

**TOWN OF VIENNA**  
**MEMORANDUM**

**TO:** Vienna Construction Industry

**FROM:** Patrick Mulhern, Director of Planning & Zoning

**DATE:** October 24, 2016

**SUBJECT:** Patio permits required

Effective immediately the Planning & Zoning Department will require permits for patios. Patio material includes gravel, stone, brick, concrete, asphalt, paver material, etc. The permit application will be available on the website and can be submitted to the Planning & Zoning Department along with a copy of the plat with the patio drawn to scale. Please note that all other accessory structures, including driveway, need to be shown and accurate with total lot coverage calculation shown as less than 25%. The fee is \$75.00 payable by check or cash.

Please note this change is to reduce incidences of homeowners dedicating time and resources to a patio only to discover they are over the maximum lot coverage allowance of 25%.

If you have any questions, please don't hesitate to contact me.

Sincerely,



Patrick J. Mulhern, AICP  
Director of Planning & Zoning  
Zoning Administrator  
Town of Vienna, VA