



Town of Vienna
Board of Architectural Review
Sign Review Application

Application Number: PF-56-18-BAR
(Office Use Only)

Name of Project: Northwest Federal Credit Union Acreage: _____
Location: 231 Maple Ave E Zoning: _____
Business Owner: Northwest Federal Credit Union
Address: 231 Maple Ave E Phone: _____
Property Owner: Trimark Corporation
Address: 6231 Leesburg Pike, Suite 100 Phone: 703 891-2600
E-mail Address (for "Contact Person"): Falls Church, VA 22044
John@CompleteSigns.net

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.

Town of Vienna
Office of Planning & Zoning

SEP 26 2018

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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 _____

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

front facade facing maple ave E

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

36" x 235" = 58.75 sq

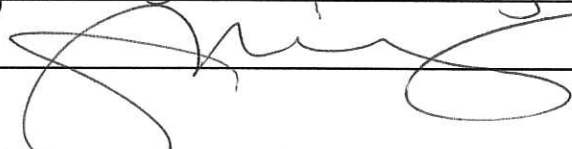
4. Colors and materials (include manufacturer, number, thickness, etc.):

3m 3635-157 S-Izn Blue Vinyl
Rohm-Haus 7328 white acrylic
white Aluminum

5. Illumination details (lumens, foot candles, kelvin):

60w LED, modules - white

6. Other information:

Applicant's Name: John Martel
Company: Complete Sign, Inc.
Address: 12618 Magic Springs Way Bristow, VA 20136
Phone: 571-276-8407
E-mail: john@completesign.net
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.