



Town of Vienna

127 Center Street South
Vienna, Virginia 22180
p: 703.255.6341
TTY 7111

Meeting Minutes Planning Commission

Wednesday, May 22, 2019

8:00 PM

COUNCIL CHAMBERS-VIENNA TOWN
HALL

Regular Meeting

The Planning Commission met in regular session on Wednesday, May 22, 2019, at 8:00 p.m. in the Council Chambers of the Vienna Town Hall, 127 Center Street South, Vienna, Virginia. Michael Gelb, Chairman, presiding and the following members present: David Miller, Mary McCullough, Sarah Couchman, Andrew Meren, Sharon Baum, and Walter Basnight. Also, in attendance and representing Town staff were Cindy Petkac, Director of Planning & Zoning, Kelly O'Brien, Principal Planner, Dave Donohue, Deputy Director of Public Works, and Jennifer Murphy, Clerk to the Commission. In addition, Dana Trone of Whitman, Requardt & Associates, LLP consultant for the Town was present. Steve Kenney is absent.

Roll Call

Commissioner Kenney is absent

Communication from Citizens and/or Commissioners

Chairman Gelb suggested flipping the order of the agenda so that they can review the conditional use permit application first. There being no discussion, Chairman Gelb called for a motion.

Commissioner Basnight made a motion to change the order of the agenda.

Motion: Basnight

Second: McCullough

Vote: 7-0

Public Hearings

None

Regular Business

Recommendation to the Board of Zoning Appeals for a conditional use permit to establish a family day home care of up to twelve (12) children on property located at 305 Jade Court NW, in the RS-12.5, single-family detached residential zone.

Principal Planner, Kelly Obrien provided staff's report, stating that this is an application for conditional use permit for a family day home care of up to twelve children. The applicant currently has a home occupancy permit to care for up to

seven children. Presenting surrounding property views; including photos of the site, floor plans and interior photos, she stated that there is a 2 car tandem parking garage. It also allows space for parking two additional cars as well as two cars on the driveway. The neighborhood is within a residential restricted parking area from 7 am to 3 pm, Monday through Friday except holidays. Presenting a chart of drop-off/pick-up peak times Ms. O'Brien stated that 7:20 am to 8:20 am are peak arrival times. They have spoken to the Police on their policy of enforcement for restricted parking areas. The Police will write tickets in the event that cars are parked and vehicles are unattended but they generally do not write tickets unless called out for a specific issue. She stated that peak evening pick-up times occur from 5:30 pm to 6 pm, which is after street parking restrictions are lifted.

Ms. O'Brien explained that the Commission is reviewing for recommendation with the application deemed complete on April 15, 2019 it needs a complete review within 90 days, which is Friday, July 12, 2019. The Board of Zoning Appeals (BZA) has re-scheduled their meeting to June 5, 2019 for a special hearing date in order to have a quorum. The applicant, who rents the home, is present to answer questions along with the owner of the property.

Commissioner Baum asked for clarification on the BZA special hearing date. Ms. O'Brien explained that the BZA meeting for June is scheduled for June 5, 2019 rather than the 3rd Wednesday of the month. They will not meet again until July 17, 2019, which is beyond the required 90 day review time.

Chairman Gelb invited applicant forward to speak.

Zeinab Salem and her son, both residing at 305 Jade Ct NW were present to speak.

Commissioner Meren asked if the applicant received demand from parents to expand the use. Mr. Salem answered no.

Commissioner McCullough asked how many infants they are currently caring for. Ms. Salem answered two infants. Commissioner McCullough stated that the photos indicate four cribs. Ms. Salem answered that there is another crib, stating that there is the potential for five cribs and a toddler mattress. Commissioner McCullough asked for the ratio of children to caregivers for infants versus toddlers. Ms. O'Brien explained that she did not have the specific ratio numbers, stating that it is a point system that is regulated by Fairfax County. It is the age against the number of children. Currently the applicant and her husband care for the children. The expansion of the conditional use permit will require an additional employee. Commissioner McCullough asked the applicant if that would only be necessary if care is expanded. Ms. Applicant agreed.

