

**Report From the Administrative Commission on Congregational Property**  
11/17/2020

***Important Information for Churches***

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**G-4.0206 Selling, Encumbering, or Leasing Church Property from the Book of Order**

**a. Selling or Encumbering Congregational Property**

A congregation shall not sell, mortgage, or otherwise encumber any of its real property and it shall not acquire real property subject to an encumbrance or condition without the written permission of the presbytery transmitted through the session of the congregation.

**b. Leasing Congregational Property**

A congregation shall not lease its real property used for purposes of worship, or lease for more than five years any of its other real property, without the written permission of the presbytery transmitted through the session of the congregation.

**All leases executed by NCP Sessions must contain the following language:**

"Notwithstanding anything contained in this Lease/License to the contrary, in the event that the Landlord as a religious organization is dissolved, Lessee or the National Capital Presbytery may terminate this Lease/License, provided that notice of such dissolution is provided to Lessee at least ninety (90) days prior to the anticipated date of dissolution, and (ii) the Lease/License shall not terminate for ninety (90) days after the date of such dissolution unless otherwise agreed by the Parties."

The Presbytery has empowered the Administrative Commission on Congregational Property with the powers of an Administrative Commission to consider and approve requests from churches to lease, sell or encumber the real property of a church. Any action in this regard by a congregation without the Presbytery's permission will not be recognized as legally valid.

**If your church is considering leasing, selling or encumbering real property please contact the Director of Business Affairs, Heather Deacon, [hdeacon@thepresbytery.org](mailto:hdeacon@thepresbytery.org).**

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- Falls Church Presbyterian Church  
Approved request from City of Falls Church, VA to grant easement onto frontal property of Falls Church Presbyterian Church as follows -

Under its authority as an Administrative Commission of National Capital Presbytery (NCP), the Administrative Commission on Congregational Property (ACCP) grants approval to Falls Church Presbyterian Church, a member in good standing of the NCP, grant a property easement of 185 sq ft in order to install equipment for a High Intensity Activated Crosswalk, or HAWK traffic signal to facilitate safe pedestrian crossing of East Broad Street in front of the church for an agreed upon amount \$6,771.00 paid to Falls Church PC.

- Vienna Presbyterian Church - October 27, 2020 –  
Regarding sale of non-worship space owned by Vienna Presbyterian Church

Under its authority as an Administrative Commission of National Capital Presbytery (NCP), the Administrative Commission on Congregational Property (ACCP) grants approval to Vienna Presbyterian Church, a member in good standing of the NCP, to sell church-owned non-worship space – a condo unit #1 located at 133 Park Street, Vienna, VA subject to VPC congregational approval and approval of the zoning board of the Town of Vienna, VA.