

ART AND ARCHITECTURAL REVIEW BOARD (AARB)

Project Data Sheet

Revised February 6, 2025

(Due by 3:00 p.m. on the Friday two weeks before the meeting to AARB@dgs.virginia.gov)

Date Submitted: 03/26/2026

Agency Name: Department of Motor Vehicles

Project Name, Number, and Location [** must include the project number*]

(*Include project name, number/code, and location, i.e., city, county, etc.*)

Project Name: Fairfax-Westfields CSC Roof Replacement

Project Code: 154-B5154-005

Project Location: 14950 Northridge Dr #3809, Chantilly, VA 20151

Representatives for the Agency and the Architect/Engineer

(*Include names, titles, phone numbers, email addresses, and physical addresses—including contact information for the day of the meeting*)

Agency Representative:

Gary Hobson

Gary.Hobson@dmv.virginia.gov

804-339-5923

2300 West Broad Street, Richmond VA 23220

Architect Representative:

Chris Ames

ChrisA@hbaonline.com

757-284-4020

5001 Libbie Mill East Blvd, Suite 110, Richmond VA 23230

Current Project Status/Phase and Schedule [** must select one of the following*]

- Preliminary Design Submission:
- Final Design Submission:

(*Status/Phase = Schematic, etc. Schedule - next milestone date*)

Request for Consent Agenda: Yes: No:

* Please refer to the [AARB Agency Project Submission and Presentation Guidelines](#) – Project Submission Section for additional information and guidance on the Consent Agenda versus Regular Agenda.

PLEASE NOTE: If you did not check the box for Consent Agenda, your project will be posted on the Regular Agenda and the agency will be required to attend the meeting to make a presentation to the board on the day of the meeting. **Presentations are not to exceed 15 minutes.**

Project Description

(*Area, number of stories, building and roof forms, exterior materials, etc.*)

This project is a total roof replacement of an existing 11,760 SF, single-story Customer Service Center. The existing exterior walls which are to remain are a brown brick, and the existing roof which is to be replaced is a pale blue/green standing seam metal roof at a 4:12 slope. The new roof is to be an architectural asphalt shingle and will be gray/brown in color.

Architectural Aesthetic:

(What does it look like and why?)

See response to previous item; this is an existing building and the architectural aesthetic was presumably driven by a collaboration between the Agency and the building's original designer. The switch from existing standing seam metal roofing to architectural asphalt shingles was primarily driven by cost concerns from the Agency.

Relationship to Approved Master Plan

(Include the date of the master plan and how this project relates to a larger program effort, if applicable)

This customer service center was constructed in 1990 and is the sole structure on the property and therefore in conformance with the approved plan at the time of construction.

Existing Architectural Context

(The surrounding community, historic significance, adjacent site, the identity of the agency or institution, etc.)

The surrounding community is primarily commercial and light industrial in character. The building has no known historical significance of any kind.

AARB History (for return presentations on the same project): [** this section must contain information for Board review, do not leave blank / if this section does not apply to your project, please indicate with N/A*]

- State when previous presentation(s) were made to the Board on the project. N/A
- Restate previous Board comments. N/A
- Show actions taken to address Board comments; use visuals to compare previous renderings with updates. N/A

ROOF REPLACEMENT

DMV FAIRFAX WESTFIELDS CSC

14950 NORTHRIDGE DR #3809, CHANTILLY, VIRGINIA 20151

PROJECT CODE: 154-B5154-005



PRELIMINARY SET - NOT FOR CONSTRUCTION

ARCHITECT

 HBA ARCHITECTURE & INTERIOR DESIGN
 One Columbus Center, Suite 1000
 Virginia Beach, Virginia 23462
 Phone: (757) 490-9048 Fax: (757) 490-7081