There being no further questions the applicant was seated.

Chairman Gelb invited public comment.

Brad Parker, residing at 306 Jade Ct NW approached to speak. Mr. Parker stated that he currently has no complaints as they are good neighbors but he and his neighbors have some concern with street traffic increasing. He asked for clarification on the conditional use permit process. Ms. O'Brien explained that per state code the applicant must demonstrate that the use promotes public health and welfare of the neighborhood; not disrupting the neighborhood, it supports the Comprehensive Plan, and that it is able to meet any conditions set for approval.

Chairman Gelb added that some uses are permitted per town code. A conditional use permit means the use is not by right. The applicant can request to be granted a use permit, which may include conditions. The Planning Commission makes a recommendation to BZA on whether it should be granted. The BZA makes a final decision on whether to issue a use permit. He stated that the Commission is following certain criteria of the code, as stated by Ms. O'Brien, when considering recommendation for a conditional use permit.

Mr. Parker asked if there is a time limit on the permit. Chairman Gelb answered in some instances time limits have been suggested as part of their recommendation. The Commission can only recommend such conditions to the BZA, which then decides if they want to include those conditions.

Commissioner Meren explained that they could recommend approval with a 1 to 2 years limit requiring another review of parking concerns. He stated that if the BZA chooses to include that condition, the applicant would have to come back after the time limit to undergo another review process. Mr. Parker asked if the use could ever be expanded with activities like a jungle-gym in the front yard. Ms. O'Brien was unaware of play equipment being allowed in the front yard. Ms. Petkac noted that any restrictions could be included in the recommendation to the BZA. Additional discussion followed.

Commissioner McCullough suggested the neighbors reach out to Fairfax County to verify restrictions by the June 5th BZA hearing. Ms. O'Brien stated that staff can look into it as well.

Commissioner Miller asked staff to clarify who the conditional use permit would be attached to since the applicant does not own the property. He asked if a use permit would transfer to new renters. Ms. O'Brien answered that the application is for this particular applicant residing at this particular dwelling. A use permit would be removed if the care facility were to move. Additionally, the Home Occupancy Permit would need to be updated.

There being no further comments, Chairman Gelb called for a motion.

Commissioner Basnight made a motion for recommendation to the Board of Zoning Appeals for a conditional use permit to establish a family day home care of up to twelve (12) children to be reviewed again in twelve months, on property located at 305 Jade Court NW, in the RS-12.5, single-family detached residential zone.

Commissioner Baum asked to amend the permit to include a time limit out of concerns expressed by the neighbor for increased traffic. She stated that should be able to revisit the request as necessary. Commissioner Basnight asked to hear further discussion from the rest of the commission.

Commissioner Meren stated that he would support a timeline for review as it is an expansion to the business.

Addressing staff, Commissioner McCullough asked if they recalled placing timeline restrictions on previous family day home care CUP's. Ms. O'Brien answered that she had been present for the Yeonas Circle SW review and was not with the Town for the Marshall Road SW review. She stated that the Commission did not suggest restrictions for the Yeonas Circle SW application. The BZA did ultimately include a 12 month restriction.

Commissioner Baum stated that moving forward she is interested in adding conditions as necessary.

Commissioner Couchman stated that she is not opposed to a timeline but it will be difficult for the applicant to hire additional staff and increase their child care quickly. If they are interested in enacting a time restriction she would be comfortable with a longer period of time like 18 to 24 months.

Commissioner Meren asked if the added employee will park on the street. Ms. O'Brien answered no, stating they will park on the driveway. Commissioner Meren noted that the applicant can apply for a parking permit. He stated it is an option for renters and/or owners of the property.

