



---

## Board of Zoning Appeals

### FY2019 ANNUAL REPORT

---

## Table of Contents

Introduction .....	3
Authority .....	3
Mission .....	3
Activities.....	3
Coordination and Staff Support .....	3
Membership.....	4
Training and Certifications.....	4
Closing.....	4
Member Profiles .....	5
BZA Case Report – FY19 .....	7

---

## Introduction

The Code of Virginia § 15.2-2308(c) and Section 130-525 of the City of Manassas Code of Ordinances requires that the Board of Zoning Appeals submit an annual report of their actions. In accordance with these requirements, the following report has been prepared for your benefit.

## Authority

The Board of Zoning Appeals of the City of Manassas is a quasi-judicial body established and mandated by Title 15.2 of the Code of Virginia. The Board Members are appointed by the Chief Judge of the 31<sup>st</sup> Judicial Circuit Court upon recommendation of City Council and serve a five-year term at the pleasure of the Court.

## Mission

The Board of Zoning Appeals is charged with a specific limited mission as defined under § 15.2-2308 of the Code of Virginia. The Board may hear and decide appeals from any order, requirement, decision, or determination made by an administrative officer in the administration or enforcement of those items covered under the City of Manassas Zoning Ordinance.

In addition to this review authority, the Board may grant certain variances from requirements of the City of Manassas Zoning Ordinance, provided strict application of the zoning ordinance would unreasonably restrict the utilization of the property or that the granting of the variance would alleviate a hardship, as narrowly defined under § 15.2-2309 of the Code of Virginia.

The Board endeavors to discharge all matters before it in a manner consistent with this mission and authority.

## Activities

In the period of this report (July 1, 2018 to June 30, 2019), no new applications came before the BZA.

## Coordination and Staff Support

There continues to be outstanding cooperation among the Board Members and the Zoning Administrator. Cooperation of this nature results in timely exchange of necessary information and well-prepared and well-executed staff reports, memoranda, and orders. The Board is appreciative of the Clerk to the Board of Zoning Appeals and expressly wants to commend her for her thorough and well-prepared minutes and service to the Board.

## Membership

<u>Member Name</u>	<u>Office</u>	<u>End of Term</u>
Robert W. Schilpp	Chairman	April 22, 2019
James T. Nejfelt	Vice-Chairman	April 4, 2023
Robert L. Fox	Secretary	April 25, 2021
James J. Fletcher	Member	May 15, 2019
Tregg Mays	Member	May 23, 2022
John Scancella	Alternate	June 20, 2022
Michael T. Griffin	Alternate	October 23, 2022

Mr. Schilpp has been re-appointed to the Board, and Mr. Stephen Hersch was appointed as a regular member in May 2019. The Board wishes to thank Mr. Fletcher for his nine years of service on the BZA.

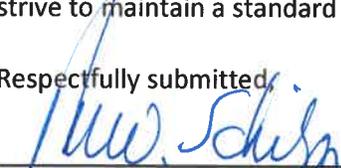
## Training and Certifications

Mr. Fletcher completed his certification in 2018. It is anticipated that new members will pursue training and certification in FY 2020.

## Closing

In closing, it has been a privilege to serve the City Council and the citizens of the City of Manassas. We strive to maintain a standard of excellence in the commission of duties entrusted to us.

