

## Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: June 12, 2025

Re: **Item No. 06 -Docket No. PF-1702874 -BAR**  
**1007 Electric Ave SE - Navy Federal Credit Union**  
**Exterior Modification**

**Request approval of an ATM, canopy, bollards, lights, and landscaping located at 1007 Electric Ave SE, Docket No. PF-1702874-BAR, in the CP, Corporate Park Zoning district, filed by Evan Burch, ASD | SKY, project contact.**

The applicant presented a proposal for the relocation of an ATM for Navy Federal Credit Union to the Board of Architectural Review (BAR) during a work session held on May 8, 2025. During the session, the Board offered the following comments and recommendations:

- The applicant should consider increasing the number or density of shrubs to help mitigate potential headlight glare onto the adjacent property from the relocated ATM.
- Staff noted that the electric vehicle (EV) charging stations indicated on the site plan will also require BAR approval.
- The applicant was asked to confirm that the two new light poles proposed will comply with the maximum height requirements for light poles within the Corporate Park zoning district.

*Applicants must attend the meeting and represent their application.  
Failure to appear may result in the deferral of the item or amendments to the design.  
Failure to appear will not relieve any pending violations.*

The applicant is requesting approval for the relocation of an existing ATM on the Navy Federal Credit Union (NFCU) campus. The ATM is currently situated adjacent to the NFCU Headquarters 1 building, and it is proposed to be moved to a new location in front of the NFCU Headquarters 2 building, situated across Electric Avenue.

The proposed ATM installation will include the following elements:

- Two ATMs, one serving each drive-through lane (south and north)
- ATMs mounted on a 6-inch raised concrete island
- ATM units finished in Navy Federal Blue with the NFCU logo
- A steel tensile structure with a tensile fabric canopy to provide shade over the ATMs
- Galvanized steel bollards for protection
- Two new pole lights matching existing campus fixtures
- Two downward-facing canopy lights
- Additional trees and site landscaping to enhance visual screening.

Attachments:        01 – Staff Report  
                             02 – Application and Authorization  
                             03 – Project Narrative  
                             04 – Rendering  
                             05 – Site Plan  
                             06 – BZA Variance Approval  
                             07 – Relevant Code Sections

*Recommended motion:*

I move to (approve/defer/deny) an ATM, canopy, bollards, lights, and landscaping located at 1007 Electric Ave SE, Docket No. PF-1702874-BAR, in the CP, Corporate Park Zoning district, filed by Evan Burch, ASD | SKY, project contact (as submitted / with the following conditions....)

***Process***

Per Town Code Chapter 4, all land areas zoned other than single-family detached residential are architectural control districts. Any lot, parcel or area of land within any area zoned for single-family detached residences, which is used for other than single-family detached residences, or which is the subject of an application for a use permit or building permit involving any such other use, is also designated an architectural control district.

No structure, building, sign or other improvements or other major landscape features surrounding such building, structure, sign or improvement located on any land within any architectural control district shall be erected, reconstructed, altered or restored until the plans for such shall have been approved by the Board of Architectural Review.