

**SECTION 18-500 INTRODUCTION**

The standards in this Article 5A apply to all new construction, additions, and alterations with respect to any commercial, industrial, and mixed uses, as listed in Article 3, in any zone or district.

**SECTION 18-501 ACCESSORY STRUCTURES**

1. Accessory structures are allowed only in connection with, incidental to, and on the same lot with a principal use or structure that is permitted.
2. Accessory structures on lots used for public, institutional, and community uses may include the following:
  - A. Drive-up or walk-up structures not connected to the principal structure
  - B. Sheds and similar storage structures
  - C. Gazebos, and similar structures
  - D. Green houses
  - E. Other similar structures as determined accepted by the Zoning Administrator.
3. No accessory structure may be used for dwelling purposes.
4. The principal use shall take place primarily in the principal building(s), and accessory structures shall only contain uses subordinate to the principal use.
5. All accessory structures must comply with the maximum height regulations applicable in the zone or district where they are located, except as may be qualified by another subsection of this Chapter. See Article 2 Section 18-206.5 for measurement of accessory structures.
6. No accessory structure shall be located within any platted or recorded easement, except as expressly agreed to in writing by the easement owner. The applicant who is submitting for a building permit to construct an accessory structure shall be responsible for correctly identifying any easements and the ownership of those easements on the site plan.
7. **Setbacks.**
  - A. Accessory structures shall have a side and rear yard setback of at least 3 feet and front yard setback of at least 15 feet.
  - B. In AC, AE, AW, GS, CS and T districts and zones accessory structures that are intended for public use may be located in any yard. Sheds, storage and other service-oriented structures may not be located in the front yard and be shielded as much as is practical from the view from the public right of way.
  - C. In M and CP district, accessory structures are permitted in any yard.
8. **Height of Accessory Structures.**
  - A. All accessory structures must comply with the maximum height regulations applicable in the zone or district where they are located, except as may be qualified by another subsection of this Chapter.
  - B. Accessory structures in the CM District may be of greater height than the principal structure, provided such greater height is approved by the Town Council after obtaining a report and recommendation from the Planning Commission.
  - C. See Article 2 Section 18-206.5 for measurement of accessory structures.

### SECTION 18-502 ARCHITECTURAL REVIEW

1. Any material change in the appearance of a building, structure, or site visible from public places (rights-of-way, plazas, squares, parks, government sites, and similar) and located in the Architectural Control Overlay District require review and approval by the Board of Architectural Review. See Section 18-807 for Certificate of Approval process.
2. Material change in appearance shall include construction; reconstruction; exterior alteration, including changing the color of a structure or substantial portion thereof; demolition or relocation that affects the appearance of a building, structure or site.

### SECTION 18-503 FENCES AND WALLS

1. **Purpose and intent.** The purpose and intent of this section is to regulate the location and height of fences and walls, to protect adjacent properties from the indiscriminate placement and potential unsightliness of fences and walls, and to ensure the safety, security, and privacy of properties.
2. **Applicability.**
  - A. The provisions of this section shall apply to all construction, substantial reconstruction, or replacement of fences or walls not required for support of a principal or accessory structure, and to any other linear barrier intended to delineate different portions of a lot.
  - B. Temporary fences for construction sites and tree protection are exempted from these standards but shall comply with the requirements of the Uniform Statewide Building Code.
3. **Location and Height.**
  - A. Fences or walls related to a private property shall not be placed in the public right-of-way.
  - B. Fences and walls are permitted adjacent to the property line between two or more parcels of land.
  - C. Fences and walls may be located within any required yard.
  - D. Fences shall be a maximum of 6 feet in height within the area of any required yard setback, with the following exceptions:
    - i. Fences on residentially zoned properties shall not exceed 4 feet in height between the front of the principal building and street.
    - ii. Fences must comply with site triangle standards. See Section 18-511.
    - iii. Fence height in the front yard may be increased to 6 feet maximum, provided it is approved as part of a conditional use permit for the use.
    - iv. Fences used for security and protection of Town and/or government facilities, structures and/or utilities, may exceed the height restriction set forth in this Article.
  - E. Building setbacks, as described in Article 2, shall apply to all retaining walls 5 feet or greater in height and all decorative walls 4 feet or greater in height.
4. Any fences shall have the finished side facing the street and the properties that are adjacent or abutting.

**5. Fence Materials.** Use of barbed wire, razor wire, concertina wire and/or other security enhancement devices is prohibited except for security protection of Town and/or government facilities, structures and/or utilities if approved by resolution of the Town Council. Such resolution shall be based upon the recommendation of the Director of Public Works and Chief of Police and upon a finding by the Town Council that such measures are necessary in the interest of public safety and security for such facility, structure and/or utility.

**SECTION 18-504 LANDSCAPING, SCREENING AND TREE CANOPY COVERAGE**

**1. Parking Lot Landscaping**

- A. All parking lots shall include a landscaping strip along the entire perimeter of the parking lot of at least 5 feet in width. The landscaping strip may include breaks for bicycle, pedestrian, and vehicle access, and shall include the following:
  - i. One canopy or understory tree per 35 feet of linear footage; and
  - ii. Three large shrubs, which are of a type that are able to reach at least 3 feet in height within 3 years of planting, per 25 feet of linear footage.
- B. One interior landscaping island shall be provided for every ten parking spaces. If a lot has multiple interior landscaping islands, the interior landscaping islands must be evenly distributed throughout the parking lot.
- C. Each interior landscaping island must consist of a minimum of 200 square feet, a minimum width of 8 feet, at least one tree, and at least 4 large shrubs. No parking space shall be more than 70 feet away from the trunk of a shade or canopy tree.

