# ARLINGTON COUNTY, VIRGINIA

**County Board Regular Meeting**
October 17, 2026

*9:30 A.M. Public Comment*
*No earlier than 10:00 A.M. Consent Agenda and Regular Hearing*

## I PUBLIC COMMENT

## II CONSENT ITEMS (*Items 1-27)* *Public testimony on removed items will occur at the Recessed Meeting on Tuesday, October 20, 2026, at 6:30 p.m. (No testimony taken on Saturday).*

- **Public Hearing Items** ***(Items 1-13)*** *The following items on the consent agenda are subject to public hearing requirements. Residents interested in removing an item from the list below must submit a speaker slip to the Clerk at the Saturday, October 17, 2026, meeting before 10 a.m.*

- **Use Permit Requests, Amendments and Reviews**

1. **U-3258-10-1 Use Permit Review of an outdoor café in the public right-of-way (Green Pig Bistro); located at 1025 N. Fillmore St. (RPC# 18-024-020). (Published 10-13-26)**

   CM Recommendation: Discontinue the use permit for an outdoor café in the public right-of-way (Green Pig Bistro); located at 1025 N. Fillmore St.

2. **U-3332-12-2 Use Permit Review for live entertainment and dancing and for an outdoor café at William Jeffrey's Tavern; located at 2301 Columbia Pike, Suite 100 (RPC# 25-017-098). (Published 10-13-26)**

   CM Recommendation: (A) Renew the use permit for live entertainment and dancing at William Jeffrey's Tavern, subject to all previously approved and amended conditions, with a County Board review in five (5) years (September 2031); and (B) discontinue the outdoor café component of the use permit.

3. **U-3496-17-2 Use Permit Review for live entertainment (Azteca Grill, Inc.); located at 3005 Columbia Pike (RPC #25-014-001).**

   CM Recommendation: Discontinue the use permit for live entertainment (Azteca Grill, Inc.) located at 3005 Columbia Pike.

4. **U-3588-20-1/UPER20-00033 Use Permit Review for live entertainment (Caspi Restaurant and Lounge); located at 2901 Columbia Pike. (RPC #25-013-002). (Published 10-14-26)**

CM Recommendation: Renew the subject use permit for live entertainment at Caspi Restaurant and Lounge (located at 2901 Columbia Pike), subject to the previously approved and amended conditions, with a one (1)-year administrative review and a three (3)-year County Board review.

5. **UPER20-00034 Use Permit Review for a contractors' storage and staging yard; located on the Service Road (No street number, at the Crescent Lot). (RPC# 34-020-243, 34-020-244, 34-020-263, 34-027-035).**

   CM Recommendation: Renew the use permit for a contractors' storage and staging yard, subject to all previously approved and amended conditions, with a County Board review in one (1) year (October 2027).

6. **EatLoco Open-Air Market**

   A. **UPER23-00011 Use Permit Review for an open-air market at Metropolitan Park; located within portions of the public right-of-way on South Elm Street and Metropolitan Park and at 1221 S. Fern St., 1301 S. Fern St., 1311 S. Fern St., 1401 S. Fern St., 545 15th St. S., 1321 S. Elm St., 520 12th St. S., 550 14th Road S., 1411 S. Fern St., and 575 12th Road S. (RPC# 35-003-008, -007, -006, -005, -843, -842, -840, -003, -004, and -PCA).**

   B. **UPER24-00002 Use Permit Review for an open-air market at Metropolitan Park; located within portions of the public right-of-way on South Elm Street and Metropolitan Park and at 1221 S. Fern St., 1301 S. Fern St., 1311 S. Fern St., 1401 S. Fern St., 545 15th St. S., 1321 S. Elm St., 520 12th St. S., 550 14th Road S., 1411 S. Fern St., and 575 12th Road S. (RPC# 35-003-008, -007, -006, -005, -843, -842, -840, -003, -004, and -PCA**

   CM Recommendation: (A) Discontinue the use permit (UPER23-00011) for an open-air market (EatLoco) at Metropolitan Park. In addition, (B) renew the use permit (UPER24-00002) for an open-air market (EatLoco) located within portions of the public right-of-way and public easements within Metropolitan Park, subject to all previously approved conditions, and with a County Board review in one (1) year (October 2027).

