



# Town of Vienna

Charles A. Robinson Jr. Town  
Hall  
127 Center Street South  
Vienna VA, 22180

## Meeting Agenda Town Council Meeting

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Monday, October 28, 2024

7:30 PM

Charles Robinson Jr. Town Hall, 127 Center St.  
South

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**Invocation: Pastor Brenda Burns, Vienna Assembly of God**

**Pledge of Allegiance to the Flag of the United States of America**

### 1. Roll Call

### 2. Acceptance of the Minutes:

- A. [24-4738](#) Acceptance of the Work Session Minutes of September 9, 2024, September 30, 2024 and the Regular Meeting Minutes of October 7, 2024

Attachments: [Draft Work Session Minutes 9-9-2024](#)  
[Draft Work Session Minutes 9-30-2024](#)  
[Draft Meeting Minutes 10-7-2024](#)

### 3. Receipt of petitions and communications from the Public that are not on the Agenda. (Limited to 3 minutes per issue and no formal action can be taken this evening)

### 4. Reports/Presentations

- A. Report and Inquiries of Council Members
- B. Report of the Town Manager
- C. Report of the Mayor
- D. Proposals for Additional Items to the Agenda
- E. Closed Session Report

### 5. Consent Agenda

- A. [24-4735](#) Approval request for spending \$106,073 with Fairfield Enterprises, LLC, for building improvements to the Nutley Property Yard

**Attachments:** [1 - Regulatory Requirements - Fairfield Enterprises 10.28.24](#)  
[2 - IFB 24-17 Nutley Property Yard Building Renovations](#)  
[3 - Bid Tabulation](#)  
[4 - PO 20250122](#)  
[5 - Signed Contract](#)  
[6 - Fairfield Enterprise Change order + Invoice 9.17.24](#)  
[7 - Fairfield Enterprise Change order + Invoice 2 - 9.23.24](#)  
[8 - Fairfield Enterprise - Phase I Invoice 9.26.24](#)  
[9 - Fairfield Enterprise Change order 10.7.24](#)

- B. [24-4713](#) Waive Town of Vienna Development Fees - New Library and Parking Garage, and Temporary Library Location In Vienna

**Attachments:** [01 - Regulatory Requirements for Agenda Item Fee Waiver 10-29-24 TC](#)

- C. [24-4704](#) Request to Award Invitation For Bid (IFB) 25-02 to FLB Contractors, Inc. for Construction of the Culvert Replacement at the Intersection of Nutley Street, SW, and Marshall Road, SW.

**Attachments:** [1. IFB 25-02 Bid Tabulation - October 04, 2024.](#)  
[2. Nutley Street Culvert 100 Percent Construction Documents - August 2024](#)  
[3. Citizen Meeting Notice - Council Construction Package - Nutley Street Culvert Repla](#)  
[4. Nutley Drainage Project Addresses - October 28, 2024](#)  
[5. Regulatory Requirements for 24-4704 Agenda Items Rev - October 07, 2024](#)

- D. [24-4587](#) Request Approval to Amend Town Business Liaison Committee Resolution & Bylaws

**Attachments:** [Attachment 1: Summary of Proposed Changes to 2021 TBLC Resolution](#)  
[Attachment 2: TBLC Proposed Changes 2024 Clean Version](#)  
[Attachment 3: TBLC Proposed Changes 2024 Redlined Version](#)  
[Attachment 4: TBLC Resolution Updated in 2021](#)  
[Attachment 5: TBLC Electronic Participation Policy 2021](#)

- E. [24-4703](#) Set Public Hearing to Raise Meals Taxes

**Attachments:** [Notice of Public Hearing - Increase Meals Tax Rate on 11-18-24](#)  
[Reg Require Raise Meals tax](#)

## 6. Regular Business

- A. [24-4715](#) Request for approval of site plan modifications of requirements and landscape plan for proposed Vienna-Carter Library and parking garage located at 101 Maple Ave., E.

**Attachments:**

[01 - Vienna-Carter Library - Staff Report - Modifications and Landscape Plan](#)  
[02 - Vienna-Carter Library - Application](#)  
[03 - Vienna-Carter Library - Narrative and Existing Photo](#)  
[04 - Vienna-Carter Library - Request for Modification Letter](#)  
[05 - Vienna-Carter Library - Architecture Renderings](#)  
[06 - Vienna-Carter Library - Comparison of Existing and Proposed Building Location](#)  
[07 - Vienna-Carter Library - Site Plan - C000-C406](#)  
[08 - Vienna-Carter Library - Site Plan - C500-C800](#)  
[09 - Vienna-Carter Library - Site Plan - C900-DU705](#)  
[10 - Vienna-Carter Library - Site Plan - Landscape Plan L001 - LJ103](#)  
[11 - Maple Ave Streetscape Plan](#)  
[12 - Vienna-Carter Library - Streetscape](#)  
[13 - Vienna-Carter Library - Traffic Impact Analysis](#)  
[14 - Vienna-Carter Library - Relevant Code Sections](#)  
[15 - Vienna-Carter Library - Notification Affidavit](#)  
[16 - Planning Commission Memo - 101 Maple Avenue E](#)  
[17 - Board of Architectural Review Memo - 101 Maple Avenue E](#)  
[18 - Regulatory Requirements for Agenda Item](#)  
[Staff Presentation - Vienna-Carter Library](#)

- B. [24-4733](#) Request approval of a sign that does not comply with the master sign plan for 144 Church St., NW, in the CS-O Church Street Vision Incentive Overlay zone.

**Attachments:**

[01 - 144 Church Street NW - Staff Report - Signage](#)  
[02 - 144 Church St NW - Application and Authorization](#)  
[03 - 144 Church St NW - Proposed Signage and Sign Lighting](#)  
[04 - 144 Church St NW - Approved Master Sign Plan](#)  
[05 - 144 Church St NW - Relevant Code Sections](#)  
[06 - 144 Church St NW - Regulatory Requirements for Agenda Item](#)  
[Staff Presentation - 144 Church St NW Signage](#)

- C. [24-4622](#) Request approval to award construction of the ARPA funded Park Street, SE, sidewalk project from the W&OD Trail to Fardale Street, SE.

**Attachments:**

[1. Location Map - Park St SE -September 23, 2024](#)  
[2. Proposal from Sagres - Park St SE - September 23, 2024](#)  
[3. Regulatory Requirements for 24-4622 Agenda Items Rev - September 05, 2024](#)  
[4. Design Plan - Park St - September 23, 2024](#)

## 7. Meeting Adjournment

*THE TOWN OF VIENNA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (703) 255-6304, OR 711 VIRGINIA RELAY SERVICE FOR THE HEARING IMPAIRED.*