



## Memorandum

To: Vienna Town Council  
From: Jessica Plowgian, Chair of the Planning Commission *JPP*  
Meeting Date: June 12, 2024  
Re: Proposed Consolidation of Lots at 103 Saint Andrews Drive NE

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### Overview

The matter pertains to a proposed lot consolidation of two lots into one at 103 Saint Andrews Drive NE in the RS-12.5 Single-Family Detached Residential zone. The applicant owns both lots and is seeking consolidation of these two lots to create a single site for the construction of a new single-family residence. The rear lot currently does not have any frontage on a right-of-way.

The Planning Commission (PC) did not receive any written comments about this matter and no residents attended the meeting.

### PC Discussion and Concerns

Staff confirmed that the proposed lot consolidation meets the minimum lot area and width requirements, maximum lot coverage, and lot shape factor for the zoning district. PC members discussed with Staff the origins of the non-conforming lot. Staff confirmed that the applicant has clear title to both properties and neither lot has any easements that would need to be addressed in connection with this consolidation.

PC members also discussed certain aspects of the proposed use and improvements for the site, including tree canopy and the location of storm water collection. However, the action before the PC is limited to a recommendation with respect to the consolidation of the two lots.

The PC believes that the lot consolidation would meet all zoning and subdivision requirements. It would eliminate a non-conforming lot that does not currently have any frontage on a right of way.

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Planning Commission Recommendation  
Consolidation of Lots at 103 Saint Andrews Dr NE

**PC Recommendation**

The Planning Commission made a motion to recommend that the Town Council approve the final plat for lot consolidation of two lots into one at 103 Saint Andrews Drive NE, identified more specifically as parcels 0391-12-0039 and 0391-12-0039A.

Motion: Commissioner Matthew Glassman

2nd: Commissioner David Miller

Roll Call Vote: 7-0

Jessica Plowgian, <small>Chair</small>	Aye
Matthew Glassman, <small>Vice Chair</small>	Aye
Deepa Chakrapani	Aye
Keith Aimone	Aye
Stephen Kenney	Aye
David Miller	Aye
Douglas Noble	Aye