7. **UPER25-00017 Use Permit Review for live entertainment (Astro Beer Hall); located at 4001 Campbell Ave. (RPC #29-020-014). (Published 10-13-26)**

   CM Recommendation: Renew the use permit for live entertainment at Astro Beer Hall (4001 Campbell Ave.), subject to all previously approved and amended conditions of the staff report, with administrative review in three (3) years (October 2029) and a County Board review in five (5) years (October 2031).

8. **UPER25-00024 Use Permit Review for a dance studio (Dance Factory); located within the Lee Harrison Shopping Center (Suite LL9); 2425, 2433, 2435, 2447, 2449, 2491, 2499, 2503 & 2509 N. Harrison St. (RPC# 02-073-084). (Published 10-13-26)**

   CM Recommendation: Renew the use permit for a dance studio (Dance Factory), subject to all previously approved conditions, with an administrative review in three (3) years (October 2029) and no further scheduled County Board review.

9. **UPER25-00027 Use Permit Review for an after-school program (day care use) for up to 30 students at the Greenbrier Baptist Church; located at 5401 7th Road S. (RPC# 22-001-103). (Published 10-13-36)**

   CM Recommendation: Renew the use permit to operate an after-school program (day care use) for up to 30 students at the Greenbrier Baptist Church, subject to the conditions of the staff report with an administrative review in three (3) years (October 2029) and no further scheduled County Board review.

- **Ordinances, Plans and Policies**

10. **ZOA-2026-04, N-FBC-26. An ordinance to amend, reenact, and recodify Articles 4, 5, 6, 7, 8, 11, 12, 15, 17, and 18, and Appendix B (Columbia Pike Neighborhoods Form Based Code) of the Arlington County Zoning Ordinance (ACZO) to update zoning requirements for telecommunications facilities; payment of delinquent taxes, fees, and other charges as a condition of land use authorization; and civil penalties regulations; to ensure consistency with, and where applicable implement provisions authorized by, the Code of Virginia; and to facilitate the creation of a convenient, attractive and harmonious community; and for the other reasons required by the public necessity, convenience and general welfare, and good zoning practice.**

    CM Recommendation: Adopt the attached ordinance (Attachment 1 of the staff report) to amend, reenact, and recodify Articles 4, 5, 6, 7, 8, 11, 12, 15, 17, and 18, and Appendix B (Columbia Pike Neighborhoods Form Based Code) of the Arlington County Zoning Ordinance (ACZO) to update zoning requirements for telecommunications facilities; payment of delinquent taxes, fees, and other charges as a condition of land use authorization; and civil penalties regulations as shown in Attachments 2 and 3; to ensure consistency with, and where applicable implement provisions authorized by, the Code of Virginia; and to facilitate the creation of a convenient, attractive and harmonious community; and for the other reasons required by the public necessity, convenience and general welfare, and good zoning practice.

11. **Ordinance to establish new fees for the use of County-owned electric vehicle charging stations.**

CM Recommendation: Adopt an ordinance (Attachment A of the staff report), effective November 1, 2026, to amend and reenact a non-codified ordinance titled: An ordinance to amend and reenact a non-codified ordinance enacted at the July 16, 2022, County Board meeting establishing an interim rate, effective January 1, 2025, for County-owned electric vehicle charging stations ("County Stations") to (i) repeal the interim rate, (ii) enact a new base fee for use of County Stations, (iii) establish a dwell time fee for County Stations, and (iv) authorize and direct the County Manager or the County Manager's designee to update the base fee commensurate with changes in electricity costs in the Virginia Energy Purchasing Governmental Associations (VEPGA) rate schedule to (i) repeal the existing base fee, (ii) enact a new base fee, (iii) amend the dwell time fee and apply it only between 7:00 a.m. and 10:00 p.m., (iv) clarify where fees are charged, and (v) retitle the ordinance to "The Arlington County, Virginia, Electric Vehicle Charging Fee Ordinance.

