



# Town of Vienna

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TTY 7111

## Meeting Minutes

### Board of Architectural Review Work Session

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Friday, January 10, 2025

8:00 AM

Charles Robinson Jr. Town Hall, 127 Center  
St. South

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#### The Board of Architectural Review

The Board of Architectural Review met for a work session in Town Hall on Friday, January 10, 2025.

Members Present: Ms. Hanley, Ms. Couchman, Mr. Penati, and Mr. O'Keefe.

Absent member: Mr. Cheselka

Staff present: Planner Sharmaine Abaied, and Board Clerk Yaska Camacho Castillo.

#### Work Session

[BARWS24-08](#) 820 Follin Ln SE - Navy Federal Credit Union - Exterior Modification- Work  
9 Session

**Applicant present:** Rhiannon Schroth (Fentress Architects), and Tim Markel (Navy Federal Credit Union workplace, Infrastructure and Logistics group).

The board met with the applicants to discuss the exterior modifications that are part of their ongoing modernization efforts. The modifications include the installation of a transformer, switchgear, and three new generators. The board made the following recommendations at the work session:

- Include a labeled vicinity map to ensure we can see Mashie, Niblick, Follin Lane, and Wolftrap Creek.
- Include any nearby structure with dimensions
- Include the scale with the elevations.
- Mark where the (flood) light fixtures will be located.
- The documentation for the fixtures follows the Dark Sky guidelines.
- Provide light fixture material for the BAR regular meeting.
- Document the baseline for the decibels and extend the analysis to include the residential home on Mashie Dr.
- Provide acoustic material for BAR regular meeting.
- Provide a picture of the brick sample against the brick building preferably in good light.
- Scaled elevation showing the height of transformer, generators, and fencing.
- Dimension of the closest generator to the house on Niblick.
- Recommendation to eliminate the Daub Frosted Junipers from the landscaping plan.
- Have the planting straddle on either side of the fencing. Defining the edge of the concrete.
- The board would need to see the type of fencing (chain link) that the acoustic material will be on. As well as the mounting detail.
- Add fence on Landscaping plan.
- Consider moving plantings above the slope where the parking spaces are being eliminated but nothing is proposed to be installed.

## Meeting Adjournment

**Board Clerk**  
Yaska Camacho Castillo

*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) 255-6304, OR 711 VIRGINIA RELAY SERVICE FOR THE HEARING IMPAIRED.*