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

Council Meeting Date: 12/9/19 **Item:** Presentation of 2019 CAFR

Department: Finance **Date Initiated:** 11/21/19

Item Description (check box):

Land Use Case (Rezoning, Modification of Requirements, Subdivision, etc.) ☐

Memorandum of Understanding ☐ Ordinance ☐ Resolution ☐

Procurement (Contract Award, Purchase Agreement, etc.) ☐

Other ☑ Describe: State-required presentation

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

For Town Manager/*Staff Use

Required under Town Code Chapter chapter 6 section 1 and Code of Virginia section 15.2-2511