12. **Ordinance to amend Chapter 20 (Real Estate Assessments), Article I (In General), Section 5(D) (Procedures Governing Director of Real Estate Assessments, General Reassessment Board and Board of Equalization of Real Estate Assessments) of the Arlington County Code to extend the authority of the Board of Equalization (BOE) to December 31 of each year. (Published 10-16-26)**

    CM Recommendation: Adopt the ordinance (attached to the staff report) amended to Chapter § 20-5(D) (Procedures Governing Director of Real Estate Assessments, General Reassessment Board and Board of Equalization of Real Estate Assessments) of the Code of Arlington County, Virginia ("Code") to extend the authority of the Board of Equalization to December 31 of each year.

13. **Amendment to Arlington County Code § 20-2 to reflect approved Board of Equalization compensation rate. (Published 10-12-26)**

    CM Recommendation: Adopt the ordinance attached (to the staff report) as "Attachment A" amending Chapter 20-2 (Board of Equalization of Real Estate Assessments Established; Powers; Compensation) of the Arlington County Code to increase compensation for each Board of Equalization (BOE) member from two $200 to $300 per meeting or recessed meeting, consistent with the compensation level approved in the FY 2025 budget.

- **Non-Public Hearing Items *(Items 14-27)*** *County Board members ONLY may request removal of the following items:*

- **Capital Projects**

14. **Award of term contracts between the County Board and five construction firms for Job Order Contracting (JOC) services for general construction. (Published 10-12-26)**

CM Recommendation: Approve the award of contracts resulting from the Invitation to Bid (ITB) No. N1464 to The Matthews Group, F.H. Paschen S.N. Nelson and Associates LLC, Branch Builds, Inc., CDCI, Inc., and Brown & Root Industrial Services, LLC to provide general contracting construction services on as-needed basis. In addition, authorize the Purchasing Agent to execute the contracts, subject to approval by the County Attorney.

- **Appropriations, Grant Applications and Other Contracts**

**15. Historic Resources Grants**

A. **Memorandum of Understanding among the Virginia Department of Historic Resources, Arlington County, and the September 11th National Memorial Trail Alliance, for the administration of the Fiscal Year (FY) 2026-2027 state grant for historic preservation. (Published 10-14-26)**

CM Recommendation: Authorize the County Manager or his designee to execute the Memorandum of Understanding among the Virginia Department of Historic Resources, Arlington County Government, and the September 11th National Memorial Trail Alliance, for the Administration of the Fiscal Year 2026-2027 State Grant for Historic Preservation. (2) Appropriate $160,000 in grant funds (101.461101) to Non-departmental (101.9011002) to pass through to the September 11th National Memorial Trail Alliance. In addition, (3) authorize the County Manager and/or his designee to execute a grant agreement between the County and the September 11th National Memorial Trail Alliance.

B. **Memorandum of Understanding among the Virginia Department of Historic Resources, Arlington County, and the Pentagon Memorial Fund, Inc., for the administration of the Fiscal Year 2026-2027 State grant for historic preservation. (Published 10-13-26)**

CM Recommendation: (1) Authorize the County Manager or his designee to execute the Memorandum of Understanding among the Virginia Department of Historic Resources, Arlington County Government, and the Pentagon Memorial Fund, Inc., for the administration of the Fiscal Year 2026-2027 state grant for Historic Preservation. (2) Appropriate $1 million in grant funds (101.461101) to Non-Departmental Fund (101.9011002) to pass through to the Pentagon Memorial Fund. In addition, (3) authorize the County Manager and/or his designee to execute a grant agreement between the County and the Pentagon Memorial Fund, Inc., in a form approved by the County Attorney.

**16. Design Review Agreement between Arlington County and the Virginia Passenger Rail Authority (VPRA) for the Crystal City to Ronald Reagan Washington National Airport Multimodal Connection (CC2DCA). (Published 10-13-26)**

CM Recommendation: Approve the Design Review Agreement (Attachment A of the staff report) between Arlington County and the Virginia Passenger Rail Authority (VPRA) regarding the Crystal City to Ronald Reagan Washington National Airport Multimodal Connection Project (CC2DCA) in the amount of $35,000 which includes $25,000 for administrative coordination, engineering support and operation support and a contingency of $10,000. In addition, authorize the County Manager, or his designee, to execute, in a form approved by the County Attorney, the Agreement and anything necessary to effectuate the purposes of the Agreement.