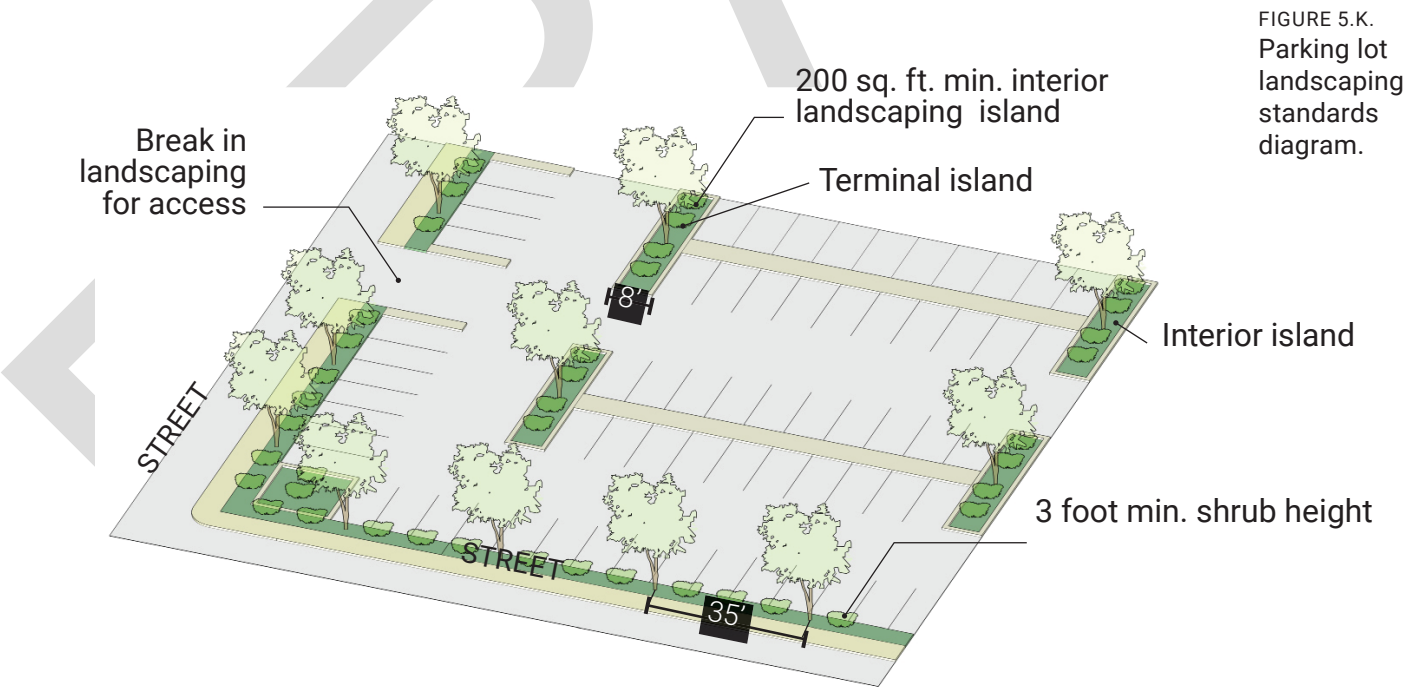


FIGURE 5.K.  
Parking lot  
landscaping  
standards  
diagram.

- D. Parking rows must have terminal islands located at both ends of each row.
- E. Interior islands may be installed below the level of the parking lot surface to allow for stormwater runoff capture.

2. Screening

A. The following table sets forth the required screening width between properties:

PROPOSED USE	ABUTTING USE				
	Single Unit Detached (RS-10, RS-12.5, RS-16)	Duplexes, Townhouses, Cottage Courts, or Multi-Unit Attached(RMU)	Commerial or Mixed Use	Industrial	Public, Insitutional, or Community Use
Commercial or Mixed Use	10 ft. min.	10 ft. min.	0 ft.	10 ft. min.	5 ft. min.
Industrial	20 ft. min.	20 ft. min.	10 ft. min.	0 ft.	5 ft. min.

B. When a screening buffer is required, a combination of understory trees, canopy trees, and shrubs shall be included along with a 6-foot-tall solid fence or masonry wall (no CMU) on the proposed development’s site along the property line as follows:

Specifications	5 ft. Buffer	10 ft. Buffer	20 ft. Buffer
Height of solid fence or wall	6 ft. min.	6 ft. min.	6 ft. min.
Canopy Trees (per 100 ft along shared lot lines)	Not required	3 min.	4 min.
Understory Trees (per 100 ft along shared lot lines)	4 min.	3 min.	3 min.
Shrubs	3 min.	4 min.	4 min.

C. All plantings and trees must be permanently maintained in good growing condition and replaced with new plant materials, when necessary, to ensure continued compliance with applicable landscaping and/or buffer yard requirements.

3. Minimum Tree Canopy Coverage

- A. A tree canopy coverage plan shall be submitted along with applications for the following projects:
  - i. The development of an undeveloped tract;
  - ii. The redevelopment of any existing tract by removal of a dwelling and replacement with a new dwelling; or
  - iii. The addition to an existing dwelling that results in an area of disturbed soil exceeding 2,500 square feet.
- B. A tree canopy coverage plan shall illustrate how the site will, after a maturation of 20 years, achieve the tree canopy coverage minimums set forth in the table below.

Standard	Residential Single-Unit Detached Zones (RS-10, RS-12.5, RS-16)	Residential Multi-Unit Zone (RMU)	Avenue Center (AC), Avenue East (AE), Avenue West (AW), Gateway South (GS), Mill (M), and Corporate Park (CP) Districts and Transitional (T) Zone
Tree Canopy Coverage (as a percentage of total lot area)	20% min.	15% min.	10% min.

- C. Planting and replacement of trees shall be in accordance with [Section 17-15-1](#) and the Town of Vienna Tree Preservation and Planting Specifications Manual, which is available in hardcopy at the Department of Public Works and online available for download at [www.viennava.gov](http://www.viennava.gov).
- D. Existing trees which are to be preserved, and with no citations having been issued by the Town of Vienna throughout the duration of the project, may be included in the plan to meet all or part of the canopy requirements if the site plan identifies such trees and the trees meet standards of desirability and life expectancy established by the Town. Town of Vienna staff will perform a minimum of two unannounced site inspections to determine compliance with tree protection and preservation regulations during construction.
- E. The Town Council may grant reasonable exceptions or deviations from the requirements of this section when strict application of the requirements would result in unnecessary or unreasonable hardship to the developer, or to allow for reasonable development of the following:
  - i. Areas devoid of woody materials;
  - ii. Dedicated school sites;
  - iii. Playing fields and other non-wooded areas and uses of a similar nature;
- F. Violation of this section shall constitute a Class 3 misdemeanor punishable by fine of not more than \$250.00, and each day after the first during which such violation shall continue shall constitute a separate violation.



SECTION 18-505 MECHANICAL AND UTILITY EQUIPMENT

- 1. All rooftop equipment (such as air handling units, exhaust fans, and other mechanical systems and equipment) shall be placed as close to the middle of the roof as possible, to maximize the likelihood that the equipment will not be visible from the right-of-way or from adjacent properties.
- 2. All rooftop equipment on any building shall be fully screened from view from the right-of-way and adjacent properties by use of screening material that is consistent with the material found on the building façade.
- 3. Mechanical equipment located on the ground should be screened, whenever possible, with fencing, walls, mural wraps, and/or landscaping.

SECTION 18-506 OPEN SPACE TYPES

The following describes and depicts acceptable types of open space for development. These types of open space may be combined.

1. Open Lawn Area

Open lawn areas are informal areas for passive use bounded by roads or front facing lots. Tree plantings can be informal and the topography irregular. Greens may be used to preserve specimen trees.

2. Playgrounds

Playgrounds shall be designed with commercial grade play equipment. Playgrounds must meet all federal, state, and local regulations and be compliant with the Americans with Disabilities Act.

3. Gazebos and Other Shade Structures

Freestanding structures which are covered by a roof and open air on all four sides.

4. Common Area/Courtyard

An open space that may be improved and landscaped and is usually surrounded by streets and buildings.

5. Hardscaping and Landscaping

Hard surface areas located on the ground that consist of pavers, stone, or other natural materials, along with fountains, and mixed with landscape materials, such as shrubs, trees, and grasses.



FIGURE 5.L.  
Example open lawn area.



FIGURE 5.M.  
Example playground.



FIGURE 5.N.  
Example gazebo.

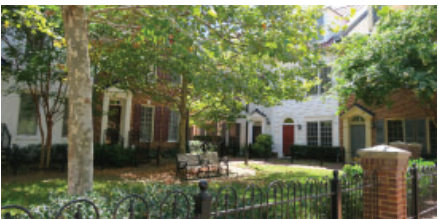


FIGURE 5.O.  
Example courtyard.



FIGURE 5.P.  
Example hardscaping and landscaping.

**6. Outdoor Recreational Facilities**

An area designed and equipped for the conducting of sports and leisure-time activities, such as pools and sport courts.



FIGURE 5.Q.  
Example  
outdoor  
recreation  
facility.

**7. Pet Areas**

An area designed for pets to exercise and play off leash in a controlled environment under the supervision of their owners.