 PRELIMINARY SET
 NOT FOR CONSTRUCTION

PROJECT CODE: 154-B5154-005

 DMV FAIRFAX WESTFIELDS CSC
 14950 NORTHRIDGE DR #3809, CHANTILLY, VIRGINIA, 20151

ROOF REPLACEMENT

COVER SHEET

03-10-2026

PRELIMINARY SET

25039.03

G000

SCHEDULE OF DRAWINGS		ABBREVIATIONS		GENERAL NOTES		SYMBOL LEGEND	
GENERAL							
G000	COVER SHEET						
ARCHITECTURAL							
AD101	ROOF PLAN - DEMOLITION						
AD201	ELEVATIONS - DEMOLITION						
A101	ROOF PLAN - NEW WORK						
A201	ELEVATIONS - NEW WORK						
A501	DETAILS						
A502	DETAILS						
BUILDING CODE INFORMATION							
FUNCTION: CUSTOMER SERVICE CENTER							
VUSBC 2021: PART II VEBC; LEVEL 1 ALTERATION							
APPLICABLE CODES & STANDARDS:							
2021 VIRGINIA UNIFORM STATEWIDE BUILDING CODE							
VIRGINIA CONSTRUCTION CODE							
VIRGINIA ENERGY CONSERVATION CODE							
HIGH PERFORMANCE BUILDINGS ACT							
CONSTRUCTION AND PROFESSIONAL SERVICES MANUAL, 2025 EDITION, REVISION 0, 3/17/2025							
VCC CONSTRUCTION TYPE: TYPE V-B; NO CHANGE							
USE GROUP: MIXED USE, ASSEMBLY A-3, BUSINESS B; NO CHANGE							
NUMBER OF STORIES: 1							
GROSS BUILDING AREA (GSF): ±11760 SF; NO CHANGE							
BUILDING AREA: ±11268 SF; NO CHANGE							
OCCUPANT LOAD: ±851; NO CHANGE							
BABY CHANGING FACILITIES: TWO (2) PROVIDED IN EXISTING; NO CHANGE							
STRUCTURAL OBSERVATIONS: N/A							
HIGH PERFORMANCE BUILDING ACT STATEMENT: "IN ACCORD WITH THE HIGH PERFORMANCE BUILDING ACT, THE BUILDING IS EXEMPT FROM COMPLIANCE BECAUSE THE COST OF THE RENOVATIONS DOES NOT EXCEED 50% OF THE VALUE OF THE BUILDING."							
VIRGINIA ENERGY CONSERVATION CODE STATEMENT: "IN ACCORD WITH THE VIRGINIA ENERGY CONSERVATION CODE (VECC), THE BUILDING SHALL COMPLY WITH VECC SECTIONS C402 THROUGH C405 AND C408."							
DESIGN LOADS AND PARAMETERS							
BUILDING RISK CATEGORY: (TABLE 1604.5) = CATEGORY III							
EXISTING LIVE LOADS:							
ROOF: 20 PSF							
RAIN LOADS:							
15 - MINUTE PRECIPITATION INTENSITY: 5.83 IN/H							
SNOW LOADS:							
P _s = 90 PSF (GROUND SNOW)							
C _e = 1.0 (SNOW EXPOSURE FACTOR)							
C _t = 1.0 (THERMAL FACTOR)							
I _s = 1.0 (SNOW LOAD IMPORTANCE FACTOR)							
WIND LOADS:							
V = 119 MPH (BUILDING RISK CATEGORY: III)							
BASIC WIND SPEED: 3-SECOND GUST							
V _{bas} = 92 MPH							
EXPOSURE C							
K _d = 0.85 (WIND DIRECTIONALITY FACTOR)							
K _z = 1.0 (TOPOGRAPHIC FACTOR)							
K _e = 1.0 (GROUND ELEVATION FACTOR)							
GC _{ii} = ±0.18 (ENCLOSED BUILDING)							
VICINITY MAP N.T.S.							
LOCATION MAP N.T.S.							
MATERIAL LEGEND							
BATT INSULATION							
BRICK							
CONCRETE							
CONCRETE MASONRY UNITS							
CONTINUOUS BLOCKING							
EARTH							
FINISHED WOOD							
GRAVEL							
GYPSUM BOARD OR SHEATHING							
PLYWOOD							
RIGID INSULATION							
STEEL							

- THE CONTRACTOR SHALL VERIFY ALL FIELD CONDITIONS AND DIMENSIONS PRIOR TO BEGINNING CONSTRUCTION AND SHALL COORDINATE THE WORK OF ALL TRADES. ALL DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT, IN WRITING, BEFORE CONTINUING WORK.
- UNLESS OTHERWISE INDICATED, EXTERIOR DIMENSIONS ARE TO OUTSIDE FACE OF FOUNDATION WALL AND CENTERLINE OF STRUCTURAL COLUMNS. INTERIOR DIMENSIONS ARE TO FACE OF STUD AND CENTERLINE OF STRUCTURAL COLUMNS. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT WHEN LAYOUT OF INTERIOR PARTITIONS IS COMPLETE AND SHALL REVIEW THE LAYOUT WITH THE ARCHITECT IN THE FIELD PRIOR TO INTERIOR PARTITION CONSTRUCTION.
- ALL BUILT IN WOOD NAILERS, BLOCKING AND PLYWOOD CONCEALED IN THE FINISHED CONSTRUCTION SHALL BE FIRE RETARDANT TREATED, UL LABEL MEMBERS IN CONTACT WITH THE MASONRY OR CONCRETE OR CONCEALED WITHIN THE EXTERIOR WALL OR ROOF ASSEMBLIES SHALL BE EXTERIOR GRADE FIRE RETARDANT TREATED, UL LABEL PER SPECIFICATIONS.
- DOORS ARE TO BE LOCATED 6" FROM NEAREST WALL (FACE OF STUD), U.O.N.

