



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

#1618443

**Project Title:** 1007 Electric Ave - Variance - NFCU - ATM Relocation

**Jurisdiction:** Town of Vienna

**Application Type:** Variance

**State:** VA

**Workflow:** 2. Board of Zoning Appeals

**County:** Fairfax

## Project Contacts

### Contact Information: Applicant

Evan Burch  
ASDJSKY  
3030 Clarendon Blvd, Suite 350  
Arlington, VA 22201  
P:7038769600  
[eburch@asdnet.com](mailto: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](mailto:Tim_Markle@NavyFederal.org)

**Indicate which of the following additional project contacts are to be included on project correspondences.:** Architect

## Project Description

### Project Description:

This project includes the addition of two new two-way drive-through ATMs located in the front hard 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.

**Fairfax County Building Permit Number(s):** n/a

## Project Address

**Project Address:**

- 820 FOLLIN LN SE
- 1007 ELECTRIC AVE SE

**Parcel (PIN): Address/Parcel**

- 820 FOLLIN LN SE: 0391 02 0007
- 1007 ELECTRIC AVE SE: 0393 02 0003C

**Current Zoning: Address/Parcel**

- 820 FOLLIN LN SE: CMP
- 1007 ELECTRIC AVE SE: CMP

**Proposed Improvements:** ATM and drive thru**Describe how zoning ordinance unreasonably restricts use of the property:**

See attached letter.

**Describe how condition or situation is unique to your property:**

See attached letter.

**Suite:****Town Limits: Address/Parcel**

- 820 FOLLIN LN SE: IN TOWN OF VIENNA
- 1007 ELECTRIC AVE SE: IN TOWN OF VIENNA

**Requested variance(s) from the Town Code:** Section 18-323, Paragraph 2 prohibits drive-thru facilities from being located in front of a building

**Describe any hardships related to physical conditions of the property:**

See attached letter.



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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:

Replacement of four existing generators with new, and replacement of existing electrical switchboard serving Phase 1 of the building with new.

at the following address: 820 Follin Lane SE, Vienna, VA 22180

Applicant Name (fill out if owner is not applicant): \_\_\_\_\_

Signature of Applicant: [Signature] Date: 30 Jan 2025

Property Owner's Name: Tim Markle

Signature of Property Owner: [Signature] Date: January 31, 2025