

TOWN OF VIENNA, VIRGINIA  
OFFICE OF THE TOWN MANAGER  
**REGULATORY REQUIREMENTS  
FOR COUNCIL ACTIONS**

**Council Meeting Date:**  
10/21/19

**Item:**  
19-1384 - Vehicle Replacement Program (VRP)

**Department:**  
Public Works

**Date Initiated:**  
09/30/19

**Item Description (check box):**  
Land Use Case (Rezoning, Modification of Requirements, Subdivision, etc.)   
Memorandum of Understanding  Ordinance  Resolution   
Procurement (Contract Award, Purchase Agreement, etc.) X  
Other Describe:

| Requirements  | Yes/No | Applicable Code Section(s)       | Applicable Date(s), etc. |
|---|--------|----------------------------------|--------------------------|
| Notice of Adoption  | No     |                                  |                          |
| Council Approval  | Yes    | Town Code Chapter 1, Section 1.1 |                          |
| Public Hearing - Town Council   | No     |                                  |                          |
| Public Hearing - Planning Commission  | No     |                                  |                          |
| Newspaper Legal Ad  | No     |                                  |                          |
| Procurement Waiver*   | No     |                                  |                          |
| Sign Posted   | No     |                                  |                          |
| Written Notice to Property Owner(s) of Subject Site   | No     |                                  |                          |
| Written Notice to Property Owners/ Agents/ Occupants of Abutting Properties and those Immediately across the Street from Subject Site | No     |                                  |                          |
| Written Notice to Fairfax County  | No     |                                  |                          |

For Town Manager/\*Staff Use