



Town of Vienna

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

Meeting Minutes

Town Council Conference Session

Wednesday, March 31, 2021

7:30 PM

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

Town Council/Planning Commission Joint Meeting - Code Create Vienna

1. Resolution

A. [21-2170](#) Resolution for Continuity of Government

Mayor Linda Colbert read into the record the Continuity of Government. The Resolution was approved through voice vote.

2. Regular Business

Council: Council Member Chuck Anderson; Council Member Ray Brill Jr., Council Member Nisha Patel (via ZOOM); Council Member Steve Potter, Council Member Ed Somers (via ZOOM); Council Member Howard J. Springsteen and Mayor Linda Colbert.

Planning Commission: Chairman Steve Kenney; Commissioner Sarah Couchman; Commissioner Keith Aimone; Commissioner Sharon Baum; Commissioner Julie Hays; Commissioner Andrew Meren; Commissioner David Miller; Commissioner David Patariu and Commissioner Jessica Plowgian (all via ZOOM).

Staff: Mercury Peyton, Town Manager; Cindy Petkac, Director, Planning and Zoning (via ZOOM); Mike D'Orazio, Deputy Director, Planning and Zoning (via ZOOM); Kelly O'Brien, Principal Planner, Planning and Zoning (all via ZOOM); Shelley Kozlowski, Deputy Town Clerk, Steve Briglia, Town Attorney (via ZOOM).

A. [21-2167](#) Joint Town Council Conference Session - Planning Commission Work Session on **CODE CREATE VIENNA** Public Engagement Update

Mayor Colbert introduced Cindy Petkac, Director, Planning Commission, to provide a brief introduction to Code Create Vienna. Led by ZoneCo, the effort includes a rewrite of the Town's subdivision and zoning ordinance, Chapters 17 and 18 of the Town Code. Managed by staff from the Department of Planning and Zoning (DPZ) with leadership from Town Council and the Planning Commission, the effort is focused on collaboration among community stakeholders, Council, Planning Commission, staff, and the consultant team.

Director Petkac introduced Kelley O'Brien, Principal Planner, to provide an update on the public engagement efforts to date, along with the results of the Residential Standards Visual Survey. Stressing that public engagement starts and revolves around the CodeCreateVienna website, she also discussed other engagement tools such as ongoing Lunch & Learn sessions, virtual meetings, videos, surveys, presentations, emails and others.

Ms. O'Brien noted that a significant component of initial outreach has been the Residential Standards Survey, which ran from January 15 through March 5, 2021, and generated 856 verified responses. Significantly, these responses will help shape the focus of the zone rewrite.

Mayor Colbert invited each Council Member and each Commissioner to provide input, based upon these results, into the direction for topics to advance to ZoneCo for development of standards.

Responses are summarized as follows:

- Cottage Housing, but with limitations regarding location, especially as property would need to be acquired through redevelopment;*
- Covered porches;*
- Multi-unit living with strong consideration for green space;*
- Lot coverage, with consideration for slight relaxing of standards (additional lot coverage would require consideration for green space and storm water issues); Consideration for separation of residence lot coverage and outdoor space lot coverage;*
- Driveways, especially in conjunction with any relaxation of lot coverage;*
- Alternative Living Units with consideration of location on property (detached versus nondetached), parking;*

Responses specific to methodology:

- Potential to incorporate each question into Two Cent survey to generate additional response*
- Question validity of results based on low response rate (5.5%), lack of random sample, potential social media influence, bias due to pandemic,*
- Urge proliferate use of visuals going forward;*

Action Items:

- Plan focused session on the subject of lot coverage;*
- Request acceptable threshold for survey responses (Lynne Coan) to assist in validation of survey response numbers;*
- Encourage constituency participation in overall code rewrite process (Council and Commission use personal influence).*

Town Council and Planning Commission provide feedback on the results of the Residential Standards Visual Survey for the update of the zoning and subdivision ordinances.

3. Meeting Adjournment

Mayor Colbert concluded the meeting at 9:55 PM.

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