

**TOWN OF VIENNA, VIRGINIA
CERTIFICATE OF OCCUPANCY
ARTICLE 22, CHAPTER 18, TOWN CODE**

NUMBER: **13617**

A Certificate of Occupancy is hereby granted for the following firm, business, establishment, or individual in accordance with Article 22, Chapter 18, of the Code of the Town of Vienna, Virginia:

OCCUPANT NAME: **HEART TREE YOGA**

STREET ADDRESS: **605 UPHAM PLACE NW**

SUITE: - FLOOR: -

ZONING DISTRICT: **RS-10, RESIDENTIAL SINGLE FAMILY**

LEGAL DESCRIPTION: **38-1 ((6)) 0095**

IF PLATTED: LOT: **95**

BLOCK: -

SECTION: **2**

SUBDIVISION: **VIENNA HILLS**

PERMITTED USES: **OCCUPANCY FOR A HOME OFFICE FOR OFFSITE YOGA CLASSES – ANY IN HOME CLASSES MUST BE BY APPOINTMENT ONLY – PLEASE NOTE THAT THERE CAN BE NO EXTERIOR EVIDENCE OF THE BUSINESS**

APPROVED FOR ISSUANCE OF CERTIFICATE:

DATE: July 26, 2013


DIRECTOR OF PLANNING & ZONING AND ZONING ADMINISTRATOR

This certificate does not take the place of any license required by law, nor does it authorize the use of boilers, motors, machinery, or any signs. Any change in the use or occupancy of this structure or upon the subject property shall require a new certificate of occupancy. No land disturbing activity modifying an approved erosion and sediment control permit shall be permitted without obtaining the appropriate approvals and permits.

THIS CERTIFICATE SHALL BE CONSPICUOUSLY POSTED AT ALL TIMES

The Town of Vienna does not discriminate on the basis of disability in the administration or access to, or treatment or employment in, its programs or activities. The Director of Human Resources, 127 Center Street, South, Vienna, Virginia 22180, has been designated to coordinate compliance with non-discrimination requirements. This document will be made available in large print or on audio cassette upon request. Call 255-6300 (voice) or TDD users dial 255-5730 (Police Department), 255-5735 (Town Hall) or 255-5739 (Parks and Recreation).

TOWN OF VIENNA, VIRGINIA
APPLICATION FOR CERTIFICATE OF OCCUPANCY

Town of Vienna
Office of Planning & Zoning

HOME OCCUPATION
(TYPE OR PRINT IN INK)

JUL 22 2013

APPLICANT NAME: Carolyn Bagdoyan DATE: 7/22/13

STREET ADDRESS: 605 Upham PI NW, Vienna VA 22180 PHONE: 703-862-5922

BUSINESS NAME (IF APPLICABLE): Heart Tree Yoga

PROPOSED USE: OFFICE ☒ DAYCARE ☐ WORKSHOP ☐ STORAGE ☐

DESCRIBE—IN DETAIL—THE NATURE OF THE PROPOSED HOME OCCUPATION: Home office to prepare/
plan yoga classes for off-site establishments (schools, studios, etc). In future perhaps teaching
1 or 2 clients at a time by appointment only in my basement.

LIST ALL EMPLOYEES AND THEIR RELATION TO YOU: only myself

TOTAL GROSS FLOOR AREA OF DWELLING (INCLUDING BASEMENT): 3000 sq ft

AREA TO BE USED FOR HOME OCCUPATION (INCLUDING STORAGE): 500 sq ft

HOURS OF OPERATION: 8-6 TOTAL HORSEPOWER USED: N/A

NUMBER OF DAILY CUSTOMER VISITS: 5 see above NUMBER OF DAILY DELIVERY/PICKUPS: 2

OWNER NAME: Carolyn Bagdoyan PHONE: 703-862-5922

OWNER ADDRESS: 605 Upham PI NW, Vienna VA 22180

E-MAIL ADDRESS (for "Contact Person"): cmbagdoyan@gmail.com

DO YOU OWN THE DWELLING? YES ☒ NO ☐ **NOTE:** IF YOU DO NOT OWN THE SUBJECT PROPERTY, YOU ARE REQUIRED TO SUBMIT—ALONG WITH THIS APPLICATION—A LETTER FROM THE PROPERTY OWNER (INCLUDING THE OWNER'S NAME, ADDRESS, TELEPHONE NUMBER, AND E-MAIL ADDRESS—IF KNOWN) STATING THAT THEY HAVE NO OBJECTIONS TO THE PROPOSED BUSINESS BEING CONDUCTED IN THE RESIDENCE.