Chairman Gelb asked if Commissioner Basnight is willing to modify the motion to include a time limitation. Commissioner Basnight recalled that they have enacted time limitations throughout the years. He accepts the amendment with a time limitation of twelve months.

The motion being amended, Commissioner Meren seconds the amendment.

There being no further discussion, Chairman Gelb called the question.

Motion: Basnight

Second: Meren

Carries: 7-0

Continued - Sunrise Assisted Living Rezoning and Site Plan Modifications

Recommendation by the Planning Commission to the Town Council on a proposed rezoning for Sunrise Assisted Living mixed-use building with ground floor retail and senior assisted living facility, located at 100 to 112 Maple Avenue East, from the C-2 General Commercial Zone and C-1A Special Commercial Zone to MAC Maple Avenue Commercial Zone. Application filed by Sara Mariska of Womble Bond Dickinson on behalf of Sunrise Development Inc.

AND

Recommendation by the Planning Commission to the Town Council on a request for site plan modifications of requirements

- * 15 foot wide loading space, a reduction of 38 feet from the required 53 foot wide loading space
- * 12 bike spaces, a reduction of 15 spaces from the required 27 bike spaces
- * Proposed fence to be 8 feet in height, 2 feet greater than the maximum height of 6 feet
- * Building awnings to extend 6 feet from the building face, an increase

of 3 feet to the maximum 3 feet permitted.

Application filed by Sara Mariska of Womble Bond Dickinson on behalf of Sunrise Development Inc.

Principal Planner, Kelly O'Brien provided staff's report, stating that the request for rezoning has changed. It is still a rezoning request but the square footage for commercial space has been reduced to 2,254 square feet with the mezzanine being entirely removed. Assisted living units have been reduced by one unit. She presented a revised cut-away section comparison detailing the square footage and unit reduction.

Ms. O'Brien stated at the May 15, 2019 BZA hearing, the applicant presented a plan with the removed mezzanine and reduced commercial to unit ratio. She stated that she is presenting the revised plan received this afternoon, which has been uploaded to Granicus for public review. Hardcopies are also available. She stated that there is no change to height; it is a four-story building with no mezzanine. Additionally, per today's changes the applicant is no longer requesting 3 of 4 the site plan modifications. Bike spaces have increased to 20 requiring a modification. The fence has been reduced down to 6 feet, allowable per town code and making no fence modification necessary. The awnings have been reduced to a 3 foot encroachment, allowable under MAC and making no modification necessary. The remaining modification request is for the loading space.

Ms. O'Brien stated that the CUP (conditional use permit) was approved by the BZA at their May 15th hearing contingent on Town Council approval. The BZA approved the request by unanimous vote of 5-0 with one abstention. Conditions included permanent approval contingent on Town Council approval of the rezoning, stating that without a rezoning approval it is not valid. Since there is an expiration for uses not beginning within 6 months of approval, the applicant requested an extension of 30 months to construction beginning. The BZA agreed to an extension of 24 months as it will provide a facility that is lacking in town, allowing residents to age in place and providing some retail where none exists. She stated that there had been some general concerns with traffic and parking the consensus was that would be addressed by Town Council as part of their rezoning review. A BZA member was sympathetic and stated on record that any business coming to this site will experience parking and/or traffic issues no matter what is built for parking and traffic. She stated that the order is currently being drafted and will be included as part of council's submission of materials.

Ms. O'Brien explained that the applicant has also updated proffers for the use of the property to include the new square footage and unit count. Changes have been made to the Transportation Demand Management and Parking Demand Management plans per comments received at the May 8, 2019, Planning Commission hearing. Ms. O'Brien provided an updated slide for off-street parking requirement, noting that her numbers differ from the parking summary that the applicant has provided. She stated that there are 59 parking spaces in the garage, 4 tandem spaces and 3 compact spaces. Of the 4 tandem spaces, 2 do not meet town code requirement, meaning that 5 of 59 spaces are removed from the overall calculation. She stated with the reduction of retail only 12 parking spaces are required. The calculation, including MAC incentives, equates to 56 spaces. In response to comment comparisons to other jurisdictions, she explained that without the incentive the project exceeds City of Fairfax requirements. It is also close to other jurisdiction requirements, stating that with incentives it exceeds other jurisdictions. The project still does not match Fairfax County but she want to provide that data as a point of

reference for discussion. Chairman Gelb asked for the calculation for parking without the incentive. Ms. O'Brien answered that without the incentive it is .51; with the incentive it is .68.

