



Town of Vienna

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

Meeting Minutes Town Council Conference Session

Monday, March 27, 2023

7:00 PM

Vienna Police Department Community Room,
215 Center St. South

1. Regular Business

Council Present: Council Member Chuck Anderson; Council Member Nisha Patel; Council Member Steve Potter; Council Member Ed Somers; Council Member Howard J. Springsteen and Mayor Linda Colbert.

Absent: Council Member Ray Brill

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

Mayor Colbert called the Conference Session to order at 7:00 PM noting a change in the order of the agenda.

A. [23-3708](#)

Mayor Colbert called on David Levy, Director, Planning and Zoning to present the information for discussion. It was agreed to finish the discussion of Article 5B Development Standards – Public Institutional Community before moving on to Article 4B - Development Standards – Multi-Unit Attached Residential Uses.

Accessory Structures

Structures under this section tend to be larger and receive more use than accessory structures in single family residential zones, suggesting need for greater set back. May wish to determine exact location based upon height, footprint or both.

Fences and Walls

Standards for park fences and walls are currently being compiled to determine if Town facilities fall within these parameters. New code language should reflect what the Town currently has to avoid throwing parks out of compliance.

Parking Lot Landscaping

Normal repair and maintenance of existing commercial lots will not trigger this regulation, only if changes in configuration (consider identification of a percent change). Must be cautious that the addition of a required island doesn't through the property out of compliance.

Screening Buffers

Specific standards are suggested for each use where required between commercial and residential.

Outdoor Lighting

- Proposed language would prohibit use of linear strip lighting excepting holidays;*
- BAR does not approve of year around linear strip lighting; rarely approves*

applications;

- Disagree with prohibiting use of these along rooflines;
- Lighting currently becoming part of architectural design; caution against regulating against this;
- Need to specify difference between guidelines and regulations;
- Current code is silent on this issue; Recommend leaving this issue alone – maintain current process;
- Request information regarding guidelines for 24-hour commercial indoor lighting.

Parking and Loading

Proposed standards for loading space seems small – suggest using Fairfax County Standard for Schools as a guideline.

Cell Towers

FCC standards for tower location override Town of Vienna. Advise using these standards for Code.

B. [23-3702](#)

Discuss ARPA and CIP plan for approval

Mayor Colbert called on Marion Serfass, Director, Finance to present agenda Item B. 23-3702 ARPA and CIP plan for approval

Upon review of meals tax receipts there remains a deficit in funds available for planned general CIP projects, however most projects planned for 2024 are still able to be funded through ARPA. Projects originally planned for 2026 and later are moved back to those years. The CIP will be rebalanced again in the fall of 2023. Information presented illustrated projects and their respective funding sources.

Council comments are summarized as follows:

- Concerned about the large amounts earmarked for various ARPA projects (Town Hall improvement, Banners and wayfinding signs, etc.); Suggest reallocating portions of these funds to road repair and maintenance; Recommend improving descriptions to clarify all items included in line item request;
- Must be able to justify ARPA spending as necessary “to improve public safety/public health”; Large Public Works projects could potentially be pushed out (markets will adjust, cost of doing business will decrease, etc.);
- Sidewalk expenditures continue to be issue; ARPA monies not spent (re: electing placement of sidewalk on one side of street only) in sidewalk projects can be reallocated immediately to other areas of need; Suggested projects for these funds include key projects such as Maple Avenue crosswalk repair; Town Green Arbor and Stage; street trees (identified space for 1200 additional street trees at \$500/tree); Tree replacement currently funded at \$20,000, other sources include \$50,000 from Robinson trust for beautification;
- Clarify that concrete construction projects will include curb & gutter, ADA ramps, etc;
- NOVA Parks/Tourism line appears excessive; Item includes tourism funding;
- Reconsider 2024 expenditure for Meadow Lane softball field design;
- ARPA funds must have purchase orders by 2024.

Other key projects highlighted by Council included additional Town Green restrooms, lighting around restrooms and replace/repair asphalt paths.

Town Manager Payton will compile all recommended changes to ARPA and CIP budgets into an email for distribution to Council.

As a follow-up to comments made at the Town Council Budget Conference Session of March 11, 2023, Council Member Anderson has approached Fairfax County Supervisor Walter Alcorn to put forth a motion to the Board of Supervisors asking the County of Fairfax to enter into negotiations for a memorandum of understanding to negotiate the possibility that the Town of Vienna could use the Fairfax County Health Care Review Board to review any applications for assisted living facilities within its boundaries. A Council consensus is required as to their desire to see these negotiations begin.

The Fairfax County Health Care Review Board, if used for this purpose, would conduct an extensive overview of any planned site and submit a recommendation to the Planning Commission and the Board of Zoning Appeals. Currently the Town has no means to conduct this type of review. Council agreed to pursue this proposal.

Mayor Colbert called for a break at 8:50 PM.

Conference Session resumed at 9:00 PM.

2. Meeting Adjournment

Following a brief discussion of future sessions, Mayor Colbert concluded the Conference Session at 10:45 PM.

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.