OFFICE USE ONLY

Permit No.: 13617 Receipt No.:

Zoning District: RS-10 Legal Description: 38-1(16)-995

If Platted: Subdivision: Vienna Hills Section: 2 Block: - Lot: 95

Use Limitations: Home office for off site yoga class - Any in home classes
must be by appt. only - No exterior evidence of the business

APPROVED BY:

Director of Planning & Zoning

Town Manager

7.24.2013

Date

07/25/13

Date

SECTION 18-4 AND 18-173: HOME OCCUPATION RESTRICTIONS:

A Home Occupation is defined in Section 18-4 of the Vienna Town Code as follows: "Any accessory use of a dwelling unit in addition to occupancy (See Sec. 18-173 for Supplemental Regulations). A boarding house, tourist home, or real estate office shall not be deemed a home occupation."

Section 18-173 of the Vienna Town Code states the following: In any residential zone a home occupation is permitted including the use of the home as an office, provided that the occupation complies with all the following:

- A. Is entirely operated within the single dwelling unit and only by the residents maintaining a dwelling therein.
- B. Creates no external evidence of the home occupation, including any advertisement other than a dwelling name plate no larger than 1.5 square feet in area.
- C. Does not utilize more than 25% of the gross livable floor area including the basement.
- D. No person is employed other than a member of the immediate family residing on the premises.
- E. Does not use any internal combustion engine as a power source and does not use more than a total of three horsepower in fractional horsepower electric motors (other than normally used for domestic use).
- F. Will not involve the emission of any sounds, odors, or smoke beyond the property in excess of normal single family dwelling use.
- G. No commodity or good may be sold on the premises.
- H. Customers or Clients may come to the premises only by appointment.
- I. Will not constitute a nuisance due to sidewalk or street traffic.
- J. Will not tend to adversely affect the use and development of adjoining properties in the immediate neighborhood.
- K. All equipment and/or merchandise may only be stored inside the principal residential structure.
- L. All commercial deliveries, either to or from the premises, may only be made between 8:00 AM to 6:00 PM.

A boarding house, tourist home, massage therapist or massage therapy establishment, or principal office of a real estate business shall not be deemed a home occupation.

ADDITIONAL NOTE: PROHIBITED HOME OCCUPATIONS also include Hair Salons, Nail Salons and Food Services that use the home kitchen for goods sold to the public (home-based catering, bakery, etc., are also prohibited by Fairfax County Health Department Regulations).

I, Carolyn Bagdoyan, CERTIFY THAT I UNDERSTAND THE HOME OCCUPATION RESTRICTIONS AND ORDINANCE, SECTIONS 18-4 AND 18-173 OF THE TOWN CODE, AND A VIOLATION OF SUCH RESTRICTIONS MAY RESULT IN THE REVOCATION OF MY HOME OCCUPATION PERMIT. I ALSO UNDERSTAND THAT THIS CERTIFICATE DOES NOT TAKE THE PLACE OF ANY OTHER LICENSES THAT MAY BE REQUIRED.

SIGNATURE: Carolyn Bagdoyan

DATE: 7/22/13

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Revised 1/5/2011

2013

APPLICATION FOR BUSINESS, PROFESSIONAL AND OCCUPATION LICENSE
TOWN OF VIENNA, VIRGINIA

PHONE # (703) 255-6321

Date business began in Vienna 2/10/13

Federal ID # (FIN or EIN)

Social security #

5	8	7	8	0	2	2	8	2	

Trade name
Corporate name

HEART TREE YOGA

Owner(s) or corporate president

CAROLYN BAGDOYAN

Business:

Street

City/State/Zip

6	0	5		U	P	H	A	M		P	L		N	W					
V	I	E	N	N	A			V	A			2	2	1	8	0			

Business type:

Individual

Corporation



Partnership

Limited liability

Mailing addr:

Street/P O #

City/State/Zip

6	0	5		U	P	H	A	M		P	L		N	W					
V	I	E	N	N	A			V	A			2	2	1	8	0			

VA Sales Tax #:

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Home addr:

Street

City/State/Zip

6	0	5		U	P	H	A	M		P	L		N	W					
V	I	E	N	N	A			V	A			2	2	1	8	0			

Business phone

(703) 862-5922

Description of business Yoga Instruction

The Town of Vienna requires all new businesses to send a copy of their registration of trade name and/or a copy of their state certificate, when the BPOL application is submitted. The license will not be issued until we receive these forms.

