



TOWN OF
VIENNA
since 1890

Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: March 19, 2026

Re: **Item No. 07 -Docket No. PF-2051127 -BAR**
901 Follin Ln SE - Navy Federal Credit Union
Signs

Request for approval of new signs at 901 Follin Ln SE, Docket No. PF-2051127-BAR, in the CP, Corporate Park zoning district, filed by Anna Edwards, Navy Federal Credit Union, project contact.

The applicant is requesting approval of two new double-sided monument signs to be located at the two entrances of 901 Follin Ln SE. The proposed cabinet signs will match the existing monument signs located on the Navy Federal Credit Union campus. The signs will be fabricated from routed aluminum and painted PMS Cool Gray 10C, with the logo panel finished in PMS 540C. The proposed signs will utilize the same illumination specifications as the existing campus signs, with lighting at 7000 Kelvins and a total output of 6,720 lumens.

Attachments:

- 01 - Staff Report
- 02 - Application and Authorization
- 03 - Site Plan
- 04 - Sign Renderings
- 05 - Structural and Electric Pages
- 06 - Photos
- 07 - Relevant Code Sections

Recommended motion:

I move to (approve/defer/deny) new signs at 901 Follin Ln SE, Docket No. PF-2051127-BAR, in the CP, Corporate Park zoning district, filed by Anna Edwards, Navy Federal Credit Union, project contact. (as submitted / with the following conditions....)

*Applicants must attend the meeting and represent their application.
Failure to appear may result in the deferral of the item or amendments to the design.
Failure to appear will not relieve any pending violations.*

Process

Per Town Code Chapter 4, all land areas zoned other than single-family detached residential are architectural control districts. Any lot, parcel or area of land within any area zoned for single-family detached residences, which is used for other than single-family detached residences, or which is the subject of an application for a use permit or building permit involving any such other use, is also designated an architectural control district.

No structure, building, sign or other improvements or other major landscape features surrounding such building, structure, sign or improvement located on any land within any architectural control district shall be erected, reconstructed, altered or restored until the plans for such shall have been approved by the Board of Architectural Review.