

ADDRESS OF PROJECT: _____

DISTRICT: ☐ Old & Historic Alexandria ☐ Parker – Gray ☐ 100 Year Old Building

TAX MAP AND PARCEL: _____ ZONING: _____

APPLICATION FOR: *(Please check all that apply)*

☐ CERTIFICATE OF APPROPRIATENESS

☐ PERMIT TO MOVE, REMOVE, ENCAPSULATE OR DEMOLISH
(Required if more than 25 square feet of a structure is to be demolished/impacted)

☐ WAIVER OF VISION CLEARANCE REQUIREMENT and/or YARD REQUIREMENTS IN A VISION
CLEARANCE AREA (Section 7-802, Alexandria 1992 Zoning Ordinance)

☐ WAIVER OF ROOFTOP HVAC SCREENING REQUIREMENT
(Section 6-403(B)(3), Alexandria 1992 Zoning Ordinance)

Applicant: ☐ Property Owner ☐ Business *(Please provide business name & contact person)*

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Authorized Agent *(if applicable)*: ☐ Attorney ☐ Architect ☐ _____

Name: _____ Phone: _____

E-mail: _____

Legal Property Owner:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

NATURE OF PROPOSED WORK: *Please check all that apply*☐ NEW CONSTRUCTION☐ EXTERIOR ALTERATION: *Please check all that apply.*☐ awning☐ fence, gate or garden wall☐ HVAC equipment☐ shutters☐ doors☐ windows☐ siding☐ shed☐ lighting☐ pergola/trellis☐ painting unpainted masonry☐ other _____☐ ADDITION☐ DEMOLITION/ENCAPSULATION☐ SIGNAGE**DESCRIPTION OF PROPOSED WORK:** *Please describe the proposed work in detail (Additional pages may be attached).*

SUBMITTAL REQUIREMENTS:

☐ Check this box if there is a homeowner's association for this property. If so, you must attach a copy of the letter approving the project.

Items listed below comprise the **minimum supporting materials** for BAR applications. Staff may request additional information during application review. Please refer to the relevant section of the *Design Guidelines* for further information on appropriate treatments.

Applicants must use the checklist below to ensure the application is complete. Include all information and material that are necessary to thoroughly describe the project. Incomplete applications will delay the docketing of the application for review. Pre-application meetings are required for all proposed additions. All applicants are encouraged to meet with staff prior to submission of a completed application.

Demolition/Encapsulation : *All applicants requesting 25 square feet or more of demolition/encapsulation must complete this section. Check N/A if an item in this section does not apply to your project.*

- N/A
- ☐ ☐ Survey plat showing the extent of the proposed demolition/encapsulation.
- ☐ ☐ Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation.
- ☐ ☐ Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished.
- ☐ ☐ Description of the reason for demolition/encapsulation.
- ☐ ☐ Description of the alternatives to demolition/encapsulation and why such alternatives are not considered feasible.

Additions & New Construction: Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. Check N/A if an item in this section does not apply to your project.

- ☐ ☐ ^{N/A} Scaled survey plat showing dimensions of lot and location of existing building and other structures on the lot, location of proposed structure or addition, dimensions of existing structure(s), proposed addition or new construction, and all exterior, ground and roof mounted equipment.
- ☐ ☐ FAR & Open Space calculation form.
- ☐ ☐ Clear and labeled photographs of the site, surrounding properties and existing structures, if applicable.
- ☐ ☐ Existing elevations must be scaled and include dimensions.
- ☐ ☐ Proposed elevations must be scaled and include dimensions. Include the relationship to adjacent structures in plan and elevations.
- ☐ ☐ Materials and colors to be used must be specified and delineated on the drawings. Actual samples may be provided or required.
- ☐ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
- ☐ ☐ For development site plan projects, a model showing mass relationships to adjacent properties and structures.

Signs & Awnings: One sign per building under one square foot does not require BAR approval unless illuminated. All other signs including window signs require BAR approval. Check N/A if an item in this section does not apply to your project.

- ☐ ☐ ^{N/A} Linear feet of building: Front: _____ Secondary front (if corner lot): _____.
- ☐ ☐ Square feet of existing signs to remain: _____.
- ☐ ☐ Photograph of building showing existing conditions.
- ☐ ☐ Dimensioned drawings of proposed sign identifying materials, color, lettering style and text.
- ☐ ☐ Location of sign (show exact location on building including the height above sidewalk).
- ☐ ☐ Means of attachment (drawing or manufacturer's cut sheet of bracket if applicable).
- ☐ ☐ Description of lighting (if applicable). Include manufacturer's cut sheet for any new lighting fixtures and information detailing how it will be attached to the building's facade.