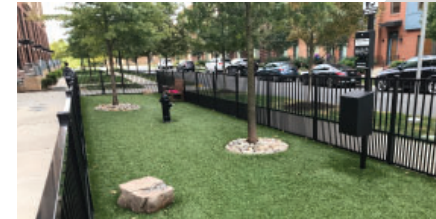


FIGURE 5.R.  
Example pet  
area.

**SECTION 18-507 OUTDOOR LIGHTING**

1. The following outdoor lighting is prohibited:
  - A. Lasers, searchlights, strobe lights, and blinking lights, excluding temporary holiday lighting.
  - B. Light sources that exceed 200,000 lumens or an intensity in any direction of 2,000,000 candelas or more.
  - C. Linear strips or string lighting used to accentuate architectural features other than temporary holiday lighting.
  - D. Low-pressure sodium and mercury vapor light sources.
2. The following exterior lighting is exempt from the regulations of this ordinance:
  - A. Underwater lighting used for the illumination of swimming pools and fountains;
  - B. Temporary holiday lighting displayed for a period not exceeding 45 consecutive days;
  - C. Lighting required and regulated by the Federal Aviation Administration, or other authorized federal, state, or local government agency;
  - D. Emergency lighting used by police, fire, or medical personnel, or at their direction; and
  - E. Luminaires with 1,000 or less initial lumen output.
3. All lighting fixtures shall be full-cutoff fixtures and shall be mounted such that the cone of light is contained on-site and does not cross any property line. The light source from any fixture shall be concealed and shall not be visible from any right-of-way or adjacent properties.
4. Only incandescent, LED, fluorescent, metal halide, or color-corrected high-pressure sodium lighting sources may be used. The same light source type shall be used for the same or similar types of lighting on any one site throughout any development.
5. Maximum luminance levels shall not exceed 0.5 foot-candles at the property boundary.

6. Lighting on any property abutting a property that is residentially zoned and developed, vacant, or homeowner's association open space, including light poles located on top of any parking structure, must be either:
  - A. Mounted at a height measured from grade to the bottom of the light fixture, including the height of the parking structure when located on top of a parking structure, equal to or less than the value  $3 + (D/3)$ , where D is equal to the horizontal distance in feet from the light source to the nearest residential lot line extended vertically; or
  - B. Equipped with supplemental opaque shielding on the residential property side of the lighting fixture to reduce glare caused by direct light source exposure.
7. Parking lot lighting shall comply with the following:
  - A. Parking lot lights shall be a maximum height of 15 feet.
  - B. Parking lot lights may be located in any yard.
  - C. Fixtures shall be mounted in such a manner that the cone of light is contained on-site and does not cross any property line.
8. Pedestrian light fixtures shall comply with the following:
  - A. Light fixtures for sidewalks, walkways, trails, and bicycle paths, shall provide at least 1.2 foot-candles of illumination, but not exceed 2.0 foot-candles.
  - B. Pedestrian bollard lamps shall be mounted no higher than four feet above grade and shall not exceed 900 lumens for any single lamp.
9. Outdoor lighting fixtures lawfully existing before \_\_\_\_\_, 2023, that do not conform to the provisions of this section are deemed to be a lawful nonconforming use and may remain. Whenever a nonconforming lighting fixture is replaced, the new fixture must conform to the provisions of this section.
10. To ensure compliance with the standards of this section, a lighting plan demonstrating how exterior lighting will comply with the standards of this section shall be included as part of every development approval application that includes changes to or additions of lighting fixtures.
11. The Zoning Administrator may require evidence that the applicant is able to conform to the standards of this section. The Zoning Administrator may require the applicant to submit, at the expense of the applicant, reports or the certified results of tests with respect to any current or proposed operation of the use that is involved in relation to conformity to such standards, which reports or test must be made by a competent laboratory or other agency.

#### **SECTION 18-508 OUTSIDE STORAGE**

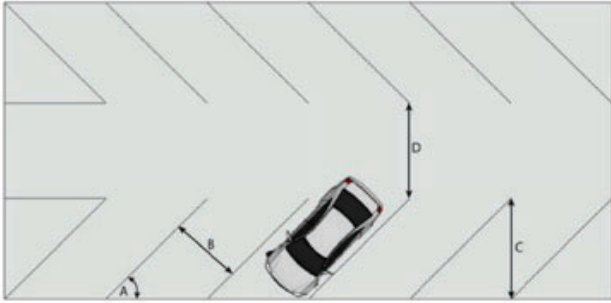
1. Raw materials, supplies and finished or semi-finished products may be stored in the open within the setback requirement for the area, if they are properly screened from streets and any abutting property by landscaping, or ornamental masonry walls.
2. Fencing or ornamental masonry walls used for screening shall be solid and a maximum of six feet in height or a minimum height equal to the material stored.
3. Outdoor storage facilities shall not occupy more than five percent of the area of the lot.



- 4. Fuel storage tanks utilized as part of the heating equipment of an establishment shall be located underground or in a building.
- 5. Bulk storage of gasoline or petroleum products shall not be permitted except as incidental to a laboratory, a production operation, or the servicing of company-owned or leased vehicles, and then shall be subject to the fire regulations of the Town and of the county.

SECTION 18-509 PARKING AND LOADING

- 1. No application for a building permit, use permit, or occupancy permit for a building or use in any non-residential zone or district or for any residential use in any non-residential zone or district shall be approved unless the minimum off-street parking requirements are accommodated either on site or off site in accordance with the requirements herein.
- 2. Required off-street parking spaces are to be made available to and provided for the use of the occupant or occupants and, if applicable, employees, patrons or customers of such uses.
- 3. Accessible parking spaces shall be provided in off-street parking facilities as required by American Disabilities Act (ADA) Standards for Accessible Design.
- 4. Required parking for all principal and accessory uses must be maintained at all times, consistent with all site plans and permits.
- 5. **Space Allocation for Parking and Measurement**
  - A. All garage or other permissible space allocated for the parking of vehicles within buildings or in basements or on the roofs of buildings, shall be considered part of the required off-street parking requirements.
  - B. For purposes of computation under this Chapter, one compact automobile parking space shall be eight feet wide by 16 feet long.
  - C. All off-street parking spaces and adjacent aisles provided in compliance with the requirements of this article shall at least conform to the following minimum dimensions:

Minimum Standard Parking Spaces and Aisle Width Dimensions				
A. Parking Angle (degrees)	B. Stall Width (in feet)	C. Stall Length (in feet)	D. Aisle Width, One-way/ Two-way (in feet)	 A - Parking Angle   B - Stall Width C - Stall Length   D - Aisle Width
0 (parallel)	8	22	16/22	
45	9	19	16/20	
60	9	20	18/20	
90	9	18	23/23	

6. Required Surface Treatment/Paving

- A. All parking areas shall be constructed of permanent materials, with an asphalt, concrete, or grid paver surface, meeting the specifications of the Town.
- B. Other permeable surfaces that are permanent may be proposed but are subject to the approval of the Zoning Administrator and the Director of Public Works.
- C. Gravel or grass shall not be permitted surface treatments used for parking.

7. Minimum and Maximum Entrance and Exit Widths

Ingress and egress to a public street shall be provided by means of entrances and exits meeting these same specifications and maintaining a width of not less than 12 feet nor more than 25 feet at the street right-of-way line.

