



Town of Vienna

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

Meeting Minutes Board of Architectural Review

Thursday, November 20, 2025

7:30 PM

Charles Robinson Jr. Town Hall, 127 Center
St. South

Roll Call

The Board of Architectural Review met in a regular session on Thursday, November 20, 2025, at 7:30 p.m. in Town Hall, 127 Center St S, Vienna, VA 22180.

Roll Call: Ms. Couchman, Mr. Penati, Mr. O'Keefe, and Ms. Hanley were present.

Absent member: Ms. Shelly

Staff present: Planner Sharmaine Abaied and Board Clerk Yaska Camacho Castillo.

Approval of the Minutes

October 16, 2025, regular meeting minutes and the October 29, 2025, work session minutes were accepted into the record.

Regular Business:

[BAR25-641](#)

121 A Park St NE -Residential - Exterior Modification - Solar Panels

Request approval for the installation of twenty-four (24) solar panels, located at 121-A Park St NE, Docket No. PF- 1903561-BAR, in the RMU, Residential – Multi-Unit zoning district, filed by Jim Hanson, property owner.

Applicant present: Jim Hanson

The applicant stated that the roof is flat with a slight 1–2% tilt for proper drainage. The solar panels will be mounted parallel to the roof, which allows water and debris to drain and prevents hydroplaning. The panels will sit low and are expected to be minimally visible, likely not visible from the ground. There is about a one-foot perimeter around the installation. All electrical conduit and wiring will be run internally, not along the outside of the building. No further questions or comments were raised.

Mr. O'Keefe made a motion to approve the request for the installation of twenty-four (24) solar panels, located at 121-A Park St NE, Docket No. PF- 1903561-BAR, in the RMU, Residential – Multi-Unit zoning district, filed by Jim Hanson, property owner, as submitted.

Motion: Mr. O'Keefe

Second: Ms. Couchman

Motion Carried

[BAR25-642](#) 119 A Park St NE - Residential - Exterior Modification -Solar Panels

Request approval for installation of twenty-four (24) solar panels, located at 119-A Park St NE, Docket No. PF- 1901209 -BAR, in the RMU, Residential – Multi-Unit zoning district, filed by Timothy Power, property owner.

Applicant present: Timothy Power

There were no public comments or concerns for this item. The item was approved as submitted.

Motion: O’Keefe
Second: Ms. Couchman
Motion Carried

[BAR25-643](#) 127 A Park St NE- Residential - Exterior Modification - Solar Panels

Request approval for installation of twenty-four (24) solar panels, located at 127-A Park St NE, Docket No. PF- 1911364 -BAR, in the RMU, Residential – Multi-Unit zoning district, filed by Paul Levit, property owner.

Applicant Present: Paul Levit

There were no public comments or concerns for this item. The item was approved as submitted.

Motion: O’Keefe
Second: Ms. Couchman
Motion Carried

[BAR25-644](#) 111 A Park St NE- Residential - Exterior Modification - Solar Panels

Request approval for installation of twenty-four (24) solar panels, located at 111-A Park St NE, Docket No. PF-1899126-BAR, in the RMU, Residential – Multi-Unit zoning district, filed by Hariharan Suryanarayanan, property owner.

Applicant present: Hariharan Suryanarayanan

There were no public comments or concerns for this item. The item was approved as submitted.

Motion: O’Keefe
Second: Ms. Couchman
Motion Carried

[BAR25-645](#) 155 Maple Ave W - Bing Bings Dumpling - Sign

Request for approval of a wall sign, tenant panel, and window signs for Bing Bings Dumpling, located at 155 Maple Ave W, Docket No. PF-1884723-BAR, in the AC, Avenue Center zoning district, filed by James Byars of Signs by James, LLC, project contact.

Applicants present: James Byars & Ms. Bing (Business owner).

This application was postponed on the agenda to wait for the representative to arrive.

[BAR25-646](#) 208 Dominion Rd NE - Toastique - Sign

Request approval of new sign for Toastique, located at 208 Dominion Rd NE., Docket No. PF-1903724-BAR, in the M, Mill Street zoning district; filed by Bob Biroonak, Art Display Co., Project Contact.

