



**TOWN OF
VIENNA**
since 1890

Memorandum

To: Vienna Planning Commission
From: Lyndsey Clouatre, Principal Planner
Through: David Levy, AICP, Director of Planning and Zoning
Kelly O'Brien, AICP, CZA, Deputy Director
Meeting Date: November 12, 2025
Re: Draft 2026 Comprehensive Plan Update – Public Hearing

On November 12, 2025, the Planning Commission will hold a public hearing on the Draft 2026 Comprehensive Plan (Attachment 2). The public is invited to provide input at the public hearing, which will begin at 7:30pm at Vienna Town Hall, 127 Center Street S, Vienna, VA 22180.

In addition, the public is welcome to submit comments in writing. The public record is open at this time and comments are being received. The record will stay open until 11:59 PM on December 1, allowing additional time to receive feedback from the public. Those wishing to submit comments in writing may go to <https://www.viennava.gov/compplanupdate> for directions on how to do so.

Staff will bring the comments received during the opening of the record back to the Planning Commission for consideration at the December 10 meeting. At that meeting, the Planning Commission will provide guidance to staff on any revisions to the draft plan that it wishes would be made, taking into account the public input received.

Background

Section 15.2-2223 of the Code of Virginia states that a local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction. The current comprehensive plan for the Town of Vienna was adopted in May 2016 after a 24-month development period in which the Planning Commission oversaw the assessment of the previous plan, a review of Town policies, an inventory of the then-existing conditions, and outreach to the public and Town boards and commissions. (Subsequent amendments were adopted in February 2020 and October 2020.)

Since 2016, the Town has experienced considerable policy, development, and community changes, including:

- Repeal of the Maple Avenue Commercial (MAC) zoning (2020)
 - Adoption of the new zoning and subdivision code, a multi-year project entitled “Code Create Vienna” (2023)
 - Completion of the new Police Station after acquisition of the adjacent property (2023)
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- Purchase of 3.0 acre property adjacent to the Police Station, with intention of creating a long-term beneficial investment on the site.
- Adoption of Accessory Living Unit regulations (2024)
- New State housing affordability requirements in comprehensive plans.
- Increasing construction of housing including single-family housing rebuilds, duplex, townhomes, and cottage court.
- Diminishment of the tree canopy and adoption of enhanced tree protection legislation to curb or reverse that change.
- Shifts in office and retail demand due to change in market trends, including a rise in online commercial activity.
- Establishment of the Department of Economic Development.
- Adoption of the Parks and Recreation Master Plan, entitled “Our Plan to Play.”

These changes necessitate a comprehensive plan that reflects current conditions, priorities, and community goals.

Plan Overview

The Planning Commission began its review of the current comprehensive plan in January 2021, per the requirement in Section 15.2-2230 of the Code of Virginia that each municipality must review its comprehensive plan at least once every five years to determine whether it is advisable to amend the plan. At that time, given the ongoing Code Create Vienna project, the Planning Commission decided to delay updating the comprehensive plan. After the adoption of the updated zoning and subdivision code, the Planning Commission instructed staff, in December 2023, to restart the review and updating of the comprehensive plan.

After twenty months of research, data collection and analysis, policy assessment, Planning Commission work sessions, public outreach, and plan drafting, the Planning Commission approved Town staff’s releasing the Draft 2026 Comprehensive Plan to the public in September 2025. This draft (Attachment 02) addresses the changes listed above and also incorporates updated demographic data.

The new draft takes a more directive, rather than descriptive, approach to the plan’s six elements, in chapters on Land Use, Economic Development, Transportation, Community Facilities and Infrastructure, Parks and Recreation, and Environment and Sustainability. Each of these six chapters outlines a vision for the respective elements and includes goals, policies, and strategies that will help the Town achieve the element’s vision. The elements are intended to complement one another and, together, to provide cohesive, holistic direction for the entirety of the Town.

The Planning Commission also discussed the importance of implementation. As such, the draft plan includes a brief Implementation chapter directing that, once the draft plan is adopted, Planning and Zoning staff incorporate the goals, policies, and strategies into a standalone Implementation Guide. This Guide is intended to be updated on a regular basis to show progress made on goal, policy, and strategy execution. It will also allow the Planning Commission, upon the next comprehensive plan review, to assess whether the goals, policies, and strategies represented in this draft continue to reflect the needs of and vision for the Town and will help inform the direction of the next update to the comprehensive plan.

Public Outreach

Staff has held two public information sessions to introduce the updated draft plan.

- October 21, 2025 – Virtual session on Zoom, three attendees
- October 22, 2025 – In-person session held at the Police Station, four attendees

Staff also attended the meetings of Vienna's boards and commissions, to encourage review and submission of input to the Planning Commission by December 1st.

- Board of Architectural Review (BAR)
- Conservation and Sustainability Committee (CSC)
- Town Business Liaison Committee (TBLC)
- Transportation Safety Commission (TSC)
- Tree Advocacy Committee (TAC) – subcommittee of CSC
- Windover Heights Board of Review (WHBR)

Staff also sent emails to the Vienna Business Association (VBA) and North East Vienna Citizens Association (NEVCA) to share information about the information sessions, public hearing, and open comment period.

The November issue of the Vienna Voice includes an article from Planning Commission Chair Matthew Glassman highlighting the comprehensive plan update, public hearing, and open comment period.