POINTS OF CONTACT

 DMV: POLICY AND PLANNING SPECIALIST
 WILLIAM STERLING
 OFFICE: (804) 367-1828

ASBESTOS AND LEAD

ASBESTOS NOTE: AN ASBESTOS INSPECTION WAS PERFORMED AND ACM WAS FOUND GENERALLY IN THE AREA INDICATED. THE ASBESTOS INSPECTION REPORT IS INCLUDED AS AN APPENDIX TO THE PROJECT SPECIFICATIONS. ASBESTOS-CONTAINING BUILDING MATERIALS SHALL NOT BE DISTURBED IN THIS WORK EXCEPT WHERE SPECIFICALLY INDICATED AND REQUIRED. WHERE SUCH ACTIONS ARE REQUIRED, THE CONTRACTOR SHALL HAVE THE ACM REMOVED BY A LICENSED ASBESTOS CONTRACTOR USING APPROVED PROCEDURES AS SPECIFIED. THE WORK REQUIRED FOR ASBESTOS ABATEMENT IS PERMITTED WITHIN THE OVERALL BUILDING PERMIT ISSUED. THE ACM THAT IS TO REMAIN AND THE NEW NON ASBESTOS-CONTAINING MATERIAL SHALL BE LABELED ACCORDINGLY. THE ASBESTOS ABATEMENT CONTRACTOR SHALL MARK UP THE AS-BUILT DRAWINGS RESULTING FROM ITS WORK TO INCLUDE AREAS WHERE ASBESTOS WAS ABATED, AREAS WHERE ASBESTOS WAS ENCAPSULATED, AND AREAS WHERE ACM EXIST BUT WERE LEFT IN PLACE. THE GENERAL CONTRACTOR SHALL REVIEW AND CERTIFY THE LOCATIONS WHERE ACM WAS ABATED, AREAS WHERE ACM WAS ENCAPSULATED AND AREAS WHERE ACM WAS LEFT IN PLACE AS MARKED ON THE AS-BUILT DRAWINGS AND WILL PROVIDE THE DRAWINGS TO THE ARCHITECT.

LEAD COATING NOTE: AN INSPECTION TO IDENTIFY LEAD CONTAINING OR COATED BUILDING COMPONENTS HAS BEEN CONDUCTED AND CAN BE FOUND IN THE PROJECT SPECIFICATIONS. THIS REPORT IS PROVIDED FOR THE CONTRACTOR'S USE AND MAY NOT BE ALL INCLUSIVE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH ALL VIRGINIA OCCUPATIONAL SAFETY AND HEALTH (VOSH) REGULATIONS AS THEY PERTAIN TO EMPLOYEE EXPOSURES TO LEAD. ALL LEAD AND LEAD-COATED BUILDING COMPONENTS SHALL BE RECYCLED TO THE EXTENT POSSIBLE.

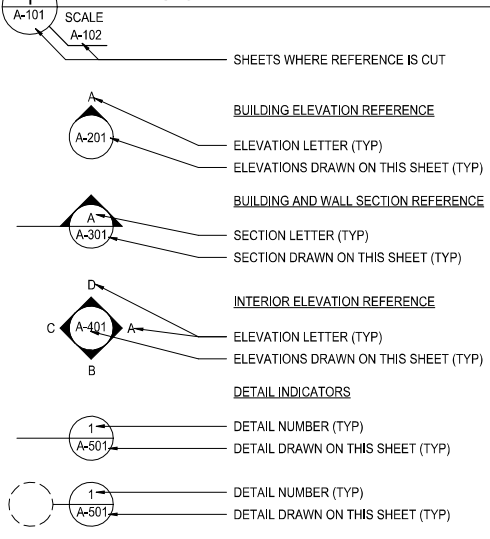
ARCHITECT'S DISCLAIMER

HBA ARCHITECTURE & INTERIOR DESIGN, INC. ASSUMES NO RESPONSIBILITY FOR THE ADEQUACY OR ACCURACY OF THE ASBESTOS AND LEAD INSPECTION REPORTS CONTAINED IN THE CONTRACT DOCUMENTS AS THIS INFORMATION WAS PREPARED BY DMV. THE CONTRACTOR SHALL ADDRESS ANY RELATED QUESTIONS TO THE DMV REPRESENTATIVE.

