



Department of Planning and Zoning

Town of Vienna, Virginia

127 Center St. South

Vienna, VA 22180

Phone: 703-255-6341 | Hours: Monday – Friday, 8:00 am - 4:30 pm

Planning Commission & Board of Zoning Appeals

Conditional Use Permit Application

Application Number: PF-09-20-CUP

(Office Use Only)

Name of Project: Hawk & Griffin Public House Zoning: C-1

Address of Subject Property: 409 Maple Avenue Ws

Legal Description: Pearl E Dimsley

Lot: 4 Block: 8397 Section: 126

Subdivision: _____

Square Footage: 12,693

Present Use of Property: Retail Center

Reason for Requesting a Conditional Use Permit (Provide additional pages as necessary):

- ~~1. Outdoor restaurant seating~~
2. Live music

Signature (Owner or Agent): 

Name of Owner(s): George Bilidas

Address: 1141 Elden St., Suite 224 Herndon, VA 20170 Phone: _____

E-mail Address: _____

Name of Agent(s): Thomas F. Kylo

Address: 114 Elmar Drive SE, Vienna, VA 22180 Phone: 703-863-6208

E-mail Address (for "Contact Person"): tomkylo@kyllopattana.com

M: 4308

The following is a list of information, or items, to be furnished along with the application for a conditional use permit in conformance with Sections 18-209:216 and Articles 5:15 of Chapter 18 of the Code of the Town of Vienna, Virginia. Applications will not be considered complete and eligible for review, and placement upon an agenda, until the information listed below has been received at least twenty-eight (28) days prior to the next available Planning Commission meeting, and thirty-five (35) days prior to the next meeting of the Board of Zoning Appeals. All such requests shall be accompanied by the following information:

1. **Complete Application** with all requested information provided in this application.
2. **Two (2) copies** of all supporting documentation (all documents larger than 8.5"x11" must be folded).
3. **Two (2) Folded Copies of approved site plans**, when applicable, and all supporting information in conformance with all of the requirements of 18-250:255 of Town Code. To be included along with the approved site plans is the following information:
 - a. A certificate of survey, or plat, showing the legal description and boundary lines of the subject tract for which the conditional use permit is requested and owner(s), present zoning and use of all properties contiguous to the subject tract. Also required is a vicinity map clearly indicating the location of the applicant's property in relation to other major features in the Town of Vienna.
 - b. A detailed written description of all proposed improvements, along with all additional information as required by other regulatory agencies, including floor plans, interior structure information, required inspection reports, etc.
4. **One (1) Copy** of a listing of the names and addresses of the owners of all properties adjoining and all lands lying on the opposite sides of all streets and alleys abutting the subject tract for which the variance or appeal is being requested. (This information may be easily obtained online at the following address: <http://icare.fairfaxcounty.gov/ffxcare/Main/Home.aspx>).
5. **Electronic Copy** of application and plans submitted via email or flash drive.

Note: Section 18-216 of the Town Code specifies that any conditional use permit authorized by the Board shall be valid only for six (6) months unless construction or the related operation has commenced.

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.



Department of Planning and Zoning

Town of Vienna, Virginia

127 Center St. South

Vienna, VA 22180

Phone: 703-255-6341 | Hours: Monday – Friday, 8:00 am - 4:30 pm

Town of Vienna Site Plan Review

Application & Checklist

Munis Number: 4309 Application Number: PF-10-20-SP
(Office Use Only)

Name of Project: Hawk & Griffin Public House Acreage: 0.2914

Location: 409 Maple Avenue W Zoning: C-1

Are there any modifications of requirements being requested? _____

If yes, please list them below (modifications must be listed on the site plan as well):

PARKING BETWEEN 1 FRONT YARD SETBACK LINE AND
ROAD. 18-131

Owner(s): George Bilidas

Address: 1141 Elden St., Suite 224, Herndon, VA 20170 Phone: _____

Engineer (Name and Title, Company): Thomas F. Kylo - PRINCIPAL, KYLO PATTANA ARCHITECTS

Address: 340 MILL STREET, ST P, VIENNA, VA 22180 Phone: 703-863-6208

E-mail Address (for "Contact Person"): TOM KYLO@KYLOPATTANA.COM

The following is a list of information, or items, to be furnished on and with site development plans in conformance with Sections 18-250:255 of the Code of the Town of Vienna, Virginia. Site plans will not be considered complete and eligible for review by the staff until the information listed below has been received at least fifteen (15) days prior to the next available staff review meeting. **All site plans shall contain the following data:**

- ☐ **Two (2) complete and folded sets of the site plan** with all data and information as specified below and **one (1) electronic copy of all documents and plan sheets including the completed version of this application in Portable Document Format (PDF).**
- ☐ **Two (2) complete sets of easement/dedication/consolidation plats.**
- ☐ **Complete Application** included with this form.
- ☐ After assignment of a project file number by the Town of Vienna Staff, **the applicant shall then submit three (3) folded copies of the proposed site plan to the Fairfax County Fire Marshal's Office for review.** After approval, said site plans shall be returned to the Town of Vienna Department of Planning and Zoning.

M: 4309

Note: If modifications of requirements are requested and/or the site plan is for a site in the CMP, PR, or PC zones, Town Council approval is required, before which the Planning Commission will need to make a recommendation to the Town Council (see page 4).

