

PLANNING COMMISSION
February 26, 2025
Work Session Action Minutes

The Planning Commission met for Comprehensive Plan subcommittee & Work Session discussion on Wednesday February, at 6:00 pm, in the Vienna Town Hall Council Chambers. Commissioners present were Chairman Matthew Glassman, Douglas Noble, Stephen Kenney, David Miller, Jessica Plowgian, Keith Aimone, and Deepa Chakrapani. Staff members present were Deputy Director of Planning & Zoning, Kelly O'Brien, Senior Planner, Lyndsey Clouatre, Deputy Director of Engineering, Alan Chen, Town Engineer, John Sergent, and Clerk to the Commission, Jennifer Murphy.

Item No. 1

Comprehensive Plan Update Discussion on Community Facilities & Services Chapter and Transportation Chapter Community Facilities & Services Chapter and the Transportation Chapter.

Members of Group 2 subcommittee: Douglas Noble, Matthew Glassman, and Stephen Kenney met with staff to review chapters 6 and 5 of the Comprehensive Plan. Discussion included possible updates and reorganization to chapter information. Staff will begin work on draft text. Group 2 will meet again to continue discussions, Wednesday, March 12, 2025, at 6:30 PM before the regularly scheduled meeting.

Item No. 2

Work Session discussion 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.

Sara Mariska of Odin, Feldman, & Pittleman, PC and Jennifer Bohnen, Head of School for Green Hedges school were present representing the application. Ms. Bohnen presented revised updated concept plans with comparison to their previous application submittal. Staff advised that the revised submission has significant changes requiring a new application submittal.

Work session discussion included project phasing and timelines. Commissioner suggestion and feedback included the following:

- Provide the education program including classrooms, multiuse space; more detail.
- Make sure the existing versus proposed plans are in the same scale
- Suggested providing an additional tree buffer during the first phase.
- Clarification on proposed landscaping and buffering plan around the playground area.
- Provide strategic plan, 20 yr vision, for Lewis Street house.
- Provide information on any construction loans versus existing funds, and tuition costs per student. Include timetable for phasing and financing availability.
- Verify student/staff increases to proposed parking requirements.
- Provide a majority of proposed public improvements during Phase I.

Concluding discussion, the work session adjourned at 7:33 pm.

Respectfully submitted,
Jennifer M. Murphy
Clerk to the Commission