

TOWN OF
VIENNA
since 1890

Conditional Use Permit for Specialized Instruction at 421 Church St NE Unit G

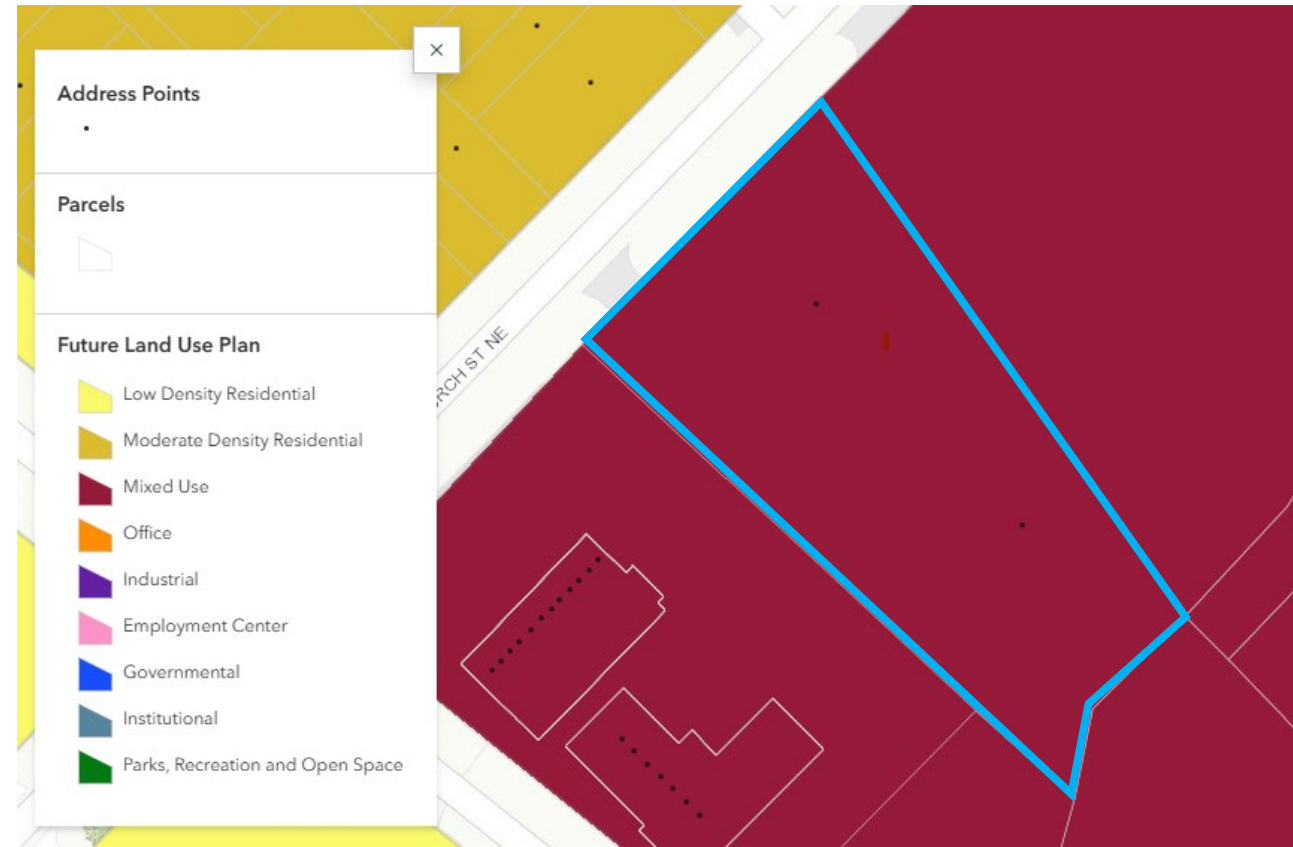
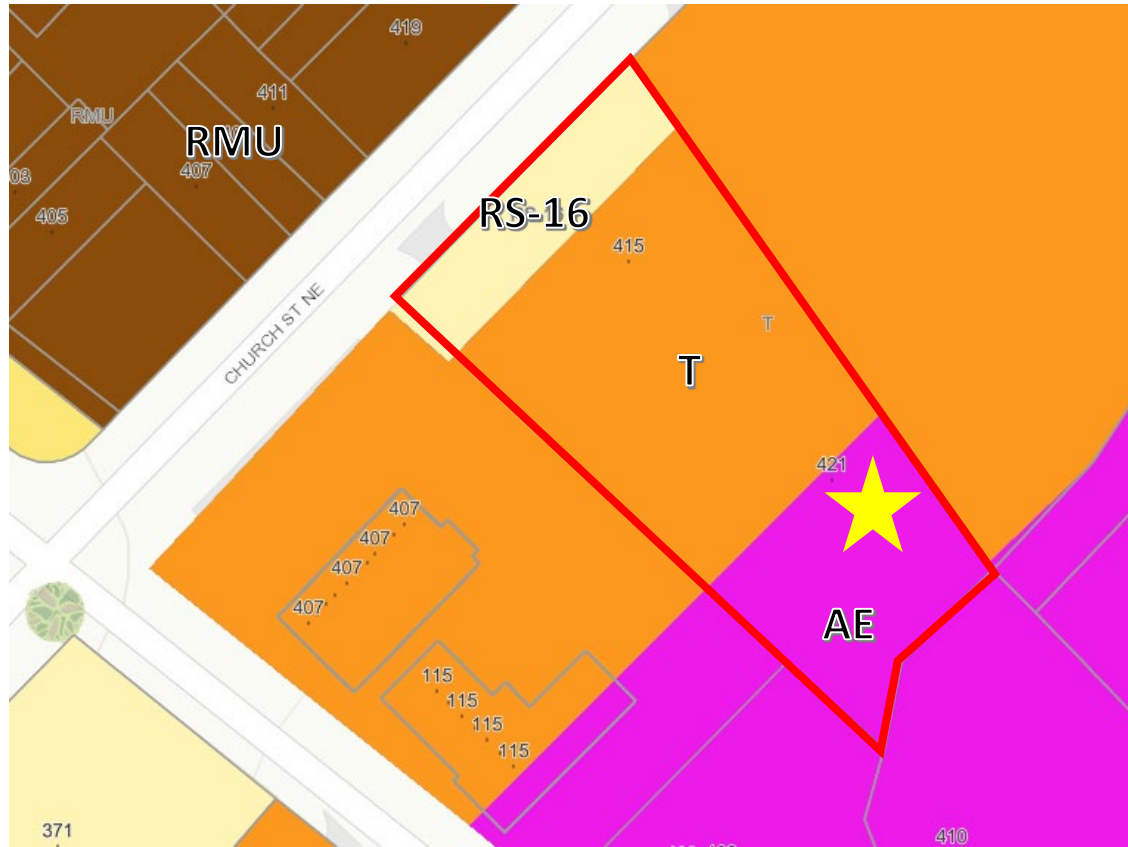
Planning Commission Meeting
May 13, 2026

