



**2013 VACo Achievement Award Nomination – Loudoun County Business Assistance Team**

**Supplemental Documentation**

**News Release**

**Media Coverage**

**BAT Card**

**BAT Posters**

**BAT Photo**



## Loudoun County, Virginia

[www.loudoun.gov](http://www.loudoun.gov)

### News Release

Office of the County Administrator/Public Affairs and Communications  
1 Harrison Street, SE, P.O. Box 7000, Mailstop #03, Leesburg, VA 20177-7000  
703/777-0113 • Fax 703/771-5841

For Immediate Release  
January 16, 2013

Media Contact: Anna Nissinen, Public Affairs and Communications Officer  
703-777-0113, [anna.nissinen@loudoun.gov](mailto:anna.nissinen@loudoun.gov)

### **Loudoun County Launches New Business Assistance Team**

As part of an ongoing effort to make Loudoun even more business friendly, the Loudoun County government has created the Business Assistance Team. The team is made up of personnel from several departments who specialize in a particular area of the commercial development process, such as permitting, licensing, mapping, zoning and more.

“The creation of the multi-departmental team grew out of the Board of Supervisors’ commitment to create a business-friendly environment that encourages commercial growth – whether it’s in our Zoning Ordinance or at our front counters,” said Kenny Young, Senior Project Manager in the Office of the County Administrator. “We are continually trying to improve our process so that no matter which door customers come in, they’re at the right place to get help. In Loudoun, there’s no wrong door.”

“Our goal is to provide a seamless and coordinated experience for our business customers, regardless of which department the customer contacts first,” said Barbara Zimmerman, Assistant Director of the Department of Building and Development, who is serving as the leader of the Business Assistance Team. “Our team members will participate in cross-departmental trainings that will emphasize coordination, follow-through and accountability to the customer.”

The Business Assistance Team also is partnering with other organizations, such as the Town of Leesburg’s Department of Economic Development and the Loudoun Small Business Development Center to explain the current initiatives and to advise the public as to where they can get answers to business-related questions.

More information about the Business Assistance Team, including easy-to-follow links to important information for business customers, is online at [www.loudoun.gov/businessassistance](http://www.loudoun.gov/businessassistance).



**Members of the Loudoun County Business Assistance Team meet regularly to discuss efforts to improve the commercial development process.**

(Photo by Kona Gallagher)

# LeesburgToday

88° Partly Cloudy  
Welcome to the site!  
Login or Signup below.  
Login | Signup  
Advanced Search [GO]  
MAY 29, 2013

Home > News

## County Launches Business Assistance Team

Story Comments (3)  
Recommend 12 Tweet 3 +1 0 Share 1

Posted: Thursday, January 17, 2013 4:53 pm

3 comments

As part of the Board of Supervisors' initiative to increase Loudoun's "business-friendly" profile, a Business Assistance Team has been created within the county government. The team is made up of personnel from several departments who specialize in an area of the commercial development process, such as permitting, licensing, mapping and zoning.

"The creation of the multi-departmental team grew out of the Board of Supervisors' commitment to create a business-friendly environment that encourages commercial growth - whether it's in our Zoning Ordinance or at

### SPECIAL PRICING Through May 27th

\$25 EACH or 2 for \$40  
After May 27th, \$35 EACH

www.loudounmuseum.org



This approaching Obama scandal will change the White House Administration and our country, overnight

» {Essays by Research}

Advertise on Patch. [CLICK HERE](#)

- Home
- News
- Events
- Directory
- Fics & Clips
- Commute
- Real Estate
- More Stuff

## Business

### Loudoun Creates Team to Help New Businesses

The move is part of an attempt to make the county more user friendly for the business community

By [Dusty Smith](#) [Email the author](#) January 28, 2013

- [Recommend](#) 3
- [Tweet](#) 2
- [Email](#)
- [Print](#)
- [Comment](#) 1

Members of the Loudoun Board of Supervisors – boards past and present – have long expressed a need to make doing business in the county easier.

The county's new Business Assistance Team was created to help accomplish that desire. The team consists of personnel from several departments who specialize in particular areas of the commercial development process, such as permitting, licensing, mapping or zoning among others.

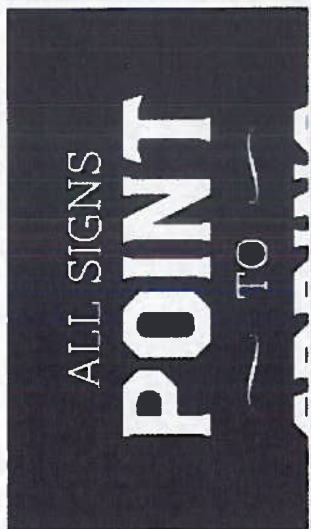


## 2013 Chevrolet Malibu Eco

SEE FEWER GAS STATIONS. AN ECOTEC 2.4L DIRECT INJECTION 4-CYLINDER ENGINE WORKS WITH A 15KW ELECTRIC MOTOR TO HELP THE MALIBU ECO OFFER AN EPA-EST. 37 MPG HWY RATING.