PLAN OR SITE TITLE

SCALE

DRAWING OR DETAIL TITLE



ROOM 101 ROOM NAME AND NUMBER REFERENCE

- DOOR NUMBER REFERENCE
- BORROWED LITE REFERENCE SEE SHEET AXXX
- WINDOW MARKER SEE SHEET A-XXX
- PARTITION TYPE SEE SHEET AXXX
- CASEWORK ELEVATION
- REFERENCE HEIGHT AFF
- NEW WORK NOTES
- DEMOLITION WORK NOTES
- HAZARDOUS MATERIAL NOTES
- TOILET ACCESSORY NOTE SEE SHEET AXXX
- REVISION MARKER
- CONTROL OR EXPANSION JOINT - SEE SHEET AXXX

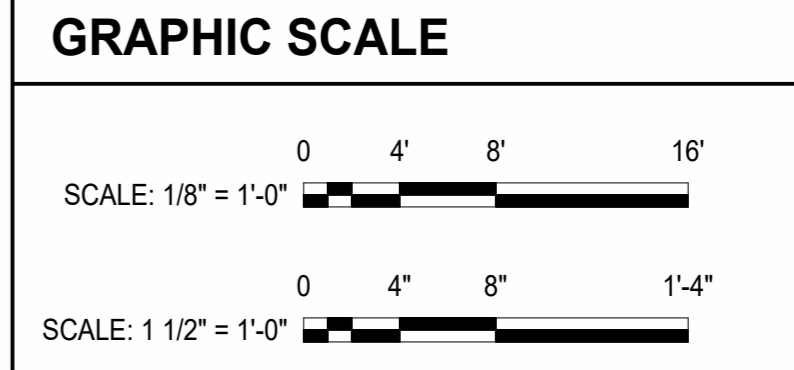
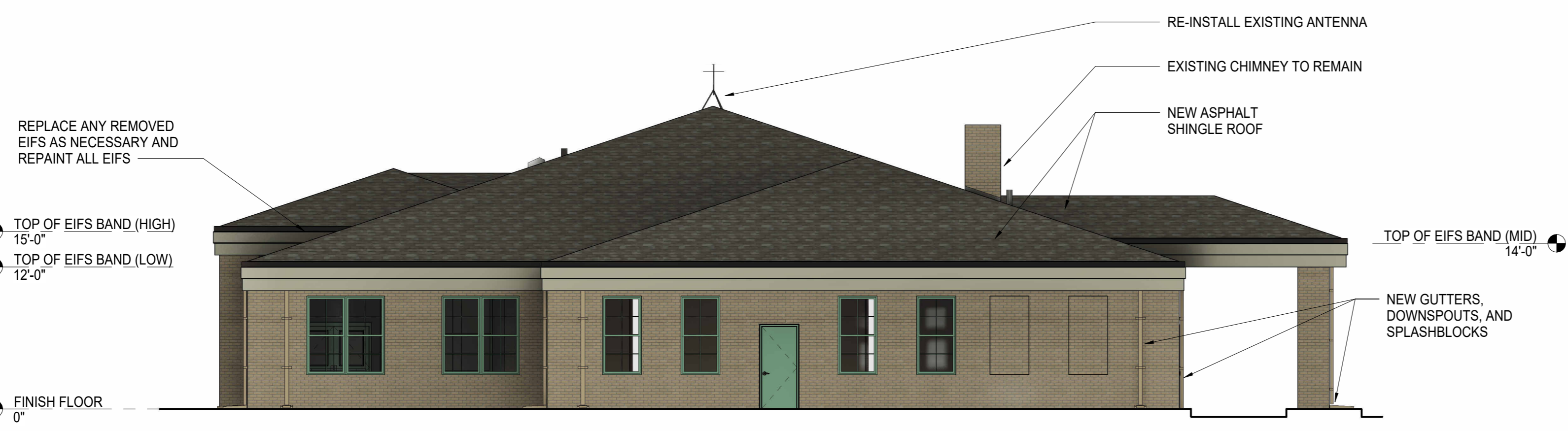
EXISTING BUILDING - PHOTOGRAPH