8. Permitted locations for parking areas and spaces:

- A. No private parking area or garage on a corner lot shall be constructed beyond the building line of any adjoining lot, nor be located nearer than five feet to the sideline of such adjoining lot.
- B. All automobile parking areas must be setback five feet from side yard property lines.
- C. Drive aisles are not permitted between the principal structure closest to the public street and the street.
- D. Off-site parking may be approved subject to the following:
  - i. All required parking areas shall be located on the site or conveniently nearby, not more than 400 feet in distance from the principal use structure or use.
  - ii. The use of off-site parking provided in nearby properties must not conflict with the operation of the use on that property.
  - iii. Any off-site parking will require approval of the Town Council and a recorded agreement with the property owner where the off-site parking will be provided. This off-site parking agreement(s) shall include an illustration of off-site parking spaces along with a count of spaces being made available for the use.

9. Minimum Required Off-Street Parking for Vehicles by Proposed Use:

A. Commercial and Mixed Uses

PROPOSED USE	Minimum Required Off-street Parking Spaces	Notes/Additional Requirements
Adult Business	1 space per 200 sq. ft.	
Adult Day Support Center	1 space per 4 adults, based on the maximum number of adults licensed to attend the center	
Animal Care Facility	<ul style="list-style-type: none"><li>• Grooming or Commercial boarding: 1 space per 200 sq. ft. of gross floor area</li><li>• Veterinary: 10 spaces plus additional spaces required to accommodate employees and visitors anticipated to be on-site at any one time.</li></ul>	

PROPOSED USE	Minimum Required Off-street Parking Spaces	Notes/Additional Requirements
Bed and Breakfast	1 space per guest room	
Brewpub	1 space per 200 sq. ft.	
Carwash	Space for 30 cars waiting for service	
Catering		
Child Care Center	1 space per room used for care facility plus 1 space per 500 gross floor area of building	
College or Technical School		
Continuing Care Facility		
Entertainment	<ul style="list-style-type: none"> <li>• Theater: 2 spaces per 5 seats</li> <li>• Skating arena: 1 space per 100 sq. ft.</li> <li>• Video arcade: 1 space per 2 mechanical or electronic amusement devices in addition to required parking for primary use of building</li> </ul>	
Event Space		
Financial Institution	1 space per 200 sq. ft. of floor area plus sufficient space for 10 stacking spaces for first drive-through window and 5 spaces for each additional window	
Funeral Home or Mortuary	1 space per 4 seats in the main chapel or parlor, plus 1 space per 2 employees on major shift, plus 1 space for each vehicle used in connection with the business	
Grocery		
Hotel	1 space per rental room	
Indoor Recreational Use, Private	<ul style="list-style-type: none"> <li>• 3 spaces per alley or lane</li> <li>• 2 spaces per court</li> <li>• Skating arena: 1 space per 100 square feet</li> <li>• Swimming pool: 1 space per 6 persons legally allowed in pool at one time</li> </ul>	Plus one space per employee on maximum shift
Massage Therapy	1 space per 200 sq. ft.	

PROPOSED USE	Minimum Required Off-street Parking Spaces	Notes/Additional Requirements
Medical Care Facility	<ul style="list-style-type: none"> <li>Hospital: 2.9 spaces per bed licensed by the State, plus additional or fewer spaces as deemed necessary based on specific analysis for each site.</li> <li>Institution providing intensive special medical or mental care: 1 space per 2 patients, based on the occupancy load, plus 1 space per employee or staff member on major shift</li> </ul>	
Office	1 space per 200 sq. ft.	
Restaurant	1 space per 4 seats	
Retail	<ul style="list-style-type: none"> <li>Generally: 1 space per 200 square feet</li> <li>Furniture: 1 space per 500 square feet of floor area plus 1 space per employee on maximum shift</li> </ul>	
Services, General	1 space per 200 sq. ft.	
Services, Personal	1 space per 200 sq. ft.	
Shared Kitchen		
Specialized Instruction	2 spaces per each 3 employees on major shift, plus a sufficient number of spaces to accommodate all persons anticipated to be on-site at any one time under normal operating conditions.	
Upper Story Residential	<ul style="list-style-type: none"> <li>Efficiency: 1 space per dwelling unit</li> <li>One bedroom: 1.5 spaces per dwelling unit</li> <li>Two or more bedrooms: 2 spaces per dwelling unit</li> </ul>	
Vehicle Fueling Station	2 spaces per service bay, plus 6.5 spaces per 1,000 square feet of gross floor area devoted to the retail use, but never less than 5 spaces	
Vehicle Repair and Maintenance	1 space per 200 sq. ft. of net floor area, plus 2 spaces per service bay	Plus one space per employee on maximum shift
Vehicle Sales and Rental	1 space per 500 sq. ft. of enclosed sales and rental floor area, plus 1 space per 2,500 sq. ft. of open sales and rental display lot area, plus 2 spaces per service bay	Plus one space per employee on maximum shift Never less than 5 spaces

B. Industrial

PROPOSED USE	Minimum Required Off-street Parking Spaces	Notes/Additional Requirements
Building Materials Storage and Sales	1 space per 1.5 employees on major shift, plus 1 space per company vehicle, plus sufficient space to accommodate the largest number of visitors anticipated to be on-site at any one time, but with a minimum of 1 space per 1,000 square feet of gross floor area	
Composting Drop-off Facility		
Craft Beverage Production Establishment	1 space per 4 seats where seating is at tables, plus 1 space per 2 seats where seating is at a counter, plus 1 space per 2 employees. This rate applies to outdoor seating in excess of 20 outdoor seats for an establishment with a gross floor area of less than 5,000 square feet, or to outdoor seating in excess of 32 outdoor seats for an establishment with a gross floor area of 5,000 square feet or more	
Manufacturing, Artisan		
Manufacturing, Light	1 space per 3 employees on maximum shift	
Production or Processing	1 space per employee on major shift, plus 1 space per company vehicle and piece of mobile equipment	
Recycling Drop-off Facility	1 space per 1 employee on major shift, plus 1 space per company vehicle	
Self-storage	3.2 spaces per 1,000 square feet of gross floor area of office space associated with the use plus 1 space per employee on major shift, and 2 spaces for a resident manager.	
Storage Yard	1 space per 1.5 employees on major shift, plus 1 space per company vehicle, plus sufficient space to accommodate the largest number of visitors anticipated to be on-site at any one time, but with a minimum of 1 space per 1,000 square feet of gross floor area	



PROPOSED USE	Minimum Required Off-street Parking Spaces	Notes/Additional Requirements
Warehouse	1 space per 1.5 employees on major shift, plus 1 space per company vehicle, plus sufficient space to accommodate the largest number of visitors anticipated to be on-site at any one time, but with a minimum of 1 space per 1,000 square feet of gross floor area	
Wholesale	1 space per 1.5 employees on major shift, plus 1 space per company vehicle, but with a minimum of 1 space per 1,000 square feet of gross floor area	

**10. Loading areas shall meet the following standards:**

- A. All required off-street loading spaces must be located on the same lot as the use served.
- B. When an existing structure or use is expanded, accessory off-street loading spaces must be provided in accordance with the minimum requirements for the entire structure or use, as expanded or enlarged.
- C. Loading spaces may not be located in a required front setback.
- D. Required off-street loading areas may not be used to satisfy the space requirement for any off-street parking facilities.
- E. Loading areas must not interfere with the free circulation of vehicles in any off-street parking area.
- F. Required dimensions of loading space:
  - i. Minimum 25 feet in depth;
  - ii. Minimum 15 feet in width ;
  - iii. Minimum 15 feet in height, if located within a building.
- G. Where a given use or building contains a combination of uses, loading facilities must be provided on the basis of the sum of the required spaces for each use.
- H. If there is uncertainty with respect to the amount of loading space required by the provisions of this Ordinance as a result of an indefiniteness as to the proposed use of a building or land, the maximum requirement for the general type of use that is involved governs.
- I. Where the required number of loading spaces is not set forth for a particular use, and where there is no similar type of use listed, the Zoning Administrator will determine the basis of the number of spaces to be provided.