Applicant present: Shwaib Ahmed

The applicant presented a new sign proposal for Tostique, which will replace the former Greenheart sign. The new sign will not be illuminated; it will rely on the existing external gooseneck lights. The design keeps the lettering size similar to the previous sign, but parts of the logo, such as the tail of the “Q” and some logo points, extend slightly beyond the existing sign panel by about an inch. The letters will be pin-mounted and raised about 1.5 inches, similar to other signs on the building.

Board members asked about placement and centering, noting the building’s quirks and the asymmetry created by four gooseneck lights. The applicant confirmed the sign is centered relative to the 20-foot white backer board rather than the windows or lights. Members expressed mild concern about extending beyond the panel but were generally comfortable with the design. Clarification was made to ensure the installed sign matches the drawings. The applicant confirmed Tostique is a franchise.

Ms. Couchman made a motion to approve the new sign for Toastique, located at 208 Dominion Rd NE., Docket No. PF-1903724-BAR, in the M, Mill Street zoning district; filed by Bob Biroonak, Art Display Co., Project Contact, as submitted.

Motion: Ms. Couchman

Second: Mr. O’Keefe

Motion Carried

[BAR25-647](#) 359 Maple Ave E - Giant Foods - Signs

Request approval of new signs for Giant, located at 359 Maple Ave E., Docket No. PF1833761-BAR, in the AE, Avenue East zoning district; filed by Jimmy Senecal, Rite Lite Signs, Project Contact.

Applicant present: Dawn Rayborn & Robert Moore.

The applicant explained that Giant Foods is updating signage and exterior colors across multiple stores to improve their appearance and maintain consistent branding. Their proposed signs use Giant's standard brand colors, sizes, and styles.

Board members discussed illumination details, agreeing that all purple channel-lettering should be perforated so the letters illuminate white at night. The fruit-bowl logo should not be perforated to maintain visibility, and the shopping-bag icon should remain as currently illuminated. The "pickup" sign lettering would also be perforated for consistency. The "welcome" sign will remain unchanged.

Clarifications were made regarding lighting limits: illumination must not exceed 3000 Kelvins, and no more than 150 lumens per module. For the pylon sign, both the logo and lettering should use a consistent shade of purple.

Mr. O'Keefe made a motion to approve the new signs for Giant, located at 359 Maple Ave E., Docket No. PF1833761-BAR, in the AE, Avenue East zoning district; filed by Jimmy Senecal, Rite Lite Signs, with the following conditions:

The luminated channel letter signs are perforated so that they are illuminated in white at night.

The kelvins do not exceed 3000

No more than 150 lumens per module.

The pylon sign replacement should be a consistent purple for the logo and the lettering.

Motion: Mr. O'Keefe

Second: Mr. Penati

Motion Carried

Recall: Item No. 5 - Request for approval of a wall sign, tenant panel, and window signs for Bing Bings Dumpling, located at 155 Maple Ave W, Docket No. PF-1884723-BAR, in the AC, Avenue Center zoning district, filed by James Byars of Signs by James, LLC, project contact.

Applicants present: James Byars & Ms. Bing (Business owner).

The applicant sought approval to use green window panels for Bing Bing's Dumpling, explaining that the green color reflects the restaurant's branding and helps distinguish it from neighboring businesses sharing a nearby entrance. They emphasized that the business is new and needs stronger visibility.

Board members expressed concern that the added green color on the windows created visual clutter within the multi-tenant center, which already has competing colors, including bright yellow from the adjacent car wash and red from the neighboring

restaurant's windows. Some members felt the green was distracting and did not necessarily solve the problem of clearly identifying the correct entrance.

Board members suggested alternative ways to differentiate the entrance, such as placing the panda logo on the door, which they felt would be more effective and visually appealing. The applicant explained their preference for green based on cultural and branding reasons, noting that the windows had previously been pink, then changed to red when green was not approved earlier in the year.

After discussion, several board members indicated they were comfortable with allowing the green, especially since the previous red decals had been removed and the visual conflict had lessened. There was also mention of checking signage size limits if a panda decal were added.

The board prepared to move toward a motion, with the understanding that the application originally requested red and would need to be conditioned to allow green instead. There were no public comments for this item.

Mr. O'Keefe made a motion to approve the request for a wall sign, tenant panel, and window signs for Bing Bings Dumpling, located at 155 Maple Ave W, Docket No. PF-1884723-BAR, in the AC, Avenue Center zoning district, filed by James Byars of Signs by James, LLC, project contact, with the following condition:

The window signs are green with white lettering.

