



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

#1931149

Project Title: 404 Pine St SE_BAR EXT MOD

Application Type: Board of Architectural Review: Exterior Modifications

Workflow: 1. Initial Review

Jurisdiction: Town of Vienna

State: VA

County: Fairfax

Project Contacts

Contact Information: Applicant

Rafael Arcinue
Classic Cottages
433 E Monroe Ave
Alexandria, VA 22301
P:5713663301
arlpermits@ccottages.com

Contact Information: Owner

Rafael Arcinue
Classic Cottages
433 E Monroe Ave
Alexandria, VA 22301
P:5713663301
arlpermits@ccottages.com

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

Project Address

Project Address: 404 PINE ST SE

Suite:

Parcel (PIN): Address/Parcel

Town Limits: Address/Parcel

- 404 PINE ST SE: 0382 51 0206

- 404 PINE ST SE: IN TOWN OF VIENNA

Current Zoning: Address/Parcel

- 404 PINE ST SE: C-1A

Project Description

Project Description:

Proposed change #1: replacement of two exterior windows along the NE facade to meet emergency escape egress size requirements but maintain the same color as existing windows. Existing windows were slide windows that did not have enough area for egress. These are proposed to be replaced with casement windows. No change to the window size is proposed.

Proposed change #2: additional bike parking using TOV standard bike parking details

Exterior Modifications Information

Nature of Proposed Work: Minor Facade Modification,Site Improvements

Describe proposed improvements (including dimensions as necessary):

Proposed change #1: replacement of two exterior windows along the NE facade to meet emergency escape egress size requirements but maintain the same color as existing windows.

Existing windows were slide windows that did not have enough area for egress. These are proposed to be replaced with casement windows. No change to the window size is proposed.

Proposed change #2: additional bike parking using TOV standard bike parking detail

Fairfax County Building Permit Number(s): ALTC-2025-02561

BAR Agenda Item:

Project File Number:

Are any Fairfax County Building Permit application numbers associated with this application?: Yes

Business/Development Name: Cooper Building II

BAR Meeting Date: 12/18/2025

Exterior Modifications Information

Proposed construction materials (include manufacturer, identification numbers, and size), colors, and finish types (include specifications and color numbers).:

Windows: Exterior casement window, dark bronze color. Size = 32.5" x 45". Manufacturer = Plygem, Product Line = Mira. See attached spec document.

Parking slots: Standard TOV bike rack details

Lighting & Awning Information

Will your project include lighting?: No

Please describe the lighting elements to be used (including kelvins, lumens):



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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:

Commercial interior alteration

at the following address: 404 Pine St SE

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

Signature of Applicant: Mine Date: 09-24-2025

Property Owner's Name: PAUL A LAWRENCE

Signature of Property Owner: Paul Lawrence Date: 9/24/2025