



Town of Vienna

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

Meeting Minutes Planning Commission

Wednesday, September 10, 2025

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, September 10, 2025, in the Vienna Town Hall Council Chambers. Commissioners present were Chairman Matthew Glassman, Douglas Noble, Keith Aimone, Jessica Plowgian, Stephen Kenney, & Deepa Chakrapani. Staff members present were Director of Planning & Zoning, David Levy, Deputy Director of Planning & Zoning, Kelly O'Brien, Planning Engineer, Brian Nguyen, and Clerk to the Commission, Jennifer Murphy. David Miller is absent.

Roll Call

Commissioner Miller is absent.

Communication from Citizens and/or Commissioners

Maxwell Catalano, owner of 364 Park St NE, asked for directions to designate his property in the RPA (Resource Projection Area) to protect his property from continued flooding issues. Mr. Catalano was encouraged to work with the Department of Public Works who would advise on steps required.

Public Hearings - None

Regular Business

1. Request for recommendation for a conditional use permit to the Board of Zoning Appeals for massage as an accessory use for Heart Tree Yoga & Myofascial Release LLC at a residential property located at 605 Upham Place NW, in the RS-10, residential - single-unit, 10,000 sq. ft. zone.

Deputy Director of Planning & Zoning, Kelly O'Brien presented staff's report, stating that the owner of an existing home-based business is seeking permission to expand the business offering myofascial release therapy as an accessory use. Vienna Town Code requires a conditional use permit for massage therapy, permitted as an accessory use for a home-based business. Heart Tree Yoga has been in operation since 2013 offering one-on-one yoga instruction. Presenting interior and exterior photos, and site plan detailing the rear-yard walkway access to the business, Deputy Director O'Brien stated that the business is in line with town code requirements as listed for a conditional use permit. Concluding her presentation, she stated that the applicant is present to answer any questions.

Carolyn Black-Bagdoyan, owner of the business and residence at 605 Upham Place NW was present representing the application. She is a certified yoga therapist. She would like to offer myofascial release therapy, which is a hands-on technique,

similar to yoga therapy, but uses gentle, sustained pressure and stretching to relieve the myofascial tissues, which are the connective tissue network surrounding muscles, organs, and bones. Patients will remain clothed. It is similar to yoga therapy and would be an additional component to the yoga therapies currently offered for the business.

Further discussion included the following:

- Hours of operation will be 8-30 am – 5:30 pm.*
- The suggestion for winter months to replace the outdoor entry light for better visibility.*
- Ms. Black-Bagdoyan will see one client at a time.*

Concluding discussion, Chairman Glassman asked for public comment.

Ann Driscoll Springsteen, owner of 609 Upham Place NW, stated her support for the application. She has been a neighbor of the applicant since 1987 and has been familiar with the business since 2013. The applicant sees one client at a time and there is no external evidence of the business. Concluding her comments, Mrs. Springsteen was seated.

Concluding discussion, Chairman Glassman called for a motion.

Commissioner Noble motioned to support the request for recommendation for a conditional use permit to the Board of Zoning Appeals for massage as an accessory use for Heart Tree Yoga & Myofascial Release LLC at a residential property located at 605 Upham Place NW, in the RS-10, residential – single-unit, 10,000 sq. ft. zone.

Motion: Noble

Second: Chakrapani

Carried: 6-0

The motion carrying, Chairman Glassman stated that the item will undergo final review by the BZA at their September 17, 2025, meeting.

2. Consideration of the draft FISCAL YEAR 2025 Annual Report for the Planning Commission

Director of Planning & Zoning, David Levy presented the annual report, stating that per Virginia State code the Planning Commission has provided an annual report. The last one was presented to Planning Commission at the December 11, 2024, meeting. Town Council is now asking all town board and commissions to provide a fiscal year report. The report being presented for FY2025 includes the last 6 months' information from last year's annual report. He stated that review of the FY2025 report needs to be completed by the Planning Commission's September 24th meeting to be ready in time for presentation at Town Council's October 20, 2025, work session.

Additional discussion followed. Staff was asked to provide additional details of the Comprehensive Plan review under the Status of Planning and Key Milestones; similar to last year's information. Staff will revise the report and bring it back for the September 24th Planning Commission meeting.

New Business

None

Planning Director Comments

Director Levy reported the following:

- *The Strategic Plan review has been continued by Town Council.*
- *CIP discussions and public hearing scheduling for the Comprehensive Plan update will be discussed at Town Council's September 15, 2025, work session.*
- *Town Council has indicated support for a 4% increase to the Town's meals tax. A motion setting the Intent to Adopt has been set.*
- *PC's upcoming September 24, 2025, agenda will include a work session with Green Hedges and staff presentation of the updated Comprehensive Plan draft document.*

The Commission and staff discussed anticipated timeline for CUP review for the Town Annex property and current approval requirements.

Approval of the Minutes:

The following meeting minutes were accepted into the record with one spelling correction.

Acceptance of Meeting Minutes

Meeting Adjournment

The meeting adjourned at 8:05 pm.

Respectfully submitted,

*Jennifer M. Murphy
Clerk to the Commission*

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