**17. Virginia Department of Transportation (VDOT) Project Agreements, funds acceptance, and appropriations. (Published 10-13-26)**

CM Recommendation: (1) (1) Approve the VDOT project agreement (Attachment A of the staff report) for Universal Project Code (UPC) 127911: Arlington Boulevard (US 50) at Washington Boulevard (VA 27) Interchange Access Improvements. (2) Approve the VDOT Project Agreement (Attachment B of the staff report) for UPC 129754: Langston Boulevard (US 29) at Washington Boulevard (VA 237) Intersection Improvements. In addition, (3) accept and Appropriate $499,491 in funding from VDOT as follows: (a) $499,491 in VDOT Revenue Sharing Program funding (331.4024002.461101.EDC41.EV754.0000) to the to the Department of Environmental Services ([DES], 331.4024002.599201.EDC41.EV754.0000) for the Langston Boulevard at Washington Boulevard Intersection Improvements.

**18. Fiscal Year 2027 grant agreements with the Department of Rail and Public Transportation ("DRPT") and the Northern Virginia Transportation Commission ("NVTC") for Commonwealth Transportation and I-66 Commuter Choice Program funding. (Published 10-14-26)**

CM Recommendation: Accept and approve the grant agreements ("Agreements", attached to the staff report) between the County and DRPT for the use of Commonwealth Transportation funds. DRPT grants provide funding assistance towards approved projects in the County's Transit Capital program and operating expenses for Arlington Transit ("ART").: (a) Agreement 71127-06 (Attachment A) Customer Service Technology Deployment; (b) Agreement 71227-06 (Attachment B) Public Transit Internship (1); ( c) Agreement 71327-11 (Attachment C) Transit Strategic Plan Update and Network Redesign; (d) Agreement 71427-19 (Attachment D) Employer Trip Reduction – Arlington County Transit Pass Incentives; (e); Agreement 71727-17 (Attachment E) Transit Infrastructure (Bus Stop Amenities Shelters) (6) (f); Agreement 72027-25 (Attachment F) State Operating (g) Agreement 73027-30 (Attachment G) ADP Hardware – Options (Technology and Communication Upgrades); and (h) Agreement 73027-31 (Attachment H) Replacement – Bus Stop Signage. (2) Authorize the County Manager or the County Manager's designee to: (A) Execute, in a form approved by the County Attorney, the Agreements and anything necessary to effect the purposes of the Agreement(s), including any updated version of any Agreement to accommodate the 2025 Master Agreement; and (B) execute a letter to DRPT (if required) with details for the grant

administration responsibilities the County will assign to the NVTC, with DRPT's approval, funding the life of the agreements, provided such amendments will not materially change the scope of the project and will not increase the County's financial obligations for the projects. In addition, (3) Appropriate $1,728,709.00 from Fiscal Year (FY) 2027 DRPT and $475,000 in NVTC I-66 Commuter Choice funding funds to the Department of Environmental Services ("DES") for transportation as follows: (a) $200,000 (330.4024003.463501.ZMA54.ED706.0000) Customer Service Technology Deployment; (b) $46,509 (101.4022003.461101.00000.ED706.0000) Public Transit Internship (1); ( c) $406,000 (330.4024003.461101.ZMA61.ED711.0000) Transit Strategic Plan Update and Network Redesign; (d) $80,000 (101.4021004.461101.00000.ED719.0000) Employer Trip Reduction – Arlington County Transit Pass Incentives; (e) $278,120 (331.4024003.463501.ZMA12.ED717.0000) Transit Infrastructure (Bus Stop Amenities Shelters) (6); (f) $565,080 (330.4024003.463501.ZMA54.ED730.0000) ADP Hardware – Options (Technology and Communications Upgrade); (g) $153,000 (330.4024003.463501.EMA69.ED731.0000) Bus Stop Signage; and (h) $475,000 in NVTC I-66 Commuter Choice Program funding (101.4022002.461101.00000.ENVTC.AT55) for the Arlington Transit (ART) Route 55 Service Enhancements. (Attachment J).

