



# STAFF REPORT COVER SHEET

June 24, 2026

ATTACHMENT 01

<b>Address:</b>	527 Maple Ave E	<b>Case Number:</b>	PF-2118130										
<b>Meeting Date:</b>	6/24/2026	<b>Applicant:</b>	Doug Sampson of Saul Ewing LLP										
<b>Board/Commission:</b>	Planning Commission	<b>Owners:</b>	Dukas Properties, LLC										
<b>Existing Zoning:</b>	AE Avenue East	<b>Existing Land Use:</b>	Commercial										
<b>Brief Summary of Request:</b>	Recommendation to Town Council for a Modification of Requirements for height of rooftop architectural features for colocation of a telecommunications wireless facility on an existing building roof.												
<b>Proposed Site Improvements:</b>	Proposed improvements include rooftop-mounted telecommunications antennas, screened rooftop equipment enclosures, parapet-wall extensions, associated utility equipment, and related screening designed to match the existing building façade.												
<b>Size of Property:</b>	26,342 square feet / 0.6 acres												
<b>Public Notice Requirements:</b>	<ul style="list-style-type: none"> <li>• Advertisement of meeting for two successive weeks in a newspaper having paid general circulation in the Town prior to Town Council’s hearing.</li> <li>• Letters were sent on June 17, 2026, to adjacent, abutting and immediately-across-the-street property owners/agents/occupants and the subject property owners notifying them of the Planning Commission meeting.</li> <li>• Two signs were posted in front of the lot along Maple Ave E on June 9, 2026, with the date of Planning Commission meeting and Town Council hearing.</li> </ul>												
<b>Attachments:</b>	<table border="0"> <tr> <td>01 – Staff Report</td> <td>06 – Photo Simulations</td> </tr> <tr> <td>02 – Application and Authorization</td> <td>07 – Previous Variance &amp; CUP Orders</td> </tr> <tr> <td>03 – Statement of Justification</td> <td>08 – Relevant Regulations</td> </tr> <tr> <td>04 – Telecommunications Plans</td> <td>09 – Public Notification Affidavit</td> </tr> <tr> <td>05 – AT&amp;T Coverage Plots</td> <td>10 – Staff Presentation</td> </tr> </table>			01 – Staff Report	06 – Photo Simulations	02 – Application and Authorization	07 – Previous Variance & CUP Orders	03 – Statement of Justification	08 – Relevant Regulations	04 – Telecommunications Plans	09 – Public Notification Affidavit	05 – AT&T Coverage Plots	10 – Staff Presentation
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<b>Author:</b>	Kelly O’Brien, AICP, Deputy Director of Planning and Zoning												

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***Introduction***

The applicant is Douglas Sampson of Saul Ewing LLP, on behalf of New Cingular Wireless PCS, LLC d/b/a AT&T Mobility, who has submitted an application for a modification of requirements pursuant to Sections 18-212.1.c and 18-830 of the Town of Vienna Zoning and Subdivision Ordinance. The request is to permit a rooftop telecommunications wireless facility on the existing commercial building located at 527 Maple Avenue East in the AE (Avenue East Gateway) zoning district.

The Planning Commission’s role is to review the application and provide a recommendation to the Town Council, which will make the final decision on the request.

***Background***

The subject property is located at 527 Maple Avenue East and is developed with an existing multi-tenant commercial office building commonly known as “Valley Park.” The existing building is two stories tall along Maple Ave E and three stories tall at the rear of the property and facing East St SE. The building was originally constructed in 1963, with the three-story addition constructed in 1990.

As shown in Figure 1, the property is zoned AE (Avenue East Gateway District) and is designated for mixed-use and commercial activity along the Maple Avenue corridor.



Figure 1 - Zoning map with 527 Maple Ave E identified with a red boundary.

As shown in Figure 2, the Future Land Use Map of the Town of Vienna Comprehensive Plan designates the subject property (outlined in red) as Mixed Use. This designation supports a range of commercial and service-oriented uses along the Maple Avenue corridor.

