



Town of Vienna

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Meeting Minutes Board of Architectural Review

Thursday, June 12, 2025

7:30 PM

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

Roll Call

The Board of Architectural Review met in a regular meeting on Thursday, June 12, 2025,
at 7:30 p.m. in

Roll call: Ms. Shelly, Mr. Penati, Mr. O'Keefe, & Ms. Hanley were present.

Absent member: Ms. Couchman

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

Approval of the Minutes

The meeting minutes for May 15, 2025, were approved as submitted.

Regular Business:

[BAR25-609](#)

527 Maple Ave W - Mah Boutique - Sign

Item No. 1: Request approval of a new sign for Mah Boutique, located at 527 Maple Ave W.,
Docket No. PF-1589352-BAR, in the AW, Avenue West zoning district; filed by Ehsan
Ayoub, Mah Boutique LLC., Project Contact.

Applicant Present: Ehsan Ayoub

The applicant is requesting to replace "MAH" with "Nora" on the white part of the panel.
No lighting changes are involved. It's just a sign update for a new business. There were no
questions or objections from others, and clarification was given that only the written
(white) part is being replaced.

Mr. O'Keefe made a motion to approve the request for a new sign for Mah Boutique,
located at 527 Maple Ave W., Docket No. PF-1589352-BAR, in the AW, Avenue West
zoning district; filed by Ehsan Ayoub, Mah Boutique LLC, as submitted.

Motion: Mr. O'Keefe

Second: Ms. Shelly

Motion Carried

[BAR25-610](#) 448 Maple Ave E - Silva & Son - Sign

Item No. 2: Request approval of a wall sign for Silva & Son Inc., located at 448 Maple Ave E, Docket No. PF-1609524-BAR, in the AE, Avenue East zoning district; filed by Hartyoun Sarkees, of Silva & Son Inc., Project Contact.

Applicant Present: Hartyoun Sarkees

The applicant stated that the existing sign box will remain; only the outer panel is being changed. The new panel will match the color of the other signs, specifically "relentless olive. There were no questions or objections from the board members or the public.

Ms. Shelly made a motion to approve the wall sign for Silva & Son Inc., located at 448 Maple Ave E, Docket No. PF-1609524-BAR, in the AE, Avenue East zoning district; filed by Hartyoun Sarkees, of Silva & Son Inc., as submitted.

Motion: Ms. Shelly

Second: Mr. O'Keefe

Motion Carried

[BAR25-611](#)

501 Church St NE - Klondyke LLC - Exterior Modification

Item No. 3: Request approval of the installation of two sheds located at 501 Church St NE, Docket No. PF-1720639-BAR, in the T, Transitional Zoning district, filed by Victoria Orlich, project contact.

Applicant Present: Victoria Orlich

Ms. Orlich stated that she and her husband have owned and maintain the property at 541 Church St. NE, which was built about 50 years ago. An original shed, used to store maintenance equipment, was constructed when the building was first built, but it never had a permit. The shed appears on the original June 1, 1980, plan. As the old shed deteriorated, they replaced it with two new sheds on their property. Now, they are requesting to amend the original plan to reflect the current sheds. The applicant was under the impression that parking for the property was going to be discussed during this meeting. Ms. Hanley clarified that parking was not part of this application.

The two new metal sheds have already been in place for about a year. They were pre-fabricated units that were simply delivered and set in place; no footings or separate flooring were used. The sheds are removable and sit directly on existing asphalt, which raised concern about the long-term condition of that surface. However, the owners assured they can move the sheds if needed.

The space between the sheds was also discussed, with reassurance that it's wide enough for cleaning and access by staff. All storage will be kept inside the sheds, ensuring a neat appearance. The sheds are green, intended to blend with the surrounding greenery.

A final note from the board raised a concern that a zoning violation remains unresolved until full site plan approval is completed. The board wants to ensure all steps are properly finalized. No public comments were made.

Mr. Penati made a motion to approve the installation of two sheds located at 501 Church St NE, Docket No. PF-1720639-BAR, in the T, Transitional Zoning district, filed by Victoria Orlich, as submitted with the following condition:

- Approved, subject to staff approval of the site plan.

