



Department of Planning and Zoning
Town of Vienna, Virginia
 127 Center Street South
 Vienna, VA 22180
 Phone: (703) 255-6341
 Email: DPZ@viennava.gov

Project Overview

#1737092

Project Title: 1007 Electric Avenue SE_NFCU ATMs_BAR EXT MOD **Jurisdiction:** Town of Vienna

Application Type: Board of Architectural Review: Exterior Modifications **State:** VA

Workflow: 1. Initial Review **County:** Fairfax

Project Contacts

Contact Information: Applicant

Evan Burch
 ASD|SKY
 3030 Clarendon Blvd, Suite 350
 Arlington, VA 22201
 P:(703) 343-0152
eburch@asdnet.com

Contact Information: Owner

Tim Markle
 Navy Federal Credit Union
 820 Follin Ln
 Vienna, VA 22180
 P:(703) 206-3984
Tim_Markle@navyfederal.org

Indicate which of the following additional project contacts are to be included on project correspondences.: None of the Above

Project Address

Project Address: 1007 ELECTRIC AVE SE

Suite: N/A

Parcel (PIN): Address/Parcel

- 1007 ELECTRIC AVE SE: 0393 02 0003C

Town Limits: Address/Parcel

- 1007 ELECTRIC AVE SE: IN TOWN OF VIENNA

Current Zoning: Address/Parcel

- 1007 ELECTRIC AVE SE: CMP

Project Description

Project Description:

Fairfax County Building Permit Number(s): N/A

This project includes the addition of two new two-way drive-through ATMs located in the front yard setback of the existing NFCU HQ2 building. The site is a grass field with sparse trees. We propose to build a new driveway to accommodate the ATMs and a fabric tensile structure to provide shade and cover from the weather.

The new driveway approach will accommodate up to twelve stacked vehicles within the new drive area without backing up on to the campus roadways or parking lots.

These two new ATMs are intended to replace the two existing ATMs on the HQ1 building site. The existing ATMs are anticipated to be removed as soon as the new ones are constructed.

A Conditional Use Amendment will be required by the Zoning Department to allow drive-through ATMs to be located in the front yard setback of the property.

ABZA variance order is included in the enclosed documentation. (BZA-25136)

Exterior Modifications Information

Nature of Proposed Work: New Development/New Construction,Landscape Plan (new or revised)

Describe proposed improvements (including dimensions as necessary):

See project description

Are any Fairfax County Building Permit application numbers associated with this application?: No

Fairfax County Building Permit Number(s): N/A

Business/Development Name: NFCU

BAR Agenda Item:

N/A

BAR Meeting Date: 06/12/2025

Project File Number: N/A

Exterior Modifications Information

Proposed construction materials (include manufacturer, identification numbers, and size), colors, and finish types (include specifications and color numbers):

See supporting documents:

- Tensile structure: Steel
- Fabric canopy: Shadecloth fabric

Lighting & Awning Information

Will your project include lighting?: Yes

Please describe the lighting elements to be used (including kelvins, lumens):

See supporting documents:

- Pole lighting: 3500k, not to exceed 15' high, match existing lumens
- Canopy downlights: 3500k downlights, 2900 lumens



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Hours: Monday – Friday, 8:00 am – 4:30 pm

APPLICANT AUTHORIZATION FORM

I hereby certify that I am the property owner or I have authority of the property owner to make this application, that the information is complete, and that if a permit or certificate is issued, the construction and/or use will conform to the zoning ordinance and other applicable laws and regulations including private building restrictions, if any, which relate to the property. This form must be submitted prior to issuance of any permit or certificate.

I understand that the permits or certificates obtained pursuant to this permit authorization form will be in my name. I accept full responsibility for the work performed.

Check one box below:

☐

I am the property owner

☒

I am an applicant who has the authority of the property owner (owner will still need to sign)

Description of permits or certificates being applied for:

New ATM drive-through and associated driveways.

at the following address: 1007 Electric Ave., Vienna, VA 22180

Applicant Name (fill out if owner is not applicant): Madison Prince

Signature of Applicant: [Signature] Date: 5/29/2025

Property Owner's Name: Shima Mirshekari

Signature of Property Owner: [Signature] Date: 5/21/2025