



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

#1702874

Project Title: 820 Follin Ln SE - NFCU AUDITORIUM AND ATM_BAR WS

Jurisdiction: Town of Vienna

Application Type: Board/Commission Work Session

State: VA

Workflow: 1. Work Session Initial Review

County: Fairfax

Project Contacts

Contact Information: Applicant

Evan Burch
ASDJSKY
3030 Clarendon Blvd, Suite 350
Arlington, VA 22201
P:7038769600
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

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

Architect, None of the Above

Project Address

Project Address: 820 FOLLIN LN SE

Suite:

Parcel (PIN): Address/Parcel

Town Limits: Address/Parcel

- 820 FOLLIN LN SE: 0391 02 0007

- 820 FOLLIN LN SE: IN TOWN OF VIENNA

Current Zoning: Address/Parcel

- 820 FOLLIN LN SE: CMP

Project Description

Project Description:
AUDITORIUM:

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

This project consists of the following parts:

1. The demolition of the existing ATM structure and associated driveway.
- 2 The renovation of interior office space in the conference center portion of the HQ1 building.
3. The addition of a new auditorium space located adjacent to the SE of the conference center. The auditorium addition will include a full basement for furniture storage, mechanical, and office space.
4. The auditorium is for NFCU employees only, outside organizations are not to use the space.

ATM:

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.

Board/Commission Requested for Work Session: Board of Architectural Review



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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:

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

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

Signature of Applicant: _____ Date: _____

Property Owner's Name: Tim Markle

Signature of Property Owner: [Signature] Date: 12/10/24