EXISTING BUILDING - PHOTOGRAPH



3/25/2026 4:18:08 PM C:\Users\shannonm\Documents\25039.03 Fairfax Westfields Customer Service Center Roof Replacement_L25_shannonm\DAY.rvt



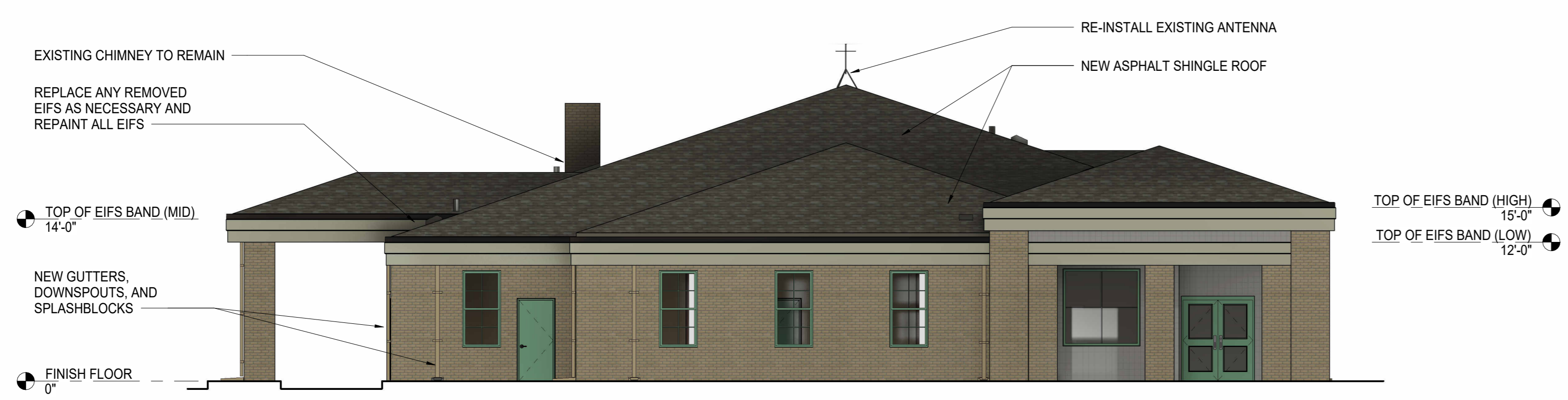
STATE BUILDING OFFICIAL
APPROVAL STAMP



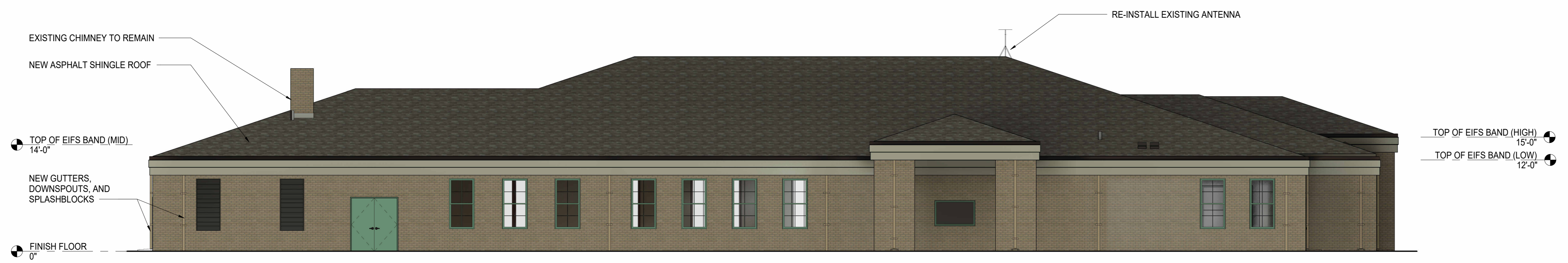
1 NORTH ELEVATION - NEW WORK
A101/A201 1/8" = 1'-0"



2 EAST ELEVATION - NEW WORK
A201 1/8" = 1'-0"



3 SOUTH ELEVATION - NEW WORK
A101/A201 1/8" = 1'-0"



4 WEST ELEVATION - NEW WORK
A201 1/8" = 1'-0"

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ROOF REPLACEMENT
DMV FAIRFAX WESTFIELDS CSC
14950 NORTHRIDGE DR #3009, CHANTILLY, VIRGINIA 20151
PROJECT CODE: 154-B5-154-005

ELEVATIONS - NEW WORK

PRELIMINARY SET
03-10-2026

25039.03

A201