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**REGULAR AGENDA  
BOARD OF SUPERVISORS  
MAY 20, 2025**

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**5:00 P.M. - CALL TO ORDER - ROLL CALL OF MEMBERS - INVOCATION - PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**

PRESENTATION OF PROCLAMATION RECOGNIZING MAY AS ASIAN  
PACIFIC AMERICAN HERITAGE MONTH

PRESENTATION OF A PROCLAMATION RECOGNIZING MAY 18  
- 24, 2025, AS NATIONAL EMS WEEK IN STAFFORD

PRESENTATION OF A MEMORIAL RESOLUTION TO THE  
FAMILY OF CHARLES PAYNE, PRESENTED BY DELEGATE  
PAUL MILDE

VIRGINIA DEPARTMENT OF TRANSPORTATION QUARTERLY  
REPORT, PRESENTED BY KYLE BATES, RESIDENCY  
ADMINISTRATOR

**ADDITIONS - DELETIONS AND APPROVAL OF THE REGULAR AGENDA**

ADD ON TO PRESENTATIONS; PRESENTATION OF A  
PROCLAMATION RECOGNIZING MAY 06-12, 2025 AS NURSES  
WEEK IN STAFFORD

**WORK SESSION ITEMS**

1. PLANNING AND ZONING; CONSIDER AUTHORIZING THE  
COUNTY ADMINISTRATOR TO EXECUTE A NEW  
MEMORANDUM OF UNDERSTANDING WITH NORTHERN  
VIRGINIA CONSERVATION TRUST (NVCT) REGARDING A  
LAND CONSERVATION PARTNERSHIP  
PROPOSED RESOLUTION R25-62  
**BACKGROUND SUMMARY:** AUTHORIZES ENTERING MOU.

**PRESENTATIONS/REPORTS BY DEPARTMENTS**

2. UTILITIES; CONSIDER AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE WATER AND SEWER PRO RATA AGREEMENTS WITH WESTLAKE DEVELOPMENT, LLC PURSUANT TO THE WATER AND SEWER PRO RATA POLICY PROPOSED RESOLUTION R25-124  
**BACKGROUND SUMMARY:** APPROVES PRO-RATA AGREEMENT.
3. DEVELOPMENT SERVICES; CONSIDER AUTHORIZING ADVERTISEMENT FOR A PUBLIC HEARING TO AMEND AND REORDAIN THE DEVELOPMENT SERVICES FEE SCHEDULE TO ESTABLISH A FEE FOR REVIEW SERVICES OF LOW VOLTAGE WIRING PLANS  
PROPOSED RESOLUTION R25-134  
**BACKGROUND SUMMARY:** ADVERTISES HEARING.
4. PLANNING AND ZONING; CONSIDER REFERRING TO THE PLANNING COMMISSION A PROPOSED ORDINANCE TO AMEND AND REORDAIN THE COUNTY ZONING ORDINANCE TO ESTABLISH REGULATIONS RELATING TO TOBACCO AND VAPE SHOP USES  
PROPOSED RESOLUTION R25-136  
**BACKGROUND SUMMARY:** APPROVES REFERRAL TO THE PLANNING COMMISSION.
5. PLANNING AND ZONING; CONSIDER REQUESTING THE PLANNING COMMISSION REVIEW DATA CENTER REGULATIONS AND PROVIDE RECOMMENDATIONS AND PROPOSED ZONING ORDINANCE AND/OR COMPREHENSIVE PLAN CHANGES, AS NECESSARY, TO THE BOARD  
PROPOSED RESOLUTION R25-141  
**BACKGROUND SUMMARY:** REQUESTS PC TO REVIEW DATA CENTERS.
6. COUNTY ADMINISTRATION; APPROVE THE MARCH 18, 2025 BOARD OF SUPERVISORS MEETING MINUTES

**PRESENTATIONS BY THE PUBLIC - 6:30 PM (3 MINUTES EACH)**

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**JOINT PUBLIC HEARING**

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7. CAPITAL PROJECTS TRANSPORTATION; JOINT PUBLIC HEARING WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) TO CONSIDER APPROVAL OF STAFFORD COUNTY'S FY2026-FY2031 SECONDARY SYSTEM SIX-YEAR PROGRAM (SSYP)  
PROPOSED RESOLUTION R25-139  
**BACKGROUND SUMMARY:** APPROVES PROGRAM.