Alterations: Check N/A if an item in this section does not apply to your project.

- ☐ ☐ ^{N/A} Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
- ☐ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
- ☐ ☐ Drawings accurately representing the changes to the proposed structure, including materials and overall dimensions. Drawings must be to scale.
- ☐ ☐ An official survey plat showing the proposed locations of HVAC units, fences, and sheds.
- ☐ ☐ Historic elevations or photographs should accompany any request to return a structure to an earlier appearance.

ALL APPLICATIONS: *Please read and check that you have read and understand the following items:*

- ☐ I understand that after reviewing the proposed alterations, BAR staff will invoice the appropriate filing fee in APEX. The application will not be processed until the fee is paid online.
- ☐ I understand the notice requirements and will return a copy of the three respective notice forms to BAR staff at least five days prior to the hearing. If I am unsure to whom I should send notice I will contact Planning and Zoning staff for assistance in identifying adjacent parcels.
- ☐ I, the applicant, or an authorized representative will be present at the public hearing.
- ☐ I understand that any revisions to this initial application submission (including applications deferred for restudy) must be accompanied by the BAR Supplemental form and revised materials.

The undersigned hereby attests that all of the information herein provided including the site plan, building elevations, prospective drawings of the project, and written descriptive information are true, correct and accurate. The undersigned further understands that, should such information be found incorrect, any action taken by the Board based on such information may be invalidated. The undersigned also hereby grants the City of Alexandria permission to post placard notice as required by Article XI, Division A, Section 11-301(B) of the 1992 Alexandria City Zoning Ordinance, on the property which is the subject of this application. The undersigned also hereby authorizes the City staff and members of the BAR to inspect this site as necessary in the course of research and evaluating the application. The applicant, if other than the property owner, also attests that he/she has obtained permission from the property owner to make this application.

APPLICANT OR AUTHORIZED AGENT:Signature:  _____

Printed Name: _____

Date: _____

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2.		
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at _____ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2.		
3.		

3. Business or Financial Relationships. Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required to disclose **any** business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review.

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1.		
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

Date Printed Name Signature



NORTH ELEVATION



EAST ELEVATION

NEW COUNTER
NEW EXT. LIGHT
MENU BOARD

McGUIRL
ARCHITECTURE

3614 LAUREL LEAF LN,
FAIRFAX, VA 22031
305.978.5909 www.mcguirlarch.com

10 Duke Street

10 Duke Street, Alexandria,
VA 22314

Job #

Date: Issue: #

BAR SUBMITTAL
PICK UP WINDOW 01

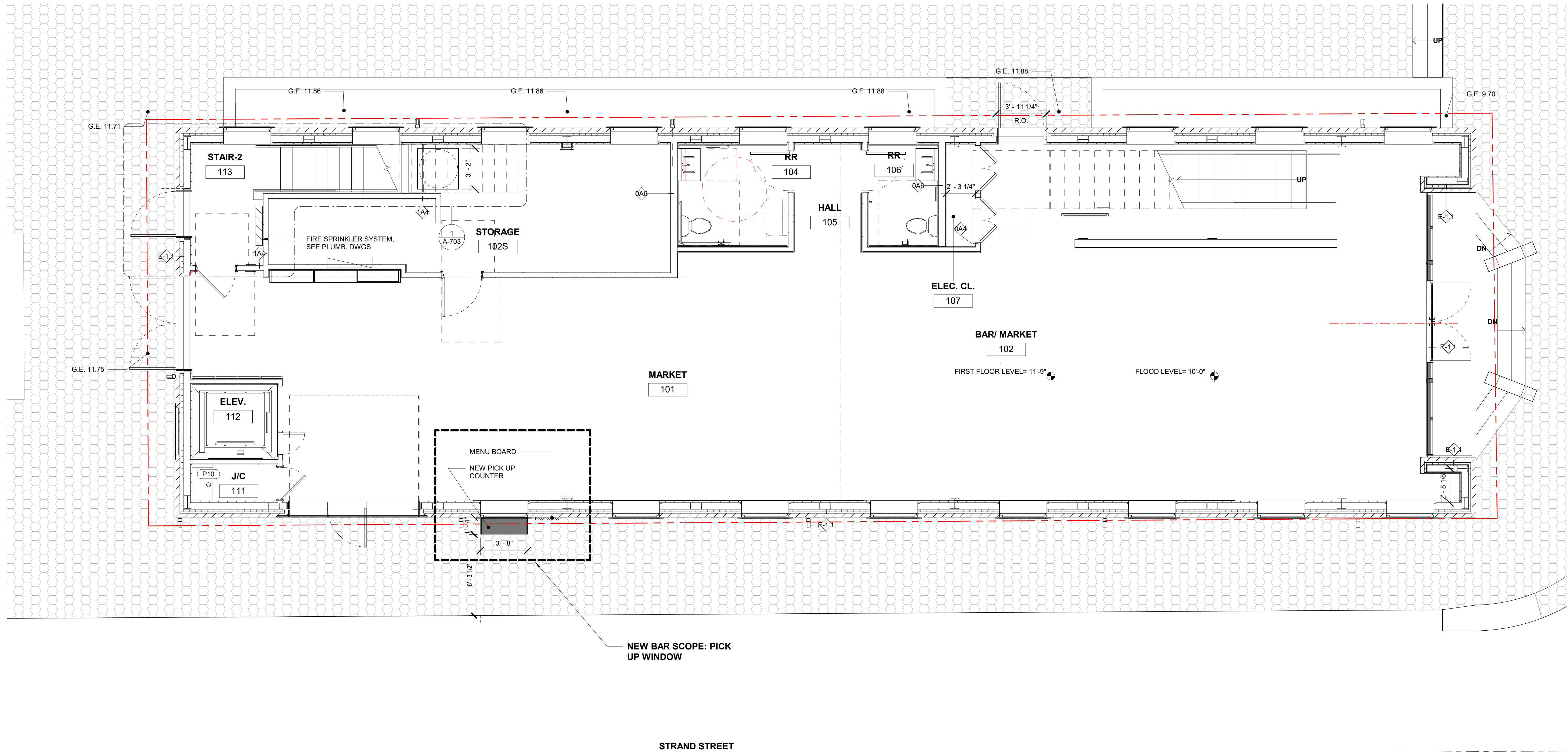
Drawn: Checked:
Author Checker
Scale: AS INDICATED