[Explore Malibu Eco](#)



# The Washington Post

Loudoun County news in brief - The Washington Post - Windows Internet Explorer

http://www.washingtonpost.com

File Edit View Favorites Tools Help

Loudoun County, VA - Offici... http://dvcipplusconnect.com...

Page Safety Tools

Organizations or individuals interested in providing an exhibit on one of these topics should complete an information form at [www.loudoun.gov/healthcouncil](http://www.loudoun.gov/healthcouncil) by Feb. 22. Participation may be limited based on space and the appropriateness of a display.

**Team aims to streamline commercial development**

As part of an ongoing effort to make Loudoun more business-friendly, county officials have created the Business Assistance Team.

The team includes personnel from several departments who specialize in a particular area of the commercial development process, such as permits, licenses, mapping and zoning, county staff members said in a statement.

The Business Assistance Team also is partnering with other organizations, including the Leesburg Department of Economic Development and the Loudoun Small Business Development Center, to explain current initiatives and tell where to get answers to business-related questions.

Information about the team, including links to information for business customers, is at [www.loudoun.gov/businessassistance](http://www.loudoun.gov/businessassistance).

— Compiled by Caitlin Gibson

Reprints

The Post Most Local

Most Popular

1. Nearly 40 percent of mothers are now the family breadwinners, report says
2. Sex and the cicada
3. D.C. area forecast: Cranking up the heat, and the humidity
4. Friends seek answers in slaying of 'PBS NewsHour' driver by off-duty sheriff's deputy
5. Robbery, carjacking end in police chase in Northeast D.C.

+ Top Videos

+ Top Galleries


Sponsored by **SPRING**

**Personal Post**

Top recommendations for you

5 h

Post LocalThe ambivalence of Cub Scout parents as Scouting excludes gay adults



Jan 23, 2013, 6:30am EST

# Business Assistance Team created in Loudoun County

Staff  
*Washington Business Journal*

Loudoun County has launched a Business Assistance Team made up of personnel who specialize in an area of the commercial development process, the Leesburg Today reported

The team has been created as part of the Board of Supervisors' initiative to increase Loudoun's "business-friendly" profile. The team is made up of personnel from several departments, specializing in areas such as permitting, licensing, mapping and zoning. Barbara Zimmerman, the assistant director of the Department of Building and

**CHOOSE ANY INTERNET**

**THEN ADD PHONE + TV**

**JUST \$94.85** more a month.

**GET IT NOW**

**(888) 250-3918**

COMCAST BUSINESS

Sponsored Links

**Planning for Retirement?**  
\$500,000 portfolio? Download the guide by Forbes Columnist Ken Eckhardt, first

**OFFER ENDS 5/31/13**

**FREE INSTALLATION**

**INTERNET VOICE TV**

**\$94.85 per mo.**

**(888) 250-3918**

**GET IT NOW**

COMCAST BUSINESS

**Daily Update**

Wednesday, May 29, 2013

**Headlines**

- Gas tax change could attract thrifty drivers to Virginia
- Another push for a Washington Redskins name change
- Mothers now top earners in 40% of U.S. households
- 1,000-acre Monken Park moving into Leesburg town limits
- Royal Caribbean passengers return to Baltimore
- Army museum battles for money to build in Washington
- Southern Maryland Hospital Center founder dies at 84
- Three golden miles net D.C. \$28 million
- Veterans take hit from sequestration
- Will NYC's bikeshare be as successful as D.C.'s?

# Entrepreneurship Heats Up in Loudoun County

Written by: Marcia Moran

Like 1

View comments



Share this Article

- TWITTER
- FACEBOOK
- DELICIOUS
- DIGG
- STUMBLE
- REDDIT

Author: **Marcia Moran**

Tags:

- BAT
- Business Assistance Team
- David Thompson
- Grow Smarter

First time founders face a lot of challenges including not knowing what they don't know. The Loudoun County Department of Economic Development and the Mason Enterprise Center - Leesburg/ Loudoun County, have teamed up on a number of initiatives to make becoming a first-time founder (or growing your small business) easier.