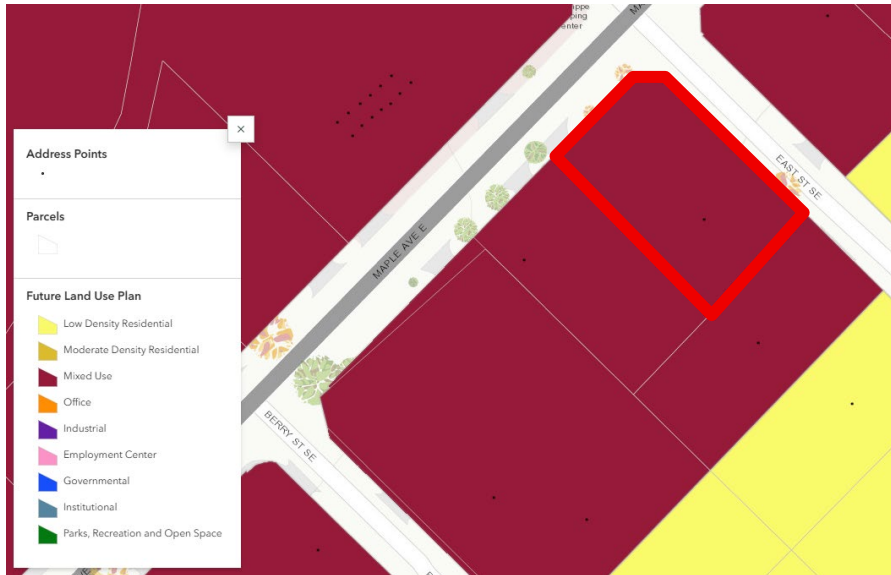


Figure 2 – Future Land Use Plan with 527 Maple Ave E identified with red boundary.

The property has long functioned as a commercial office building within the Maple Avenue corridor. Existing rooftop telecommunications equipment associated with Verizon Wireless and T-Mobile is already installed on the building pursuant to previously approved Conditional Use Permits granted in 2010 and 2016.

In 2010, a CUP and variance were approved for the establishment of a telecommunications facility on the roof. The approved facility included nine panel antennas and an approximately 11 ft. by 24 ft. screened enclosure with simulated brick on the rear portion of the building. The enclosure resulted in a total height of approximately 48 feet, measured from ground level to the top of the screen. At that time, a height variance was required because the proposed rooftop enclosure exceeded the rooftop structure allowances permitted by the Zoning Ordinance and did not qualify as a permitted penthouse or similar rooftop structure under the Code then in effect. Three panel antennas and associated equipment cabinets were located on the exterior of the enclosure.

In 2016, a CUP was approved for the installation of 12 antennas, appurtenant equipment, and a visual screen next to the existing T-Mobile telecommunications facilities (2010 CUP). The added screen was designed to match the existing wall. The top of the enclosure is approximately 47 feet from the ground level and provides space for four groups of panel antennas.

In 2023, Smartlink Group applied for a CUP to install 16 antennas and 458 square feet of screened equipment space to include a 35 kw natural gas generator and 4 cabinets; however, the applicant ultimately withdrew the proposal prior to public hearing action.

### ***Proposal***

The proposed facility consists of rooftop-mounted telecommunications equipment, including screened equipment enclosures and antenna arrays mounted on the rooftop parapet and within screened rooftop structures designed to blend with the existing building façade. The proposal includes associated utility and support equipment necessary for operation of the wireless facility. The application materials indicate that the rooftop screening and parapet extensions are proposed to match the color and materials of the existing building façade.

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The facility would be unmanned and accessed periodically for routine inspection and maintenance purposes only. The application materials state that the facility would generate minimal traffic and no regular public activity.

According to the applicant, the proposed AT&T facility and the additional height requested in this application is intended to improve wireless coverage and network capacity within the Town of Vienna, including portions of the Maple Avenue corridor and surrounding residential, commercial, and institutional areas. The applicant states that the facility is intended to address existing coverage gaps and overloaded network demand in this portion of the Town.

The applicant also states that the facility would support FirstNet emergency communications infrastructure, a nationwide broadband network dedicated to first responders and emergency personnel.

Because this proposal is for a co-location on an existing structure of a wireless facility that is not a small cell facility, it qualifies as an administrative review-eligible project per Code of Virginia Section 15.1-2316.3. Accordingly, under Code of Virginia Section 15.2-2316.4:1.A, the application shall not require a Conditional Use Permit for installation. Only a Modification of Requirements is necessary for the proposed increase height over the roof level.

***Staff Analysis***

The proposed facility is located on an existing commercial building that already supports rooftop telecommunications infrastructure.

*Visual Compatibility*

The proposed rooftop facility is designed as a co-location on an existing commercial building that already contains rooftop telecommunications infrastructure. The proposed screening and parapet extensions are intended to minimize visibility from surrounding properties and public rights-of-way through the use of materials and colors intended to match the existing building façade. Photo simulations submitted by the applicant indicate that portions of the proposed equipment would be integrated into existing rooftop massing and screening elements.

*Height*

Portions of the proposed rooftop screening and parapet extensions would extend above the existing roof parapet elevations. The proposed rooftop elements would generally remain below or comparable to the height of existing rooftop telecommunications screening and equipment already located on the building that received a variance for height. However, Section 18-212 of the Zoning Ordinance permits certain rooftop structures and equipment associated with building operations to extend above the maximum of nine (9) feet above the roof level with recommendation by the Board of Architectural Review and approval by Town Council. Accordingly, the applicant is requesting approval of a Modification of Requirements for height per this code section.

*Operational Impacts*

The facility would be unmanned and accessed only periodically for maintenance activities. Based on the application materials, staff does not anticipate significant impacts related to traffic, parking, noise, lighting, or public activity associated with operation of the facility.

