



# Town of Vienna

127 Center Street South  
Vienna, Virginia 22180  
p: 703.255.6341  
TTY 7111

## Meeting Minutes - Final Planning Commission

---

Wednesday, June 12, 2024

7:30 PM

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

---

*The Planning Commission met for a regular meeting at 7:30 PM on Wednesday, June 12, 2024, at 7:30 pm, in the Vienna Town Hall Council Chambers. Commissioners present were Chairwoman Jessica Plowgian, Matthew Glassman, Stephen Kenney, David Miller, Deepa Chakrapani, Keith Aimone, and Douglas Noble. Staff members present were Deputy Director of Planning & Zoning, Kelly O'Brien, Town Principal Planner, Maggie Costello, Town Engineer, John Sergeant, and Clerk to the Commission, Jennifer Murphy.*

### Roll Call

*All members are present.*

### Communication from Citizens and/or Commissioners

*None*

### Public Hearings - None

### Regular Business

1. [PC24-237](#) Request for recommendation for Conditional Use Permit to the Board of Zoning Appeals for a family day home to accommodate up to a maximum of twelve (12) children at 430 Old Courthouse Rd NE, in the RS-12.5, single-family residential zoning district. Application filed by Bahareh Ranjbar, owner of Happy Hive Daycare.

*Principal Planner, Maggie Costello provided staff's report stating that the request is for the maximum allowable of twelve (12) children. The property, designated low density residential per the Comprehensive Plan's Future Land Use & Zoning map, is zoned RS-12.5. and is located at the intersection of Old Courthouse Rd. and Course St., NE. Staff found no inconsistencies with the proposed use per the Comprehensive Plans Goals and Objectives. As a home business the application also aligns with indicators of successful economic development.*

*Ms. Costello stated that on May 30, 2024, the applicant received a certificate of occupancy to permit the operation of a "home daycare" for no more than four (4) children allowing the applicant to request licensure for up to twelve (12) children. The facility will be located in the basement of a 3-story single family home. Hours of operation are from 7:30 am - 5:30 pm, Monday through Friday. The existing rear yard will serve as the outdoor play area. There is vegetation along the rear property line with an existing wooden fence situated along the eastern property line. There is minimal existing vegetation along the eastern and western property lines, which are*

adjacent to Vienna residences. The homeowner operator has indicated up to ten (10) parking spaces are available at any given time for drop-offs. Parking information has been based on availability of street parking.

Concluding staff's presentation, Chairman Plowgian invited the applicant to speak.

Bahareh Ranjbar, residing at 430 Old Courthouse Rd NE was present on behalf of the application, stating that her house was recently renovated allowing enough space to care for twelve (12) children. Further discussion with the applicant concluded that:

- The back yard has one fenced side. Although Fairfax County staff is not requiring additional fencing, it was recommended that the yard be completely fenced.
- The neighbor residing at 413 Old Courthouse Rd. submitted correspondence requesting installation of additional shrubbery for noise buffering.
- Although the applicant has not committed to a nonresident employee, a future employee would be able to park on the driveway.

Concluding discussion, Chairman Plowgian announced that correspondence was received from two households, which was made part of the record. She advised that the additional letter provided to the applicant should be included in the packet of materials forwarded to the BZA. Chairman Plowgian opened the floor for comments from the public.

Stephen Scavuzzo, residing at 8724 Old Courthouse Rd. has owned his home since 1984. He did not support the application, which is a disturbing trend of commercialization along Old Courthouse Rd NE. There are construction vehicles parked along the street and currently 10-12 men living in the house next door to him. When he purchased his home, the neighborhood predominantly consisted of families. The Epiphany Church, located down the street, has a preschool program consisting of 10-15 children. That property is situated off the street and has a large parking lot. Mr. Scavuzzo was also concerned with the high rates of speeding traffic that now travels down on Old Courthouse Rd, stating that it used to be headed in one direction depending on the time of day. Traffic now travels in both directions at all hours of the day. He has safety concerns for families picking-up and dropping-off of children on their street. Especially if they have to cross a street with traffic speeds of 35-40 MPH. Although there is a bike lane, there is not a lot of room to open a car door to exit and enter a vehicle. Mr. Scavuzzo would like to see the neighborhood maintain its residential character. He does not object to having a daycare but felt the size to be too aggressive, which further commercializes the neighborhood. Concluding his comments, Mr. Scavuzzo thanked commissioners and was seated.

Further discussion determined that the roadway fronting the subject property is located almost entirely within Fairfax County. Staff stated Fairfax County was notified and invited to comment on the CUP application. Commissioners suggested that the applicant work out a process for staggered drop-off and pick-up times. Due to difficulty backing out on the street, it was also suggested to restrict drop-offs from the driveway and limit children exiting the car from the sidewalk side of the street. Concluding discussion, Chairman Plowgian called for a motion.

