



Town of Vienna

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Meeting Minutes Board of Architectural Review

Thursday, January 19, 2023

7:30 PM

Vienna Community Center, 120 Cherry St.
SE

Roll Call

The Board of Architectural Review met in a regular session on Thursday, January 19, 2022, at 7:30 pm in the Vienna Community Center (Northside Rm) 120 Cherry St SE.

Chair Mr. Baldwin called the meeting to order at 7:30 pm.

Roll Call: Ms. van Doorn, Ms. Hanley, Mr. Layer, Mr. Cheselka, and Mr. Baldwin were all present.

Staff present: Planner Sharmaine Abaied and Board Clerk Yaska Camacho Castillo.

Approval of Minutes

December 15, 2022, meeting minutes were accepted into the record with an amendment.

New Business

Town Hall - 127 Center St S - Exterior Modification

Item No. 1: Request for approval of exterior modification for Town Hall, located at 127 Center St. S., Docket No. PF-923601-BAR, in the RM-2 Multi-family apartments zoning district, filed by Jeff Tufano of the Department of Public Works, Project Contact.

Applicant Present: Jeff Tufano – 127 Center St S – Town of Vienna

Mr. Tufano stated that the elevator in Town Hall is being modernized. They are adding two split H-VAC per the county code. One H-VAC is for the control room, and the second one is for the elevator car. The units will be located within 100 feet of the elevator shaft. One condenser unit will be wall mounted by the existing bush, and the second one will be located behind the stairs in the mulched area. Mr. Tufano explained how the condenser units would be installed and described the wood that would be used and the paint materials as Sherwin Williams extreme bond primer and Sherwin Williams Emerald rain refresh. The paint will self-clean when it rains, which is great for maintenance purposes.

Mr. Cheselka commented on semi-gloss being applied on pressure-treated lumber and provided some feedback on the painting procedure. The applicant stated they would use shingles and match the wood tone to blend in with the mulch. Ms. van Doorn inquired about the metal material shown, and Mr. Tufano responded that the metal trim would go underneath the asphalt sheet.

Mr. Layer asked the applicant what he would use as a substrate, and Mr. Tufano responded that they are going to prime the plywood and use tar paper underneath like they would to a normal roof for protection. Mr. Layer suggested using a bituthene (peel and stick) product

rather than tar paper. The discussion continued.

Ms. Hanley asked for the size of the unit equipment on the ground. Mr. Tufano responded that both units were the same size. The only difference is that one is wall mounted, and the other is on the ground. Ms. Hanley commented that she was concerned that the unit on the ground would be too bulky. Additionally, she noted she was happy with the applicant's explanation of the paint and wood products since she was concerned about the maintenance.

Mr. Baldwin asked the applicant if he was set on pressure-treated lumber instead of PVC or other composites. Mr. Tufano said the concern with other composites was maintenance which is why they decided to use sealed pressure-treated wood. Mr. Baldwin asked the applicant if he was requesting two covers, one for each unit, to which the applicant responded yes.

Mr. Layer made a motion to approve the request for exterior modification for Town Hall, located at 127 Center St. S., Docket No. PF-923601-BAR, in the RM-2 Multi-family apartments zoning district, filed by Jeff Tufano of the Department of Public Works with the following comments/recommendations:

- Use bituthene product
- Second condenser unit cover design be similar to the first cover

Motion: Mr. Layer

Second: Mr. Cheselka

Ayes 5

Nays 0

Motion Carried

Bank drive through - 440 Maple Ave E - Exterior Modifications

Item No. 2: Request for approval of exterior modifications for the bank drive-through canopy, located at 440 Maple Ave E., Docket No. PF-901323-BAR, in the C-1, Local Commercial zoning district; filed by Daniel Orlich, Property Owner.

Applicant Present: No one was present for the item. The item was moved to the end of the agenda for discussion.

Frame Coffee Roasters - 302 Maple Ave W - Signs

Item No 3: Request for approval of signs for Frame Coffee Roasters, located at 302 Maple Ave W., Docket No. PF-907531-BAR, in the C-1A Special Commercial zoning district, filed by Spring Lee of Best Sign USA, Project Contact.

