



Town of Vienna

Charles A. Robinson Jr. Town
Hall
127 Center Street South
Vienna VA, 22180

Meeting Minutes

Town Council Conference Session

Monday, February 13, 2023

7:00 PM

Vienna Police Department Community
Room, 215 Center St. South

1. Regular Business

Council Present: Council Member Chuck Anderson; Council Member Ray Brill Jr.; Council Member Nisha Patel; Council Member Steve Potter; Council Member Ed Somers; Council Member Howard J. Springsteen and Mayor Linda Colbert.

Staff: Mercury Peyton, Town Manager; Melanie Clark, Town Clerk; Shelley Kozlowski, Deputy Town Clerk; Steve Briglia, Town Attorney; David Levy, Director, Planning and Zoning; Kelly O'Brien, Deputy Director, Planning and Zoning; Andrea West, Zoning Administrator, Planning and Zoning.

A. [23-3600](#)

Training and refresher for Town Councilmembers on rules and use of parliamentary procedures (Robert's Rules of Order) during Town Council meetings

Mayor Colbert opened the Conference Session by introducing Colette C. Trohan, PRP, CPP-T President, A Great Meeting, Inc. The two-hour training session covered topics important for assisting Council in conducting more efficient, effective meetings. Through question and answer Council clarified procedures for proper motions, amendments, debate, calling the question, and other related topics.

The training session concluded at 9:00 PM

B. [23-3621](#)

Code Create Vienna: Review and Discussion of Article 3 - Uses and Use Standards

Mayor Colbert resumed the Conference Session at 9:15 PM noting the presence of all Council. She called on David Levy, Director, Planning and Zoning, Kelly O'Brien, Deputy Director, Planning and Zoning and Andrea West, Zoning Administrator to provide a summary of the topic for discussion. Director Levy clarified that this CVode Create meeting will provide a review opportunity of the latest draft of Article 3 - Uses and Use Standards, representing the fourth iteration (prior drafts - September 1, 2021; February 2, 2022 and March 31, 2022).

Council was also asked to consider new uses for the Transitional Zone which would open opportunities for neighborhood-serving uses in these resident adjacent areas. A second consideration is the incorporation of one existing commercially zoned property sited in a single-unit neighborhood.

Council comments are summarized as follows:

- *Consider inclusion of Town Houses in the Transitional Zone;*
- *Consider no change to Transitional Zone- current process requires approval thereby providing a level of oversight;*
- *Colleges and Universities should not be allowed in the RS10 zone;*
- *Required permit type is based on location of business;*

- *Continuing Care Facilities should always be permitted Conditional Use; Town does not possess the knowledge base to make decisions for these facilities – must rely on Fairfax County expertise;*
- *Shared kitchens should be permitted Conditional Use due to issues such as truck traffic and loading space;*
- *Property currently zoned C1 can be grandfathered as an outlier – new Code would identify as Transitional Zone but grandfathered property would retain granted uses;*
- *Child care facilities proposed in Transitional Zones to meet trend in marketplace; Concern with noise and traffic;*
- *Including retail in Transitional Zone can serve as a driver – commercial as primary use, retail serves as complementary use;*
- *Consider striking upper story residential as use in Transitional Zone;*
- *Consider adding vet services as a potential use.*

With no further comments, Mayor Colbert concluded the discussion. In additional business she remarked on the educational value of the recent field trip to Maple Avenue. A second field trip will be planned to further observe setbacks throughout the Town.

In response to Council inquiry, Director Levy noted that the work on Code Create has been supported by various studies over the past few years, i.e. the Multimodal Study, the Parking Study; the Visualization Survey the Streetscape Study. He plans to provide Council with a review of how the data received has provided direction for the Town.

2. Meeting Adjournment

Mayor Colbert concluded the Conference Session at 10:30 PM.

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