

MEMORANDUM  
COUNTY OF LOUDOUN

DATE: March 6, 2025

TO: Department and Agency Heads

FROM: Tim Hemstreet, County Administrator

SUBJECT: Action Report of the March 4, 2025, Board of Supervisors Business Meeting

Please work with staff to address the Board of Supervisors (Board) action as noted in the Action Report from the March 4, 2025, Board Business Meeting.

The full webcast of the meeting is available at <https://www.loudoun.gov/meetings> under "Available Archives." Individual agenda items are time-stamped for easy access to specific topics.

REQUESTS FOR ADDITIONS/DELETIONS TO THE AGENDA

None.

ADOPTION OF CONSENT AGENDA

Supervisor Saines moved that the Board of Supervisors approve the following items on consent: 1a, 2a, 2b, 2c, 2d, 3a, 4, 5, 6 and 7. (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

CHAIR'S ORGANIZATION UPDATES AND VOICE FOR A CAUSE

Supervisor Saines reported on regional meetings he attended in recent weeks. He announced there will be a community event: *Rising to Meet the Challenge* on Saturday, March 8, 2025, from noon to 5 p.m. at Wakefield High School, 1325 S Dinwiddie Street, Arlington, Va. This event is a pop-up resource fair to access vital services including unemployment assistance, mental health support, housing information, food aid, and information on federal workers rights.

Vice Chair Turner announced the Voice for a Cause was 100 Women Strong. For more information, visit [www.onehundredwomenstrong.org](http://www.onehundredwomenstrong.org).

CEREMONIAL RESOLUTIONS

None.

INFORMATION ITEMS

None.

## BOARD STANDING COMMITTEE REPORTS & ACTION ITEMS

### **1. Finance/Government Operations and Economic Development (FGOEDC) Report:**

#### **1a. Enhancements to the Length of Service Award Program for Fire and Rescue Volunteers (Countywide)**

Supervisor Saines moved the recommendation of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors approve the proposed amendments to the County of Loudoun, Virginia Volunteer Fire and Rescue Length of Service Retirement Plan provided as Attachment 1 to the March 4, 2025, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Todd Lupton & Keith Johnson, Combined Fire and Rescue System

### **2. Transportation and Land Use Committee (TLUC) Report:**

#### **2a. 2024 Agricultural and Forestal District Program Annual Report (Countywide)**

Supervisor Saines moved the recommendation of the Transportation and Land Use Committee that the Board of Supervisors endorse the 2024 Agricultural and Forestal District Program Annual Report provided as Attachment 1 to the March 4, 2025, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Rachael Iwanczuk & Daniel Galindo, Planning and Zoning

#### **2b. 2024 Historic District Review Committee Annual Report (Countywide)**

Supervisor Saines moved the recommendation of the Transportation and Land Use Committee that the Board of Supervisors endorse the 2024 Historic District Review Committee Annual Report, provided as Attachment 1 to the March 4, 2025, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Diana Inthavong & Daniel Galindo, Planning and Zoning

#### **2c. 2024 Heritage Commission Annual Report (Countywide)**

Supervisor Saines moved the recommendation of the Transportation and Land Use Committee that the Board of Supervisors endorse the 2024 Heritage Commission Annual Report provided as Attachment 1 to the March 4, 2025, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Jennifer Moore & Daniel Galindo, Planning and Zoning

2d. Proposed On-Street Parking Restrictions on Pleasant Valley Road and Wade Drive (Dulles)

Supervisor Saines moved the recommendation of the Transportation and Land Use Committee that the Board of Supervisors endorse the implementation of the proposed on-street parking restrictions on Pleasant Valley Road, north of Little River Turnpike, and on Wade Drive, in the Dulles Election District, in accordance with the Codified Ordinances of the County of Loudoun, Chapter 480, Parking Generally.

Supervisor Saines further moved the recommendation of Transportation and Land Use Committee that the Board of Supervisors approve the proposed on-street parking restrictions on Pleasant Valley Road, north of Little River Turnpike, and on Wade Drive, amend the Fiscal Year 2025 Capital Improvement Program by directing staff to initiate a budget adjustment of \$225,000 from the Traffic Calming Contingency account to the Pleasant Valley Road and Wade Drive Parking Restrictions Project in the Capital Projects Fund, and authorize the perpetual maintenance of the proposed signage by the Department of General Services. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Eloisa Thring & Vincent Jones, Transportation and Capital Infrastructure

### 3. APPOINTMENTS

3a. Confirmations

Supervisor Saines moved that the Board of Supervisors confirm the following appointments with terms expiring as noted. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