**19. Department Of Human Services Agency on Aging (AAA) FY 2027 Medicare Improvements for Patients and Providers Act (MIPPA) Contract Modification with the Virginia Department of Aging and Rehabilitative Services (DARS). (Published 10-16-26)**

CM Recommendation:. Approve the modification of the contract with DARS for the FY 2027 MIPPA Program (Exhibit A of th staff report). In addition, authorize the County Manager or his designee to execute the contract modification, as approved by the County Attorney.

**20. Department Of Human Services Agency on Aging (AAA) Fiscal Year (FY) 2027 Area Plan for Aging Services Contract Modification with the Virginia Department of Aging and Rehabilitative Services (DARS). (Published 10-16-26)**

CM Recommendation: Approve the FY 2027 Area Plan and Budget for Aging Services.

**21. Memorandum of Understanding (MOU) with the Circuit Court for Arlington County, the Arlington County Sheriff's Office, the Office of the Public Defender for Arlington County and the City of Falls Church, the Office of the Commonwealth's Attorney for Arlington County and the City of Falls Church, the Arlington County Community Services Board and the Department of Corrections, and District 10 Probation and Parole (hereinafter collectively referred to as the Circuit Court BHD Team). (Published 10-14-26)**

CM Recommendation: Approve the MOU (attached to the staff report)regarding the Arlington County Circuit Court Behavioral Health Docket (BHD), concerning County participation and implementation of a Behavioral Health Docket Program in the Arlington County Circuit Court. In addition, authorize the County Manager or his designee to execute the MOU (attached to the staff report) and all related documents in a form approved by the County Attorney.

22. **Acceptance and appropriation of a Virginia Department of Motor Vehicles (DMV) Fiscal Year (FY) 2027 Highway Safety Program Grant Awards Package to support highway safety programs. (Published 10-13-26)**

    CM Recommendation: Authorize and direct the County Manager or his designee to accept $124,384 in grant funds related to the Fiscal Year 2027 Virginia Highway Safety Program, act in connection with the applications related to such grant funds, provide additional information as may be required, and to execute, in a form approved by the County Attorney, grant agreements (attached) and anything else necessary to effectuate the County's grants. In addition, appropriate $124,384 in federal grant funds from the Virginia DMV (101.3021002.471201) to the Arlington County Police Department (ACPD) (101.3021002) for costs associated with the administration of the grant programs.

- **Acquisitions or Leases of Real Property**

23. **Deed of easement from Fatih Cabbar to the County Board of Arlington County, Virginia, for a permanent easement on a portion of the property located at 411 N. Bryan St., Arlington, Va. (RPC No. 18-056-020), for the Washington Boulevard and 4th Street Pedestrian Safety Improvements Project.**

    CM Recommendation: Accept the deed of easement agreement from Fatih Cabbar to The County Board of Arlington County, Virginia, for a Permanent Easement on a Portion of the Property Located at 411 N. Bryan St., Arlington, Va. (RPC No. 18-056-020), for the Washington Boulevard and 4th Street Pedestrian Safety Improvements Project. In addition, authorize the Real Estate Bureau Chief, Department of Environmental Services, or his designee, to accept the deed of easement, attached (to the staff report) as Attachment 1, on behalf of the County Board, subject to approval as to form by the County Attorney.

- **Requests to Advertise**

24. **Request to advertise public hearings to consider adoption of an ordinance to amend, reenact and recodify Article 18 (Definitions) of the Arlington County Zoning Ordinance (ACZO) to revise the definitions of food delivery service and restaurant.**

    CM Recommendation: Adopt the resolution (Attachment 1 of the staff report) authorizing advertisement of public hearings by the Planning Commission no sooner

than December 1, 2026, and the County Board no sooner than December 12, 2026, to consider amendments to Article 18 (Definitions) of the Arlington County Zoning Ordinance (ACZO), as initiated by County Board resolutions adopted on May 19, 2026, and September 19, 2026, in accordance with Code of Virginia §15.2-2286 to revise the definitions of food delivery service and restaurant.