Motion: Mr. Penati

Second: Mr. O'Keefe

Motion Carried

[BAR25-612](#)

212 Park St SE - Vienna Family Dentist - Exterior Modifications

Item No. 4: Request for approval of a new shutter paint color for Vienna Family Dentist, located at 212 Park St SE, Docket No. PF-1703412-BAR, in the RMU, Residential-Multi Unit zoning district, filed by Forough Yazdani, Vienna Family Dentist, PC, Business Owner.

Applicant Present: Forough Yazdani

The applicant stated that she wants to repaint the building's shutters, which have been the same worn-down blue shade for years, to a more modern black. She confirmed that the sign out front, which is also blue, will not be repainted at this time and will submit a separate application for that project. A board member noted that one shutter is currently missing from what is shown in the submitted picture, and the applicant confirmed that it will be reinstalled. The shutters are vinyl, making them easy to replace. The board generally approves of the proposed color change, calling it a clean, modern look and expressing no major concerns.

Mr. O'Keefe made a motion to approve a new shutter paint color for Vienna Family Dentist, located at 212 Park St SE, Docket No. PF-1703412-BAR, in the RMU, Residential-Multi Unit zoning district, filed by Forough Yazdani, Vienna Family Dentist, PC, as submitted.

Motion: O'Keefe

Second: Mr. Penati

Motion Carried

[BAR25-613](#)

352 Maple Ave W - Train - Exterior Modification - Revision

Item No. 5: Request approval of new paint colors, new light fixtures, and a refurbished sign, located at 352 Maple Ave W, Docket No. PF-1604266-BAR, in the AW, Avenue West Commercial Zoning district, filed by Paul Daniel, Ace Signs, project contact.

Applicant Present: JP Sherry

The applicant is requesting several updates to the building's exterior. He proposes changing the exterior wall color to white and updating the previously approved black color to Sherwin-Williams Black Inkwell. They also seek to paint the copper roof dome and guardrails black, using a rust-inhibiting Sherwin-Williams product recommended for metal surfaces. One set of stairs is already black and will be touched up; the other, currently green, will be painted black for consistency at the landlord's request. Additionally, the applicant plans to replace three small exterior lights with more modern, compliant fixtures and to replace an outdated yellow box sign from a former business with a simple sign displaying the building number.

Mr. O'Keefe expressed strong support for the proposed changes, noting he recently viewed the property and was impressed by the improvements already made. He commented that the updates, especially the white paint, align well with changes happening to the neighboring property and enhance the building's appearance. He felt that the white paint helps to soften and improve the look, particularly at the back entrance.

Mr. Penati commented that the only remaining element unchanged is the brown roof. The applicant said he had asked the painters about painting the shingles but was told it might not be feasible. He plans to focus on getting the business up and running first, then potentially revisiting the roof later. Ms. Hanley noted that asphalt shingles can be painted, though the finishing may not last as long and will wear like typical asphalt. She suggested the applicant consider the remaining lifespan of the current roof before deciding whether to paint it. The applicant indicated they might return with another request in the future.

There was a suggestion about adding simple landscaping, such as shrubs or grasses, to the back right side of the property for aesthetic improvement, though it's not a requirement. The applicant was open to the idea and asked if approval would be needed. The board advised that it would depend on the property line and type of landscaping, noting that major landscaping typically requires approval. Staff will follow up to clarify whether the grass would need formal review.

Ms. Shelly made a motion to approve the use of new paint colors, new light fixtures, and a refurbished sign, located at 352 Maple Ave W, Docket No. PF-1604266-BAR, in the AW, Avenue West Commercial Zoning district, filed by Paul Daniel, Ace Signs, as submitted.

Motion: Ms. Shelly

Second: Mr. O'Keefe

Motion Carried

[BAR25-614](#) 1007 Electric Ave SE - Navy Federal Credit Union - ATM - Exterior Modification

Item No. 6: Request approval of an ATM, canopy, bollards, lights, and landscaping located at 1007 Electric Ave SE, Docket No. PF-1702874-BAR, in the CP, Corporate Park Zoning district, filed by Evan Burch, ASD|SKY, project contact.