#### **Disability Services Board**

- Herbert Davis Jr. as an at large Representative (Term expires 3/3/2028) (nominated by Vice Chair Turner)
- Kara Yarnot as an at large Representative (Term expires 3/3/2028) (nominated by Supervisor Briskman)

#### **Northern Virginia Science Center Foundation**

- Ronald Meyer for reappointment as the Regional and County Representative (Term expires 12/31/2027) (nominated by Supervisor Glass)

3b. Nominations

#### **Commission on Aging**

- Supervisor Kershner nominated Nancy Nicolson as the Catoctin District Representative (Term expires 12/31/2027)

Staff Contact: Erin McLellan, County Administration

4. Administrative Items Report of March 4, 2025

Supervisor Saines moved that the Board of Supervisors approve the Administrative Items Report of March 4, 2025. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

a. Budget Adjustments

The Board of Supervisors approved the budget adjustments as set out in the March 4, 2025, Administrative Items Report, and decreased the General Fund by \$11,919.48, increased the Rental Assistance Fund by \$3,849,905.88, and increased the State and Federal Grant Fund by \$263,056.

Staff Contacts: Megan Bourke & Erin McLellan, County Administration

b. 45201 Research Place Lease Amendment

The Board of Supervisors authorized the County Administrator to execute the Eighth Amendment to Lease Agreement for 45201 Research Place (Suites 100, 110, and 120), Ashburn, VA 20147, provided as Attachment 2 to the March 4, 2025, Board of Supervisors Business Meeting Administrative Items Report, Item 4b, with an aggregate cost of \$1,885,676.67 for the full three-year lease term with two additional one-year extension options.

Staff Contacts: Jacqueline Marsh & Erin McLellan, County Administration

c. Amendment to the Resolution of the Board of Supervisors of Loudoun County, Virginia Approving a Loan for Atlantic Boulevard

The Board of Supervisors approved the Amendment to the Resolution of the Board of Supervisors of Loudoun County, Virginia Approving a loan for Atlantic Boulevard, provided as Attachment 2 to the March 4, 2025, Board of Supervisors Business Meeting Administrative Items Report, Item 4c.

Staff Contacts: Travis Perlman & George Govan, Housing and Community Development

5. Adoption of Tax Year 2025 Resolution for Personal Property Tax Relief (Countywide)

Supervisor Saines moved that the Board of Supervisors adopt the Resolution provided as Attachment 1 to the March 4, 2025, Board of Supervisors Business Meeting Action Item allocating Personal Property Tax Relief for the 2025 tax year. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Doreen Dilly, Commissioner of the Revenue's Office; Robert Wertz, Jr., Commissioner of the Revenue

6. PCOR-2025-0005, Atlantic Boulevard Proffer Amendment Public Hearing Waiver (Sterling)

Supervisor Saines moved that the Board of Supervisors approve the request to waive both the Planning Commission and Board of Supervisors Public Hearings associated with the forthcoming Zoning Concept Plan Amendment to amend the Proffers associated with LEGI-

2023-0101, Atlantic Boulevard Residential Rezoning: ZMAP-2023-0013, SPEX-2023-0041, ZMOD-2023-0069, and ZMOD-2023-0070.

Supervisor Saines further moved that the Board approve the request to reduce the subject forthcoming Zoning Concept Plan Amendment land development application fee by \$7,869, resulting in a total fee of \$18,361. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Richard Hancock & Daniel Galindo, Planning and Zoning

7. LEGI-2024-0033, Loudoun County Public Schools Student Welcome Center: CMPT-2024-0006 (Sterling)

Supervisor Saines moved that the Board of Supervisors ratify LEGI-2024-0033, LCPS Student Welcome Center: CMPT-2024-0006, based on the Findings for Approval and subject to the Commission Permit Plat dated December 16, 2024, provided as Attachments 1 and 2 to the March 4, 2025, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor TeKrony. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Staff Contacts: Rachael Iwanczuk & Daniel Galindo, Planning and Zoning

8. CPAM-2024-0001 & ZOAM-2024-0001, Data Center Standards and Locations, Phase 1 (Countywide)

Vice Chair Turner moved that the Board of Supervisors direct staff to return to the March 18, 2025, Board of Supervisors Business Meeting with a Grandfathering Resolution reflecting that affected administrative applications formally accepted for review on or before February 12, 2025, will be grandfathered if the data center use that is the subject of the administrative application is more than five hundred feet from residential uses, and provided the administrative application is diligently pursued to approval with no substantial modifications being made to it. (Seconded by Supervisor Letourneau.)

