



Town of Vienna

127 Center Street South
Vienna, Virginia 22180
p: 703.255.6341
TTY 7111

Meeting Minutes Windover Heights Review Board

Tuesday, May 12, 2020

7:30 PM

COUNCIL CHAMBERS-VIENNA TOWN
HALL

**To participate in this meeting via Zoom please visit: <https://www.viennava.gov/documentcenter/view/5427>*

The Windover Heights Board of Review met in regular session at 7:30 PM on Tuesday, May 12, 2020 in the Council Chambers at the Vienna Town Hall, 127 Center Street, South, Vienna, VA. Adoption of the Continuity of Government allowed board members, staff, and applicants to participate electronically.

Roll Call

Chairwoman Teresa Bachmann, Michael Cheselka, and Sharon Baum were present participating via Zoom.

Also in attendance representing town staff were Town Planner, Andrea West and Kelly O'Brien participating via zoom. IT staff, Charles Lewis and, Clerk to the Board, Jennifer Murphy were in attendance at Town Hall.

Approval of the Minutes:

January 22nd and March 3rd meeting minutes accepted as presented.

January 22, 2020 Meeting Minutes

March 3, 2020 Meeting Minutes

1. Resolution for Continuity of Government

Chairwoman Bachmann read the resolution aloud for the record.

Motion: Bachmann

Roll call vote: 3-0

Regular Business

2. Request for a Certificate of Appropriateness to construct a new fence on the property located at 203 West Street NW, Docket No. WHBR-02-20, in the RS-16, single-family detached residential zoning district; filed by Kevin & Michelle White, owners.

Ms. West announced that the applicants are participating via zoom. Additionally, a

neighbor is present at the meeting but does not wish to speak. Providing a brief presentation, Ms. West stated that the application is for installation of a 4 ft board on board fence to surrounding portions of the property. Proposed fence locations with several fence example images were provided.

There being no questions, Chairwoman Bachmann invited the applicants to present. Kevin and Michelle White, residing at 203 West Street NW were present participating electronically.

Mr. Cheselka asked for clarification on whether it is a 6-inch or 4-inch plank. Mr. White explained that the green fence shown is a 6-inch plank. Mr. Cheselka asked if every post or just the gate post will be set in dry concrete. Mr. White answered that it will be every post. Mr. Cheselka suggested that the fence be sealed 4-6 months after installation. It should be sealed every 2-3 years to extend the life of the fence.

Chairwoman Bachmann noted that grading can be an issue and suggested that all tree stumps be cleared before installation to not interfere with project. Mr. White agreed. Additional discussion followed. Mr. White will verify with their fence contractor about removal of any tree stumps.

Chairman Bachmann thanked the applicants for beautifying their property. There being no further questions, Chairwoman Bachmann called for a motion.

Mr. Cheselka made a motion for approval of the request for a Certificate of Appropriateness for fence installation on the property located at 203 West Street NW, Docket No. WHBR-02-20, in the RS-16, single-family detached residential zoning district.

There being no further discussion, Chairwoman Bachmann called the question.

*Motion: Cheselka
Second: Baum
Roll call vote: 3-0*

New Business

None

Meeting Adjournment

There being no further discussion the meeting was adjourned at 7:55 pm.

Respectfully submitted,

*Jennifer Murphy
Clerk to the Board*

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.