A.	Estimated gross amount (from the date the business began in Vienna to December 31)	3,000
B.	If Line A. is \$50,000 or less, enter the tax amount of \$30.00 Skip to Line F.	
C.	If Line A. is greater than \$50,000, divide the gross amount by \$100	
D.	Appropriate tax rate from the rate chart	
E.	2013 estimated taxes (Line C. times Line D.)	
F.	Enter tax from Line B. or Line E.	
G.	Flat fee license if applicable (see rate chart)	
H.	Alcoholic beverage fee (see rate chart) ABC #	
I.	Mixed beverage fee (see rate chart) Seating capacity	
J.	TOTAL 2013 TAX DUE (sum of Line F. through Line I.)	
K.	ADD 10% Penalty if filing is more than 30 days after beginning date of business. Minimum penalty = \$3.00	
L.	TOTAL 2013 TAX AND PENALTY	
M.	ADD 10% per annum interest on tax and penalty (.00833 x number of months late x Line L.)	
N.	TOTAL TO BE PAID TO TOWN OF VIENNA	30.00

TOWN OF VIENNA
Office of Planning & Building

JUL 22 2013

RECEIVED

TOWN of VIENNA

JUL 22 2013

PAID

THIS APPLICATION IS FOR BUSINESSES STARTING IN THE TOWN OF VIENNA, VIRGINIA ON JANUARY 1, 2013 THROUGH DECEMBER 31, 2013. Business license renewal forms are mailed around the end of January. Renewal applications are due March 1. Failure to receive forms does not relieve the taxpayer of the obligation to file on time.

I declare that the statements herein are true to the best of my knowledge and belief.

Signature of Owner or Authorized Representative

Carolyn Bagdoyan

Date

7/22/13

TOWN USE ONLY

Ord Section _____ Rate _____ Occupancy Cert # _____ Business Lic # _____ Vending sticker # _____

functions _____

TOWN
TREASURER _____

**CERTIFICATE OF TRADE NAME
INDIVIDUALS / SOLE PROPRIETORSHIP**

In the ☐ City ☒ County of Fairfax, I hereby certify in accordance with the provisions of §59.1-69 of the 1950 Code of Virginia as amended that I intend to conduct or transact business under the assumed or fictitious name of:

Heart Tree Yoga

(Name of Business)

at 605 Upham PI NW	Vienna	VA	22180
(Street Address)	(City)	(State)	(Zip Code)

Yoga Instruction

(Type of Business)

And that no other person has any interest of any kind in said business and that I am the sole owner and proprietor thereof.

My Post Office Address is: 605 Upham PI NW, Vienna, VA 22180

My Residence address is: 605 Upham PI NW, Vienna, VA 22180

I certify that the foregoing is true and correct to the best of my knowledge and belief. Given under my hand this 22 day of July, 2013.

Carolyn Bagdikian
(Signature)

Commonwealth of Virginia
County of Fairfax, to-wit:

I, the undersigned Deputy Clerk (Notary Public) in and for the Commonwealth and County aforesaid, do hereby certify that Black-Bagdikian, Carolyn Marie whose name is signed to the foregoing and hereunto annexed Certificate dated the 22nd day of July, 2013, has this day personally appeared before me and acknowledged the same before me in my office.

Ana E. Ventura Chavama
Deputy Clerk (Notary Public)

My Commission Expires: N/A
My registration number is: N/A (VA notaries only)

CCR-140 Fictitious Name -- Individual (Feb 2013)

A COPY TESTE:
JOHN T. FREY, CLERK

BY: Ana E. Ventura Chavama
Deputy Clerk
Date: 7/22/2013
Original retained in the office of
the Clerk of the Circuit Court of
Fairfax County, Virginia

07/22/2013
RECORDED FAIRFAX CO VA
TESTE
John T. Frey
CLERK

TOWN OF FAIRFAX
Office of Planning & Zoning
JUL 22 2013