Supervisor Kershner moved an Amendment to the Motion to change the grandfathering date from February 12, 2025, to March 18, 2025. (Seconded by Supervisor Umstattd. The motion FAILED 2-6-1: Supervisors Briskman, Glass, Letourneau, Saines, TeKrony, and Turner opposed; Chair Randall absent.)

(The Main Motion passed 5-3-1: Supervisors Briskman, Glass, and TeKrony opposed; Chair Randall absent.)

Vice Chair Turner moved that the Board of Supervisors direct staff to return to the March 18, 2025, Board of Supervisors Business Meeting with a Grandfathering Resolution reflecting that affected legislative applications formally accepted for review on or before February 12, 2025, will be grandfathered provided the legislative application is diligently pursued to approval with no substantial modifications being made to it. (Seconded by Supervisor Briskman.)

Supervisor Saines moved an Alternate Motion that the Board of Supervisors direct staff to return to the March 18, 2025, Board of Supervisors Business Meeting with a Grandfathering

Resolution reflecting that affected legislative applications formally accepted for review on or before February 12, 2025, will be grandfathered other than zoning conversions in the Route 28 tax district, and provided the legislative application is diligently pursued to approval with no substantial modifications being made to it. (Seconded by Supervisor Briskman. The motion FAILED 4-4-1: Supervisors Kershner, Letourneau, Turner, and Umstattd opposed; Chair Randall absent.)

Supervisor Umstattd moved an Amendment to the Main Motion to change the grandfathering date from February 12, 2025, to March 18, 2025. (Seconded by Supervisor Kershner. The motion FAILED 2-6-1: Supervisors Briskman, Glass, Letourneau, Saines, TeKrony, and Turner opposed; Chair Randall absent.)

(The Main Motion passed 6-2-1: Supervisors Briskman and Saines opposed; Chair Randall absent.)

Vice Chair Turner moved that the Board of Supervisors direct staff to return to the March 18, 2025, Board of Supervisors Business Meeting with a Grandfathering Resolution reflecting that its paragraph number six was modified so that a “substantial modification” includes changing or adding proposed uses or changing or increasing the land area subject to such application. (Seconded by Supervisor Saines. The motion passed 7-0-1-1: Chair Randall absent; Supervisor Briskman abstained.)

Vice Chair Turner moved that the Board of Supervisors direct staff to return to the March 18, 2025, Board of Supervisors Business Meeting with further revisions to Attachment 2 of the March 4, 2025, Board of Supervisors Business Meeting Action Item reflecting that affected legislative applications approved after December 13, 2023, are deemed to include an approved special exception for a data center use. (Seconded by Supervisor Umstattd. The motion passed 7-0-1-1: Chair Randall absent; Supervisor Briskman abstained.)

Staff Contacts: Abdul Jaffari & Daniel Galindo, Planning and Zoning

9. CPAM-2024-0006, Gloucester Parkway Comprehensive Plan Amendment (Ashburn, Leesburg)

Vice Chair Turner moved that the Board of Supervisors direct staff to proceed with Scenario 2 for the removal of the eastern segment of the extension of Gloucester Parkway, between Cochran Mill Road and Belmont Ridge Road, and prepare map and text amendments to the *Loudoun County 2019 Countywide Transportation Plan* for future Public Hearing(s) as generally described in the March 4, 2025, Board of Supervisors Business Meeting Action Item. (Seconded by Supervisor Umstattd. The motion passed 8-0-1: Chair Randall absent.)

Staff Contacts: Lindsay Marfurt & Vincent Jones, Transportation and Capital Infrastructure; Pat Giglio & Daniel Galindo, Planning and Zoning

10. **DEFERRED\*\*LEGI-2023-0077, Zebra East: ZCPA-2023-0005 & SPEX-2023-0019**  
**(Sterling)**

*This item was deferred to the March 18, 2025, Board of Supervisors Business Meeting for action.*

Staff Contacts: Allison Britain & Daniel Galindo, Planning and Zoning

11. **Response to Board Member Initiative: Improved Access to Early Voting (Countywide)**

Supervisor Saines moved that the Board of Supervisors select Loudoun County University Campus Commons in the Algonkian Election District, the Future Ashburn Recreation & Community Center in the Ashburn Election District, as potential early voting satellite offices for the election districts currently lacking such a facility and direct staff to negotiate potential leases for the sites selected, if applicable, with a preference for lease terms of two to three years to optimize costs and ensure consistent community access.

Supervisor Saines further moved that the Board of Supervisors direct staff to schedule a future public hearing to amend Chapter 209 of the Codified Ordinances of Loudoun County to include additional satellite election offices of Loudoun County to include additional satellite election offices. (Seconded by Supervisor TeKrony.)

