

**PLANNING COMMISSION**  
**DRAFT**  
**WORK SESSION ACTION MINUTES**  
**February 27, 2019**

The Planning Commission met for work session on Wednesday, February 27, 2019, at 6:30 p.m. in the Council Chambers of the Vienna Town Hall, 127 Center Street South, Vienna, Virginia, with Michael Gelb, Chairman, presiding with the following members present: Sarah Couchman, Mary McCullough, Walter I. Basnight, Steve Kenney, David Miller, Andrew Meren, and Sharon Baum. Also in attendance and representing Town Staff: Cindy Petkac, Director of Planning & Zoning, Michael D'Orazio, Deputy Director of Planning & Zoning, Kelley O'Brien, Town Planner, Andrea West, Planner, David Donohue, Deputy Director of Public Works, and Jennifer Murphy, Commissioner Clerk.

**ITEM NO. 1:**

Review and discuss Sunrise Senior Assisted Living Mixed-use Maple Avenue Commercial (MAC) rezoning application, located at 100, 102, and 112 Maple Avenue East

Sara Mariska of Womble Bond Dickinson and representing members of the design team presented proposed design renderings for the senior living mixed-use facility. Responding discussion included the bus shelter design within town right-of-way, cost concerns for undergrounding utility lines, and whether the town is amenable to cost share options for underground storm structure improvements.

Commissioner discussion included whether the area between the subject project and the Vienna Inn could have a pocket park, how to measure interior mezzanine levels and whether it should be measured as a floor per Fairfax County Building Code. Additional discussion included emergency vehicle loading and parking areas. The applicant was requested to provide a covered area for emergency loading such as a parapet.

Five (5) minute break, reconvening at 7:54 pm.

**ITEM NO. 2:**

Review and discuss Design Guidelines related amendments to the Maple Avenue Commercial (MAC) zone regulations.

Staff noted that all information will be posted online the following day and presented proposed amendments.

Review of §18-95.11 - Mobility and Circulation and §18-95.7 - Area Requirements.

Commissioners discussed how to address encroachments and cantilevered features, instances when parcels are merged or large sites whether, 28 feet is enough of a setback. Concerns were expressed whether the MAC zoning code currently serves first-come-first-serve when windows and doors face side-yards. It was suggested that setbacks be increased from 8 to 10 feet in order to accommodate projections.

Review of §18-95.13 - Open Space Set-Asides ("Gathering Spaces").

Commissioners discussed having *no minimums* or *open to the sky and contiguous*; when *open space* should be considered. Concerns were expressed over piecing small spaces together for calculation towards *open space*.

Review of §18-95.14 - Site Development Standards.

Commissioners discussed creating a diagram that details block sizes and building setbacks for better visualization. Suggestions heard included creating greater setbacks for large sites and having Town ordinances and Design Guideline streets to match. Questions asked include ways for requiring medical uses to have more loading space, more emergency vehicles or covered space. It was asked whether the Town should require covered spaces and whether awnings should be included as a condition of the CUP (conditional use permit).

Review and Discuss Department of Planning and Zoning (DPZ) Staff Recommended Amendments\*\* and Other Amendments to the Maple Avenue Commercial (MAC) Zone Regulations

Review of §18-95.16 - Neighborhood Compatibility.

Commissioners discussed setbacks to create more distance than from the property line and whether outdoor vending machines are allowed. Staff will review code language.

Review of §18-95.9 - Height Limit.

Commissioners further discussed floor definition versus building code *story* definition. Discussion considered whether an applicant should only meet county building code requirements. Further discussed retail depths due to lot sizing variation and setting a ratio of depth to lot depth. Staff presented a Church Street scale comparison. Discussion included not setting a density since setbacks and step-backs reduce density. More graphics were suggested for the Community Workshop that include development blocks broken up in variation for rooflines and stories. Staff will review and reference other code changes that impact residential setbacks when lowering heights down to 35 feet within 100 feet of residential zones.

Staff announced plans for a Community Workshop, scheduled for March 29 & 30<sup>th</sup> at the Town's Community Center. All renderings will be posted for feedback and comment and a recording of the workshop will be posted to Facebook.

The Commission will meet in a joint work session with Town Council, March 4, 2019. Additional work session are scheduled for March 13, 2019, to continue code amendment updates at 7 pm and on March 20, 2019, for joint work session with Town Council and the Board of Architectural Review at 7:30 pm. A public hearing will be held on March 27, 2019 at 8 pm in which commissioner bylaws and a MAC rezoning application for 380 Maple Avenue West will be reviewed.

There being no further discussion, the work session was adjourned at 9:52 pm.

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Jennifer M. Murphy".

Jennifer M. Murphy  
Board Clerk