Ms. O'Brien stated that the applicant has stated 115 for a maximum of residents with a maximum of 35 staff at peak shift. In reference to modification from requirements, she explained that the new square footage requires 19 bicycle spaces. The application now provides 20 bicycle spaces with 8 along Maple Avenue with 12 located in the garage, meeting required proximity at entrances. Loading requirements are the only site modification that has not been changed. The loading area includes a striped space that allows for unloading and entrance in to the building. A chart was presented detailing loading requirement per other jurisdictions.

Ms. O'Brien stated that they previously heard questions regarding the provided Fiscal Impact Analysis and collected taxes. The previous tenant, INOVA and their affiliated businesses had a tax exemption. The last three years of business tax records found that 2014 had a tax of \$12,000, 2015 had zero, and that 2016 had a tax of \$1,700. She noted that it is believed 2016 was a carryover from the previous year.

Commissioner Meren asked if these numbers include the modified commercial space. Ms. O'Brien answered no, stating that the numbers have not been updated since the new numbers were provided. It is based on 83 units and 5,700 square feet. Commissioner Meren asked if it could be less. Ms. O'Brien agreed, stating that it will be adjusted in time for Town Council's meeting.

Commissioner Baum asked if they anticipate Sunrise applying for a business tax waiver. Ms. O'Brien answered no.

Commissioner Meren asked how many years of INOVA operated out of the location. Ms. O'Brien could not say, agreeing that it had been many years.

Ms. O'Brien explained that this is the third meeting with the Planning Commission on this item. The BZA approved the application for a conditional use permit on May 15, 2019. Town Council is scheduled for a public hearing on June 3, 2019. Town Council will need to make a decision by August 2, 2019. She stated that the Town's Engineering Consultant, Dana Trone is present to answer any parking or transportation related questions. Department of Public Works Deputy Director, David Donohue is also present to speak to any public works related matters.

Chairman Gelb thanked Ms. O'Brien and asked if there were further questions.

Commissioner Meren asked if Sunrise staff can utilize electric bikes parking at the bike racks. Ms. O'Brien answered yes for personal use. If it is part of a group or system then that may have separate parking. Commissioner Meren asked in reference to awnings whether they are permanent structures or can they be modified post construction. Mr. Young answered that they can be physically modified.

Chairman Gelb stated that Commissioner Kenney is absent and asked him to ask about the pocket park. The garage exhaust is being routed towards the pocket park, which violates Fairfax County building code regulation. Ms. O'Brien responded that is a detail handled during building and site plan process. She deferred to the applicant. Scott Lemay of Walter Phillips approached to speak. Mr. Lemay stated that it is located on the park side, towards the back corner of the site. They are

required to keep it 3 feet away from adjacent components. It is currently setback behind the planting strip along the edge. They can look at raising it up to make it higher.

There being no further questions, Chairman Gelb invited the applicants forward to present.

Sarah Mariska, Attorney representative with Womble Bottom Dickinson was present along with Jerry Young of Sunrise Assisted Living. Ms. Mariska stated that they have provided revisions per comments heard at the last meeting and from BZA discussion. There are no substantive changes from what was provided but noted that there is a reduced unit count from their originally proposed 85 units down to 82 with no loss to parking. The parking ratio has been improved dramatically. They have tried to strike a balance with retail and keeping within the spirit of the MAC ordinance. In light of parking discussions from the last meeting they have reduced retail and deleted the mezzanine. There is a retail bay, allowing them to bring the more vibrant functions to the ground floor while improving parking ratios.