Respectfully submitted,

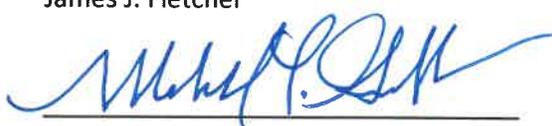
  
\_\_\_\_\_  
Robert W. Schilpp, Chairman

\_\_\_\_\_  
James T. Nejfelt, Vice-Chairman

  
\_\_\_\_\_  
Robert L. Fox, Secretary

\_\_\_\_\_  
James J. Fletcher

\_\_\_\_\_  
Tregg Mays

  
\_\_\_\_\_  
Michael T. Griffin

  
\_\_\_\_\_  
John Scancella

## Member Profiles

### **ROBERT W. SCHILPP, CHAIRMAN**

**TERM EXPIRES: APRIL 22, 2019**

Mr. Schilpp has been a resident of Manassas for over 30 years and has served his community as a member of the Bethel Lutheran Church Council and as president of the congregation; as a long-time youth soccer coach; and as a member of several Manassas City School committees. Mr. Schilpp, who also serves on the Planning Commission, has been a member of the Board of Zoning Appeals since 2003 and has chaired the board for the past nine years. He retired from the Department of Defense following 34 years of service, and worked as a Defense contractor for a number of years before becoming an adjunct professor of history at Northern Virginia Community College. He holds a bachelor's degree in history from Susquehanna University and a master's degree in history from George Mason University. He completed the Virginia Certified Boards of Zoning Appeals Program in the fall of 2002.

### **JAMES T. NEJFELT, VICE-CHAIRMAN**

**TERM EXPIRES: APRIL 4, 2023**

Mr. Nejfelt was first appointed to the BZA in 2005 as an alternate member and became a full member later that year. He has resided in the City of Manassas since 1983 in the Point of Woods neighborhood, and is active in his church. Mr. Nejfelt formerly practiced law and now owns Acreage Title. His legal background and business experience gives him a familiarity with land use issues. He completed the Virginia Certified Board of Zoning Appeals program in 2007.

### **ROBERT L. FOX, SECRETARY**

**TERM EXPIRES: APRIL 25, 2021**

Mr. Fox was first appointed to the BZA in 2008 as an alternate member and was appointed to regular membership in 2011. He has resided in the City for over 20 years in the Wellington neighborhood. He works for the U.S. Army Corps of Engineers on military construction projects. Mr. Fox is a registered Professional Civil Engineer and a certified Project Management Professional. His background and experience in land development design/construction projects give him a strong working knowledge of land use and community issues. He completed the Virginia Certified Boards of Zoning Appeals Program in 2014.

### **JAMES J. FLETCHER**

**TERM EXPIRES: MAY 15, 2019**

Dr. Fletcher was first appointed to the BZA in 2011 as an alternate member. In March 2014, Dr. Fletcher was appointed to fill the regular membership position. He has resided in the City since 1974 in the Point of Woods neighborhood, and served the City as an election official. He is Professor Emeritus of Philosophy at George Mason University, where he was also Associate Provost and Dean for Undergraduate Studies. Dr. Fletcher sits on the Institutional Review Board for a biotechnology company

and has served as a member of data and safety monitoring boards for the National Institutes of Health. He completed the Virginia Certified Boards of Zoning Appeals Program in 2018.

**TREGG MAYS**

**TERM EXPIRES: MAY 23, 2022**

Mr. Mays was appointed to the BZA in 2018.

**JOHN SCANCELLA**

**TERM EXPIRES: MAY 19, 2022**

Mr. Scancella was appointed to the BZA in 2017 as an alternate member. He moved to Manassas in 2015 and is presently employed with the DMDC in Alexandria. He has also worked at the Library of Congress as an Information Technology Specialist and at Boeing as a Programmer. In 2010, Mr. Scancella received his bachelor's degree from Franciscan University of Steubenville with a major in Computer Science and a minor in Mathematics. He loves spending time with his wife and two sons. His hobbies are blacksmithing, woodworking and cooking Italian food.

**MICHAEL GRIFFIN**

**TERM EXPIRES: OCTOBER 23, 2022**

Mr. Griffin was appointed to the BZA in 2017 as an alternate member. He has been a resident of Manassas for 65 years. He graduated from Osbourn High School in 1971. He retired from Prince William Hospital in 2013 after 40 years of dedicated service. He loves sports and has coached various youth and adult teams. He is a member of Mount Olive Baptist Church in Centerville, Virginia. Mr. Griffin is married to Linda who works for Manassas City Public Schools. He enjoys spending time with his wife, their children and grandchildren. After five years of relaxing and enjoying retirement, he is now employed part-time at Walmart.

## BZA Case Report – FY19

BZA Case Number	Applicant	Action	Street Address
BZA #2019-01	Christian Compton	Approval of a new single-family detached dwelling on a legally non-conforming lot. Application incomplete; review carried over into FY20	9521 School Street