



Town of Vienna
Planning Commission &
Board of Zoning Appeals
Conditional Use Permit Application

M: 1149

Application Number: PF-63-17-CUP

(Office Use Only)

Name of Project: USAA ATM - 527 Maple Ave East Zoning: C-1

Address of Subject Property: 527 Maple Ave. E, Vienna, VA 22180

Legal Description: Lot 100 of the Murmuring Pines Subdivision

Lot: 100 Block: _____ Section: _____

Subdivision: Murmuring Pines

Square Footage: 22,320

Present Use of Property: Low Rise Office

Reason for Requesting a Conditional Use Permit (Provide additional pages as necessary):

The request includes the installation of a drive through ATM and associated signage on the existing developed commercial site.

Signature (Owner or Agent): Maris Anglin

Name of Owner(s): Dukas Properties, LLC

Address: 527 Maple Ave E, Vienna, VA 22180 Phone: 703-242-5663

E-mail Address: Maris@karinsflorist.com

Name of Agent(s): Security Vault Works, Inc.

Address: 122 Lafayette Ave. Laurel, MD 20707 Phone: 301-875-8560

E-mail Address (for "Contact Person"): sjohnson@svwinc.com

The following is a list of information, or items, to be furnished along with the application for a conditional use permit in conformance with Sections 18-209:216 and Articles 5:15 of Chapter 18 of the Code of the Town of Vienna, Virginia. Applications will not be considered complete and eligible for review, and placement upon an agenda, until the information listed below has been received at least twenty-eight (28) days prior to the next available Planning Commission meeting, and thirty-five (35) days prior to the next meeting of the Board of Zoning Appeals. All such requests shall be accompanied by the following information:

1. **Complete Application** with all requested information provided in this application.
2. **Twenty (20) Copies** of all supporting documentation (all documents larger than 8.5"x11" must be folded).
3. **Twenty (20) Folded Copies of approved site plans**, when applicable, and all supporting information in conformance with all of the requirements of 18-250:255 of Town Code. To be included along with the approved site plans is the following information:
 - a. A certificate of survey, or plat, showing the legal description and boundary lines of the subject tract for which the conditional use permit is requested and owner(s), present zoning and use of all properties contiguous to the subject tract. Also required is a vicinity map clearly indicating the location of the applicant's property in relation to other major features in the Town of Vienna.
 - b. A detailed written description of all proposed improvements, along with all additional information as required by other regulatory agencies, including floor plans, interior structure information, required inspection reports, etc.
4. **One (1) Copy** of a listing of the names and addresses of the owners of all properties adjoining and all lands lying on the opposite sides of all streets and alleys abutting the subject tract for which the variance or appeal is being requested. (This information may be easily obtained online at the following address: <http://icare.fairfaxcounty.gov/ffxcare/Main/Home.aspx>).
5. **Electronic Copy** of application and plans submitted via email or flash drive.

Note: Section 18-216 of the Town Code specifies that any conditional use permit authorized by the Board shall be valid only for six (6) months unless construction or the related operation has commenced.

THE TOWN OF VIENNA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (703) 255-6300 (Voice) OR TTY 711.