To start, the county's new Business Assistance Team (B.A.T) has received cross-

**Achieving Fitness through A Social Network**

**Zoobean Simplifies Finding "Remarkable" Children's Books**

**Day of Fosterly Shows Entrepreneurship Is Hot in Metro Area**

## FACEBOOK COMMENTS

**Recent Activity**

- Tech Trendy**  
12 people recommend this
- Best Restaurants in DC**  
100 people recommend this

# Business Assistance Team



**New Business?  
Need Direction?  
Get Answers.**

**[www.loudoun.gov/bat](http://www.loudoun.gov/bat)**

## **Building and Development: 2<sup>nd</sup> Floor**

Business Assistance Team Leader, **Barbara Zimmerman**  
703-777-0395

Zoning Info: **Scot Ferris**, Land Development,  
Customer Services Supervisor, 703-771-5392

Commercial Construction Permits: **Sharon Cogle**,  
Customer Services Supervisor, 703-777-0225

Sign & Zoning Permits: **Marsha Keim**, Zoning Permits  
Manager, 703-777-0648

## **Clerk of the Circuit Court,**

County Courthouse, **Front desk** 703-771-5647

18 E. Market Street. Leesburg

Registering a Business Trade Name

Land Records

## **Commissioner of the Revenue: 1st Floor**

Contact: **Martha Parks**, Deputy Commissioner,  
Business Tax, 703-737-8118

Business Licenses      Business Taxes

## **Health Dept.: 2<sup>nd</sup> Floor**

Restaurants, Food Service Businesses

Certain Child Care Facilities

Community Pools and Hotels

Well and septic for rural businesses

Contact: **Terry Morris**, Environmental Health Technician,  
703-771-5513

## **Mapping: 2<sup>nd</sup> Floor**

Online Mapping System – Planned Land Use, Boundaries,  
Aerial Imagery

Real Estate Assessment and Tax Information

Assigns Addresses and Approves Street Names

Contact: **Pam Ridgell**, Mapping Public Information  
Supervisor, 703-771-5778

# Business Assistance Team

## **Additional Contacts**

### **Department of Economic Development: 5<sup>th</sup> Floor**

Site Selection and Fast Track for Priority Commercial  
Development: **Robyn Bailey**, Manager, Business Infrastruc-  
ture, 703-777-0324

Small Businesses: **Deborah Roder**, Small Business and  
Entrepreneurship Manager, 703-777-0585

Rural Businesses: **Kellie Boles**, Agricultural Development  
Officer, 703-737-8820

### **Planning Department: 3<sup>rd</sup> Floor**

Rezoning, Special Exceptions and Related Applications:  
**Ginni VanHorn**, Land Use Review, 703-777-0246

### **Loudoun Small Business Development Center**

202 Church Street S.E., Suite 100, Leesburg, VA 20175,  
703-430-7222

### **Mason Enterprise Center**

Small Business Incubator: 202 Church Street S.E., Suite 100,  
Leesburg, VA 20175, 703-430-7222

### **Town of Leesburg Department of Economic Development**

**Marantha Edwards**, Economic Development Director, 25  
West Market Street, Leesburg, 703-737-7019

**Town of Hamilton:** 53 East Colonial Highway, 540-338-2811

**Town of Lovettsville:** 6 East Pennsylvania Avenue,  
540-822-5788

**Town of Middleburg:** **Cindy Pearson**, Economic Develop-  
ment Coordinator, 540-687-5152

**Town of Purcellville:** **Patrick Sullivan**, 221 South Nursery  
Ave., Purcellville, 540-338-7421

**Town of Round Hill:** 23 Main Street, Round Hill, 540-338-  
7878

**Town of Hillsboro:** 36966 Charles Town Pike, 540-668-6966



Loudoun County Government  
1 Harrison St. S.E.  
Leesburg, VA 20175  
[www.loudoun.gov/bat](http://www.loudoun.gov/bat)







# Starting a Business?

Not sure where to go?

Get the answers you need from the Loudoun County

## **Business Assistance Team**



Contact Barbara Zimmerman, Team Leader  
Dept. of Building & Development, 2nd Floor

[www.loudoun.gov/bat](http://www.loudoun.gov/bat)

**Building &  
Development**

**2nd Floor**

**Clerk of the  
Circuit  
Court**

County  
Courthouse  
18 E. Market  
Street

**Commissioner  
of Revenue**

**1st Floor**

**Health  
Department**

**2nd Floor**

**Mapping**

**2nd Floor**

**Starting a Business?  
Confused about what  
you need to do?**



**Contact Barbara Zimmerman**  
Team Leader  
Dept. of Building & Development, 2nd Fl.  
[www.loudoun.gov/bat](http://www.loudoun.gov/bat)



Get the answers you need from  
the Loudoun County

## **Business Assistance Team**

**Building &  
Development**  
  
2nd Floor

**Clerk of  
Circuit Court**  
  
County  
Courthouse  
18 E. Market St.

**Commissioner  
of Revenue**  
  
1st Floor

**Health  
Department**  
  
2nd Floor

**Mapping**  
  
2nd Floor



**Members of the Loudoun County Business Assistance Team hold regular meetings as part of the team's continued effort to provide a streamlined and coordinated response to small business customers.**