



Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: January 15, 2026

Re: **Item No. 03 –Docket No. PF-1920100 -BAR**
800 Maple Ave E – Westwood Country Club
Exterior Modification

Request for approval of a new accessory structure located at 800 Maple Ave E, Docket No. PF-1920100-BAR, in the RS-16, Residential zoning district, filed by Stephen Crowell, VIKA Virginia, LLC., project contact.

The applicant proposes the construction of an accessory structure measuring approximately 1,740 square feet and approximately 20 feet in height. The proposed building will serve as a covered driving range and will not be visible to the public.

The proposed building materials are as follows:

- Steel siding in Synergy Ivy (1523)
- Galvanized steel roof in Synergy Black (1803) with wood trusses
- DuraCoil steel slat doors
- One 6' x 8' six-panel door

Attachments:

- 01 – Staff Report
- 02 – Application and Authorization
- 03 – Cover Letter
- 04 – Site Plan
- 05 – Rendering
- 06 – Color Samples
- 07 – DuraCoil Door Specs
- 08 – Wood Truss Specs
- 09 – Door Specs
- 10 – Pictures
- 11 – Relevant Code Sections

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.

Recommended motion:

I move to (approve/defer/deny) the request for a new accessory structure located at 800 Maple Ave E, Docket No. PF-1920100-BAR, in the RS-16, Residential zoning district, filed by Stephen Crowell, VIKA Virginia, LLC., 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.