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PUBLIC HEARINGS

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8. BUDGET AND MANAGEMENT; CONSIDER AN ORDINANCE TO AMEND AND REORDAIN COUNTY CODE SEC. 23 122 AND SEC. 23-142 TO INCREASE THE MEALS TAX AND TRANSIENT OCCUPANCY TAX (TOT) RATES; AND BUDGET AND APPROPRIATE ASSOCIATED REVENUE FOR FISCAL YEAR 2026  
PROPOSED ORDINANCE 025-14 (APPROVE TAX RATES)  
PROPOSED RESOLUTION R25-129 (BUDGET AND APPROPRIATE REVENUE)  
**BACKGROUND SUMMARY:** APPROVES MEALS AND TOT RATE CHANGE; BUDGETS AND APPROPRIATES FUNDS.
9. CAPITAL PROJECTS TRANSPORTATION; CONSIDER AN ORDINANCE TO AMEND AND REORDAIN STAFFORD COUNTY CODE CHAPTER 13.5, "IMPACT FEES," TO REDUCE IMPACT FEE RATES AND CONSIDER AUTHORIZING FURTHER EVALUATION OF TRANSPORTATION IMPACT FEES AND TRANSPORTATION FUNDING  
PROPOSED ORDINANCE 025-12  
PROPOSED RESOLUTION R25-110  
**BACKGROUND SUMMARY:** APPROVES ORDINANCE.
10. PARKS, RECREATION, AND TOURISM; CONSIDER ENTERING A LEASE AMENDMENT WITH THE PATAWOMECK INDIAN TRIBE OF VIRGINIA FOR 6.5 ACRES OF COUNTY-OWNED PROPERTY NEAR AQUIA LANDING PARK ON TAX MAP PARCEL NO. 41-6  
PROPOSED RESOLUTION R25-66  
**BACKGROUND SUMMARY:** CONSIDERS AMENDMENT.
11. PLANNING AND ZONING; CONSIDER A REQUEST FOR A PROPOSED ZONING RECLASSIFICATION, WITH PROFFERS, FROM THE B-3, OFFICE ZONING DISTRICT TO THE R-5, AGE-RESTRICTED HOUSING ZONING DISTRICT ON TAX MAP PARCEL NO. 39-16 (PROJECT KNOWN AS THE ARBORS AT STAFFORD)  
PROPOSED ORDINANCE 025-09 (APPROVE) PROPOSED RESOLUTION R25-74 (DENY)  
**BACKGROUND SUMMARY:** RECOMMENDS APPROVAL OF ZONING RECLASSIFICATION.

**Aquia**

**Falmouth**

12. PLANNING AND ZONING; CONSIDER A REQUEST FOR A  
CONDITIONAL USE PERMIT TO ALLOW INCREASED  
RESIDENTIAL DENSITY OF UP TO 20.02 DWELLING UNITS PER  
ACRE IN THE R-5, AGE-RESTRICTED HOUSING ZONING DISTRICT  
ON TAX MAP PARCEL NO. 39-16 (PROJECT KNOWN AS THE  
ARBORS AT STAFFORD)  
PROPOSED RESOLUTION R25-75 (APPROVE) PROPOSED  
RESOLUTION R25-76 (DENY)  
**BACKGROUND SUMMARY:** RECOMMENDS APPROVAL OF  
CONDITIONAL USE PERMIT.

**Falmouth**

13. PLANNING AND ZONING; CONSIDER A REQUEST FOR A  
PROPOSED ZONING RECLASSIFICATION, WITH PROFFERS, FROM  
THE M-1, LIGHT INDUSTRIAL ZONING DISTRICT TO THE B-2,  
URBAN COMMERCIAL ZONING DISTRICT ON TAX MAP PARCEL  
NO 38-24F (PROJECT KNOWN AS POTOMAC CREEK INDUSTRIAL  
PARK LOT 4)  
PROPOSED ORDINANCE 025-10 (APPROVE) PROPOSED  
RESOLUTION R25-81 (DENY) **BACKGROUND SUMMARY:**  
APPROVES ZONING RECLASSIFICATION.

**Falmouth**

**REPORTS BY BOARD MEMBERS**

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**ADJOURNMENT**

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This agenda may be amended on the day of the meeting. Participation of all citizens is encouraged. For all individuals with special needs, please notify County Administration of any accommodations required at least 24 hours in advance of the meeting. The agenda and related materials may be found on the County's website at [www.staffordcountyva.gov](http://www.staffordcountyva.gov).