**25. Request to advertise a public hearing on an ordinance to amend, reenact and recodify Chapter 14.3 (Immobilization, Removal, Towing and Storage of Vehicles from Private Property) of the Arlington County Code. (Published 10-14-26)**

CM Recommendation: Adopt the resolution set forth in Attachment A (of the staff report) authorizing advertisement of a public hearing for the November 2026 County Board meeting on proposed amendments to Chapter 14.3 of the Arlington County Code to amend the hookup and initial towing fee, establish a regular timeline for trespass towing fee review, further explain the role of the Trespass Towing Advisory Board, and make administrative changes as required by recent changes in the Code of the Commonwealth of Virginia.

- **Other (Housing Loans, Minutes, etc.)**

**26. Amendments to the Calendar Year (CY) 2026 County Board Meeting Procedures.**

CM Recommendation: Adopt the amendments to the Calendar Year 2026 County Board Meeting Procedures shown in Attachment 1 (of the staff report).

**27. Minutes from past County Board Meetings.**

## III REGULAR HEARING ITEMS

**28. Resolution to initiate an amendment to the Arlington County Zoning Ordinance to come into compliance with recently adopted state legislation which allows for administrative review of affordable housing development on properties owned by religious or 501(c)3 non-profit organizations.**

CM Recommendation: Adopt the Initiating Resolution for amendments to the Arlington County Zoning Ordinance (ACZO) (Attachment 1 of the staff report).

**29. Funding Request for Arlington Neighborhoods Program (ANP) Projects**

CM Recommendation: Approve use of $4,264,000 of Arlington Neighborhoods Program (ANP) bond funds for the priority projects listed in Attachment A (of the staff report), and described further in (the staff) report, as recommended by the Arlington Neighborhoods Advisory Committee (ArNAC) at their Spring 2026

Funding Session. In addition, authorize the County Manager to use these funds to proceed with implementation of the identified projects.

## IV ADDITIONAL ITEMS

# ARLINGTON COUNTY, VIRGINIA

## GENERAL INFORMATION

The Arlington County Board generally meets once a month on Saturdays with a corresponding recessed meeting on Tuesday within a week of the initial regular meeting. The Board typically does not meet during the month of August. The meetings are open to the public. For more information, or to obtain the meeting schedule, telephone the County Board Office at 703-228-3130 (TTY 703-228-4611) on weekdays from 8 a.m. to 5 p.m.

A **Spanish Language interpreter is** present for the regular Saturday Board meeting, from 9:30 to 11:30 a.m. Persons needing Spanish language interpretation services are encouraged to contact the County Board Clerk no later than three days in advance of the meeting at 703-228-3130 (TTY 703-228-4611), or notify the Clerk the morning of the meeting. Interpretation services also are available for recessed meetings if requested no less than one day in advance by calling the above number. Persons needing a sign language interpreter, assisted listening devices, alternate format materials, or other accommodation for qualified individuals with disabilities as described in the American with Disabilities Act should contact the County Board office at 703-228-3130 or email countyboard@arlingtonva.us no less than three days in advance of the meeting. In addition, the County offers closed-captioning services for all County Board meetings.

All County Board meetings are available for live viewing with closed captioning on Comcast Xfinity channels 25 and 1085; Verizon FiOS channels 39 and 40, with closed captioning, at County Board Agenda Online or on the County's YouTube Channel.

## INFORMACION GENERAL

Generalmente, la Junta del Condado de Arlington se reúne una vez al mes los sábados con una reunión pospuesta el martes correspondiente de la semana de la reunión ordinaria inicial. Habitualmente, la Junta no se reúne durante el mes de agosto. Las reuniones son abiertas al público. Para más información o para obtener el cronograma de reuniones, llame a la oficina de la Junta del Condado al 703-228-3130 (TTY 703-228-4611) los días hábiles de 8 a.m. a 5 p.m.