11. Minimum Required Off-Street Loading by Proposed Use: [to be added]

PROPOSED USE	Minimum Loading Space Required

12. Bicycle parking

- A. Both short-term and long-term bicycle parking shall be located in visible, well-illuminated areas that do not impede or conflict with automobile, pedestrian, or bicycle traffic.
- B. Short-term bicycle racks shall comply with the following:
  - i. Short-term racks shall be inverted “U” bicycle racks or circular bicycle racks.
  - ii. Bicycle racks that are located parallel to each other shall be at least 3 feet apart and shall allow bicycles to be locked on both sides without conflict.
  - iii. Bicycle racks that are located in a linear configuration shall be at least 5 feet apart.
  - iv. Bicycle racks shall be securely anchored and shall be easily usable with u-locks and cables.
  - v. Bicycle racks shall be spaced at least 2 feet from walls, curbs, pavement edges, or other structures.
- C. Long-term bicycle racks shall comply with the following:
  - i. Long-term bicycle racks shall be covered and weather resistant.
  - ii. Long-term bicycle racks may include, but are not limited to, covered bicycle racks that meet the standards of short-term bicycle racks; or bicycle lockers or bicycle racks that meet the standards of short-term bicycle racks and are located within a parking structure or other enclosed structure.
  - iii. Bicycle lockers shall be anchored in place and have an opening clearance of at least 5 feet.
  - iv. Long-term bicycle racks must be located no more than 100 feet from the building entrance that the bicycle rack is intended to serve.

SECTION 18-510 REFUSE DISPOSAL

- 1. If dumpsters are used for refuse disposal, then each dumpster shall be located on a concrete pad with minimum dimensions of 20 feet by 12 feet and shall be enclosed by adequate walls or opaque fencing of a minimum of one foot taller than the container, and no taller than 8 feet.
- 2. No enclosure may be located in any required front yard, street side yard, required parking area, required landscaping area, or any other area required by law to be maintained.

- 3. The enclosure may consist of a solid wood fence, masonry (non-CMU) walls, or combination thereof.
- 4. Said areas shall protect refuse from dispersal by wind or other cause, must be kept free of litter and refuse overflow, and shall be well drained.
- 5. Refuse disposal areas shall be located such that access is unobstructed and the areas are fully accessible to collection equipment, to public health inspection, and to fire inspection personnel without impeding traffic or encroaching upon required parking spaces.
- 6. Reference Chapter 13A for additional requirements for refuse storage and collection.

**SECTION 18-511 SIGHT TRIANGLE**

- 1. On any corner lot in a residential zone or district at the intersection of two streets, no building or obstruction shall be permitted more than three feet above the curb level within 25 feet of the intersection of the extension of the two lot lines.

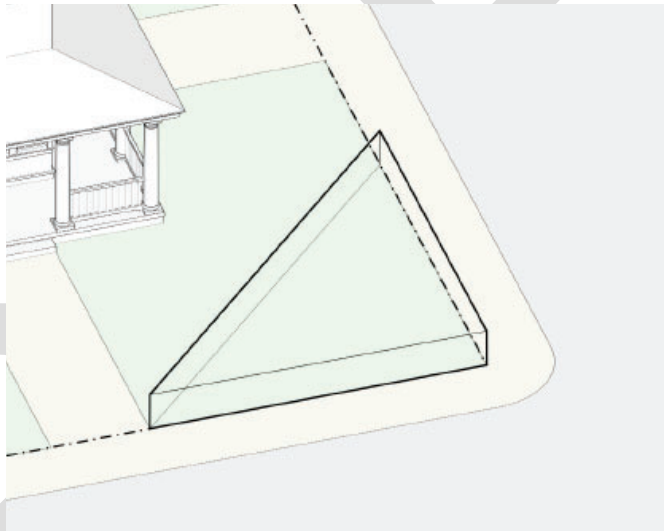


FIGURE 5.A.  
Illustration of  
sight triangle at  
the intersection  
of two streets  
in a residential  
zone or district.

- 2. On any corner lot in a non-residential zone or district at the intersection of two streets, no building or obstruction shall be permitted within eight feet of the intersection of the extension of the two lot lines.

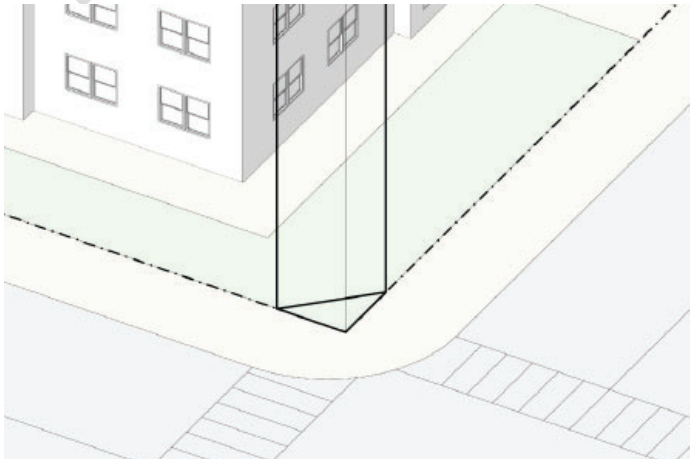


FIGURE 5.B.  
Illustration  
of the sight  
triangle at the  
intersection of  
two streets in a  
non-residential  
zone or district.

SECTION 18-512 SIGN STANDARDS - GENERAL

1. Applicability

- A. Any object, letter, figure, design, symbol, artistic display, trademark, flag (excluding federal, state and local flags), illumination of other device intended to call attention to or identify or give direction to any place, subject, person, firm, business, public performance, article, machine or merchandise visible from the exterior of a business, with an area of 1.5 square feet or greater shall be considered a sign, for which the below standards are applicable.
- B. These regulations do not regulate or restrict signs by content. However, some signs, such as off-premises signs and warning signs, have a targeted function that makes their regulation impossible without referring to the function. In these limited instances, the governmental interest is compelling enough to warrant their description and regulation; and whenever a sign is described in a manner that refers to function, this Article is intended to be neutral with respect to the content of the speech appearing on it.
- C. This Article does not apply to any sign placed in a public right-of-way and does not authorize or prohibit placement of any sign there.

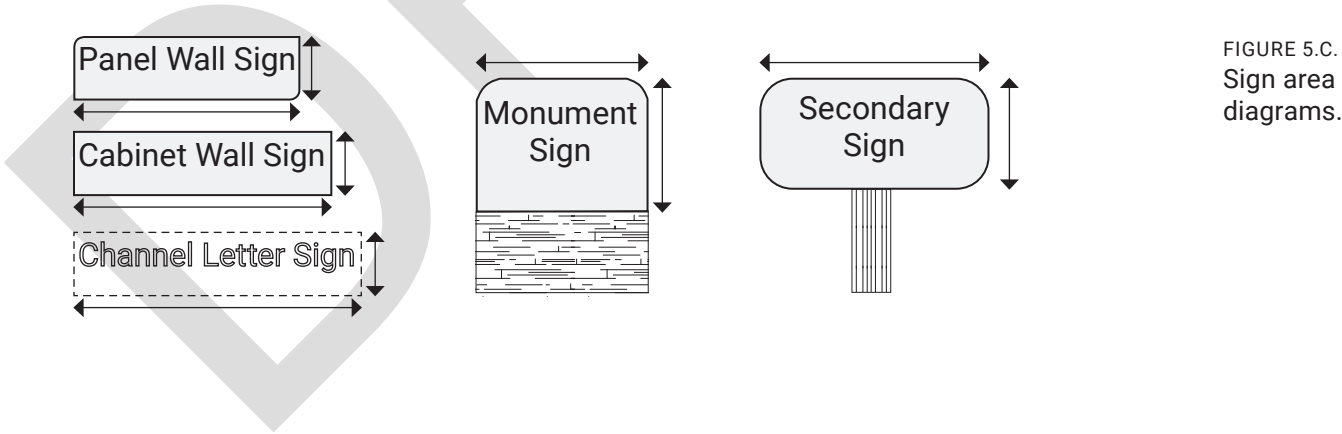
2. Exclusions

The following are not considered signs per this ordinance. Features not considered signs are excluded from the calculation of sign area.

