

**Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019
Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session**

Design Guideline Section	Comment Received	Staff Response/Recommendations
General Comments	<ul style="list-style-type: none"> • Provide hyperlinks to MAC Code Sections • Add labels in header on top of each page to reinforce topic. (BAR Hanley) • Add “of the Vienna Zoning Code” to section citations (PC McCullough) • Connect Vision goals [vii] to guidelines (CM Sienicki) • Provide specific guidance on 3D isometric renderings, i.e. focal length, distance from object, eye height (CM Noble) • Should encourage multimodal transportation (CM Noble) • General editing comments received by Planning Commissioner McCullough and BAR member Hanley • Recommend listing element examples alphabetically if there is no order of priority (PC McCullough) • Please define uncommon architectural terms so guide works for citizens as well. (BAR Hanley) 	<ul style="list-style-type: none"> • Staff will provide hyperlinks in the document. • Staff will add section headers to the document pages. • General editing comments have been incorporated. • Staff is concerned about using bullets rather than alpha-numeric listing as this document will be codified and referenced. • Staff will add a glossary of terms to the end of the document in the next revision.
Introduction [ii – vii]	<ul style="list-style-type: none"> • 1st paragraph - Revise 2nd sentence to “The Guidelines are a tool to create an attractive walkable community that embraces commercial activity in the corridor while creating a true sense of place.” and Proscribe vs prescribe drastically different meanings consider the word dictate instead. [v] (BAR Hanley) • 4th paragraph - The design guidelines are not meant to restrict creativity, innovation or architectural style. [v] (BAR Hanley) • MAP - identify Key Public spaces/ natural features especially bike trail, town green and wolf trap creek. Consider a radius to metro/ mark bus stops? [v] (BAR Hanley) • How to use these guidelines- Reference to Maple Ave Vision, Do we have a photo or document that defines this vision? Better to reference specific language in the comp plan. [vi] (BAR Hanley) • Coordinate text and map for primary vs. secondary streets [vii] (CM Sienicki, PC McCullough, BAR Hanley, BAR Hyde) • Primary side streets is undefined. Perhaps side streets in the CBD with a daily volume in excess of 600 cars? [vii] (BAR Hanley) • Consider just the north side of East Street. Map also should address James Madison Dr(high pedestrian area), Church st at one way section, Glen Ave, Library In, and the unnamed street behind Magruders. [vii] (BAR Hanley) 	<ul style="list-style-type: none"> • Staff will add labels of key spaces to the map. Radius to metro/mark bus stop would be better shown on a different map. Perhaps a map showing bus stops and existing shelters would be helpful for Zone 1. • Staff will add definition of primary and secondary side streets to text. •

**Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019
Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session**

	<ul style="list-style-type: none"> • What about Planning Commission providing input on design guidelines in addition to BAR? [vi] (PC McCullough) 	
Review Process [ix – x]	<ul style="list-style-type: none"> • Add flow chart [x] (CM Sienicki) • Add BZA to the process for conditional use permits (Staff) • Does an applicant submit more than one site plan? • Need language about consistency with site plans v. site plan (PC McCullough) 	<ul style="list-style-type: none"> • Staff will develop a graphic to accompany the text • Process language will be revised to include BZA for CUPs and consistency with site plan
Building Design and Form [1]	<ul style="list-style-type: none"> • Building vertical form, 2 window form is modern, not how it was built before (CM Noble) • What does “lasting” mean? Stand the test of time or built well. What about “will contribute to the unique character of Vienna for years to come.” (PC McCullough) • 2nd paragraph- last sentence either make general statements about all floors or move to section one. For example: Buildings should be designed to appear as separate buildings. The design should highlight distinct uses of the project while maintaining a human scale. This can be achieved utilizing the following forms - visual weight, primary entrances, setback variation, height variation, facade details, awnings, canopies, windows, balconies, terraces, etc. (BAR Hanley) 	<ul style="list-style-type: none"> • Staff would like BAR’s thoughts on the text change recommendations.
1.1 Base/Ground Floor [2-4]	<ul style="list-style-type: none"> • Add “easily maintained” to Materials [2] (CM Sienicki) • Visual weight should also be individual bays and not continue one pattern or material entire length, repeat language from pg. 6 [2] (CM Noble) • Top right picture would be better on page 1 [2] (PC McCullough) • 1.1-1.b Facade Details- Facade components include base materials, building breaks, varied setbacks, entrances, windows and other openings. They should be utilized in a way that incorporates architectural details, textures and patterns to establish a sense of human scale. [2] (BAR Hanley) • Bottom picture is not ground floor space [2] (BAR Hanley) • Top picture does not illustrate the caption. Bottom picture shows rhythm not depth or highlighting building entrance. [3] (BAR Hanley) • Balance window to wall ratio [3] (CM Sienicki) • Question why arcades or colonnades are not desired parallel to Maple [3] (CM Sienicki) • Consider a list to make it easier to detect choices for Entry Features [3] (PC McCullough) • Add picture of arcade or corridor on bottom right corner [3] (PC McCullough) 	<ul style="list-style-type: none"> • Residential is not permitted on the ground floor along Maple Ave. When applicable in other locations, the relevant guideline would apply to each use with the understanding that the architecture would be carried throughout. • Staff will add text regarding differentiation of bays along the ground floor. • The working group chose the bottom photo to depict variations of forms and texture in façade that could also be used on the ground floor. • Staff would like BAR’s thoughts on the text change recommendations. • Proposed MAC Code Amendments require 60% transparency on the ground floor. • Based on public comment on previous proposed projects and staff research, arcades

Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019 Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session

	<ul style="list-style-type: none"> • 1.1-1.g Arcades- Arcades facing Maple Ave may be appropriate if used in conjunction with significant open gathering spaces that connect the commercial activities to the public realm. They should not be facing maple avenue when its sole purpose is entry into a parking facility. [3] (BAR Hanley) • Bottom picture shows rhythm not depth or highlighting building entrance [3] (BAR Hanley) • I find the flow of this section a little awkward with regard to commercial vs residential. How is this used when the same building is commercial and residential at the ground floor? Any ground floor residential level should be integrated with the commercial aspect of the project though repetition of materials, visual weight, architectural features, roof forms and such. These forms should emphasize the change in use. Residential- Any ground floor residential level should be integrated with the commercial aspect of the project though repetition of materials, visual weight, architectural features, roof forms and such. These forms should emphasize the change in use. [4] (BAR Hanley) • 1st picture bottom left- Add to caption -not facing existing residential neighborhoods without appropriate screening. [4] (BAR Hanley) • Materials - intended to be lighter than the ground floor [4] (BAR Hanley) • Fenestration- window placement should be rhythmic Add incorporation of balconies and terraces Facade details [4] (BAR Hanley) • Be more clear that townhouse image shown is what would be behind retail frontage buildings on Maple, not directly on Maple [4] (CM Sienicki) • Add language about screening cars on grade [4] (CM Sienicki) • Balanced composition of windows [4] (CM Sienicki) • Do we address multi-use design? [4] (CM Sienicki) • Missing Garage/ service delivery entrance/ trash enclosures Building breaks and setback variation Include a section that discusses form of utility areas add pilasters and living walls to break up unadorned building sections. (BAR Hanley) 	<p>or colonnades are less desirable than open gathering space.</p> <ul style="list-style-type: none"> • Page 4 references materials on the ground floor of residential, not the residential building in total, as such, staff's understanding is the intention is to have more visual weight than the floors above. • Balconies and terraces should be addressed in the Middle Floor(s) and Top Floor and Roof Form sections, staff would like input from the Board on this topic. • Staff recommends adding sub-sections on residential garages, loading areas, and trash enclosures to the Additional Design Guidance. • Staff will revise caption of townhouse garages to indicate placement on internal roads or side streets only.
1.2 Middle Floor(s) [5]	No comments received on this page at this time	
1.3 Top Floor and Roof Form [6-7]	<ul style="list-style-type: none"> • Rooflines should make sense, parapet next to mansard is incongruous (CM Noble) • Would like to see a better picture of green roof (BAR Hanley) • 2. Rooflines - Wordsmith- Variations in roof type, height, and or distinct separate roof segments should be considered as a means of creating greater 	<ul style="list-style-type: none"> • BAR review process will ensure roof styles are used harmoniously. • Staff will replace green roof photo. • Staff would like BAR's thoughts on the text change recommendations.

Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019 Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session