Supervisor Saines did not accept Supervisor Kershner's Friendly Amendment to direct staff to research viable options for early voting locations in the western portion of the Little River District near Middleburg and in the Catoctin Election District near Lovettsville and report back to the Board with findings at a future business meeting.

Supervisor Kershner moved an Amendment to the Motion that the Board of Supervisors further direct staff to research viable options for early voting locations in the western portion of the Little River District near Middleburg and in the Catoctin Election District near Lovettsville and report back to the Board with findings at a future business meeting. (Seconded by Supervisor TeKrony. The motion passed 6-0-3: Supervisors Briskman, Glass, and Randall absent.)

(The Main Motion, as amended, passed 6-0-3: Supervisors Briskman, Glass, and Randall absent.)

Staff Contacts: Jacqueline Marsh & Erin McLellan, County Administration; Richard Keech & Judy Brown, Elections and Voter Registration

12. **Board Member Initiative: Amendment to Chapter 872 of the Codified Ordinance of Loudoun County – Qualifying Income Limits for Real Estate Tax Relief for the Elderly and Disabled (Countywide)**

Vice Chair Turner moved the Board of Supervisors direct staff to draft amendments to Chapter 872 of the Codified Ordinances of Loudoun County: Real Estate Tax Relief for Elderly or Totally and Permanently Disabled that would increase the net worth criterion and the qualifying household income criterion to reflect the change in the Consumer Price Index in the Washington Metro Region since 2021 and add a provision for an automatic increase in the net worth and

qualifying household income criteria based on the annual change in the Consumer Price Index effective January 1, 2026. (Seconded by Supervisor Saines.)

Vice Chair Turner did not accept Supervisor Kershner's Friendly Amendment that Qualifying Income Limits for Real Estate Tax Relief for the Elderly and Disabled be considered annually by the Board of Supervisors rather than add a provision for an automatic increase in the net worth and qualifying household income criteria based on the annual change in the Consumer Price Index effective January 1, 2026.

(The Main Motion passed 5-1-3: Supervisor Letourneau opposed; Supervisors Briskman, Glass, and Randall absent.)

*Lead Departments responsible for follow-up and implementation: Commissioner of the Revenue's Office; County Attorney's Office; Erin McLellan, County Administration*

Staff Contact: Rachael Mai, Vice Chair Turner's Office

#### CLOSED SESSION-PART 1

Supervisor TeKrony moved that the Board of Supervisors recess this public meeting and enter into closed session pursuant to Section 2.2-3711 (A) (3) of the Code of Virginia to consider acquisition/disposition of parcels of property for a potential Fire and Rescue Station in the Sterling Election District. (Seconded by Supervisor Kershner. The motion passed 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

Supervisor TeKrony moved that the closed session be adjourned, that the Board of Supervisors reconvenes its public meeting, that the minutes of the public meeting should reflect that no formal action was taken in the closed session and further moved that the Resolution Certifying the Closed Session be adopted and reflected in the minutes of this public meeting. (Seconded by Supervisor Umstattd. The motion passed via roll call vote 5-0-4: Supervisors Briskman, Glass, Letourneau, and Randall absent.)

#### Resolution Certifying Closed Session

Whereas, the Loudoun County Board of Supervisors this 4<sup>th</sup> day of March 2025, convened in closed session by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

Now, therefore, be it resolved that the Board of Supervisors does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and (2) only such public business matters as were identified in the motions by which the said closed session was convened were heard, discussed or considered by the Board of Supervisors.

#### CLOSED SESSION-PART 2

Supervisor Briskman moved that the Board of Supervisors recess this public meeting and enter into closed session pursuant to Section 2.2-3711(A)(8) of the Code of Virginia to consult with



legal counsel regarding legal considerations concerning grandfathering of Data Center Standards and Locations, a specific legal matter requiring the provision of legal advice of counsel. (Seconded by Supervisor Letourneau. The motion passed 8-0-1: Chair Randall absent.)

Supervisor Briskman moved that the closed session be adjourned, that the Board of Supervisors reconvenes its public meeting, that the minutes of the public meeting should reflect that no formal action was taken in the closed session and further moved that the Resolution Certifying the Closed Session be adopted and reflected in the minutes of this public meeting. (Seconded by Supervisor Glass. The motion passed via roll call vote 8-0-1: Chair Randall absent.)

#### Resolution Certifying Closed Session

Whereas, the Loudoun County Board of Supervisors this 4<sup>th</sup> day of March 2025, convened in closed session by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

Now, therefore, be it resolved that the Board of Supervisors does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and (2) only such public business matters as were identified in the motions by which the said closed session was convened were heard, discussed or considered by the Board of Supervisors