




# STAFF REPORT COVER SHEET

April 9, 2025

<b>Address:</b>	354 Maple Ave W	<b>Case Number:</b>	PF-1343970-CUP
<b>Public Meeting Date:</b>	4/9/2025	<b>Applicant:</b>	Anahita Khorsandi, Manita Music Center
<b>Board/Commission:</b>	Planning Commission	<b>Property Owner(s):</b>	PBK Properties LLC
<b>Existing Zoning:</b>	AW, Avenue West	<b>Existing Land Use:</b>	Commercial
<b>Brief Summary of Request:</b>	<p>Request for recommendation to the Board of Zoning Appeals in favor of a conditional use permit to allow specialized instruction for Manita Music Center.</p> 		
<b>Site Improvements:</b>	No changes are proposed to the existing two-story building or parking lot.		
<b>Size of Property:</b>	14,924 square feet (0.34 acres)		
<b>Public Notice Requirements:</b>	<ul style="list-style-type: none"><li>• Advertisement for two successive weeks in a newspaper having paid general circulation in the Town, announcing upcoming public hearing at the Board of Zoning Appeals meeting.</li><li>• Staff posted a sign on the property on March 28, 2025, notifying residents of upcoming Planning Commission and Board of Zoning Appeals meetings.</li></ul>		
<b>Official Submission Date for Approval:</b>	On April 1, 2025, the application was deemed by staff to be complete.		
<b>Deadline for Action:</b>	The Board of Zoning Appeals (BZA) should take action by June 30, 2025, 90 days after the application was deemed complete. That date is directory rather than mandatory; the Board does not lose jurisdiction to act after the time period has passed.		
<b>Brief Analysis</b>			
<p><b>PROPERTY HISTORY</b></p> <p>The subject business is located at 354 Maple Avenue West, on a parcel approximately 0.34 acres in size. The existing brick and cinder block building was constructed in 1961. In 1987, a Conditional Use Permit was approved for tanning and toning services. No other approvals have been identified for the property, aside from applications reviewed by the Board of Architectural Review.</p> <p><b>COMPATIBILITY WITH THE COMPREHENSIVE PLAN</b></p> <p>The Future Land Use Map in the Comprehensive Plan designates this property as “Mixed Use”, which encourages a variety of retail, office, service, and community-oriented uses that enhance Maple Avenue. As such, this use is consistent with the vision in the Comprehensive Plan for this portion of Vienna.</p>			

**COMPATIBILITY WITH THE ZONING ORDINANCE**

The proposed use of specialized instruction is permitted with a conditional use permit per Section 18-304 . In addition, the applicant plans to sell pianos at this location. This retail activity is permitted by right under the zoning for this property and does not require a conditional use permit.

**Attachments:**

01 – Staff Report	05 – Site Plan
02 - Application and Authorization	06 – Photos
03 – Applicant Narrative	07 – Business Website Excerpts
04 – Floor Plan	08 - Relevant Regulations

**Author:**

Kelly O’Brien, AICP, CZA, Deputy Director

## I. EXISTING CONDITIONS:

The subject property is located at 354 Maple Avenue West and consists of a 4,622-square-foot commercial building with an associated surface parking lot. Constructed in 1961, the two-story structure is built of brick and cinder block and has historically served various commercial uses. The site is situated along the Maple Avenue corridor and is surrounded by similarly zoned commercial properties to the east, west, and across Maple Avenue to the north. To the south, at the rear of the site, the property abuts residential uses.

The property is located within the AW (Avenue West) zoning district (Figure 2), which is intended to support a mix of commercial, retail, office, and limited service uses while maintaining compatibility with adjacent residential neighborhoods. According to the Town's Comprehensive Plan, the property is designated as "Mixed Use" on the Future Land Use Map (Figure 3), which supports a blend of retail, service, and limited residential uses that contribute to a vibrant and walkable commercial corridor. The site's physical configuration and zoning context make it well-suited for continued low-impact, service-oriented commercial use.



