



Application Package for Rezoning and Proffer Amendments

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INSTRUCTIONS

All items contained in this application package must be completed and submitted with the supplemental items identified in the reference manual. Additional information may be requested during the pre-application conference (mandatory for proposals for planned districts). Please attach additional pages where necessary to identify all requested information clearly.

Application for a Rezoning/Proffer Amendment – Page 3 REQUIRED

- Fill in the Project Name and Number (pre-submission requirement).
- Identify the rezoning or proffer amendment request.
- Describe the property location.
- Give names of the owner of the property, authorized agent(s), contract purchaser/lessee, and engineer. Check the box next to the contact person to whom correspondence on the application should be sent.
- Sign the application. If the owner(s) of the property does not sign the application, a Power of Attorney must be submitted; see page 9.

Application Supplemental Information – Page 4 REQUIRED

- Complete the worksheet with requested information including acreages and square footage.

Fee Calculation Worksheet – Page 5 REQUIRED

- Complete form based on the attached fee schedule.

Request for Modification or Waiver of Standards – Page 6

- Complete form if a modification or waiver of standards is proposed as part of the rezoning or proffer amendment request. Only those provisions of the Zoning Ordinance or the Design and Construction Standards Manual that may be waived by the Board of County Supervisors may be listed on this form.

Interest Disclosure Affidavit – Page 8 REQUIRED

- This form is required to disclose whether or not any member of the Planning Commission or Board of County Supervisors has greater than ten percent interest in the company or relating to the proposal. Must be signed by the property owner(s).

Special Power of Attorney Affidavit – Page 9

- This form is required if someone other than the property owner(s) is signing the application and other documents requiring the property owner(s) signature.

Adjacent Property Owners Affidavit – Page 10 REQUIRED

- The adjacent property owners list (which may be requested with the pre-submission package) must be certified by the property owner(s) as being accurate and fulfilling the requirements of Section 32-700.20(5) of the Zoning Ordinance. The Adjacent Property Owner List submitted with an application should be no older than 30 days.

Fee Schedule – Pages 11-14

Special Note from Tax Assessment Office

A parcel with a rezoning change or proffer amendment approved after January 1, 2022, will be reassessed based on the new zoning or amended proffers. This revised assessment will be effective on the date the new zoning designation or proffer amendment is approved by the Prince William Board of County Supervisors and could affect the tax due for that year. If you have any questions about this matter, please contact Real Estate Assessments staff at (703) 792-6780 or realestate@pwcgov.org

Rezoning/Proffer Amendment Fee Schedule

Effective July 1, 2026

Zoning District		Base Rate	Plus/Acre
A-1	Agricultural a. Without residential b. With residential	\$12,929.25	n/a
SR-5	Semi-rural Residential	\$16,161.55	\$464.45
SR-3	Semi-rural Residential	\$16,161.55	\$464.45
SR-1	Semi-rural Residential	\$16,161.55	\$464.45
R-2	Suburban Residential Low	\$16,161.55	\$464.45
R-4	Suburban Residential Low	\$16,161.55	\$464.45
R-6	Suburban Residential Medium	\$16,161.55	\$464.45
RMH	Residential Mobile Home	\$16,161.55	\$464.45
R-16	Suburban Residential High	\$16,161.55	\$464.45
R-30	Urban Residential	\$16,161.55	\$464.45
RU	Urban Residential	\$16,161.55	\$464.45
V	Village a. Without residential b. With residential	\$12,929.25 \$16,161.55	\$371.55 \$464.45
MXD	Mixed Use District	\$21,571.20	\$642.50
MXD	Addition a. Without residential b. With residential	\$17,256.95 \$21,571.20	\$514.00 \$642.50
MXD	Amendment a. Without residential b. With residential	\$8,628.45 \$10,785.60	\$514.00 \$642.50
PMR	Planned Mixed Residential	\$21,571.20	\$642.50
PMR	Addition a. Without residential b. With residential	\$17,256.95 \$21,571.20	\$514.00 \$642.50
PMR	Amendment a. Without residential b. With residential	\$8,628.45 \$10,785.60	\$514.00 \$642.50

