



TOWN OF

VIENNA
Planning & Zoning

PUBLIC NOTIFICATION AFFIDAVIT

I hereby affirm that the Town of Vienna has adequately complied with the written notification procedures defined in § 15.2-2204 (amended) of the Code of Virginia and § 18-844 of the Code of the Town of Vienna.

Written notices were sent by registered mail on **January 7, 2026**, to the last known address of each abutting property owner (including those located across right-of-way) shown in the current real estate tax assessment records. A list of these addresses is attached and is based on records provided by Fairfax County's Department of Tax Administration.

One sign was posted in front of the subject location, **438 & 440 Mill Street NE** on **December 31, 2025**, with dates for the scheduled **Planning Commission** meeting and the **Board of Zoning Appeals** hearing. A photo of the posted sign is attached.

A certified letter was sent on **December 31, 2025**, to Fairfax County Department of Planning & Development Planning Division.

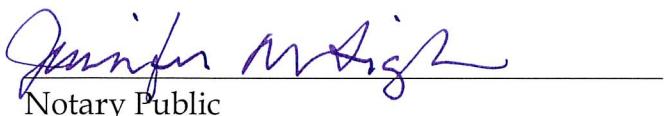
Copies of the notices, pertaining to date, time and location of the **Planning Commission's** meeting for **Conditional Use Permit** for property located at **438 & 440 Mill Street NE**, and more particularly described as tax map parcel **0382 02 0145**, are attached.



Jennifer Murphy
Clerk of the Planning Commission

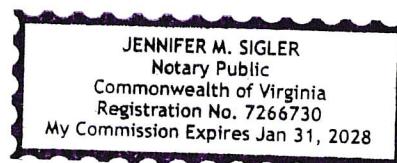
Commonwealth of Virginia
Town of Vienna

Subscribed and sworn before me this 9th day of January 2026.



Jennifer M. Sigler
Notary Public

My commission expires: 1-31-28





TOWN OF
VIENNA
Planning & Zoning

Department of Planning & Zoning

January 2, 2026

Brett Wilson
Elite Athletic Performance (EAP), LLC
9613 Whitecedar Ct.
Vienna, VA 22181

Re: Applicant Notification

This letter serves to notify you that a meeting has been scheduled with the Planning Commission for **Wednesday, January 14, 2025, at 7:30 pm** with the Planning Commission for the following reviews:

Request for recommendation to the Board of Zoning Appeals for a Conditional Use Permit to expand an existing Private Indoor Recreational Use in accordance with Sect. 18-304, for Cross Fit Mill Street, located at 438 and 440 Mill St NE, in the M Mill District zone.

The Planning Commission will review the application providing a recommendation to the Board of Zoning Appeals (BZA). The BZA will review and make final determination. Scheduled meeting dates are as follows:

Wednesday, January 14, 2026, at 7:30 pm, Vienna Town Hall - Planning Commission
Wednesday, January 21, 2026, at 7:30 pm, Vienna Town Hall - BZA

Please let me know if you have any questions.

Sincerely,

David B. Levey, AICP
Director of Planning & Zoning
Town of Vienna, VA

NOTICE OF PUBLIC MEETING

Crossfit Mill Street - 438 & 440 Mill Street NE - Sign ID #04



APPLICATION REQUEST

Conditional Use Permit to expand an existing
Private Indoor Recreational Use

This is to inform you that the **Planning Commission** will hold a public meeting at:

7:30 pm • Wednesday, January 14, 2026

and the **Board of Zoning Appeals** will hold a public hearing at:

7:30 pm • Wednesday, January 21, 2026

Site Location



All meetings are open to the public and held at **Town Hall, 127 Center Street, South, 2nd floor, Council Chambers**. See <https://www.viennava.gov/notice> Sign ID #04

You are receiving this notification as a neighbor to the subject property shown above. You do not have to respond to this card. If you would like more information, please email DPZ@viennava.gov or call 703.255.6341. *Meeting materials can also be viewed online at: <https://vienna-va.legistar.com/Calendar.aspx>*

NOTICE OF PUBLIC MEETING

Crossfit Mill Street - 438 & 440 Mill Street NE - Sign ID #04



APPLICATION REQUEST

Conditional Use Permit to expand an existing
Private Indoor Recreational Use

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7:30 pm • Wednesday, January 14, 2026

and the **Board of Zoning Appeals** will hold a public hearing at:

7:30 pm • Wednesday, January 21, 2026

Site Location



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CrossFit Mill Street 438 & 440 Mill St NE
Surrounding Properties List