	<p>visual interest, identifying changes in use, areas of ownership, or reducing monotony. (BAR Hanley)</p> <ul style="list-style-type: none"> • I question use of asphalt shingles being discouraged. Many roof forms can be incorporated into a flat roof as a facade element. In that case the roof is for aesthetics alone (no function) and expense of different roof type may not be justified. 3rd and 4th picture show asphalt shingles. (BAR Hanley) • Section 1.3-3 Rooftop Equipment. Please explain sight line. Needs discussion about sight line from a street vs a bedroom. (BAR Hanley) 	<ul style="list-style-type: none"> • Proposed MAC Code Amendments address sight lines from residential as well street frontage.
<p>1.4 Additional Design Guidance [8 – 12]</p>	<ul style="list-style-type: none"> • Avoid obscure or dark alcoves. Provide clear sight lines. [8] (CM Sienicki) • Question on “third of lot face” in third bullet. Also small vs. large? [8] (CM Sienicki) • Propose striking “canyon effect between buildings” [8] (CM Sienicki) • Building Setbacks third bullet – reference gathering space section of design guidelines [8] (CM Sienicki) • 1.4.1 Facade breaks - B. Facade Stepbacks - Distinguish between vertical and horizontal step backs. Vertical step backs achieve bulk plane objectives, provides transition between purely residential uses, and helps avoid cavernous feel through the corridor. Horizontal shifts soften the street view, adds texture and helps avoid cavernous feel along the corridor. [8] (BAR Hanley) • C. Building Setbacks and Breaks - Delete first sentence. [8] (BAR Hanley) • The front building facade should have a natural rhythm with articulation to add scale and visual interest to the public realm. This will be contrasted to the established buffer line discussed in Site Design and Streetscape. [8] (BAR Hanley) • Elaborate how alley is a break [9] (CM Sienicki) • Top right image not a great example of what the town wants [9] (CM Sienicki) • 3rd facade break picture - not a good example [9] (BAR Hanley) • 1st building break picture - not a good example [9] (BAR Hanley) • Section 1.4.2 Blank Walls - Add pilasters, horizontal and or vertical relief, Change in materials [10] (BAR Hanley) • Section 1.4.3 Corner Buildings - Consider adding landmarks including public art, Clock tower, Fountains [10] (BAR Hanley) • Add balcony to Decorative Elements list [11] (CM Sienicki) • Section 1.4.4 Decorative elements Dislike picture 4 (glass type), 5 (heavy), 6 (repeat), 8 (boring) [11] (BAR Hanley) 	<ul style="list-style-type: none"> • Specific dimensions and percentages of building façade breaks and setbacks are addressed in the proposed MAC Code Amendments. Staff will add references to those sections in the text.

Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019 Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session

	<ul style="list-style-type: none"> • Section 1.4.6 Walls - As walls get larger they may need dimensional variation height, width or depth [12] (BAR Hanley) • Add retaining walls/ privacy walls. [12] (BAR Hanley) • 1st picture- similar to third. Consider replacing with a privacy wall pic [12] (BAR Hanley) • 2nd picture repeat from pg 11 [12] (BAR Hanley) • 3rd picture - caption could include info from caption on 1st picture [12] (BAR Hanley) 	
Site Design and Streetscape [13]	No comments received on this page at this time	
2.1 Streetscape Zones [14 – 21]	<ul style="list-style-type: none"> • Add “MIN” to dimensions [14 – 15] (CM Sienicki) • Planter box relative to street lighting needs to be described better (CM Noble) • 1st paragraph - maintain consistency with MAP. [14] (BAR Hanley) • Add description of images on the right [15] (PC McCullough) • Page 15 is all about zone 3 perhaps move to page 20 (BAR Hanley) • Site plan does not show example of appropriate entrance from Zone 2 through zone 3 into entrances of Public plazas or commercial space. I would think we want to show 6'-8' unobstructed walkway [15] (BAR Hanley) • Why seating in the buffer zone? [16] (Noble, McCullough) • Possible conflict with #6 & 7 [16] (CM Sienicki) • 1A is buffer zone exclusively for street signage, protective bollards, fire hydrants, utility poles, ground cover, and full access to the street at bus stops and designated street crossings. Furniture, street lamps and seating should not be in this zone. [16] (BAR Hanley) • 1B includes transit shelters, landscaping, planter wells, street furniture, bike racks trash cans and street lamps. [16] (BAR Hanley) • 2. Disagree about seating orientation. Seating can face each other or positioned to face green space or point of interest. We want to people watch not car watch or building watch. [16] (BAR Hanley) • 4. Provide link [16] (BAR Hanley) • 6. Address existing poles with existing cellular transmission towers. [16] (BAR Hanley) • Photo on left is not a good example, raised planter edge causes tripping [17] (PC McCullough) 	<ul style="list-style-type: none"> • Locations of streets lights are at the discretion of Dominion Power. The site plan review process will determine final locations in relation to planters. • Staff will add additional text to page 15 to describe the Zone 3 alternative studies. • Seating in the buffer zone is public benches only. Staff will revise text for clarity. • Staff is discussing design of planters including the raised brick edging with Public Works. • The MAC Code addresses clearance requirements. Section reference will be added to the text. • Street tree selection and location is determined by the Town Arborist and Public Works. • Staff continues to look for additional and replacement photos for this and other sections. • Staff would like the Board’s thoughts on language regarding the use of bollards in the Streetscape Zones.

Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019 Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session

	<ul style="list-style-type: none"> • 2nd Picture - Can we address visually the desire to not have bulky concrete dirt pools. [17] (BAR Hanley) • 2. Emphasis on horizontal and Vertical clearance [18] (BAR Hanley) • Add comparison photo of 8 foot sidewalk [19] (PC McCullough) • Can this address fire pits or heaters? [20] (BAR Hanley) • Outdoor seating discuss bollards DPW will recommend, but we like function and form. [20] (BAR Hanley) • 1st photo- umbrella obstructs zone two- [21] (BAR Hanley) 	<ul style="list-style-type: none"> • The top left photo on page 21 is from the tope images of the Visual Preference Survey. Clearance is addressed in the MAC Code.
2.2 Gathering Spaces [22 – 23]	<ul style="list-style-type: none"> • 2. What do you mean not including refuse collection? I assume dumpster area, but trash cans are fine. [22] (BAR Hanley) • 8. Lighting should provide focal points or minimum safety standards and should not be distracting in any way. [22] (BAR Hanley) 	<ul style="list-style-type: none"> • Staff will clarify text regarding refuse collection.
2.3 Landscaping [24 – 25]	<ul style="list-style-type: none"> • Add “concealed” to #5 Irrigation systems (CM Sienicki) • Concerned about street trees listed and want to see structured soil for root structure (CM Noble) • Add Zone name with number [25] (PC McCullough) • 1. Link to tree guidelines [24] (BAR Hanley) • 5. No irrigation for stormwater planters [24] (BAR Hanley) • 8. Add “In certain circumstances”- Can SMF count towards impervious surface requirements if located in ROW? [24] (BAR Hanley) • Would love to address trees in median strips. If we can’t in text, perhaps subliminally in pictures. Also prefer the crosswalks that cut the median when busy streets intersect like they do at vienna metro. [24] (BAR Hanley) 	<ul style="list-style-type: none"> • Staff will review tree selection and soil requirements with the Town Arborist.
2.4 Lighting [26]	<ul style="list-style-type: none"> • Discuss sky pollution (CM Sienicki) • Light tower at night shielded (CM Sienicki) • LED, temp, intensity, foot candles (CM Sienicki) • Shielded/projected away from neighbors (CM Sienicki) • 1. Especially when confrontation with vehicles are expected (BAR Hanley) • 4. Accent lighting should be SELECTIVELY used ... (BAR Hanley) • 5. Please distinguish between light poles and Street lamps Also indicate zone 1a or 1b (BAR Hanley) • Note: need to come up with a complementary street lamp alternative that is full cutoff with led specifications. Consistent light color is HUGE (BAR Hanley) 	<ul style="list-style-type: none"> • Locations of streets lights and utility poles are at the discretion of Dominion Power. The site plan review process will determine final locations of these utilities.
2.5 Placemaking and Public Art [27 – 28]	<ul style="list-style-type: none"> • Describe placemaking tailored to Vienna (CM Sienicki) • Creating public spaces that promote health, happiness, well-being (CM Sienicki) 	<ul style="list-style-type: none"> • Staff will add text regarding BAR review of public art installations.

Comments Received as of Mar 14, 2019 on Preliminary Draft Maple Avenue Commercial (MAC) Design Guidelines, as Discussed at Feb 11, 2019 Town Council Work Session, Feb 15, 2019 Board of Architectural Review Work Session and Feb 27, 2019 Planning Commission Work Session

	<ul style="list-style-type: none"> • Mainly describes sidewalk seating (CM Sienicki) • Recommends expanding photos (CM Sienicki) • Recommend separating public art from placemaking (CM Sienicki) • Add brief intro including mention of more examples on next page [27] (PC McCullough) • ADD paragraph that discusses importance and references process for board approval. Discuss any place holders for future art as this may not be developed until the project nears completion. If public art is a placeholder is there a bond in place at occupancy permit to ensure it gets complete especially if receiving incentives. If a sculpture is desired can we approve the base while public art is under discussion? [27] (BAR Hanley) 	
<p>Suggested Topics to be added</p>	<ul style="list-style-type: none"> • Parking (Sienicki & Noble) <ul style="list-style-type: none"> ○ Surface ○ Residential ○ bicycle and pedestrian pathways in parking lots (CM Noble) ○ Screening from Garage • How to address <ul style="list-style-type: none"> ○ Gangway - narrow passage between buildings (CM Sienicki) ○ Alley (CM Sienicki) <ul style="list-style-type: none"> - Pedestrian - Service - Minor access ○ Passageway (CM Sienicki) ○ Curbside management (CM Sienicki) <ul style="list-style-type: none"> - Temporary Deliveries - Uber, lyft • Trash/Screening (CM Sienicki) • Recycling (CM Sienicki) • Loading and Unloading (CM Sienicki) • Mixed Use – sound isolation between uses (CM Sienicki) • Height/Density (CM Sienicki) • Wayfinding for pedestrians (CM Noble) 	<ul style="list-style-type: none"> • Staff will add a section 2.6 to address Parking with subsections for surface parking and structured parking • Staff will add a section 2.7 to address Screening with subsections for parking, trash,utilities, etc.