



Town of Vienna

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Meeting Minutes Planning Commission Work Session

Wednesday, September 24, 2025

7:30 PM

Charles Robinson Jr. Town Hall, 127 Center
St. South

PC Regular Meeting Scheduled After Work Session Adjourns

The Planning Commission met for a 7:30 PM work session on Wednesday, September 24, 2025, in the Vienna Town Hall Council Chambers. Commissioners present were Chairman Matthew Glassman, Jessica Plowgian, Stephen Kenney, Deepa Chakrapani (participating via Zoom), and David Miller. Staff members present were Director of Planning & Zoning, David Levy, Deputy Director of Planning & Zoning, Kelly O'Brien, Principal Planner, Lyndsey Clouatre, Town Water Resource Engineer, John Sergeant, and Clerk to the Commission, Jennifer Murphy.

Work Session on updated concept plans for amendments to both the Conditional Use Permit and the site plan for Green Hedges School, located at 415 Windover Ave NW

Staff advised that two email communications were received and forwarded on to the Planning Commission regarding the work session.

Sara Mariska with Odin, Feldman, Pittleman, Peter Barrett, Interim Head of School, and Jessica Wadlow, Chair of the Board of Trustees were present on behalf of the work session item. Updated concept plans, layout, and design phasing were presented to the Commission.

Discussion included the following commissioner feedback on items they would like to see included in any future application submittals:

- *A diagram of 1st & 2nd phasing, including existing and proposed floor plans.*
- *To scale street view elevations*
- *Detailed classroom locations with greater specificity*
- *Storm water management modeling calculations, existing versus captured*
- *Proposed sound attenuation efforts*
- *Proposed car stacking, including simple calculations of anticipated numbers*
- *Suggestion to break up playground areas, adding structures to the other side of the building*

Work Session Adjournment

Concluding discussion, the work session adjournment at 8:28 PM.

*Respectfully submitted,
Jennifer M. Murphy
Clerk to the Commission*

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