The lumen for the lettering for Bing Bings remains as previously approved.

Motion: Mr. O'Keefe

Second: Mr. Penati

Motion Carried

[BAR25-648](#) 346 Maple Ave W - Charming Nail Spa - Sign

Request approval of an updated sign for Charming Nail Spa, located at 346 Maple Ave W., Docket No. PF-1917103-BAR, in the AW, Avenue West district; filed by Phuong Phan, Charming Nail Spa, Business Owner.

Applicant present: Abique Buffet

The applicant stated that the business previously operated under a name that included the trademarked word “Organic,” so the new owners are changing the sign to replace that word with “Charming.” Only the top portion of the sign, which contained the logo and the word “Organic,” will be replaced. The font for “Charming” will match the existing “Nails & Spa” text. A different sign company is performing the work. The illumination for “Charming” will follow the town’s guidelines and is intended to match the illumination used for “Nails & Spa,” ensuring the sign remains consistent with previously approved lighting and the shopping center’s overall signage design. The green background is the same shopping-center “teal” color used throughout.

There were no public comments for this item.

Mr. Penati made a motion to approve the request for an updated sign for Charming Nail Spa, located at 346 Maple Ave W., Docket No. PF-1917103-BAR, in the AW, Avenue West district; filed by Phuong Phan, Charming Nail Spa, Business Owner, with the condition that the illumination levels match the existing signs' illumination levels (kelvins & Lumens).

Motion: Mr. Penati

Second: O'Keefe

Motion Carried

[BAR25-649](#) 100 Ayr Hill Ave NE - Ayr Hill Church - Signs

Request approval of updated signs for Ayr Hill Church, located at 100 Ayr Hill Ave NE., Docket No. PF-1919648-BAR, in the RS-10, Residential zoning district; filed by Brenda Burns, Ayr Hill Church, Project Contact.

Applicant present: Brenda Burns

The applicant stated that the church is updating its existing signage to reflect a newly adopted name, essentially refacing the current signs rather than installing new ones. The new name and logo will replace the old wording, and the signs are located at the corners of Dominion & Ayr Hill and Center Street near the sanctuary entrance.

One sign is not illuminated except for small solar landscape lights placed by the church, which provide minimal lighting. The monument sign on the other corner uses old fluorescent lighting, and while one of the bulbs may need replacement, no changes to the existing lighting system are proposed. Staff cautioned that switching to LED or altering the lighting would require additional review.

There were no public comments for this item.

Mr. O'Keefe made a motion to approve the updated signs for Ayr Hill Church, located at 100 Ayr Hill Ave NE., Docket No. PF-1919648-BAR, in the RS-10, Residential zoning district; filed by Brenda Burns, Ayr Hill Church, Project Contact, as submitted.

Motion: Mr. O'Keefe

Second: Ms. Couchman

Motion Carried

[BAR25-650](#)

1001 Park St SE - Cunningham Park - Exterior Modification - Lights

Request for approval for exterior modifications and recreational lighting, for Cunningham Park located at 1001 Park St SE, Docket No. PF-1916808-BAR, in the PR, Parks and Recreational zoning district, filed by Courtney Vail, Lighting Maintenance Inc., project contact.

Applicant present: Pat Tomlinson, Cameron Tucker, and Joe Musco.

The applicants explained that they are upgrading the lighting system for the existing tennis courts behind the elementary school. The project replaces old HID fixtures mounted on six poles with new, more efficient LED fixtures on four slightly taller poles (increasing from 20 to about 40 feet). The goal is to improve energy efficiency, reduce glare and spillover light, and provide better lighting levels for the courts.

The new system uses Musco's remote scheduling controls, allowing lights to be programmed via an app or by calling their support team. A key switch (on/off/auto) and a player-activated push button will allow users to activate the lights on-site. The LED lights turn on instantly without a warm-up time. The push button also includes a strobe feature that warns players before the lights shut off, and pressing the button again resets the timer.

Board members asked about pedestrian safety when leaving the courts. The applicant confirmed that parking lot lights, located at the adjacent elementary school, remain on consistently, so no changes are needed. The photometric plan shows minimal light spill beyond the courts, an improvement over the existing system. There were no further concerns or questions from the board.

