



Town of Vienna

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Meeting Minutes - Final Windover Heights Board of Review

Tuesday, August 5, 2025

7:30 PM

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

The Windover Heights Board of Review (WHBR) met for a regularly scheduled meeting at 7:30 PM on Tuesday, August 5, 2025, in the Town Council Chambers of Vienna Town Hall, 127 Center Street South, Vienna, Virginia. Theresa Bachmann presided as chair with Stephen Kenney and Paul Layer present. Also in attendance, and representing town staff, were Principal Planner, Lyndsey Cloutre, and Clerk to the Board, Jennifer Murphy. John O'Keefe and Craig Burns were absent.

Roll Call

John O'Keefe & Craig Burns were called absent.

Approval of the Minutes:

There being no corrections, the following meeting and work session actions minutes were accepted into the record.

WHBR - July 1, 2025 Draft Meeting Minutes

WHBR - July 1, 2025 Draft Work Session Action Minutes

Regular Business

[WHRB25-021](#) Request for a Certificate of Appropriateness for the proposed new single-unit detached home on the property located at 313 Windover Avenue NW, Docket No. PF-1759881-WHBR, in the RS-16, Residential single-unit, 16,000 sq. ft. zoning district. The application has been filed by Patrick Ohlhorst of Cloud IX Homes on behalf of Elshaday and Leah Belay property owners.

Ms. Cloutre presented staff's report, stating that the application submittal is the result of the July 1st work session held with the applicant, which has been revised for material selection and design. The existing home built in 1962 with an addition constructed in 1990 will be demolished and replaced with a new home. Presenting revised elevations, Ms. Cloutre stated that the updated materials will include an architectural shingle in Harvard Slate, lap siding in Deep Ocean, exterior trim color in Monterey Taupe, and standing seam metal roof in Musket Gray. Accent colors will be Sturdy Brown with stone veneer in Falcon Mist. The garage doors, exterior door, and dark bronze windows will remain as was shown at the work session. Concluding staff's presentation, the applicant was invited forward to present.

Elshaday & Leah Belay, property owners, were present representing the application. The board discussed the following with the applicants:

- *The surrounding siding style has been updated to match the front facade siding. Brackets and front columns will be in Sturdy Brown.*
- *Proposed tree canopy coverage exceeds the required 4,000 sq. ft. to just over 6,000 sq. ft. Any landscaping that is not within the area of construction will be preserved. The Redbud plant that is to the right of the driveway will be retained. Plants located to the left of the driveway have been marked in poor condition.*
- *The applicants were unable to find locations for Cedar trees that wouldn't crowd the other plants.*

Chairwoman Bachmann thanked the Belay's for their participation in the work session discussion, adding that the choice of colors will be a nice contribution to the district.

Concluding discussion, a motion was in order.

Board member Kenney motioned that the request for a Certificate of Appropriateness for a proposed new single-unit detached home on the property located at 313 Windover Avenue NW, Docket No. PF-1759881-WHBR, in the RS-16, Residential single-unit, 16,000 sq. ft. zoning district be approved with the request for consideration to install one or more Cedar trees to align with the neighborhood, along the street.

Motion: Kenney

Second: Layer

Carried: 3-0

New Business

Chairwoman Bachmann updated on the following:

- *The Department of Public Works is looking at two neighborhood initiatives: correcting right of way (ROW) issues and neighborhood street safety assessment. She will meet with the Director of Public Works to continue discussions.*
- *Staff has been asked to review and present suggestions to the board for revising Windover Height's Board of Review application submittal requirements.*

Meeting Adjournment

There being no further discussion, the meeting adjourned at 8:08 pm.

Respectfully submitted,

Jennifer Murphy

Clerk to the Board

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