Spir-Oh Associates LLC
742 Florence Pl
Herndon, VA 20170

CrossFit Mill Street
9613 Whitecedar Ct.
Vienna, VA 22181

Greetings From Vienna, LLC
6900 Wisconsin Ave, Ste 700
Chevy Chase, MD 20815

Diventures Virginia LLC
510 Mill St NE
Vienna, VA 22180

500 Mill St NE
PO Box 609
Gordonsville, VA 22942

Capital Building Supply
8429 Euclid Ave
Manassas, VA 20111

Capital Building Supply
431 Mill St NE
Vienna, VA 22180

430 Mill Street LLC
9218 Vernon Dr
Great Falls, VA 22066

Sheets Wholesale, Inc
430 Mill St NE
Vienna, VA 22180

Northern Virginia Regional Park Authority
5400 Ox Rd
Fairfax Station, VA 22039



APPLICATION TYPE: CONDITIONAL USE PERMIT

PROPOSAL:

New Conditional Use Permit for expansion of existing
Private Indoor Recreational Use business into adjacent
space

PROPERTY ADDRESS: 438 & 440 Mill St NE

MEETING DATE(S):

Planning Commission: Wed., January 14, 2026 at 7:30 p.m.

Board of Zoning Appeals: Wed., January 21, 2026 at 7:30 p.m.

Dec 31, 2025 at 3:58 PM

520 Mill St NE

Vienna, VA 22180

United States



TOWN OF
VIENNA
Virginia

PUBLIC NOTICE

SIGN ID

04

www.viennava.gov/notice



APPLICATION TYPE: CONDITIONAL USE PERMIT PROPOSAL:

New Conditional Use Permit for expansion of existing
Private Indoor Recreational Use business into adjacent
space

PROPERTY ADDRESS: 438 & 440 Mill St NE

MEETING DATE(S):

Planning Commission: Wed., January 14, 2026 at 7:30 p.m.

Board of Zoning Appeals: Wed., January 21, 2026 at 7:30 p.m.

Questions? Call **703-255-6341**

DO NOT REMOVE OR DEFACE UNDER PENALTY OF LAW

Dec 31, 2025 at 3:57:54 PM
469-499 Mill St. NE
Vienna VA 22180
United States





TOWN OF
VIENNA

December 31, 2025

Attn: Tracy Strunk
Fairfax County Department of Planning & Development
Planning Division
12055 Government Center Parkway, Suite 730
Fairfax, VA 22035-5507

Re: Notice of Public Meeting

As part of the legal notice requirements contained in Section 15.2-2204 (Amended) of the Code of Virginia, the following regulations must be addressed relating to notification of adjacent counties and municipalities:

"When a proposed comprehensive plan or amendment thereto, a proposed change in zoning map classification, or an application for special exception or variance involves any parcel of land located within one-half mile of a boundary of an adjoining county or municipality of the Commonwealth, then, in addition to the advertising and written notification as above required, written notice shall also be given by the local commission, or its representative, at least ten days before the hearing to the chief administrative officer, or his designee, of such adjoining county or municipality."

Therefore, in accordance with the above regulations, please let this letter serve to inform you that the Town of Vienna's Planning Commission will hold a public meeting to review the following:

- Request to the Board of Zoning Appeals to amend an existing Conditional Use Permit to increase number of students from 190 to 225 and staff from 42 to 50 in accordance with Sect. 18-304, for the Green Hedges School, located at 415 Windover Ave NW, in the RS-12.5 Residential - Single-Unit, 12,5000 sq. ft. zone.
- Request to the Board of Zoning Appeals for a Conditional Use Permit for expansion of an existing Private Indoor Recreational Use in accordance with Sect. 18-304, for Cross Fit Mill Street, located at 438 and 440 Mill St NE, in the M Mill District zone.

The Planning Commission will review the previously listed item, providing recommendation to the Board of Zoning Appeals. Scheduled hearing dates are as follows:

Green Hedges School - 415 Windover Avenue NW:

- **Wednesday, January 14, 2025, at 7:30 pm, Vienna Town Hall – Planning Commission**
- **Wednesday, February 18, 2026, at 7:30 pm, Vienna Town Hall – Board of Zoning Appeals**

Cross Fit Mill Street – 438 & 440 Mill Street NE:

- **Wednesday, January 14, 2025, at 7:30 pm, Vienna Town Hall – Planning Commission**
- **Wednesday, January 21, 2026, at 7:30 pm, Vienna Town Hall – Board of Zoning Appeals**

Interested parties may contact the Department of Planning & Zoning, on the first floor of Vienna Town Hall. Agenda items can also be reviewed online up to five (5) days prior to the scheduled meeting <https://vienna-va.legistar.com/Calendar.aspx>.

In the event that the item is rescheduled, continued, or deferred you will be notified. For further questions and inquiries, please contact the Department of Planning and Zoning by phone, (703) 255-6341 or by email: DPZ@Viennava.gov.

Sincerely,



David B. Levy, AICP
Director of the Department of Planning & Zoning
Town of Vienna, VA