Ms. Couchman made a motion to approve the request for exterior modifications and recreational lighting, for Cunningham Park located at 1001 Park St SE, Docket No. PF-1916808-BAR, in the PR, Parks and Recreational zoning district, filed by Courtney Vail, Lighting Maintenance Inc., project contact, as submitted.

Motion: Ms. Couchman

Second: Mr. Penati

Motion Carried

[BAR25-651](#) 330 Dominion Rd NE - Metro Motor Collision - Exterior Modification

Request for approval for exterior modifications, building wrap, for Metro Motor Collision located at 330 Dominion Rd NE, Docket No. PF-1919604-BAR, in the M, Mill zoning district, filed by Paul Ashe, Metro Motor Collision, project contact.

Applicant present: Paul Ashe and Mr. Becker (Business owner).

The applicant presented a proposal to wrap the exterior of an older wood-sided auto-body building with a heat-applied 3M graphic film, including wrapping the window glass with a perforated version of the same pattern to reduce sun exposure. Board members asked technical questions about adhesion to the aging wood substrate, water protection at the roof edge, and overall durability. The applicant explained that the wrap bonds tightly to the wood, the roof overhang provides protection, and the 3M product is designed for exterior use. The wrap will also cover new window trim, and the windows will remain visible because the material is perforated.

The board confirmed with staff that covering more than 25% of the windows is allowed under the updated code and that the graphic wrap is not considered signage. However, any replacement of the building's main wall sign (e.g., swapping "Auto Body of Vienna" for "Metro Motor") will require separate board review.

Board members then discussed design concerns, noting the pattern is very busy and may appear uninviting or overly industrial in a suburban context. Some suggested leaving certain window areas in solid colors or allowing the window frames to show through to enhance "approachability" and clearly signal the building's entry point. Others worried that breaking the graphic pattern would reduce its visual impact. The applicant emphasized that the design has been successful at other locations and fits the industrial surroundings, though they were open to considering feedback.

There were no public comments for this item.

Mr. Penati made a motion to approve the request for exterior modifications, building wrap, for Metro Motor Collision located at 330 Dominion Rd NE, Docket No. PF-1919604-BAR, in the M, Mill zoning district, filed by Paul Ashe, Metro Motor Collision, as submitted.

Motion: Mr. Penati

Second: Mr. O'Keefe

Aye: Mr. Peanti, Mr. O'Keefe, and Ms. Couchman.

Nay: Ms. Hanley

Motion Carried

[BAR25-652](#)

515 Maple Ave E - Sekas Mixed Use - Revision - Landscape Plans

Ms. Hanley recused herself from item #12.

Item No. 12: Request for approval for planting selections in the buffer zone and planting beds, for the mixed-use project for Sekas Homes LTD located at 515 Maple Ave E, Docket No. PF-1880827-BAR, in the AE, Avenue East Zoning district, filed by Mike Van Atta of Sekas Homes LTD, project contact.

Applicant present: John Sekas and Mike Van Atta.

The applicant explained that two main sets of revisions were made to the site plan: one related to the rear masonry wall and the rest focused on landscaping. The masonry wall along the rear property line was moved closer to the line, now 3 feet off, allowing more depth for the rear planting buffer. This enabled a more naturalistic layout and improved screening.

Landscaping throughout the site was refined. The more visible, front-facing areas now feature a cleaner, manicured design, while the rear buffer remains more natural. Several plant selections were adjusted based on board feedback, including replacing species that were not suitable for shade. The applicant clarified that some earlier comments were tied to a previous red-lined version of the plan, and the current version reflects those corrections.

Board members expressed appreciation for the enhanced rear buffer and the choice of boxwoods in the front. One member briefly asked an unrelated question about resident and guest parking (guests will park in the underground garage). No other major questions or concerns were raised.

Mr. Penati made a motion to approve the planting selections for the buffer zone and planting beds for the mixed-use project for Sekas Homes LTD, located at 515 Maple Ave E, Docket No. PF-1880827-BAR, in the AE, Avenue East Zoning district, filed by Mike Van Atta of Sekas Homes LTD, as submitted.

Motion: Mr. Penati

Second: Ms. Couchman

Motion Carried

Other Business:

There was a brief discussion on the lighting guidelines. The project is 75% complete and will be presented to the board in December.

Yaska Camacho Castillo

Board Clerk

Meeting Adjournment

The meeting adjourned at 9:30 pm.

Yaska Camacho Castillo

Board 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.