edgehill Drive of fifty (50) feet.
- 3) Variance from Section 11-8-6 to allow a minimum setback from the center line of the proposed street (unnamed) of thirty-seven (37) feet.
- 4) Variance from Section 11-8-7 to allow a minimum lot width at the front building restriction line as established on the final record plat of sixty (60) feet.

Mr. Roy R. Barnett
Page Two

5) Variance from Section 11-8-8 to allow a minimum side yard of six (6) feet and a minimum separation between adjoining buildings of twelve (12) feet.

Sincerely,

Donis Greene, Secretary
Board of Zoning Appeals

DG/BZA

cc: Board of Zoning Appeals

MINIMUM FRONT YARD - 25'
MINIMUM FRONT SETBACK FROM E EDGEHILL DRIVE - 50'
MINIMUM LOT SIZE - 6500 SF
MINIMUM LOT WIDTH @ FRONT DRW - 60'
MINIMUM SIDE YARD - 6' (12' BETWEEN BLDGS)
MINIMUM REAR YARD - 25'
TAX MAP REFERENCE - 57-01-102B
57-01-05

VARIANCE SKETCH FOR WARFARE POINTS

HARBOR, VA.
TOWN OF OCCOQUAN, VIRGINIA
MARCH 2, 1988

THE NAME
OF OCCUPANT
PARCEL B