Sheet Title:
**BAR- EXISTING
ELEVATIONS**

© MCGUIRL ARCHITECTURE 2024
ALL RIGHTS RESERVED

Sheet #

BAR-A-001



1 FIRST FLOOR PLAN
1/4" = 1'-0"

Job #

Date: Issue: #

BAR SUBMITTAL
PICK UP WINDOW 01

Drawn: Author
Checked: Checker

Scale: AS INDICATED

Sheet Title:
BAR-1ST FLOOR PLAN

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ALL RIGHTS RESERVED

Sheet #

BAR-A-100

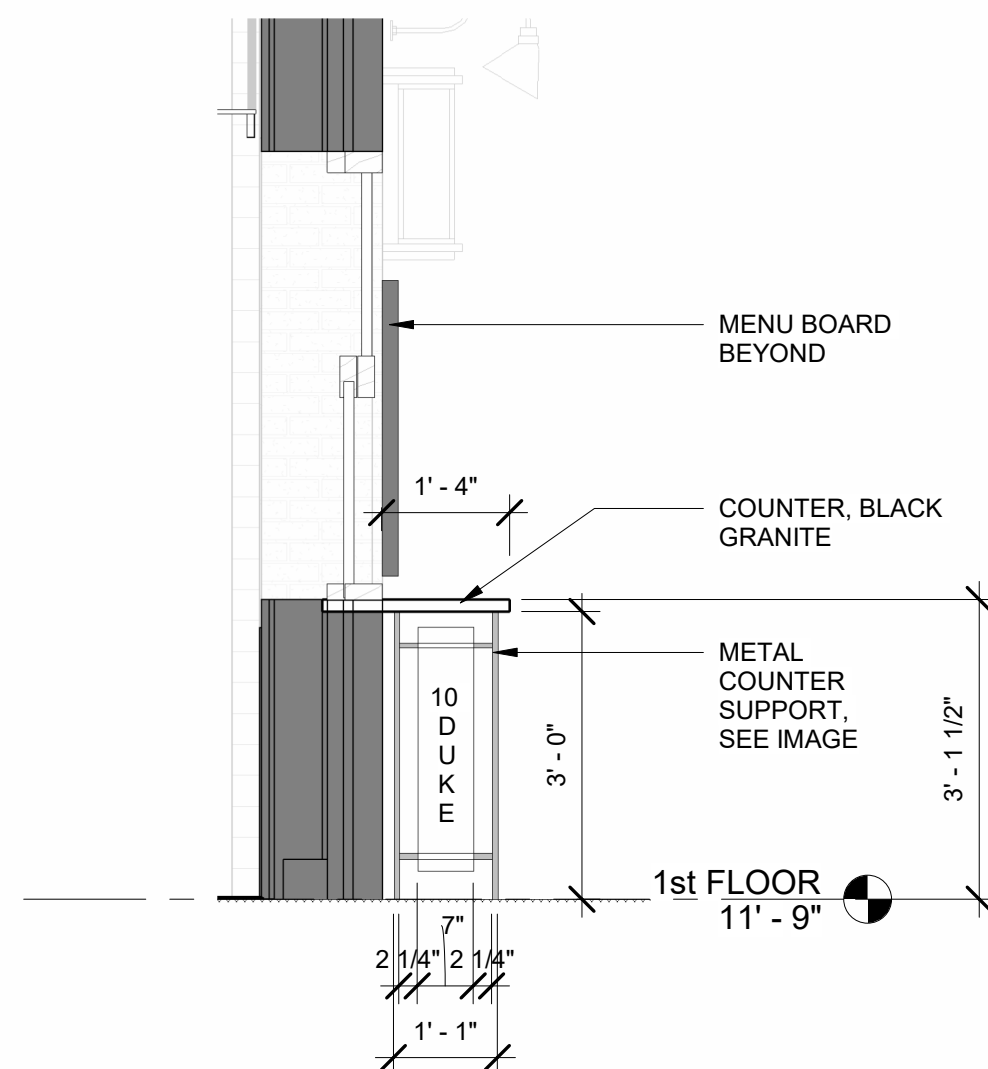


1 East Elevation
1/4" = 1'-0"

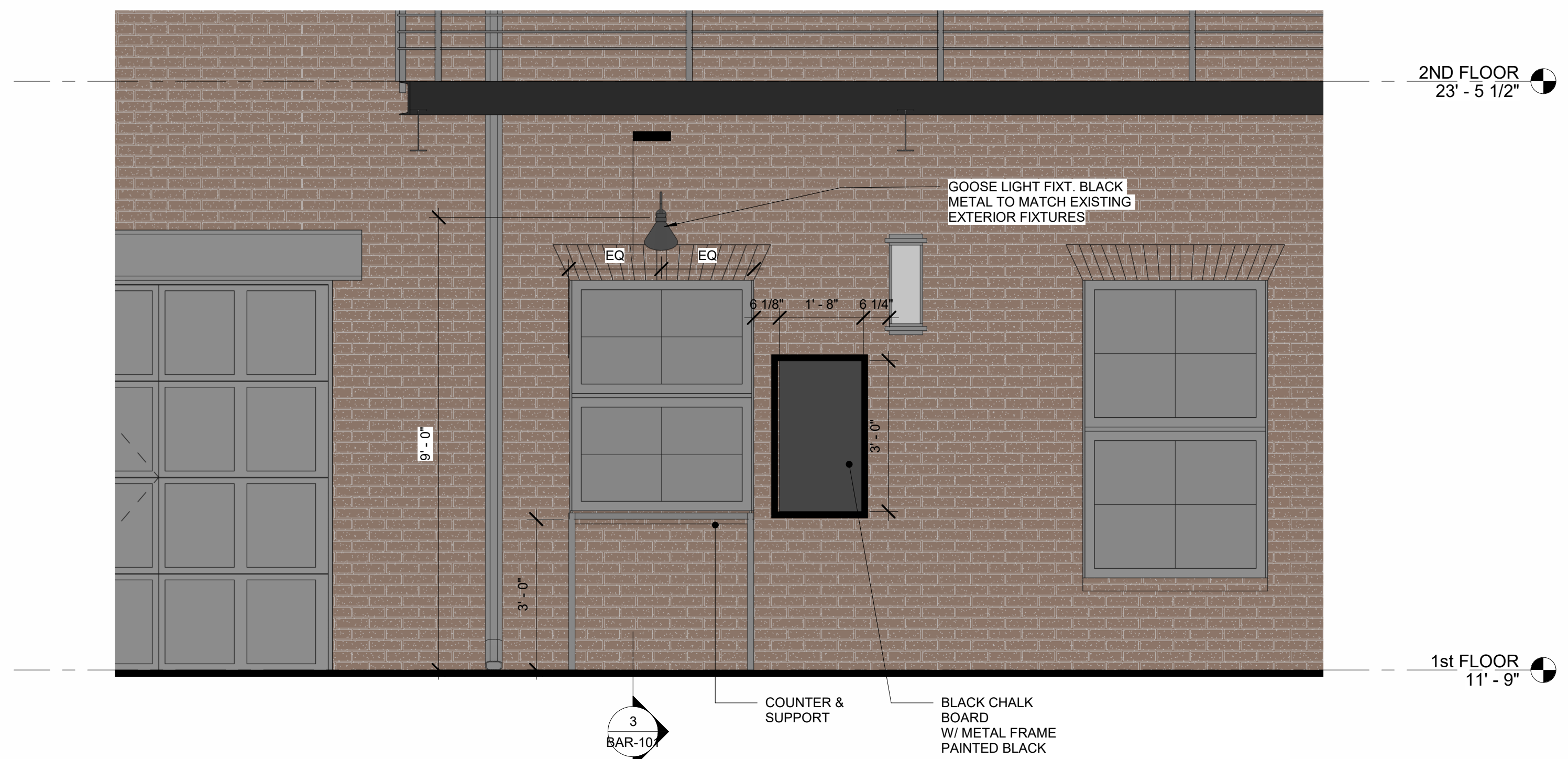
PICK UP WINDOW BAR SCOPE, SEE 2/BAR-A101