- A. Federal, state, and local flags.
- B. Street address signs.
- C. All displays less than 1.5 square feet in area.

3. How to Measure Sign Area and Dimensions

- A. Sign Area. For temporary or permanent signs on a background or window, whether free-standing or wall-mounted, the entire area of the framework or background of the sign is calculated as the sign area. The sign area includes the area of any material or color that is used to differentiate the sign from the sign structure against which it is placed.



- B. Sign Height. Sign height is measured by the difference in height between the elevation of the established or proposed grade level beneath the base of the sign and the elevation or point of the uppermost extremity of the sign structure.

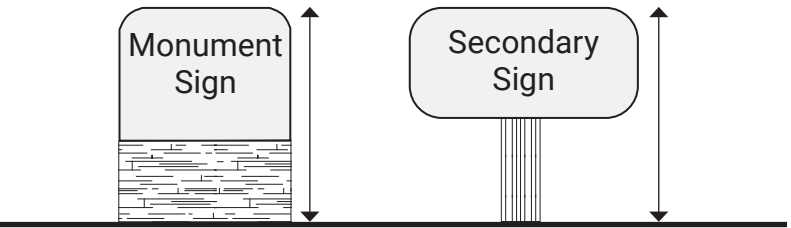


FIGURE 5.D.  
Sign height  
diagram.

- C. Supports, uprights or structure on which any sign is supported shall not be included in determining the sign area unless such supports, uprights or structure are designed in such a way as to form an integral background of the display.
- D. When a sign is placed on a fence, wall, planter, or other similar structure that is designed to serve a separate purpose other than to support the sign, the entire area of such structure shall not be included in the sign area computation.
- E. Double-sided signage. The sign area shall be computed by the measurement of one of the faces of a double-sided sign when two sign faces that are part of the same sign structure are 1) placed back-to-back, so that both faces cannot be viewed from any one point at the same time, 2) are not more than 24 inches apart at their furthest distance from each other, and 3) are not more than 45 degrees at the point of intersection.

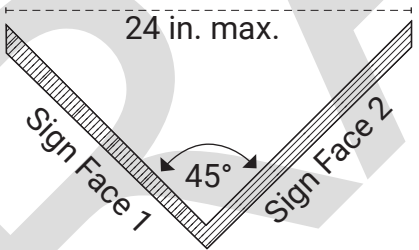


FIGURE 5.E.  
Double-sided  
sign diagram.

#### 4. How to Apply Permitted Sign Area

- A. Sign area for permanent building-mounted and ground-mounted signage is determined by the length of the building frontage.
- B. All sign types count towards either the ground-mounted sign area or the building-mounted sign area.
- C. No single tenant in a multi-tenant building or site may exceed the sign area of the width of the tenant frontage without approval from the landowner or building manager.



5. Sign Illumination

- A. Certain sign types may be illuminated as indicated herein. The type of lighting depends on the sign type and on the zone or district in which it is located as set forth herein.
- B. Internally illuminated signs are limited to a maximum output of 150 lumen, and a maximum correlated color temperature of 3500 Kelvin.
- C. No sign shall be illuminated if it is located on a building frontage within 50 feet of a property line adjoining a residentially zoned property or a public alley that separates commercial/industrial districts and residential zones.
- D. All external light sources for signage should be shielded and down-facing, and the light shall be so directed that only the face of the sign is illuminated.



FIGURE 5.F.  
Sign  
illumination  
examples.

- E. Sign illumination permitted by zone or district are as follows:  
√= Permitted X= NOT PERMITTED

ZONE OR DISTRICT	GROUND MOUNTED SIGNS			BUILDING MOUNTED SIGNS		
	External	External Shadow	Internal	External	External Shadow	Internal
AE, AW, GS, CP, M	√	√	√	√	√	√
AC, CS	√	√	X	√	√	√
CS-O	√	X	X	√	X	X
RS-10, RS-12.5, RS-16	√	X	X	√	√	X
RMU, PR	√	X	X	√	X	X
T	√	√	X	X	X	X

## **6. Sign Setbacks**

- A. All ground-mounted sign structures must be set back from the right-of-way a minimum distance equal to the sign height.
- B. Signs must meet the height restrictions of Section 18-560 Sight Triangle.

## **7. Certificate of Appropriateness Required**

- A. All permanent sign types are required to be reviewed by the Board of Architectural Review and shall not be permitted or constructed until the Board of Architectural Review issues a Certificate of Approval. See Section 18-807 for review procedure.
- B. Signs exempted from review by the Board of Architectural Review:
  - i. Signs that meet the requirements of a Master Sign Plan that has previously been approved by the Board of Architectural Review, and
  - ii. Temporary signs, as described in Section 18-564.

## **8. Prohibited Signs**

The following signs are prohibited in all zones and districts.

- A. Signs and/or sign structures that are erected on any property without the express written permission of the property owner or their authorized agent(s).
- B. Signs that are a public nuisance for, without limitation, reasons of amplified sound, smoke, vapor, particle emission or objectionable odors.
- C. Moving or rotating signs, flags, pennants, streamers, balloons, or similar devices that involve motion or rotation of any part or display.
- D. Signs with electronic messages; changeable copy; changing color(s); flashing, blinking, or oscillating effects; that imitate movement through lighting effects; or that use video display of any kind. Exception: As expressly permitted herein or for fuel station pricing signs in which prices are displayed continuously, with occasional changes.
- E. Any exposed-tubing lighting arrangement, except that:
  - i. Signs of more than 1.5 square feet in total area and consisting of exposed tubing that were in existence as of August 19, 1991, may continue in operation only so long as they remain in good operating condition and provided that they are not replaced or altered in any manner whatsoever. For the purposes of this section, the term “replaced” shall mean the removal of an existing lighting arrangement and its substitution with any other type as defined herein; and the term “altered” shall mean the process of changing, enlarging, extending, or reducing the existing lighting arrangement.
  - ii. Any business establishment may have one or more signs with exposed-tubing lighting if the total area does not exceed 1.5 square feet, with the condition that the sign is not moving or blinking.
- F. Portable signs. Signs located on trailers, wheels, or affixed to a vehicle intended for advertising. Exception: Business-related vehicles parked on-site with valid tags and registration.
- G. Signs that contain words, pictures, or statements that are obscene.
- H. Signs placed in the right-of-way without the expressed consent of the Town. See Town Code Section Sec. 10-28.1.