Rezoning/Proffer Amendment Fee Schedule (cont'd)

Effective July 1, 2026

Zoning District		Base Rate	Plus/Acre
RPC	Residential Planned Community	\$21,571.20	\$642.50
RPC	Addition		
	a. Without residential	\$17,256.95	\$514.00
	b. With residential	\$21,571.20	\$642.50
RPC	Amendment		
	a. Without residential	\$8,628.45	\$514.00
	b. With residential	\$10,785.60	\$642.50
B-1	General Business	\$12,929.25	\$315.75
B-2	Neighborhood Business	\$12,929.25	\$265.70
B-3	Convenience Retail	\$12,929.25	\$265.70
O(L)	Office – Low-Rise	\$12,929.25	\$265.70
O(M)	Office – Mid-Rise	\$12,929.25	\$356.15
O(H)	Office – High-Rise	\$12,929.25	\$462.05
O(F)	Office – Flex	\$12,929.25	\$356.15
M-1	Heavy Industrial	\$12,929.25	\$410.05
M-2	Light Industrial	\$12,929.25	\$342.70
M/T	Industrial/Transportation	\$12,929.25	\$462.05
PBD	Planned Business District	\$17,256.95	\$514.00
PBD	Addition	\$17,256.95	\$514.00
PBD	Amendment	\$8,628.45	\$514.00

Rezoning/Proffer Amendment Fee Schedule (cont'd)

Effective July 1, 2026

Zoning District		Base Rate	Plus/Acre
PMD	Planned Mixed District		
PMD	First 500 acres plus		
	a. Without residential	\$17,265.95	\$527.50
	b. With residential	\$21,571.20	\$642.50
PMD	For 501-1000 acres plus		
	a. Without residential		\$265.70
	b. With residential		\$332.10
PMD	For 1,001-1,500 acres		
	a. Without residential		\$130.90
	b. With residential		\$163.65
PMD	For 1,501 and above (in addition to fees for first 1,500 acres)		
	a. Without residential		\$65.45
	b. With residential		\$81.85
PMD	Addition		
	A. Without residential	\$17,265.95	\$542.90
	b. With residential	\$21,571.20	\$678.60
PMD	Amendment		
	a. Without residential	\$8,628.45	\$542.90
	b. With residential	\$10,785.60	\$678.60

Rezoning/Proffer Amendment Fee Schedule (cont'd)

Effective July 1, 2026

Other Fees	
Re-Advertisement / Re-Notification (standard case)	\$93.40
Re-Advertisement / Re-Notification (expanded notification area)	\$189.50
Re-Posting / Replacement Sign (of 10 or more signs)	\$125.90
Prince William Water Review (required for most rezoning applications)	\$93.60
Rezoning of less than 40,000 sq. ft. in land area to a residential use (does not create new lots)	\$6,470.85
Corrective rezoning of less than 40,000 sq. ft. in land area	\$5,176.70
Proffer Amendment – not involving significant modifications to the basic submission or general development plan but requiring a public hearing process. Substantive changes to proffered conditions require a new zoning application.	\$8,245.35
Cultural Resources Studies a. Phase I b. Phase II a. Phase III	\$351.90 \$1,058.25 \$2,822.75
Modifications to an Overlay District	\$3,272.60
Traffic Impact Studies b. First submission c. Third & subsequent submissions	\$2,234.15 \$1,117.10
<u>VDOT 527 Review*</u> <small>*Please note that if a VDOT 527 Review is required, a separate fee must be submitted directly to VDOT. Do not submit the VDOT 527 review fee to Prince William County.</small>	Contact VDOT for associated fee
Comprehensive Plan Amendment (if initiated, due at the time of concurrent rezoning submission)	\$3,370.65 Plus/Acre: \$163.80
Administrative Proffer Minor Modification	\$2,528.00
Planning Director Determination	\$1,264.00
Refunds	
A refund of 25% of the application fee shall be returned to the applicant if the Rezoning application is withdrawn prior to the submission of a newspaper advertisement announcing the Planning Commission public hearing. Case withdrawn after the advertisement will not have any funds reimbursed.	