Applicants Present: Glenn Cartilage & Tim Markel

The applicants are requesting approval for the relocation of an existing ATM on the Navy Federal Credit Union (NFCU) campus. The ATM is currently situated adjacent to the NFCU Headquarters 1 building, and it is proposed to be moved to a new location in front of the NFCU Headquarters 2 building, situated across Electric Avenue

The proposed ATM installation will include the following elements:

- Two ATMs, one serving each drive-through lane (south and north)
- ATMs mounted on a 6-inch raised concrete island
- ATM units finished in Navy Federal Blue with the NFCU logo
- A steel tensile structure with a tensile fabric canopy to provide shade over the ATMs
- Galvanized steel bollards for protection
- Two new pole lights matching existing campus fixtures
- Two downward-facing canopy lights
- Additional trees and site landscaping to enhance visual screening.

Mr. Cartilage discussed plans for minimal site grading, as the area is mostly pre-graded with only minor adjustments needed. Stormwater structures will tie into existing systems nearby, minimizing disturbance. The planting plan is limited to affected areas and uses low-maintenance, low-height plants previously approved by Navy Federal to maintain visibility and ensure security around the ATM.

For lighting, all new fixtures will be set to a 3500K color temperature, with dimmable canopy lights and downward-facing bullet lights for targeted illumination. Instead of physical clearance bars, a clearance height sign (around 8'6") will be used to ensure vehicle clearance under the canopy. Both sides of the structure are identical. The canopy fabric will be a white porcelain material, approved by the tensile structure designer. It was noted that the EV stations are not part of this application but would have to come before the board as well.

Mr. Cartilage addressed concerns raised in a previous BAR work session about headlights from a planned development potentially shining onto neighboring properties. He clarified that the red rectangle shown in the plans misrepresents the size of a car, making it appear closer than it actually is. In reality, several features help screen the headlights: natural elevation changes (a hill), existing and planned vegetation (including crape myrtles and pine trees), and an 8.5-foot fence. Beyond this is a power line easement, a trail, a drainage ditch, and then houses that sit lower and have their plantings for screening.

With no questions or concerns from the board or the public a motion was in order.

Mr. Penati made a motion to approve the request of an ATM, canopy, bollards, lights, and landscaping located at 1007 Electric Ave SE, Docket No. PF-1702874-BAR, in the CP, Corporate Park Zoning district, filed by Evan Burch, ASD|SKY, as submitted.

Motion: Mr. Penati

Second: Mr. O'Keefe

Motion Carried[BAR25-615](#)

127-133 Park St NE - Grove on Park - Exterior Modifications - Revision

Ms. Hanley recused herself from item # 7. Mr. O'Keefe stepped in as Chair.

Item No. 7: Request approval of minor revision - addition of window openings and railings - for Grove on Park (formerly Vienna Courts), located at 127 – 133 Park St NE, Docket No. PF-983578-BAR, in the RMU, Residential - Multi-Unit zoning district, filed by Patty Hanley of BFR Construction Company, project contact.

Applicant Present: Patty Hanley

Ms. Hanley explained that a layer was accidentally omitted from their original application, which caused the interior living room windows between buildings 1, 2, 4, 5, 6, 7, 8, 9, and 11 to be left out of the plans. These windows were always intended and do not face any residential properties. The materials remain the same. Additionally, she clarified the presence of a required railing in front of building #4, which goes directly in front of the door rather than along a sidewalk, something that was unclear in the initial submission.

There were no questions or concerns from the board members or the public.

Ms. Shelly made a motion to approve the request of minor revision - addition of window openings and railings - for Grove on Park (formerly Vienna Courts), located at 127 – 133 Park St NE, Docket No. PF-983578-BAR, in the RMU, Residential - Multi-Unit zoning district, filed by Patty Hanley of BFR Construction Company, as submitted.

Motion: Ms. Shelly

Second: Mr. Penati

Motion Carried

Other Business:

- The board discussed calendar invites for the meetings. The invites can be sent to their personal email address and the Town of Vienna email address.
- The possibility of remote participation is in discussion with Director David Levy.

Meeting Adjournment

The meeting adjourned at 8:12 p.m.

Yaska Camacho Castillo

Clerk to the Board

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