



TOWN OF OCCOQUAN
BOARD OF ZONING APPEALS (BZA)
Meeting Minutes, Working Meeting
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, September 16, 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, Deputy Town Manager; Attorney Tracy A. Gallehr, Esquire; Bruce Reese, Asst Zoning; Jeff Harvey, Asst Zoning, and Caroline Dayton, Architect.

Applicants: Caroline and Andrew Blanco, homeowners.

1. CALL TO ORDER

Ms. Liz Quist, Chair called the meeting to order at 5:00 P.M.

2. APPROVAL OF MINUTES

a. A motion was made to approve the minutes of the last BZA Meeting on September 9, 2025 by Nick Roper, and seconded by Vicky Somma. The motion was passed by unanimous voice vote.

3. PUBLIC HEARING APPLICATION FOR ZONING VARIANCE- TZP2025-029

- a. Ms. Quist opened the public hearing by describing the process. Each party was given 5 minutes for presentation, followed by a question and answer period, and the Hearing close for deliberation of the BZA.
- b. Town Staff provided the zoning report led by Jeff Harvey. The Applicants presented their appeal. Question and answers followed. The Public Hearing closed at 5:33 PM.

4. BZA DELIBERATION AND DECISION

- a. The Board discussed the relevant issues and added questions were answered by the Town Staff or Applicants as appropriate.
- b. The BZA assessed the variance and whether to necessary and sufficient conditions were met for the requested variance. Draft wording for a potential decision was developed.
- c. A motion to approve the draft decision was made. The vote approved the decision in a majority of 3 yea, and 1 nay. (*Attached decision and checklist*)

5. ADJOURNMENT

Chair Quist adjourned the meeting at 6:03 P.M.

**BZA DECISION FOR APPLICATION FOR VARIANCE - TZP2025-029
102 Frayers Farm, Occoquan, VA 22125**

In response to the Zoning Administrator's denial of their previous zoning application TZP2025-027

BE IT DECIDED by the Board of Zoning Appeals of Occoquan, Virginia meeting in regular session this 16th day of September, 2025 provided approval consistent with the Variance Requirements worksheet 2 in column 1 and (i) through (v) column 2.

1. That the Town BZA hereby approves the request for variance of zoning for the rear setback no closer than five feet from the rear property line; and allow steps for safety.

and

2. That approval is based on the following condition: Plans, drawings and approval in general conformance with this request be obtained from zoning and the building official for conformance.

BY ORDER OF THE BZA

Meeting Date: September 16, 2025 - Board of Zoning Appeals (BZA)

RE: Approval of Application for variance - TZP2025-029

MOTION: Nick Roper

SECOND: Vicky Somma

ACTION: Approval Granted

Votes:

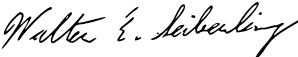
Ayes: Walt Seiberling, Liz Quist, Nick Roper

Nays: Vicky Somma

Absent from Vote:

Absent from Meeting:

CERTIFIED COPY



Walt Seiberling, Secretary BZA

Application for Zoning Variance- TZP2025-029

VARIANCE REQUIREMENTS WORKSHEET

<p align="center">At least <u>ONE</u> element from this column must be met</p> <p align="center">↓</p>	<p align="center">AND</p>	<p align="center"><u>ALL</u> elements from this column must be met</p> <p align="center">↓</p>
<p>1. strict application of the terms of the Ordinance would <u>unreasonably restrict the utilization of the property</u></p> <p align="center">OR</p> <p>2. granting of the variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon <u>at the time of the effective date of the Ordinance</u></p> <p align="center">OR</p> <p>3. granting a variance would alleviate a hardship by granting a reasonable modification to a property or improvements thereon requested by, or on behalf of, <u>a person with a disability</u></p> <p align="center"><input checked="" type="radio"/> Conditions met</p>		<p>(i) the property interest for which the variance is being requested was acquired in good faith and any <u>hardship was not created by the applicant</u> for the variance;</p> <p align="center">AND</p> <p>(ii) the granting of the variance <u>will not be of substantial detriment to adjacent property</u> and nearby properties in the proximity of that geographical area;</p> <p align="center">AND</p> <p>(iii) the condition or situation of the property concerned is <u>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 the ordinance</u>;</p> <p align="center">AND</p> <p>(iv) the granting of the variance <u>does not result in a use that is not otherwise permitted on such property or a change in the zoning classification</u> of the property;</p> <p align="center">AND</p> <p>(v) the <u>relief or remedy sought by the variance application is not available through a special exception</u> process that is authorized in the Ordinance.</p>