

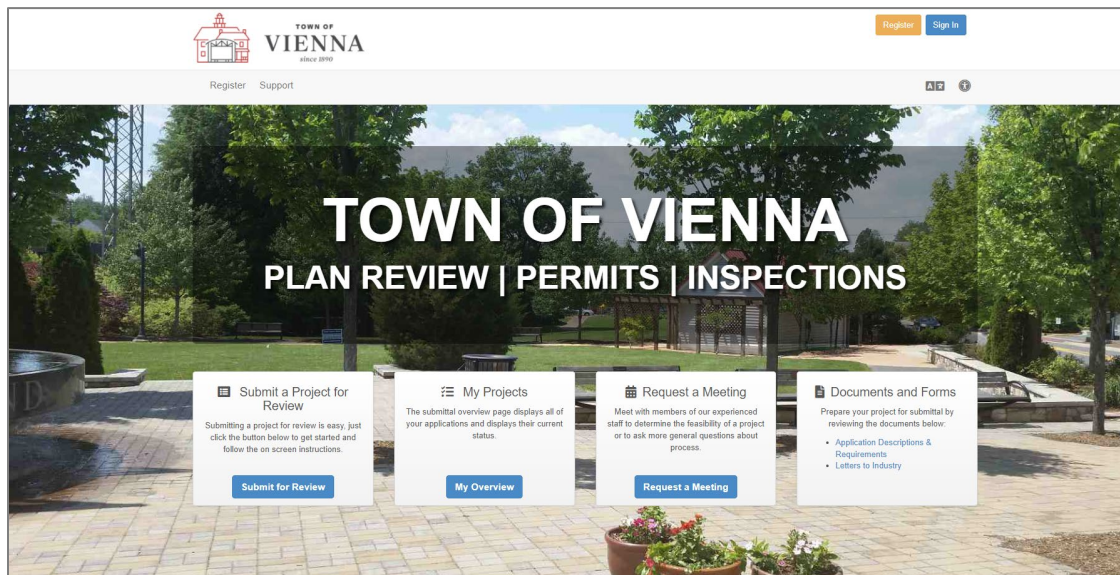


Department of Planning and Zoning
 Town of Vienna
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Town of Vienna Permanent Outdoor Dining

Outdoor dining is a great opportunity for Vienna restaurants to expand the seating options they have to offer patrons. Vienna offers two options to provide that seating: 1) Permanent, and 2) Seasonal Outdoor Dining. These options require review by the Town of Vienna prior to implementation. This document provides information on the approval process for Permanent Outdoor Dining. The required application is available through the Town's online permit portal.

<https://vienna.geocivix.com/secure/>



Permanent Outdoor Dining

The Town Code allows outdoor dining as an incidental use to restaurants through an application review process. The number of permanent outdoor seats you propose will determine what application process you follow:

- Administrative Approval by Staff - Twelve outdoor seats or fewer may be approved administratively by Town staff.
- Conditional Use Permit Required - Thirteen seats or more requires approval of a Conditional Use Permit by the Board of Zoning Appeals

Once approved, restaurants will have the permanent right to use outdoor seating in the approved locations, at any time of the year. No future approvals will be needed unless the food establishment wishes to increase the number of seats or make design changes.

Board of Architectural Review Required

All outdoor dining requires a review and approval by the Board of Architectural Review for the tables, chairs, and other features proposed for outdoor seating before installation. The Board of Architectural Review meets the third Thursday of every month.

Permanent Outdoor Dining Application Requirements

The following information will be required for all outdoor dining applications.

- A complete Applicant Authorization Form. The property owner or property manager acting on behalf of a property owner must authorize any proposed outdoor dining located on their property.
- Fairfax County permit application number(s), if required, as well as review by the Fire Department and Building Department.
- An approved or proposed scaled site plan showing the location of the outdoor seating,
- A scaled site and/or architectural plan showing in detail the location of all furniture, etc., and the barriers separating the permanent outdoor dining from vehicles.
- A parking tabulation for the business and/or shopping center the business is located within showing the existing conditions and the proposed conditions with additional seating. The Town Code requires 1 parking space per 4 seats.
- Details and specifications, including the color, material, and design of all elements including the chairs, tables, lights, fencing, etc.

Permanent Outdoor Dining Standards and Requirements

- Outdoor dining may be permitted on a roof garden of such building or areas directly adjoining the building, on permanent surfaces including patios and private sidewalks.
- Outdoor dining is not permitted within ADA accessible routes, pedestrian walkways, refuse storage access, loading spaces, and emergency/fire exits and lanes.
- No outdoor dining is permitted within 60 feet of a property zoned exclusively for residential use.
- Outdoor seating proposed in a location between 60 to 75 feet of a residential property, a maximum of 8 seats is permitted and the use of Outdoor Dining areas must end by 7:00 p.m. Other restrictions apply.

QUESTIONS?

If you have any questions about outdoor dining or the application process, please do not hesitate to contact the Department of Planning and Zoning either by email at dpz@viennava.gov or by phone at 703-255-6341.