Applicant Present: Spring Lee – Best Sign USA - 302 Maple Ave W

Ms. Lee stated that the owner would like to remove the existing awnings and place a sign on the storefront. The sign has illuminated channel letters. The letters will be black during the daytime and white during the nighttime.

Mr. Layer stated that the night-to-day and day-to-night signs are elegant. The colors being used are a good combination. All board members liked the proposed sign. Mr. Cheselka suggested repairing the areas where the awning was located.

Mr. Cheselka made a motion to approve the request for signs for Frame Coffee Roasters, located at 302 Maple Ave W., Docket No. PF-907531-BAR, in the C-1A Special Commercial zoning district, be approved as presented.

Motion: Mr. Cheselka

Second: Mr. Layer

Ayes 5

Nays 0

Motion Carried

Tobacco King - 332 Maple Ave W - Signs

Item No 4: Request for approval of signs for Tobacco King, located at 332 Maple Ave W., Docket No. PF-01-21-BAR, in the C-1, Local Commercial zoning district; filed by Saed Salim, business owner, Project Contact.

Applicant Present: No one was present for the item.

This item was deferred last month due to no one being present. The board inquired about the applicant's response to attending this month's Board of Architectural Review meeting. Ms. Abaied stated that when the previous meeting's deferral was sent to the applicant, the applicant resubmitted his application. Once the application was resubmitted, the applicant was sent an email stating that someone needed to be present for the item at the January 19, 2023, Board of Architectural Review meeting. The board discussed how to proceed with the application.

Ms. Hanley made a motion for the request of approval of signs for Tobacco King, located at 332 Maple Ave W., Docket No. PF-01-21-BAR be divided between the window lights, perimeter lights, window sign, and facade sign.

Motion: Ms. Hanley

Second: Ms. van Doorn

The motion was up for discussion. Mr. Cheselka disagreed with the motion. He stated that the application should stay as a package. It should not be divided. Mr. Layer commented that separating the application will make the staff's job harder and complicate the process. Ms. van Doorn stated that the board needs to reconsider how to approach noncompliance at some point. She noted how businesses could renew their licenses even if they are not in good standing. Mr. Layer commented on how the compliance officer is more involved now than before and the current mechanism used. The discussion continued.

Resident Present – Dan Jackson – 300 Park St NE – Mr. Jackson was present with his son, who was observing the meeting for a boy scout assignment.

Mr. Jackson asked if a business can put up a sign in violation of the code and not apply for a permit; there is nothing the board can do to address the issue/violation. Mr. Layer assured the resident that the Town follows a mechanism. The process can take a year or, in some cases, longer. Mr. Jackson suggested that the town consider linking the business license to zoning compliance. That way, if the business has an open zoning violation, it can only renew its license once they comply with zoning.

Ms. Hanley withdrew her motion to divide the application. After listening to the discussion, she realized that the sign was already installed without a permit. Denying the request would not change the applicant's process of getting into compliance with the town's code.

Ms. van Doorn seconded the motion to withdraw.

Ms. Hanley made a motion to defer the request for approval of signs for Tobacco King, located at 332 Maple Ave W., Docket No. PF-01-21-BAR, in the C-1, Local Commercial zoning district, with a follow-up with the zoning compliance officer.

Motion: Ms. Hanley
Second: Mr. Cheselka
Ayes 5
Nays 0
Motion Carried

Item number 2 was brought back for a motion.

Item No. 2: Request for approval of exterior modifications for the bank drive-through canopy, located at 440 Maple Ave E., Docket No. PF-901323-BAR, in the C-1, Local Commercial zoning district; filed by Daniel Orlich, Property Owner.

Ms. van Doorn made a motion to defer the request for exterior modifications for the bank drive-through canopy, located at 440 Maple Ave E., Docket No. PF-901323-BAR, in the C-1, Local Commercial zoning district.

Meeting Adjournment

The board discussed the following:

- Ms. Hanley inquired about information on code create and work sessions with Vienna Market.

Mr. Layer made a motion to adjourn, and Mr. Cheselka seconded the motion.

The meeting adjourned at 8:26 pm.

Respectfully Submitted,
Yaska Camacho Castillo
Board Clerk

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) 255-6304, OR 711 VIRGINIA RELAY SERVICE FOR THE HEARING IMPAIRED.