



Town of Vienna

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

Meeting Minutes

Town Council Conference Session

Monday, March 6, 2023

9:00 PM

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

immediately following Town Council Meeting

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 (remote); and Mayor Linda Colbert.
Absent: Council Member Howard J. Springsteen

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

A. [23-3653](#)

Code Create Vienna: Review and Discussion of Article 4 - Development Standards - Single-Unit Detached Residential Uses

Mayor Colbert called the Conference Session to order at 9:25 PM recognizing David Levy, Director, Planning and Zoning to present an overview of Article 4 - Development Standards - Single-Unit Detached Residential Uses

The following provides a summary of comments from Council:

Accessory Structures

- *Language needs to be clarified;*
- *One-foot boundary will not allow for weed management; Consider three or five feet;*
- *Consider including two separate tables – one for one story accessory buildings and a second for accessory buildings greater than one story;*
- *Consider lowering fourteen-foot height maximum for one story accessory buildings;*
- *Assure that homeowner cannot change residence frontage in attempt to gain additional area for accessory structure.*

Driveways and Off Street Parking

- *New builds will be required to illustrate sidewalk allowance and how automobiles will fit into design;*
- *Consider larger area for parking (9'X18') to reflect average for commercial parking – suggest using as guideline; Current 8'X16' will force vehicles into the street for parking;*
- *Older homes with shorter driveways and newly added sidewalks are exempt from the driveway length standard until the home is demolished;*
- *Driveway minimum width reduced to twelve-foot for entire length of driveway;*
- *Consider adding illustration for residence with two driveways.*

Exterior Lighting

- Consider eliminating “No light source shall be located or maintained in any manner such that it creates a nuisance to the users of adjoining properties” – Difficult to measure;
- No current lighting standards – difficult to enforce;
- Interior lighting issues considered a civil dispute and cannot be addressed in zoning code;
- Consider increasing holiday lights to sixty days.

Fences and Walls

- Consider raising fence height along busy streets; Difficult to define which streets would be considered high traffic;
- Walls along site triangle restricted to three feet; Add alleys to language;
- Consider adding diagram to reflect three and five-foot fencing;
- Shrubbery fencing is only restricted at site triangle;
- Consider adding language allowing greater height through use of greenery.

Frontage Improvement

- Consider definition of developer or find alternate identification.

Signs

- Assure that language referencing driveway placement at intersections agrees with Public Works Standards Manual.

Tree Canopy

- Investigate increasing fine for mature tree removal.

Director Levy turned to a review of the schedule noting that the goal continues to be July 10, 2023 for final draft, allowing for presentation of clean copy after summer break. Additional Code Create discussion dates include the following:

- March 24, 2023 Article 2 completion and begin Article 5;
- March 27, 2023 adjust Agenda to include two-hour Code Create discussion of Article 5;
- March 31, 2023 reserve for potential special Code Create meeting;
- April 10, 2023 Planned final draft review prior to submission to Planning and Zoning.
- Public Hearing dates must remain fluid. Additional markup sessions may be necessary following the Public Hearings.

Item proposed by Council Member Somers will be rescheduled from March 27, 2023 and placed on the Agenda for April 17, 2023.

2. Meeting Adjournment

THE TOWN OF VIENNA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (703) 255-6304, OR 711 VIRGINIA RELAY SERVICE FOR THE HEARING IMPAIRED.