En la reunión ordinaria de la Junta los sábados hay un **intérprete al español** presente de 9:30 a 11:30 a.m. Las personas que necesitan servicios de interpretación en español deben comunicarse con la secretaria de la Junta del Condado como mínimo tres días antes de la reunión al 703-228-3130 (TTY 703-228-4611), o notificar a la secretaria la mañana del día de la reunión. También se brindan servicios de interpretación para las reuniones pospuestas si se solicitan como mínimo con un día de anticipación al número de teléfono que se indica anteriormente. Las personas que necesitan interprete del lenguaje de señas, dispositivos de audición asistida, materiales en formato alternativo, u otra acomodación para personas con discapacidades según se establece en la ley *American with Disabilities Act* deben comunicarse con la oficina de la Junta del Condado al 703-228-3130 o enviar un correo electrónico a countyboard@arlingtonva.us como mínimo tres días antes de la reunión. El Condado también ofrece servicios de subtitulado para personas con problemas de audición en todas las reuniones de la Junta del Condado.

Todas las reuniones de la Junta del Condado pueden verse en vivo en Comcast Xfinity channels 25 and 1085; Verizon FiOS channels 39 and 40. Puede ver las reuniones pasadas/archivadas en el at County Board Agenda Online .

# ARLINGTON COUNTY, VIRGINIA

**INSTRUCTIONS FOR SPEAKING ON AGENDA ITEMS**

**The following instructions are in accordance with the Meeting Procedures adopted by the County Board:**

A. **Public Comment Period (Saturday Regular Meetings at 9:30 a.m.)** This is an opportunity for residents to alert the Board of topics ***not on that day's agenda, already decided, or scheduled for future hearings***. All persons wanting to speak must submit a speaker slip to the Clerk prior to speaking. Each speaker has up to two minutes to speak. The Board will hear only one speaker per topic.

B. **Consent Agenda Items.** To speak on a consent agenda item, listed under Public Hearing Items**,** a resident must register online before the first speaker is called for the Consent Agenda hearing, which begins no earlier than 6:00 p.m., identifying all the Consent Agenda item number(s) he or she wants to address on one slip. Individuals may download speaker slips in advance of the meeting by visiting the County Board Meeting web page, and completing the form online. Submission of a speaker slip will result in the item (s) being removed from the Consent Agenda on Saturday to be heard by the Board at 6:00 p.m. at the following Tuesday Recessed Meeting for public testimony (no speakers will be heard on Saturday). Individuals and organizations have up to three minutes to speak on all matters at the Tuesday meeting, (Example: persons who sign-up to speak on two items, will be called one time to speak a maximum of three minutes on both items.). The Board will hear speakers in a group before discussing the removed Consent Agenda items. Additional speakers may sign-up to testify on the previously removed items at the Tuesday recessed meeting by submitting a speaker slip by 6:00 p.m. Only County Board members may request removal of **Non-Public Hearing Items.** These items will also be discussed by the County Board at the Tuesday recessed meeting at 6:30 p.m.

C. **Regular Hearing Items (Heard no earlier than 9 a.m. on Saturday and no earlier than 6:30 p.m. on Tuesday).** Speakers intending to address Regular Agenda items first must check if the item is on the agenda for the Saturday or the Tuesday recessed meeting. In order to speak, an individual must submit a speaker slip identifying the agenda item to the Clerk prior to the first speaker being called for that agenda item. Speaker slips may be downloaded online in advance of the meeting from the County Board Meeting web page but will not be accepted until the day of the hearing. Individuals participating virtually must submit an online speaker form identifying the agenda item prior to the first speaker being called for that agenda item. Individuals may speak for a maximum of two-to-three minutes per agenda item; civic or community organizations representatives may speak for a maximum of two, three or five minutes. The Clerk will call the two minute speakers first; followed by the three minute speakers second; and, finally, the five minute speakers in the order in which their slips are received in each category.

**The Board will accept written materials, not repeating oral testimony.** Residents must provide eight (8) copies of the information for County Board members, staff and the public record, and give it directly to the Clerk.

**For a full copy of the adopted Meeting Procedures, visit the County Board website or contact the Clerk's Office at 703-228-3130 (703-228-4611 TTY).**