421 Church St NE Unit G

- Approx. 924 sf unit
- Applicant (Ray Lee, New York School of Arts) proposes to relocate a portion of their existing business from 320 Maple Ave East Suite E to 421 Church St NE Unit G
- Vienna Square has as mix of retail, including retail, office, medical, and specialized instruction
- Unit G was most recently the home of another specialized instruction business



Zoning and the Comprehensive Plan



Existing Conditions



Existing Conditions - Parking

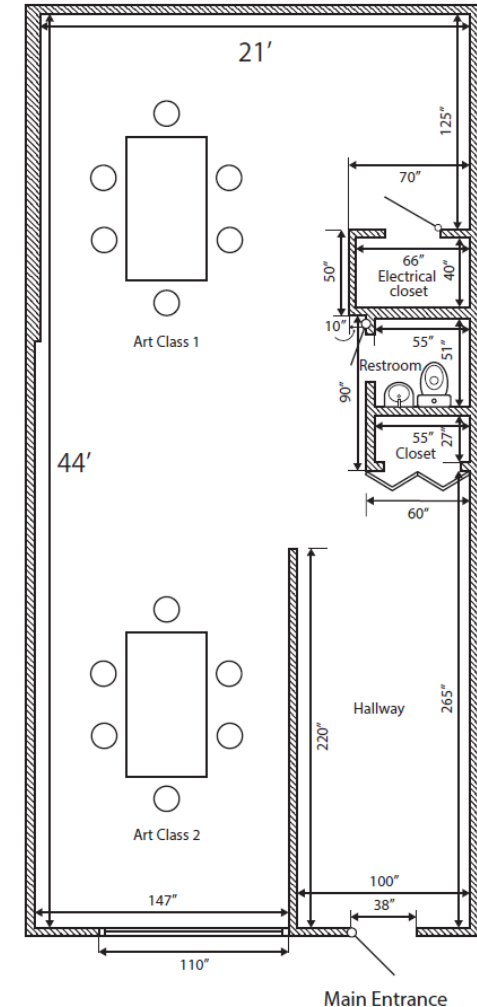


Existing Conditions - Parking



New York School of Arts

- Hours of Operation:
 - Monday-Friday: 3:30 PM-7:30 PM
 - Saturday: 9:00 AM-2:00 PM
- One to two classes taught during times when NYSA is open
- Maximum capacity is five students per class; each class taught by one instructor
- No exterior renovations are proposed, and interior renovations will be minimal



CUP Conditions for Approval – Town Code

Conditions for Approval:

- A. Will not affect adversely the health or safety of persons residing or working in the neighborhood of the proposed use;
- B. Will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood;
- C. Will be in accordance with the purposes of the Town’s comprehensive plan; and
- D. Meets use-specific standards outlined in Article 3 of this chapter.

Plans to control any potential impacts of the proposed use on the nearby community, including:

- **Noise.**
- **Odors.**
- **Trash and litter.**
- **Loading/unloading.**



Specialized Instruction Use Standards

- Specialized instruction classes or camps may operate only in non-residential facilities.
- Operators of specialized instruction classes or camps must ensure the safety of their students during their arrival and dismissal.
- Operators must use off-street spaces for student drop-off and pick-up.
- Drop-off and pick-up may not impede the flow of traffic within the parking area or in public right-of-way, or create an unsafe environment for pedestrians.

Suggested Motions

"I move to recommend approval of the Conditional Use Permit to the Board of Zoning Appeals to allow Specialized Instruction at 421 Church Street NE Unit G, in the AE zoning district, described as tax map 0382 02 0019."

OR

" I move to recommend approval of the Conditional Use Permit to the Board of Zoning Appeals to allow Specialized Instruction at 421 Church Street NE Unit G, in the AE zoning district, described as tax map 0382 02 0019, with the following conditions:"

(Planning Commissioners state conditions of approval individually).

OR

" I move to recommend denial of the Conditional Use Permit to the Board of Zoning Appeals to allow Specialized Instruction at 421 Church Street NE Unit G, in the AE zoning district, described as tax map 0382 02 0019."

OR

Other action deemed necessary by the Planning Commission.