Ms. Mariska stated that Proffers 2 has been updated to reflect the change in unit count and reduction in retail to 2,064 square feet. She stated that they have added a budget of \$20,000 for transportation management budget for incentives. Per comments that they verbally indicated not allowing residents to park on site it has now been reflected in the proffers. With these changes they feel parking is well beyond what would be necessary. There are measures in place to ensure adequacy with valet parking and a parking management plan. They will also continue conversations with the town to ensure correction of issues that may arise. Additionally the redesign has allowed them to consider the modification request. They are now only requesting one, finding that the others are not critical to the project they have been revised. The removal of the mezzanine also leaves the need for fewer incentives.

Jerry Young with Sunrise Assisted Living thanked staff and Ms. Mariska for summarizing their latest updates to the project. He stated that the changing iterations of the project originally called for 7,000 square feet of retail with 85 assisted living units and an 11,000 square foot mezzanine. Per work session discussions they reduce their numbers dropping the units down to 83 with a reduced retail to 5,000 square feet and an under 10,000 square foot mezzanine. Per discussions from the last meeting they now have 82 units for assisted living with retail reduced down to 2,200 square feet and elimination of the entire mezzanine. He stated that it has also resulted in the removal of the staircases and grand foyer entrance. They moved some of the common spaces from the second floor down to the first allowing them to bring the bistro and dining room down to the ground floor level. He stated that the result is a better project to which he credits all involved in the review.

Chairman Gelb noted that Commissioner Kenney did not indicate how he would vote but that he liked the project for its seemingly improved parking and reduction in retail. He imagined that he also liked the removal of the mezzanine. He stated that he himself visited the Hunter Mill Sunrise location to review parking ratios finding that the subject project to be better than the Hunter Mill location. He visited the site five times; twice on a weekend at 1 pm and 3 pm, which are peak time periods with weekday visits at 2 pm, 3 pm, and 11:30 am peak periods. For all times visited he found a number of open parking spaces.

Commissioner Meren asked if there was a demand for a taller fence. Ms. Mariska answered that they lowered the fence from 8 to 6 feet. The increase in height was tied to the mezzanine. Addressing staff, Commissioner Meren asked for the expected timeline to complete the project. Ms. O'Brien answered that is in reference to the 24 months granted by BZA. If they receive approval for rezoning the applicant will need to undergo site plan, building permit, and Fairfax County Fire Marshall approvals. There is no way of knowing Fairfax County's timeline in reviewing projects. Commissioner Meren asked if it is within 24 months. Ms. O'Brien answered that per BZA approval and conditions of the conditional use permit it requires beginning within 24 months.

Mr. Young stated that it is their desire to begin as quickly as possible. It being a complicated project will require more site and utility preparation. He noted that similar projects take two years of construction start. Commissioner Meren asked if the project in its entirety would be completed in four years. Mr. Young answered yes, stating that is their hope. Commissioner Meren stated that he would like the discussions regarding the corner pillar as an external art design for public art included in communications to Town Council. That the pillar be more of an artistic pillar. Mr. Young agreed, reading Proffer 3 aloud for the record, stated "...that they will go back to back to BAR for conformity. During which time they will discuss design options for the column element at the corner of Center Street and Maple Avenue..." Commissioner Meren thanked Mr. Young for clarifying.

Commissioner Baum thanked staff for providing the comparison of tax information. Addressing the applicant, she asked where the ambulance loading area will be and how they will be loaded. Mr. Young answered that it remains the same, located within the ground floor parking area. Staff noted the location on plan. Mr. Young explained that it is a large striped off area dedicated as an ambulance area. Commissioner Baum asked that it be noted on the plans as well since one of the proffers allows them to change the interior of the building as they see fit. The current INOVA building had an appropriate loading procedure because they opened onto the parking lot. The proposed building will front on to Maple Avenue and Center Street North. She asked for the exit path that the ambulance will take patients. Mr. Young explained the path of travel, stating that all ground level parking will have direct entrance into Sunrise's ground floor.