9. Removal of Unsafe, Unlawful, or Abandoned Signs

- A. Within 30 days of the date of written notice by the Town, the owner, person, or firm maintaining a sign shall correct violations when a sign becomes unsafe, is in danger of falling, is determined by the Town to be a nuisance in accordance with Town of Vienna Code Sec. 10-20 – Nuisances, is deemed unsafe by the Town, or it is unlawfully erected in violation of any of the provisions of this article. Necessary actions to correct violations may require making repairs or removing the sign. The Town may require immediate removal of a sign if its condition poses an imminent danger.
- B. If the owner of the person or firm maintaining the sign has not complied with the terms of said notice within 30 days of the date of the notice, the Town may remove or cause to be removed the sign at the expense of the property owner or authorized agent. In the event of immediate danger, the Town may remove the sign immediately without advance notice.
- C. Signs must be covered or removed once a property is abandoned or once the use for which a sign has been created and installed is no longer occupying the relevant site.

SECTION 18-513 SIGN STANDARDS – PERMANENT

- 1. Permanent signage is permitted for public, institutional, and community uses in all zoning districts.
- 2. Ground mounted signs
  - A. Total maximum aggregate sign area permitted for ground mounted signs for all public, institutional, and community uses in all zones and districts are as follows:

	RS-10, RS-12.5, RS-16	RMU, T, CS-O, PR, PC	AC,AC-O, CS, M	AE, AW, GS	CP
All Sites & Structures	36 sq. ft.	24 sq. ft.	-	-	150 sq. ft.
Sites with Primary Site Frontage of:					
124 linear ft. or less			24 sq. ft.	36 sq. ft.	
125 to 249 linear ft.			36 sq. ft.	48 sq. ft.	
250 linear ft. or more			48 sq. ft.	60 sq. ft.	

B. Maximum height of ground mounted signs for all public, institutional, and community uses in all zone or districts are as follows:

	RS-10, RS-12.5, RS-16	RMU, T, CS-O, PR, PC	AC,AC-O, CS, M	AE, AW, GS	CP
All Sites & Structures	4 ft.	4 ft.	10 ft.	10 ft.	10 ft.

C. Ground-mounted Sign Types

i. Monument

- a. Ground-mounted signage over 10 square feet.
- b. Monument signs may have a closed or open base with two posts. No single post pylons are permitted for this sign type.
- c. Monument signs may be two-sided.

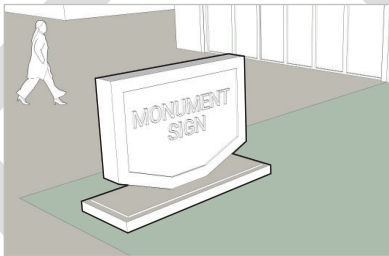


FIGURE 5.S.  
Monument sign  
example

ii. Secondary

- a. Ground-mounted signage between 1.5 and 9.9 square feet.
- b. May be single or double pylon, hanging or monument style signs.
- c. Secondary signs may be two-sided.

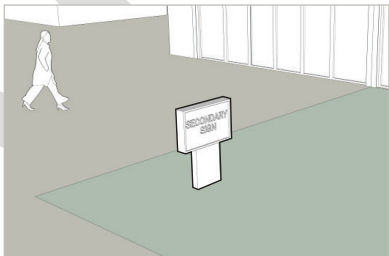


FIGURE 5.T.  
Secondary sign  
example

iii. Freestanding Hanging

- a. Hanging signage panels must be affixed to the stanchion with chain links or other permanent materials.
- b. Freestanding hanging signs may be two-sided.

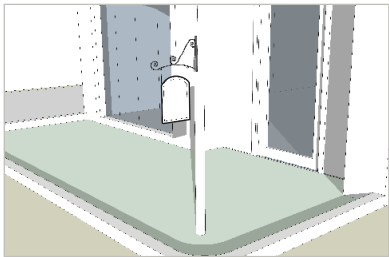


FIGURE 5.U.  
Freestanding  
hanging sign  
example

D. Number of Ground Mounted Signs Permitted by Type in all zones and districts:

i. Properties located in AC, AC-O, AE, AW, CS, GS:

Primary Frontage of Site	Monument	Secondary	Freestanding Hanging
124 linear ft. or less	1 per site	* No count limit	2 per site
125 linear ft. or more	2 per site	* No count limit	3 per site

ii. Properties located in other zones and districts:

Zone or District	Monument	Secondary	Freestanding Hanging
RS-10, RS-12.5, RS-16, PR, PC	1 per frontage	* No count limit	1 per entrance
RMU	* No count limit	* No count limit	1 per entrance
CS-O	* No count limit	* No count limit	* No count limit
T	1 per entrance	* No count limit	3 per site
M	1 per entrance plus 1 per trail frontage	* No count limit	1 per site plus 1 per trail frontage
CP	1 per entrance	* No count limit	Not permitted

3. Building mounted signs

A. Total maximum aggregate sign area permitted for building mounted signs for all public, institutional, and community uses in all zones and districts are as follows:

Zone or District	Total Sign Area Permitted
AC, AC-O, AE, AW, CS, CS-O, GS, M	2 sq. ft. per linear foot of building frontage at ground level
T	5 sq. ft. per tenant max
RS-10, RS-12.5, RS-16, RMU, PR, PC	24 sq. ft. max.
CP	500 sq. ft. max.

B. Building-mounted Sign Types

i. Wall Signs

- a. Wall mounted signage exceeding 10 square feet
- b. All signs must be permanently affixed parallel to the building surface for which its mounted

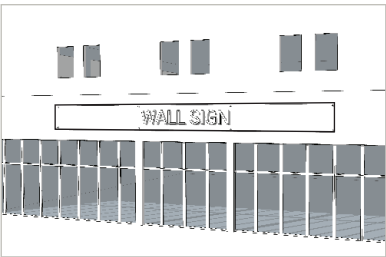


FIGURE 5.V.  
Wall sign  
example



- ii. Wall Sign, Minor
  - a. Wall mounted signage between 1.5 and 9.9 square feet
  - b. All signs must be permanently affixed parallel to the building surface for which its mounted
- iii. Projecting
  - a. Projecting signs 15 square feet in area or more
  - b. Signs oriented perpendicular from the façade of the building for which they are mounted.
- iv. Projecting, Minor
  - a. Signs oriented perpendicular from the façade of the building for which they are mounted.
  - b. Projecting signs between 1.5 and 14.9 square feet in area.
- v. Awning
  - a. The lowest point of an awning may not be closer than 8 feet to the grade below the awning.
  - b. Signage and imagery may be located on the valance, face or sides of the awning fabric.
- vi. Canopy
  - a. The lowest point of a canopy may not be closer than 8 feet to the grade below the canopy.
  - b. Signagae may be attached to the canopy but must maintain the minimum clearance from the lowest point of the canopy to the grade below.
- vii. Window
  - a. Window signs must be affixed to the interior of windows.
  - b. Damaged or faded window signs must be removed.
  - c. Sign area shall not exceed 25% of the window area in which it is located.



