

TOWN OF VIENNA, VIRGINIA  
OFFICE OF THE TOWN MANAGER  
**REGULATORY REQUIREMENTS  
FOR COUNCIL ACTIONS**

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| <b>Council Meeting Date:</b><br>05/06/2024 | <b>Item: 24-4409 - Request to Approve Design Contract for Church St and East St Roundabout</b> |
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|---------------------------------|-----------------------------------|
| <b>Department: Public Works</b> | <b>Date Initiated: 04/15/2024</b> |
|---------------------------------|-----------------------------------|

**Item Description (check box):**  
 Land Use Case (Rezoning, Modification of Requirements, Subdivision, etc.)   
 Memorandum of Understanding  Ordinance  Resolution   
 Procurement (Contract Award, Purchase Agreement, etc.) Request to Approve Design Contract for Church St and East St Roundabout  
 Other Describe:

| Requirements   | Yes/No | Applicable Code Section(s) | Applicable Date(s), etc. |
|--|--------|----------------------------|--------------------------|
| Notice of Adoption   | No     |                            |                          |
| Council Approval   | Yes    | Sec 6-74                   |                          |
| Public Hearing - Town Council  | No     |                            |                          |
| Public Hearing - Planning Commission   | No     |                            |                          |
| Newspaper Legal Ad   | No     |                            |                          |
| Procurement Waiver*  | No     |                            |                          |
| Sign Posted  | No     |                            |                          |
| Written Notice to Property Owner(s) of Subject Site  | No     |                            |                          |
| Written Notice to Property Owners/ Agents/Occupants of Abutting Properties and those Immediately across the Street from Subject Site | Yes    | N/A                        |                          |
| Written Notice to Fairfax County   | No     |                            |                          |

**For Town Manager\*/Staff Use**