Commissioner Baum asked for clarification on the 62 foot design element. Ms. O'Brien noted the location on the plan. Mr. Young stated that the building complies with MAC's height limitation. The corner element is an architectural design element that exceeds 54 feet, as was suggested and approved by the BAR. Commissioner Baum asked for the number of beds designated for dementia patients. Mr. Young answered that only the 3rd floor of the building will house memory care residents, totaling 26 units.

Commissioner Couchman thanked the applicant for their recent resubmission, stating that they were clearly listening and she appreciates that. She hoped everyone was appeased with the parking improvements and suggested inviting Caffè Amouri customers to utilize the pocket park. She stated that pocket park connection to Caffè Amouri could be the beginning of a wonderful thing.

Commissioner McCullough agreed that the improvements are a true reflection of the applicant listening and considering the whole town in their presentation. She stated that the proffer revisions have been well written and well presented. Commissioner Meren asked if all food is prepared entirely within the kitchen or if

anything is ever brought in from other locations. Mr. Young answered that they have a fully operational kitchen, making meals from scratch on site. Given this location and its adjacency to popular local businesses they anticipate future partnership for special events.

Commissioner Baum was impressed with the changes as well although she continues to have reservations on the reduction of so much retail space. She stated that a by-right construction without rezoning would require 51 percent retail with 49 percent mixed-use. Reducing retail from 7,700 to 2,200 square feet leaves a token amount of retail space to gain the incentive, which gives her pause.

Commissioner Basnight made a motion for recommendation to Town Council on the modification for request for site plan modification from requirement to allow a 15 foot wide loading space reduction situated 38 feet from the required 53 foot wide loading space.

Commissioner McCullough seconded the motion.

Chairman Gelb called for discussion.

Commissioner McCullough stated that it was good that it is one modification as opposed to four. There being no further discussion, Chairman Gelb called the questions.

Motion: Basnight

Second: McCullough

Vote: 5-2

Nays: Miller & Baum

Commissioner Basnight made a motion for recommendation to Town Council on a proposed rezoning for Sunrise Assisted Living a mixed-use building with ground floor retail and senior assisted living facility, located at 100 to 112 Maple Avenue East, from C-2 General Commercial Zone and C-1A Special Commercial Zones to the MAC Maple Avenue Commercial Zone. Recommended approval per the May 22, 2019 revised plans.

Commissioner Couchman seconded the motion.

Commissioner McCullough asked to amend motion language to include per the May 22, 2019 revised plans. Commissioner Basnight accepted the revised language.

Commissioner Miller stated that he has struggled with the application. They need to compare 42 parking spaces for assisted living to other jurisdictions and not include retail in those parking counts. He noted that none of the other jurisdictions include retail, stating that they need to get their parking counts right. He would have preferred too many spaces than the potential of being under parked. There is no place for additional parking and wondered where they could offer valet services. He is troubled, asking that from a planning perspective whether this is the use that they want at the corner. They never discussed it. He would prefer For Sale condominiums or apartments with first floor retail at the corner than a senior living facility. It could have provided a unique area to live in town.

Commissioner Miller stated that per Sunrise's definition, the average age of their

residents will be 87 years old. He wondered if they would be able to take full advantage of the location and walk around town. Additionally, if the project were located anywhere else within Fairfax County they would be subject to the Healthcare Advisory Board. He stated that it is a unique facility to which he does not know enough about those unique characteristics. He would like to see the applicant undergo that review with Fairfax County. He noted that they have been denied in the past by Fairfax County for different reasons.