Applicant's Name: Thomas F Kylo

Company: Vienna Pub, LLC

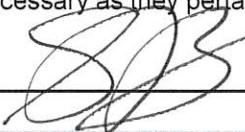
Address: 114 Elmar Drive SE, Vienna, VA 22180

Phone: 703-863-6208

E-mail: tomkylo@kyllopattana.com

Applicant's Signature: 

Owners: I have read this completed application, understand it intent, and freely consent to it filing. Furthermore, I grant permission to the Town of Vienna and other authorized government agents to enter the property and make investigations and tests as they deem necessary as they pertain to this application.

Owner's Signature: 

Resources

Public Works Details: <https://www.viennava.gov/index.aspx?nid=151>

Public Works Forms: <https://www.viennava.gov/index.aspx?nid=151>

Town of Vienna Zoning Map –

<http://vienna-va.maps.arcgis.com/apps/Viewer/index.html?appid=476fbe7f56bb435f9015352b89fcb1b9>

OFFICE USE ONLY

Submittal Date: _____

Staff Review Date: _____

Planning Commission Meeting Date (if required): _____

Mayor and Town Council Meeting Date (if required): _____

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The site plan shall include the following:

- ☐ Legal description of the entire subject tract by metes and bounds courses and distances; with point and scale.
- ☐ The area, zoning, present owner and common address of the subject tract.
- ☐ The owner(s), present zoning and use of all properties contiguous to the subject tract.
- ☐ Width of all streets adjoining the subject tract (both right-of-way and pavement widths).
- ☐ Location of existing edge of pavement or curbs.
- ☐ Location of existing easements and underground facilities, proposed easements and buildings and their dimensions.
- ☐ Number of floors, floor area and use of each building and height of each building.
- ☐ A schedule showing compliance with the parking requirements as set forth in Chapter 18 of the Vienna Town Code.
- ☐ All off-street automobile parking areas and type of surfacing (indicating size of stalls and width of aisles).
- ☐ All off-street loading, pickup spaces and dumpster locations (including proposed screening).
- ☐ Location of any poles, fire hydrants, retaining walls, pump islands, signs, doorways, window wells, guy wires or other structures which might interface with automobile parking or maneuvering.
- ☐ The location and type of entrances and driveways which shall conform to Virginia Department of Transportation (VDOT) and all Vienna Standards and specifications.
- ☐ Location of all curbs to be constructed and specify type in accordance with the Town of Vienna Construction Specifications and Details.
- ☐ Location and width of all sidewalks to be developed in accordance with the Town of Vienna Construction Specifications and Details.
- ☐ Fencing and walls to be erected: type, height and location.
- ☐ The location, type and size of all existing trees as defined in this Code. If the property is densely wooded in whole or in part, the limits of such densely wooded areas may be shown on the plan in lieu of locating individual trees within these areas.
- ☐ Topography, existing and proposed (indicating areas of major grading and slopes to be maintained).
- ☐ Disposition of storm water drainage (indicating all pipe sizes, types and grade elevations). Drainage calculations shall accompany all structural layouts.
- ☐ Siltation and erosion control plan in accordance with Chapter 23 of the Vienna Town Code.
- ☐ All sanitary sewerage facilities, indicating pipe size, type and grades and where connection is to be made to the Town system.
- ☐ Specifications for the removal of trees and protection of trees during clearing and grading.
- ☐ Grade changes or other work adjacent to a tree that is to be preserved which might affect it adversely, with specifications on how the ground drainage and aeration will be maintained around said tree.

- ☐ Landscape planting, clearly identified by appropriate symbols, showing the location, type and size of trees, shrubbery and screening to be planted.
- ☐ All information required by Section 17-14 and 17-15(a) through 17-15(o) of the Vienna Town Code where applicable.
- ☐ A tabulation listing the site plan specifications as they compare to minimum zoning requirements.
- ☐ All information as required by the Flood Plain Ordinance, Chapter 18.1 of the Vienna Town Code (where applicable).
- ☐ Provisions for the planting and replacement of trees in accordance with Section 18-252E of the Vienna Town Code.

The site plan submission shall include the following if there are requests for modifications of requirements.

- ☐ Requests for any modification of requirements shall adhere to Section 256 and 257 of Chapter 18 of the Code of the Town of Vienna, Virginia. A written explanation to the Directors of Public Works and Planning and Zoning, in a separate letter and incorporated onto the site plan sheet itself, of the requested site plan modifications is required. Such explanation shall describe, in accordance with Section 18-256, how the most practical, efficient or aesthetic development of the subject property cannot be achieved within the requirements of Chapter 18 of the Town Code.
- ☐ A comparison of zoning district requirements in conjunction with the requested modifications.
- ☐ A separate list indicating the names and addresses of all owners of record for all properties adjacent to, abutting or across a public street from the subject tract. (This information may be found online at <http://icare.fairfaxcounty.gov/ffxcare/Main/Home.aspx>).

Note: The granting or denial of any such modification shall be discretionary with the council and this article shall not be deemed to create any right to any such modification.

For site plans requiring Planning Commission Recommendation and Town Council Approval (to be done after staff review and approval):

- ☐ **Two (2) folded copies of the site plan** as approved by the Town staff (along with the application and checklist of required information plus all data for the original submittal) as required by Section 18-252 of the Town Code, including the adjoining property owner's list as set out in the Site Plan Review checklist, and **one (1) electronic copy of all documents and plan sheets (and the completed version of this application) in Portable Document Format (PDF).**
- ☐ **Two (2) folded copies--with all corrections as required by the Planning Commission--of the site plan and site plan modification request(s) including the application and checklist of required information, plus all data for the original submittal, as required by Section 18-252 of the Town Code, and any revisions incorporated into one (1) electronic copy of the entire submission including a completed version of this application in Portable Document Format [PDF].**