FIGURE 5.W.  
Wall sign, minor  
example



FIGURE 5.X.  
Projecting sign  
example



FIGURE 5.Y.  
Projecting,  
minor sign  
example

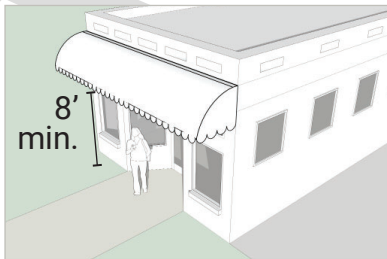


FIGURE 5.Z.  
Awning  
example



FIGURE 5.AA.  
Canopy  
example

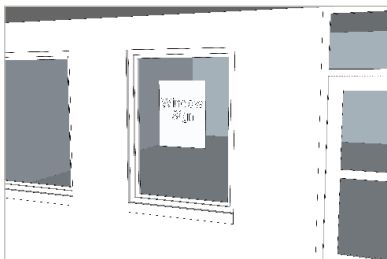


FIGURE 5.AB.  
Window sign  
example

**C. Number of Building Mounted Signs Permitted by Type in all zones and districts:****i. Properties located in AC, AC-O, AE, AW, CS, GS:**

<b>Primary Frontage of Site</b>	<b>Wall; Wall, Minor; Awning</b>	<b>Projecting</b>	<b>Projecting, Minor</b>	<b>Window</b>	<b>Canopy</b>
124 linear ft. or less	* No count limit	1 per structure	1 per building frontage max.	1 per window frame max. at ground level	2 per canopy max.
125 linear ft. or more	* No count limit	1 per building frontage max.	1 per building tenant max., located on ground level only	1 per window frame max. at ground level	2 per canopy max.

**ii. Properties located in other zones and districts:**

	<b>RS-10, RS-12.5, RS-16, PR</b>	<b>RMU</b>	<b>CS-O</b>	<b>T</b>	<b>M</b>	<b>CP</b>
<b>Wall</b>	1 per building max	*No count limit	*No count limit	1 per tenant max.	*No count limit	*No count limit
<b>Wall, Minor</b>	*No count limit					
<b>Projecting, Minor</b>	*No count limit	1 per building frontage max.	1 per tenant max.	1 per tenant max.	1 per tenant max.	*No count limit
<b>Window</b>	Not permitted	Not permitted	1 per tenant max.	Not permitted	1 per window max.	Not permitted
<b>Awning</b>	1 per building frontage max.	1 per building frontage max.	1 per tenant max.	*No count limit	*No count limit	*No count limit
<b>Canopy</b>	1 per canopy max.	Not permitted	1 per canopy max.	1 per canopy max	2 per canopy max.	*No count limit

- D. Other Building-mounted Sign Regulations
  - i. No building-mounted signs are permitted in Parks & Conservation (PC)
  - ii. Scoreboards and other features of sports fields displaying images and information related to the use of the field are not subject to the height or size restrictions of the Parks & Recreation (PR) zoning district. Any portion of the sign dedicated to sponsorship or other advertising must be incidental to the score board use of the structure.

**SECTION 18-514 SIGN STANDARDS - TEMPORARY SIGNS**

- 1. Temporary Signs – Commercial, Multi-Unit, and Institutional  
Temporary signs are permitted for commercial, multi-unit and institutional uses in all zoning districts.

STANDARDS FOR TEMPORARY WINDOW SIGNS			
Type of Sign	Sign Area	Number of Signs Permitted	Maximum Duration of Display
Window signs	25% max. of total area of single window	1 sign per window	60 days
A-Frame signs	12 sq. ft. max. for any single sign	1 sign per tenant	Unlimited
Banners & yard signs	25 sq. ft. max. for any single sign	50 sq. ft. max. cumulative sign area	60 days
Non-commercial signs (construction, for sale, rent, or lease)	32 sq. ft. max. total sign area	1 sign per frontage max.	During duration of construction, sale, rent or lease

- 2. Other Regulations for Temporary Signage
  - A. Temporary signs must be constructed of durable weather resistant materials.
  - B. Moving or unsecured signs are prohibited.
  - C. Banners and non-rigid signage must be affixed to a building or frame so that they shall not move with the wind or function as a flag.
  - D. Non-commercial signs (construction, for sale, rent, or lease) shall not exceed 5 feet in height.
  - E. Temporary yard signs shall not exceed 4 feet in height.
  - F. Damaged, faded, or torn temporary signs must be removed.
  - G. Signs must not block pedestrian access ways.
  - H. All temporary signs must be located on private property, and may only be posted with the permission of the property owner.
  - I. Unauthorized signs are to be removed by the property owner or tenant.

- 3. Church Street Vision Overlay  
Temporary window signs in the Church Street Vision may not cover more than ten percent of any window area in which it is placed. Temporary window signs may not stay up for more than 30 days at one time and there may be no more than four such signs posted in any one calendar year.

4. Temporary Sign Types

- A. A-Frame
  - i. All signs must be clear of pedestrian pathways on private property.
  - ii. A-Frame signs are to be displayed only during a business’s operating hours.
  - iii. A-Frame signs may not be placed in the right-of-way.
- B. Banner
  - i. Banners must be affixed to a flat surface such as a building, railing or a solid frame to remain static.
- C. Window
  - i. Window signs must be affixed to the interior of windows.
  - ii. Damaged or faded window signs must be removed.
- D. Yard
  - i. Yard signs must be constructed of durable, weather resistant materials.

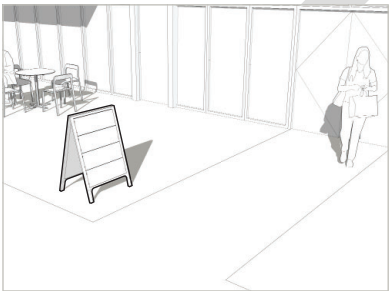


FIGURE 5.G.  
A-Frame sign  
example

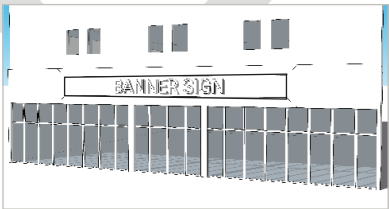


FIGURE 5.H.  
Banner sign  
example

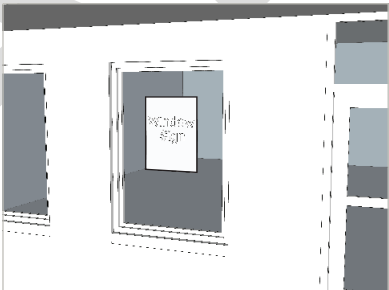


FIGURE 5.I.  
Window sign  
example

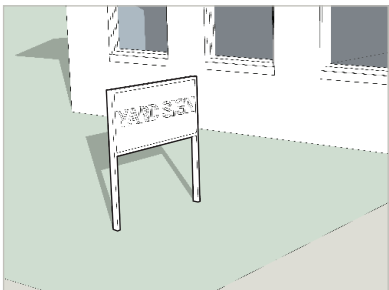


FIGURE 5.J.  
Yard sign  
example

**SECTION 18-515 UNDERGROUND UTILITY SERVICES**

1. All utility services including, but not limited to, all wires, cables, pipes, conduits, and appurtenant equipment carrying or used in connection with the furnishing of electric power, telephone, telegraph, cable television, petroleum, gas, steam, water or sewer systems shall, after the effective date of the ordinance from which this section is derived, be placed below the surface of the ground; provided that:
  - A. Equipment such as electric distribution transformers, switchgear, meter pedestals, and telephone pedestals, which are normally installed above ground in accordance with accepted utility practices for underground distribution systems, may be so installed; and
  - B. Meters, service connections, and similar equipment normally attached to the outside wall of the premises it serves may continue to be so installed.
2. Existing overhead utility services to any building, accessory building, or structure erected prior to the effective date of the ordinance from which this section is derived may remain overhead when repaired, replaced, or increased in capacity.
3. All improvements herein required shall be constructed in accordance with accepted standards of utility practice for underground construction.
4. Whenever relocation of utility facilities is compelled by any construction undertaken by any unit of government, the provisions of this section may be waived by the Town Council.

**SECTION 18-516 WALK-UP FACILITIES**

[to be added]

**SECTION 18-517 WIRELESS FACILITIES**

[to be added]