Commissioner Kenney moved to recommend approval to the Board of Zoning Appeals for a conditional use permit for a Family Day Home childcare to accommodate up to twelve (12) children at 430 Old Courthouse Rd NE, described as tax map parcel 0293 10 0015, with the following conditions:

1. Requirement of a security/privacy fence for the backyard play area;

2. Recommend additional vegetation, screening of the neighbor's property;
3. Recommend staggered drop-off times, and
4. Recommend drop-off zone on same side of street as home/facility.

*Chairman Plowgian stated that there is a high demand for these facilities, which are consistent with the Comprehensive Plan allowing the Planning Commission to accommodate when possible. There being no further discussion, Chairman Plowgian called the question.*

*Motion: Kenney*

*Second: Noble*

*Roll Call Vote: 7-0*

*Chairwoman Plowgian stated that the item will be forwarded to the BZA for consideration at the July 17, 2024, meeting.*

2. [PC24-236](#)

Request for recommendation for conditional use permit to the Board of Zoning Appeals for specialized instruction, at 514 and 516 Mill St NE, in the Mill District. Application filed by Renee Pippin, of Pitcher's Edge LLC, business owner.

*Department of Planning & Zoning Deputy Director, Kelly O'Brien presented staff's report, stating that the business located at 516 Mill Street NE is requesting a CUP for expansion into the adjoining space addressed at 514 Mill Street NE. The business has been operating in the Town for more than 10 years with no record of complaints. The expansion of the use permit will not change the current business model.*

*Applicant present, Renee Pippin, owner of Pitchers Edge LLC, stated that no decision has been made in removing the connecting wall between the two locations.*

*Commissioner discussion noted the positive use of the space and that parking is compatible with surrounding businesses.*

*There being no further discussion and no public comments, Chairman Plowgian called for a motion.*

*Commissioner Noble moved to recommend approval to the Board of Zoning Appeals for a conditional use permit for specialized instruction at 514 and 516 Mill St NE, in the Mill District, described as tax map parcel 0382 02 0147.*

*Motion: Noble*

*Second: Glassman*

*Rollcall Vote: 7-0*

*The item will be forwarded to the BZA for consideration at the July 17, 2024, meeting.*

3. [PC24-238](#)

Recommendation to the Town Council on a final plat for 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. Application filed by Mir Zohori, of M&Z Construction and Consulting LLC, property owner.

*Principal Planner, Maggie Costello provided Staff's report, stating that applicant is requesting approval for consolidation of two lots into one conforming lot. The two lots, currently addressed as 103 Saint Andrews Drive NE, currently has one single family home. The parcels have been managed by one owner as a single residential*

lot for over 50 years. Presenting the proposed consolidation design, Ms. Costello stated that the application meets all minimum town code requirements per the Town's zoning and subdivision ordinance with respect to lot area, lot widths at the street, building, and lot midline, along with lot shape factor. The current configuration of lot 39A, situated at the back, does not have access to a public road. If approved, this would alleviate the current nonconformity providing access to Saint Andrews Drive NE. Ms. Costello stated that the application will be forwarded to Town Council for final plat review along with Planning Commission's recommendation.

Engineer for the Town, John Jay Sergent confirmed that the existence of the land locked parcel would not be allowed by today's requirements. As such DPW supports the consolidation request.

Concluding staff's presentation commissioner discussion included tree canopy requirements, and whether there was any historical data on the rear parcel. Staff was asked to verify the stormwater collection shown on the uphill side of the back yard. There being no further comments, Chairman Plowgian called for a motion.

Commissioner Glassman moved to recommend approval to Vienna Town Council on 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: Glassman  
Second: Miller  
Roll Call Vote: 7-0

The item will be forwarded to the Town Council for review at their July 18, 2024, meeting.

## New Business

None

## Planning Director Comments

Deputy Director O'Brien provided the following updates.

- Written updates to the Comprehensive Plan continue to be received from departments, commissions, etc. All materials should be available for review by July 2024.
- Commissioner applications continue to be under review by Staff for completeness.
- Green Hedges' application remains in the applicant's hands for review of comments.

Chairman Plowgian thanked Deputy Director O'Brien for her report, stating that the two recent CUP recommendations were recently approved by BZA. She asked that subcommittee chairs alert staff of any July meetings by Friday, June 14, 2024. Group 2 will be unable to meet for subcommittee on July 26, 2024.

Deputy Director O'Brien provided a brief overview of the June 10, 2024, Town Council Work Session, stating that zoning code "pinned" items have been ranked by Town Council and forwarded to Andrea West, Town Zoning Administrator. Following the Commission's summer break, staff's goal is to address quick fix items, folding in recommendations from the Parking Study.

**Approval of the Minutes: None**

**Meeting Adjournment**

*The meeting adjourned at 8:40 pm.  
Respectfully submitted,*

*Jennifer Murphy  
Clerk to the Commission*

*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.*