



Town of Vienna
Board of Architectural Review
Sign Review Application

Application Number: PF-22-18 -BAR

(Office Use Only)

Name of Project: Jennings Management Property Signs Acreage: _____

Location: 123 Church St., NW Vienna VA Zoning: _____

Business Owner: N/A

Address: _____ Phone: _____

Property Owner: Jessica Jennings

Address: P.O. Box 123 Oakton VA 22124 Phone: 703-307-0752

E-mail Address (for "Contact Person"): 266@fastsigns.com

The following is to be furnished by the applicant for review in compliance with Chapter 4 of the Code of the Town of Vienna, Virginia. All plans shall include the following applicable items:

1. **Scaled drawings:** 1 copy of drawings of all proposed signs; drawn to scale; include all proposed text and images; show dimensions of sign, letters, and images; all sets are to be in color
2. **Complete Application** on reverse side of this form.
3. **Samples** of proposed colors, materials, and paint chips.
4. **Photographs** with the proposed location of any sign indicated as nearly as possible
5. **Site Plan:** 1 **folded** copy showing the proposed location of any freestanding sign (no larger than 11x17 format)
6. **Electronic Copy** of application, plans, and drawings submitted via email or flash drive.

Plans will not be considered complete and eligible for a placement upon an agenda until all the information listed below has been received at least twenty-one (21) days prior to the next available Board of Architectural Review meeting.

This following must be completed by the applicant and submitted along with all other required information and materials for review by the Board of Architectural Review in accordance with Chapter 4 of the Code of the Town of Vienna, Virginia:

1. Type of sign: Façade ☒ Freestanding ☒ Monument ☐
Replacement Face Panel ☐ Under Canopy ☐
Window ☐ Other AWOBNINGS

2. Location of proposed sign(s) on-site (include dimensions as necessary):

Middle Panel between the 2 buildings.

3. Dimensions (sign exterior and interior design elements):

match existing: 36" tall by 68" wide
material: .080 Aluminum w/ direct print and
a matte Laminate.

4. Colors and materials (include manufacturer, number, thickness, etc.):

Colors: matte Black Bkgd
Beige Copy/Text and border
Aluminum: .080 thickness

5. Illumination details:

None

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Replacement Face Panel ☐ Under Canopy ☐
Window ☐ Other AWONINGS

2. Location of proposed sign(s) on-site (include dimensions as necessary):

Sign to be located at the entrance of the property. It will be double-sided, same as the current one that will be replaced.

3. Dimensions (sign exterior and interior design elements):

SIZE: 80" tall by 54" wide

MATERIAL: Komocel Board w/ ACM panels on the front and back. Tenant names will adhere to sign by track system.

4. Colors and materials (include manufacturer, number, thickness, etc.):

COLORS: Black + Beige

MATERIAL: Routed Sign Board (Komocel board w/ ACM panels on front + back) Separate Tenant sign inserts 11.25" tall x 48" wide

5. Illumination details:

NONE

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Replacement Face Panel ☐ Under Canopy ☐
Window ☐ Other AWNINGS

2. Location of proposed sign(s) on-site (include dimensions as necessary):

Above the Entrances of businesses. 2 awnings total, 1 per building.

3. Dimensions (sign exterior and interior design elements):

Overall length: 8'-11.25" wide Height = 36" tall
Signage Area: 14.8" x 53.625" wide per Signage area.

4. Colors and materials (include manufacturer, number, thickness, etc.):

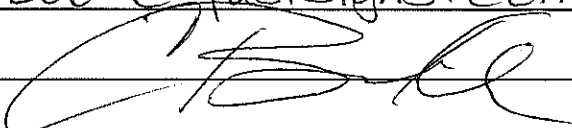
UPDATE EXISTING GREEN Awnings TO BLACK Awnings. COPY WILL BE WHITE.
MATERIAL: All Aluminum Staple-In Welded Frame w/ Weblon CP Plus Black Vinyl Fabric

5. Illumination details:

NONE

6. Other information:

* Remove existing panels and replace
with new panels for: (A) Building Sign
(B) Entrance Sign + (C) Awning

Applicant's Name: Cleopatra Burke
Company: Fastsigns Fairfax
Address: 10341 - A Democracy Lane Fairfax VA 22030
Phone: 703-352-6200
E-mail: 266 @ fastsigns.com
Signature: 



~~I am the Owner~~ or have received Owner's
Consent for this Application (Please Check)

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.

Jennings Management

PO BOX 123

Oakton, VA 22124

March 27, 2018

Re: Permits for Jennings Management Property located at:

123 Church Street, NW Vienna VA 22180

To Whom It May Concern,

Jessica Jennings (Authorized Agent) is aware of all signage permits that is being obtained for:

- (1) Building Replacement Sign
- (2) Road Replacement Sign
- (3) Awning Replacement with businesses' names

on our behalf by FASTSIGNS Fairfax. Please feel free to contact me with any questions.

Sincerely,



123 Church Street LLC

Jessica Jennings, c/o Jennings Mgmt

703-307-0752

Jjennings23@gmail.com

Jennings Management

PO BOX 123

Oakton, VA 22124

March 27, 2018

Re: Permits for Jennings Management Property located at:

123 Church Street, NW Vienna VA 22180

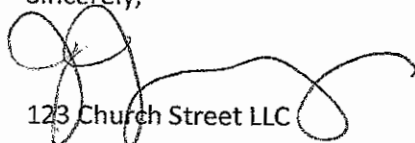
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on our behalf by FASTSIGNS Fairfax. Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink, appearing to be 'Jessica Jennings', with a large, stylized loop at the end.

123 Church Street LLC

Jessica Jennings, c/o Jennings Mgmt

703-307-0752

Jjennings23@gmail.com