Chairman Gelb agreed that Commissioner Miller makes some reasonable points but this is a good use for the town. The applicant has done a good job in addressing concerns with the application. He agreed that they can never be sure; stating that with parking there is a risk. Based upon town standards in place and their changes, they have created a small amount of retail. They have to weigh one concern against the other. For those reasons, Chairman Gelb will support the motion.

Addressing the applicant, Commissioner Basnight asked if they would like to respond to Commissioner Miller's comments. He asked if they have been rejected by Fairfax County's Healthcare Advisory Board. Mr. Young answered that they were never rejected by the HCAB. Chairman Gelb asked if they have received any rejections. Mr. Young answered for zoning purposes, explained that they had a project that was not approved in McLean. It was not due to a rejection by the Healthcare Advisory Board.

Commissioner McCullough noted that there is a difference between zoning matters versus the Advisory Commission. It is the health policy advisory for the Board of Supervisors to ensure that they are addressing healthcare needs for the entire county, stating that they do not inspect or certify. They are only advisory.

Chairman Gelb asked who oversees their operations. Mr. Young answered that as an industry they are licensed and regulated by the Virginia Department of Social Services.

Commissioner Couchman thanked Commissioners Basnight and McCullough for their comments. She wanted to offer the applicant further opportunity to respond to comments. She reminded everyone that at their last hearing it was the suggestion of the commission that the applicant reduce or get rid of the retail. They had also heard a comment from a resident that they would not visit the retail because it conjured up bad memories of hospital gift shops. She apologized to the applicant for commissioners being critical of the application when it was suggested that the retail be completely removed. She stated that this is an ideal combination of commercial and residential use. She noted that for 444 Maple Avenue, 380 Maple Ave, and the Vienna Market they had many residents complain about increased residential along Maple Avenue. She stated that Sunrise's residents will not tax their school system or public parks. They will bring family and visitors into town who will utilize town businesses. She is also comfortable with the applicant keeping 3rd floor patients secure, stating that it will offer opportunities for boy and girl scout troops to assist.

There being no further questions, Chairman Gelb called the question.

Motion: Basnight

Second: Couchman

Carries: 5-2

Nays: Miller & Baum

New Business

None

Appointment to Windover Heights Board of Review

Chairman Gelb stated that they need a new member to serve on the Windover Heights Board of Review (WHBR) to replace Commissioner McCullough. He asked how long she has served. Commissioner McCullough explained that she served when she was on Community Enhancement and the TSC (Transportation Safety Commission). She served for a year when she started on the Planning Commission. At that time she volunteered to continue on the WHBR. To date, it's been approximately 5 years.

Chairman Gelb asked for a volunteer. Additional discussion followed with Commissioner Baum volunteering to serve.

Chairman Gelb stated that they previously discussed changing meeting start times and asked staff to schedule it for discussion on a future agenda. He thanked everyone for their participation in the MAC application review process, stating that it has been very challenging and demanding over the past 5-6 months.

Addressing staff, Commissioner Meren asked if the Fiscal Impact Analysis could be provided as a standard practice. Ms. Petkac stated that it has been provided for last couple of MAC projects. Commissioner Meren found it to be helpful information. Chairman Gelb asked staff to make the necessary updates reflecting change to retail for Town Council's review. Ms. Petkac agreed.

Planning Director Comments

Ms. Petkac stated that the June 10, 2019 joint work session is scheduled with Town Council and the TSC at 7:30 pm. She stated that this is the 2nd of 3 scheduled meetings to discuss transportation multi-module information. She noted that the commission also has a couple of agenda items for review on June 12, 2019.

Chairman Gelb thanked Ms. Petkac for her comments, stating he will be out of town and unable to attend the council joint work session. Commissioner Meren will be absent for June 26th, which may not be scheduled for a meeting.

Approval of the Minutes:

None

Meeting Adjournment

There being no further discussion, the meeting adjourned at 9:45 pm.

Respectfully Submitted,

*Jennifer M. Murphy
Commission Clerk*

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.