



Department of Planning and Zoning  
Town of Vienna  
127 Center Street, South  
Vienna, Virginia 22180-5719  
p: (703) 255-6341  
e: DPZ@viennava.gov

---

## MEMORANDUM

**Date:** December 11, 2024

**To:** Planning Commission

**From:** Andrea West, Zoning Administrator

**RE:** Public Hearing and Discussion: Follow-Up to 2023 Adoption of Code Amendments (Code Create) - Proposed Corrections and Edits to the Town of Vienna Zoning and Subdivision Ordinance (Chapter 18).

### Background

On October 23, 2023, the Vienna Town Council adopted a broad update to Chapter 18 of the Town Code, which now covers zoning and subdivision (subdivision code provisions were, previously, in Chapter 17 of the Town Code). Upon adoption, the Town Council recognized that there would need to be additional updates to the zoning code.

In 2024, the new Town Council established four priorities for the year, one of which was to move forward on further updates to the zoning code. After five work sessions, the Town Council, on October 7, 2024, directed that a series of proposed zoning amendments be referred to the Planning Commission. Those proposed amendments are the topic of this Planning Commission public hearing and discussion. The result of the Planning Commission's work, per State code, is a recommendation memorandum to the Town Council regarding these proposed amendments.

### Proposed Amendments

The balance of this memorandum provides a guide for the proposed amendments and the additional attachments, where the amendments are specified. All the following proposed amendments have been reviewed by the Town Council and approved for forwarding to the Commission.

**Public Hearing and Discussion: Follow-Up to 2023 Adoption of Code Amendments (Code Create) - Proposed Corrections and Edits to the Town of Vienna Zoning and Subdivision Ordinance (Chapter 18).**

Amendments to Chapter 18 are proposed in Sections:

18-103, 18-105, 18-213, 18-215, 18-237, 18-303, 18-304, 18-305, 18-321, 18-335, 18-337, 18-338, 18-342, 18-352, 18-403, 18-407, 18-410, 18-464, 18-484, 18-492, 18-512, 18-531, 18-534, 18-547, 18-561, 18-583, 18-596, 18-840, 18-844, 18-852, 18-855, 18-902.

The amendments would:

- Correct errors in spelling.
- Clarify the language related to Outdoor Living Coverage.
- Allow ADA ramps to encroach into setbacks per the Virginia Uniform Statewide Building Code (USBC).
- Exempt the Windover Heights Historic District from the requirement for public frontage improvements (sidewalks, etc.) during the development of single unit detached housing.
- Amend the Principal Use Table.
- Allow outdoor storage within the Gateway South District.
- Expand use of Curbside Pick-up spaces to include food and beverages.
- Add fencing as permitted screening for Outdoor Storage.
- Clarify where accessory structures are permitted.
- Clarify regulations for family swimming pools.
- Clarify fence height regulations on corner lots.
- Increase the clearance around required bicycle parking.
- Require parking per occupancy for Event Space uses.
- Set a parking standard for Medical Office.
- Restore language from the prior code for the final decisions of the Windover Heights Board of Review.
- Restore language from the previous code related to blighted property.
- Revise the definition of Deck
- Define Deck (covered)
- Delete duplicate definitions
- Reorganize the definitions by use.
- Revise Medical care facility definition.
- Revise Medical Office definition.
- Define Medical testing facility.
- Revise numbering and document structure as required.

## Public Hearing and Discussion: Follow-Up to 2023 Adoption of Code Amendments (Code Create) - Proposed Corrections and Edits to the Town of Vienna Zoning and Subdivision Ordinance (Chapter 18).

### Guide to the Attachments

The additional attachments organize the proposed amendments into two categories: 1) *Corrections*, and 2) *Edits*:

- **Corrections** are items, such as formatting or spelling, that have little or no impact on the regulation or content of the section.
- **Edits** are items that have an impact on the implementation of the code section, or that represent a significant change to the structure of the ordinance or section.

Staff has one table with the **Corrections (Attachment 2)** and one with the **Edits (Attachment 3)**. The *Corrections* are sequenced by assigning a letter to each proposed amendment, while the *Edits* use numbering. Both tables provide, for each item, the existing text and the proposed new text.

To see exactly how these *Corrections* and *Edits* would change the code, each item is shown in redline form, in Attachments 4-15.

- Text in **black** is unchanged from the adopted code.
- Text in **RED** is new text that is proposed to be added.
- Text in **RED with a STRIKE-THROUGH** is proposed to be removed.

### Attachments:

1. Staff Memorandum (this document)
2. Table of Proposed Corrections
3. Table of Proposed Edits
4. Article 1 - Introduction to Chapter
5. Article 2 - Zones, Districts, and Dimensional Standards
6. Article 2 - Section 18-237 Windover Heights Historic Overlay (WH-O)
7. Article 3 - Uses And Use Standards
8. Article 4A - Development Standards – Single-Unit Residential
9. Article 4A - Section 18-407 Swimming Pools and Outdoor Hot Tubs
10. Article 4A - Section 18-410 Fences
11. Article 4B - Development Standards – Multi-Family Residential Uses
12. Article 5A - Development Standards - Commercial Industrial Mixed Use
13. Article 5B - Development Standards – Public, Institutional, and Community Uses
14. Article 8 - Administration, Procedures, And Enforcement
15. Article 9 - Definitions - New Section 18-903 Uses and Use Terms