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Compliance with the Zoning Ordinance

The property is zoned AE (Avenue East Gateway). Telecommunications wireless facilities are permitted as an accessory use within this zoning district with approval of a Conditional Use Permit by the Board of Zoning Appeals. The Town’s zoning ordinance currently reserves Section 18-353 (Wireless Facility) for future standards; therefore, wireless telecommunications facilities are presently reviewed primarily through the Conditional Use Permit process and the general standards of Section 18-824.

The proposal also remains subject to review and approval by the Board of Architectural Review for exterior modifications to the building. Town practice has historically included BAR review of rooftop screening and equipment visibility for telecommunications facilities. The proposed rooftop structures appear to remain within the rooftop equipment allowances permitted under Section 18-212 of the Zoning Ordinance, which allows certain rooftop structures and equipment to extend above building height limits.

Consistency with the Comprehensive Plan

The subject property is located within the Maple Avenue commercial corridor and is designated as Mixed Use in the Comprehensive Plan. This designation supports commercial and service-oriented uses in a corridor setting.

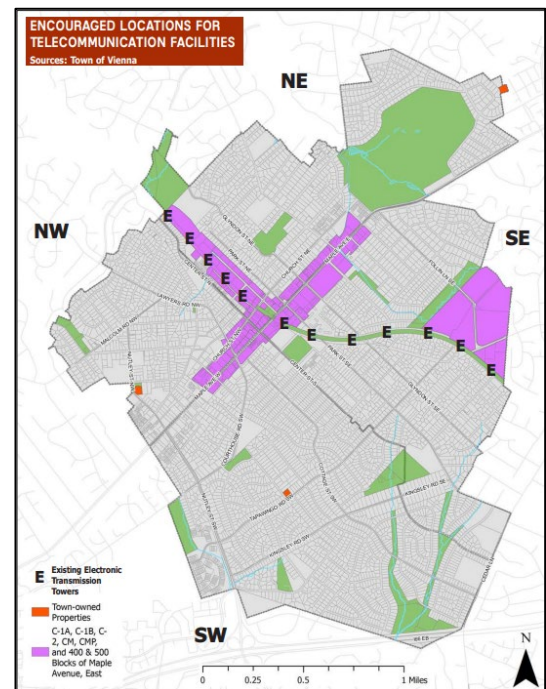
The proposed location falls within the “Encouraged Locations for Telecommunication Facilities” map shown on page A35 of the Comprehensive Plan and included as Figure 3 in this staff report. The Encouraged Locations map specifically identifies the 400 and 500 blocks of Maple Avenue East as locations to be encouraged. Therefore, the general location is consistent with the Comprehensive Plan.

Page 109 of the Comprehensive Plan, with a section entitled Community Facilities and Services under Implementation Strategies, provides further guidance by stating:

- (Bullet point number 3) Service providers should collocate their facilities to the maximum extent possible.
- (Bullet point number 2) The visual impacts of above ground facilities and any related structures should be minimized through the use of architecturally compatible design and materials, landscape plans, screening and siting.

This proposal would place telecommunications equipment in the general location where there is already such equipment, which is generally consistent with the guidance to collocate facilities. This building has two other companies who have already placed telecommunications equipment on the roof per the CUPs issued in 2010 and 2016, which aligns with Implementation Strategy bullet point 3 in the Comprehensive Plan.

State Code Considerations



**Figure 3:** Encouraged Locations for Telecommunication Facilities Map

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Wireless telecommunications facilities are regulated by a combination of federal law, the Code of Virginia, and local zoning regulations.

Both state and local policy have historically encouraged the co-location of wireless telecommunications equipment on existing commercial buildings as a means of reducing the need for new standalone telecommunications towers and minimizing visual impacts associated with wireless infrastructure.

The Town reviews wireless telecommunications facilities through the Conditional Use Permit process established in Section 18-824 of the Town Code, unless otherwise exempted or subject to administrative review under applicable law.

***Required Commission/Board Approvals***

Per the Telecommunications Act of 1996, the Town must make a reasonable accommodation to allow telecommunication facilities. The Town has done so through defining clearly where such facilities may be installed and by not presenting undue obstacles. The Town requires all wireless services providers to obtain a conditional use permit (CUP), as long as they are not considered “administrative review-eligible projects,” as defined by the Code of Virginia.

After initial staff review, the Planning Commission reviews the application in order to make a recommendation to the Town Council, per Section 18-830.2.C. Per Section 18-212.1.C, the Board of Architectural Review must also make a recommendation on modifications of requirements related to height of architectural features. The Town Council, per Section 18-820.2.D and 18-212.1.C, reviews the application, along with the Planning Commission recommendation and public testimony, and makes the final decision.

Before the use may be installed, the project must receive a Certificate of Appropriateness from the Board of Architectural Review (BAR). Chapter 4 of the Vienna Town code requires the approval of all exterior improvements by the BAR prior to the issuance of any building permits associated with the proposal.

***Recommendation***

Staff recommend that the Planning Commission recommend approval of the Modification of Requirements application for a rooftop telecommunications wireless facility at 527 Maple Avenue East to the Town Council.