Figure 1 – Existing conditions photo of building from Maple Avenue. Source: Google Street View.

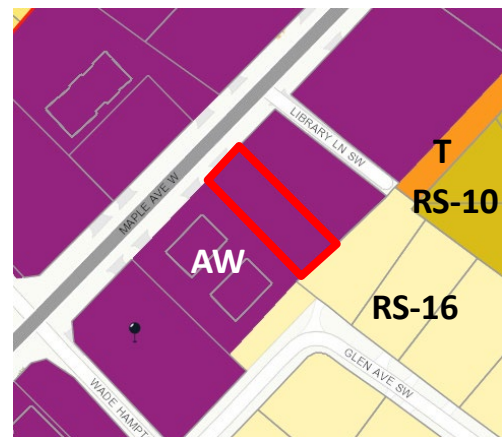


Figure 2 – Zoning Map with highlighted site location. Source: Town of Vienna GIS

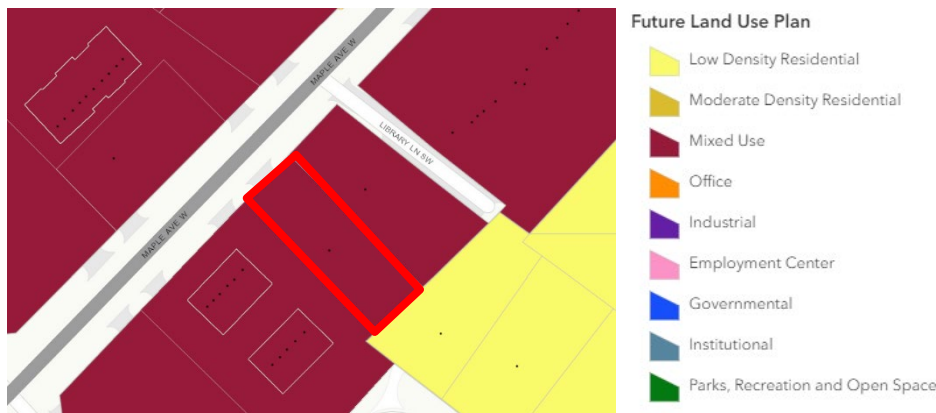


Figure 3 – Future Land Use Map with highlighted site location.  
Source: Town of Vienna 2015 Comprehensive Plan

## **II. PROPOSED USE:**

The applicant, Anahita Khorsandi Koosha, on behalf of Manita Music Center, proposes to relocate an existing music instruction and piano sales business from its current location at 311 Maple Avenue West, Suite K, to 354 Maple Avenue West. The business, previously operating under the name AVA Music School, has been a part of the Vienna commercial landscape since December 2020. Manita Music Center was formed through the merger of AVA Music School and Koosha Piano, combining the musical and entrepreneurial talents of its co-founders into a single business dedicated to high-quality music education and piano craftsmanship.

At its new location, the business will continue to provide one-on-one private music instruction—primarily piano lessons—and piano sales, which are conducted by appointment. The applicant has confirmed that all lessons will be conducted indoors within acoustically treated rooms, and no group classes, camps, childcare services, or recital events will be hosted on site. Recitals are held at off-site venues, and the business model is centered around scheduled, individual appointments to ensure a controlled and quiet environment. The applicant has provided a narrative (Attachment 03) outlining the hours of operation and services offered.

Following the Town’s adoption of a new zoning ordinance effective January 1, 2024, the proposed use is now categorized under “Specialized Instruction.” This classification includes facilities primarily devoted to instruction in areas such as music, performing arts, or other special subjects. Specialized Instruction is defined as “a facility primarily devoted to giving instruction in vocational, professional, musical, dramatic, artistic, scientific, performing arts, or other special subjects. This use does not include a childcare center, home daycare facility, or health and exercise facility.” While this use is permitted within the AW (Avenue West) zoning district, it requires the issuance of a Conditional Use Permit. Piano sales is a permitted use within the zone and does not require a Conditional Use Permit. However, the plan to include this use may be taken into account in assessing whether to recommend and/or approve the Conditional User Permit for specialized instruction.

