



**Town of Vienna**  
**Board of Architectural Review**  
**Exterior Improvements Application**

Application Number: PF-44-18 -BAR

(Office Use Only)

Name of Project: Awnings for Store Front Acreage: \_\_\_\_\_  
Location: 502 Maple Ave West Suite 1, Vienna, VA 22180 Zoning C-1  
Architect: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Design Professional: XINGUAN SIGNS  
Address: 6816 EASTERN AVE, BALTIMORE, MD Phone: 410-633-2068  
E-mail Address (for "Contact Person"): xinguan.signs@yahoo.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. **One (1) set of folded plans**, drawn to scale, noting dimensions where applicable.
2. **One (1) Color Rendering** of the drawings and/or plans.
3. **Complete Application** on reverse side of this form.
4. **Colors and Finishes:** Indicate all proposed colors, construction materials and finishes on plans and elevations. Physical samples of all materials and colors, including manufacturer names, numbers and installation details, must be provided.
5. **Photographs of Neighboring Properties:** A vicinity map and photographs of all development on immediately adjacent properties.
6. **A Site Plan**, approved in conformance with Article 25, Chapter 18 (Sections 18-250:257) of the Town Code, for any new development or structures, proposed additions, changes in external dimensions, or changes in the location of existing structures.
7. **Landscape:** Specifications on the size, type, variety and location of each plant to be used for landscaping purposes.
8. **Signage:** Proposed location of all free-standing signs with clear indication of all colors, construction materials and finishes; exterior or facade signs shall be clearly indicated on architectural elevation drawings.
9. **Electronic Copy** of application and plans 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. Describe proposed improvements (including dimensions as necessary):

Entrance Awning size: 60" long, 26.4" width

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

502 Maple Ave West Suite 1, Vienna, VA 22180

3. Proposed construction materials (include manufacturer, identification numbers and samples):

Awning Material: Sunbrella Awning, Pacific Blue, White Letter and Logo,  
Frame: Zinc-plated Steel Pole 2 1/2", Welding install on  
the existing wall, Attached with 1/2" Dia-Bolt  
and Nut 3" Longat.

4. List all colors and finishes (include specifications, color numbers (Pantone etc.) and provide all samples):

Pacific Blue Awning, White Letter and Logo

5. Proposed landscaping (size, type and variety of each plant):

N/A

6. Listing of attachments (including drawings, photographs and plans):

- A. Awning Sign Installation Detail
- B. Awning Sign Material and color Detail
- C. Awning Sign Dimensions Detail

Applicant's Name: Rong Hu & Min Zhang

Company: Moments of Peace Massage Therapy

Address: 502 Maple Ave West Suite 1, Vienna, VA 22180

Phone: 703-677-4320 , 571-494-7349

E-mail: minrichard@yahoo.com , ronghu729@gmail.com

Signature: Rong Hu Min Zhang



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.



**Town of Vienna**  
**Board of Architectural Review**  
**Sign Review Application**

Application Number: \_\_\_\_\_-BAR

(Office Use Only)

Name of Project: Awnings for Store Front Acreage: \_\_\_\_\_  
Location: 502 Maple Ave West Suite 1, Vienna, VA 22180 Zoning: C-1  
Business Owner: Rong Hu  
Address: 502 Maple Ave West Suite 1, Vienna, VA 22180 Phone: 571-494-7349  
Property Owner: Yousef: Vienna Building, Inc.  
Address: 502 Maple Ave West, Vienna, VA 22180 Phone: 301-613-1577  
E-mail Address (for "Contact Person"): hessamy@gmail.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 Letter on the Awnings

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

502 Maple Ave West Suite 1, Vienna, VA 22180.  
White Letter and Logo on the Awnings:  
1. Letter long 38", width 7.18"  
2. Logo 12.71" x 12.08"

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

1. Letter : 38" Long , 7.18" width ( Moments of Peace  
Massage Therapy )

2. Logo : 12.71" x 12.08" (  )

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

White color for letter and Logo

- ### 5. Illumination details:

No light

6. Other information:

Applicant's Name: Rong Hu & Min Zhang  
Company: Moments of Peace Massage Therapy  
Address: 502 Maple Ave West Suit 1, Vienna, VA 22180  
Phone: 571- 424-7349 , 703- 677-4320  
E-mail: ronghu729@gmail.com , minrichard@yahoo.com  
Signature: Rong Hu Min Zhang



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Consent for this Application (Please Check)

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Town of Vienna  
Sign Permit Application

Permit Number: \_\_\_\_\_

(Office Use Only)

Name of Project: Awnings for Store Front

Address: 502 Maple Ave West Suite 1, Vienna, VA 22180 Zoning: C-1

Contact Person: Rong Hu & Min Zhang

Type of Work: New ☒ Repair ☐ Alter ☐

☒ Façade Sign: Dimensions: Letter: 38" x 7.18", Logo: 12.71" x 12.08" Total Square Feet: 11

☐ Freestanding Sign: Dimensions: \_\_\_\_\_ Total Square Feet: \_\_\_\_\_

☐ Other Sign: Dimensions: \_\_\_\_\_ Total Square Feet: \_\_\_\_\_

Wording: Moments of Peace  
Massage Therapy

Location on Building or Site: 502 Maple Ave West Suite 1, Vienna, VA 22180

Length of Frontage (building or suite): 30 Feet

Applicant's Name: Rong Hu & Min Zhang

Company: Moments of Peace Massage Therapy

Address: 502 Maple Ave West Suite 1, Vienna, VA 22180

Phone: 703-677-4320, 571-494-7349

E-mail: minrichard@yahoo.com, ronghu729@gmail.com

Signature: Rong Hu Min Zhang

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

Planning and Zoning Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Master Sign Plan: ☐ BAR Approved: ☐