

Procedure for Applicants to Request Bonus Density with a Residential or Mixed-Use Residential Rezoning Application

PURPOSE

This procedure provides guidance on incorporating bonus density as part of a residential or mixed-use residential rezoning application submitted to the Prince William County Planning Office. Applicants may seek bonus density by incorporating affordable dwelling units as part of the rezoning by using either:

A. The 2040 Comprehensive Plan Housing Chapter Appendix A: Affordable Housing Supplement,

or

B. The Prince William County Zoning Ordinance Part 290 (Affordable Dwelling Units).

The goal is to encourage affordable and/or workforce housing while ensuring compatibility with the Comprehensive Plan and the surrounding community context.

Note: By-right density bonus is handled through the submission of an application with the Land Development Division of the Development Services Department.

1. Applicability: This procedure applies to:

- A. Rezoning applications that include residential or mixed-use residential components.
- B. Applications proposing affordable or workforce housing units as part of a development program.
- C. Projects that meet the eligibility requirements of Part 290 of the Zoning Ordinance or follow the voluntary guidance in Appendix A of the 2040 Comprehensive Plan Housing Chapter.

2. Framework for Bonus Density: Applicants may pursue bonus density through one of the two following paths, depending on the desired structure and level of commitment.

Option A: Comprehensive Plan Housing Chapter, Appendix A – Affordable Housing Supplement

- A. Provides a voluntary and flexible framework to encourage inclusion of affordable and/or workforce units.
- B. Recommended Share: 10% of total units as affordable and/or workforce housing.
- C. Enhanced Incentives: Projects providing up to 20% affordable and/or workforce housing may receive additional consideration.
- D. Potential Incentives may include:
 - a. Density increases above the top of the Comprehensive Plan density range proportionate to twice the amount of affordable/workforce units provided.

- b. Reduction or elimination of voluntary monetary contributions for off-site impacts attributable to affordable units.
- c. Flexibility in unit types and modifications to height, setback, or lot coverage standards.

Option B: Zoning Ordinance, Part 290 – Affordable Dwelling Units (ADU)

- A. Applies to projects with density greater than one dwelling unit per acre and providing a minimum of five affordable dwelling units.
- B. Must meet eligibility criteria under Sec. 32-290.02, of the Zoning Ordinance.
- C. Provides statutory density bonus per Sec. 32-290.03, calculated as a percentage above the maximum allowable density.
 - a. Example: 10% of total units affordable to low-income households qualifies for a 20% density bonus; 11% yields 21.5%, etc.
- D. Bonus density with language included in Proffer Statement may be approved by the Board of County Supervisors as part of the conditional zoning process.
- E. Approved proffered conditions remain binding.

3. Submittal Requirements: Applicants requesting bonus density shall include the following in their Rezoning Application package:

- A. Bonus Density Narrative
 - a. Identify whether the request follows Path A: Housing Chapter Appendix A use the Bonus Density Request Supplement for Residential Rezoning (Housing Chapter Appendix A of the Comprehensive Plan) form or Path B: Part 290 of Zoning Ordinance use Application for Rezoning Density Bonus (AfDU) form.
 - b. Describe the number, type, and target income levels of proposed affordable/workforce units.
 - c. Explain how the bonus density request supports Comprehensive Plan policies.
- B. Density Calculations
 - a. Provide base density per the Comprehensive Plan.
 - b. Calculate requested bonus density and total proposed density using criteria from Path A: Housing Chapter Appendix A or Path B: Part 290 of Zoning Ordinance.
 - c. Include supporting table showing number of units by type, affordability level, and corresponding bonus percentage.
- C. Proffer Statement
 - a. Include specific commitments for affordable/workforce units (quantity, affordability period, income limits, location, and unit type).
 - b. Include any relevant development incentives (e.g., reduced monetary contributions, modified standards).

- c. Any proposed waivers.
- D. General Development Plan (GDP)
 - a. Clearly identify the distribution and mix of affordable/workforce units.
 - b. Label areas benefiting from increased density or modified standards.
- E. Justification Statement
 - a. Demonstrate consistency with Comprehensive Plan policies (Housing, Land Use, Community Design).
 - b. Provide rationale for the requested bonus and how it benefits the surrounding community.

4. Review and Evaluation Process

- A. Initial Review:
 - a. The Planning Office and the Affordable Housing Development Project Manager in the Department of Development Services will confirm whether the bonus density request meets eligibility criteria and provide feedback on completeness.
- B. Staff Evaluation:
 - a. The request will be evaluated based on:
 - Consistency with the Comprehensive Plan (including Appendix A guidance);
 - Conformance with Zoning Ordinance Part 290 (if applicable);
 - Compatibility with surrounding development;
 - Adequacy of supporting infrastructure and community facilities.
- C. Interagency Coordination:
 - a. Relevant agencies (e.g., Housing & Community Development, Transportation, Public Works, Development Services, County Attorney's Office) will review the proposed affordable housing commitments and incentives.
- D. Public Hearings:
 - a. The Planning Commission and Board of County Supervisors will consider the bonus density request as part of the rezoning application.

5. Post-Approval Implementation

- A. Once approved, affordable/workforce housing commitments shall be part of the approved proffers and tracked through the zoning administration and the site plan and building permit review.
- B. Modifications to the affordable housing commitments or density allocations will require a Proffer Amendment (PRA) or Rezoning Amendment.

Flow Chart with Bonus Density used in a Rezoning Application