## **III. STAFF ANALYSIS**

Staff find the proposed use to be appropriate for the subject property and consistent with the intent of the Avenue West district and the Future Land Use Map of the Comprehensive Plan. The business has operated in the Town for over five years without any recorded complaints or code enforcement issues, and there is no indication that the relocation will alter the nature of the business or introduce adverse impacts to the surrounding area.

The subject property at 354 Maple Avenue West provides adequate infrastructure to support the proposed use. The site includes 21 dedicated off-street parking spaces, which exceeds the minimum requirement outlined in Section 18-531 of the zoning ordinance for “Specialized

Instruction” uses. According to the applicant, the business anticipates a maximum occupancy of 10 to 12 individuals at any one time, including up to five concurrent lessons and associated staff. As lessons are by appointment only, parking demand and vehicle turnover are expected to be staggered and predictable, minimizing any potential impact on on-site circulation or neighboring businesses.

According to the applicant, the first floor will be dedicated to piano sales and includes two salons where customers can visit, view, and select instruments. All purchased pianos will be delivered directly to the buyer’s preferred address by professional piano movers. The space will not function as a warehouse, and no on-site pickup will occur. The applicant notes that 36 upright pianos will be imported and displayed on-site, and due to their compact size and the availability of space, all will fit comfortably on the first floor.

The second floor consists of seven rooms, with five designated for music instruction. The applicant has clarified that sales and instructional activities are held on separate floors, allowing both functions to operate independently without conflict. As such, hours of operation will remain consistent with existing lesson schedules, and no additional overlap or conflict between uses is anticipated.

The first floor will be used for retail sales, requiring 9 parking spaces, while the second floor will be used for instructional activities, requiring 10 parking spaces. This results in a total parking requirement of 19 spaces. With 21 off-street parking spaces available on-site, the property exceeds the minimum requirement and is in full compliance with the parking standards outlined in the Zoning Ordinance.

Noise impacts are expected to be minimal. All instruction takes place within enclosed, acoustically treated rooms, and no outdoor sound amplification is used. The applicant has affirmed that the business will fully comply with the Town’s noise ordinance. Additionally, the nature of operations does not involve any food preparation, chemicals, or hazardous materials, and no odors are expected to be generated. Solid waste is minimal, consisting primarily of packaging and office materials, and will be managed in accordance with the Town’s commercial waste collection schedule.

The applicant has indicated that no structural modifications to the existing building are proposed. All operations will take place within the confines of the existing commercial suite, and there are no exterior alterations planned. Photos and floor plans submitted as part of the application further demonstrate that the space is professionally maintained and appropriately configured to accommodate the proposed use.

In conclusion, staff finds that the proposed relocation of Manita Music Center is compatible with surrounding uses, complies with all applicable zoning regulations, and meets the use standards for Specialized Instruction as outlined in Section 18-345 of the zoning ordinance. The

application demonstrates minimal impact on parking, traffic circulation, noise, and other community concerns.

**IV. REQUIRED COMMISSION/BOARD APPROVALS:**

Review of the application (as established at §18-824 of the Vienna Town Code) requires initial consideration and recommendation by the Planning Commission and a subsequent public hearing with sworn testimony before the Board of Zoning Appeals, where the application will be acted upon.

§18-824.6.E. states that the Planning Commission shall make a recommendation on the application based on Conditions for Approval outlined in §18- 824.3, and applicable Use Standards outlined in Article 3 (see Attachment 07).

§18- 824.3: The Board of Zoning Appeals may issue a use permit for any of the uses indicated within Article 3, with a “C” (conditional) on the Use Table, provided the use for which the permit is sought:

*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.

The Town of Vienna Code of Ordinances §18-824.4 states The Board of Zoning Appeals shall fix a reasonable time for the hearing of an application, within ninety (90) days of the application being deemed complete. This time period is directory, rather than mandatory; the Board does not lose jurisdiction to act after the time period has passed.