4 COUNTER FIN
1/4" = 1'-0"



3 PICK UP WINDOW SECTION
1/2" = 1'-0"



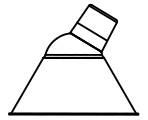
2 PICK UP WINDOW EXT. ELEV
1/2" = 1'-0"



SPS-0177 REV C

FIRE CHIEF SIGN LIGHT

JOB NAME: _____ FIXTURE TYPE: _____



BLE - G -	-	-	-	-	-	-	-
A	B	C	D	E	F	G	
H	I	J					

Order Example: BLE - G - ASFC12 - 200 - G22 - 200 - SWK - CGG - FST - 200 - NA - E26

A - SHADE SIZE**FIRE CHIEF:**

ASFC8¹	8" Shade
ASFC10¹	10" Shade
ASFC12	12" Shade
ASFC14	14" Shade

B - SHADE FINISH**PORCELAIN FINISHES²:**

150	Black
250	White
350	Vintage Green
355	Jadite
455	Cherry Red
550	Yellow
650	Bronze
750	Cobalt Blue
765	Delphite Blue
850	Graphite
950	Metallic Chrome

POWDER COAT FINISHES³:

100	Black
105	Textured Black
200	White
300	Dark Green
307	Emerald Green
311	Jadite
370	Mint
380	Chartreuse
390	Teal
400	Barn Red
420	Orange
470	Watermelon
480	Blush Pink
490	Magenta
495	Sherbet Orange
500	Buttery Yellow
570	Sunflower
600	Bronze
601	Chocolate
605	Rust
615	Oil-Rubbed Bronze
700	Royal Blue
705	Navy
710	Cobalt Blue
715	Delphite Blue
790	Lavender
800	Industrial Grey
805	Charcoal Granite
810	Graphite
975	Galvanized

B - SHADE FINISH (CONTINUED)**NATURAL METALS⁴:**

995	Raw Copper
996	Weathered Copper
997	Raw Brass
998	Weathered Brass
999	Oil-Rubbed Copper

C - GOOSENECK ARMS**GOOSENECK OPTIONS:**

G1⁵	G17
G2⁵	G19⁵
G5⁵	G22
G6	G24
G7	G25
G8	G26⁵
G9	G32
G10	G34⁵
G11⁵	G35⁵
G12⁵	G36⁵
G13	G40⁵
G14	G64⁵
G15	G65⁵
G16⁵	

D - GOOSENECK ARM FINISH

Please Note: See **Section B** for all applicable Gooseneck Arm Finish Options. Gooseneck arms are also available in 980-Brushed Aluminum.
(I) If Porcelain Finish selected, gooseneck arm will be powder coat painted-to-match.

980	Brushed Aluminum ⁶
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E - SWIVEL KNUCKLE

NA	None
SWK	Swivel Knuckle ⁵

F - SHADE ACCESSORIES⁵

NA	None
WC	Wire Cage
TGG	Heavy Duty Guard
CGG	Cast Guard
WGG	Wire Guard

G - GLASS OPTIONS^{7,8}

NA	Not Applicable
CLR	Clear Glass
FST	Frosted Glass
RIB	Ribbed Glass
SMK	Smoke Crackle Glass
BLU	Blue Glass
RED	Red Glass
AMB	Amber Glass
GRN	Green Glass

H - SHADE ACCESSORY FINISH

Please Note: See **Section B** for all applicable Accessory Finish Options.
(I) Wire Cage and Guards not available in Natural Metals.
(II) If Porcelain Finish is selected, accessory will be powder coat painted-to-match.
(III) If no accessory selected in Section F, select NA.

NA	Not Applicable
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I - MOUNTING ACCESSORY⁹

Please Note: Mounting Accessories below are only applicable with select Mounting Styles.
Please refer to product listings on our website for further detail.

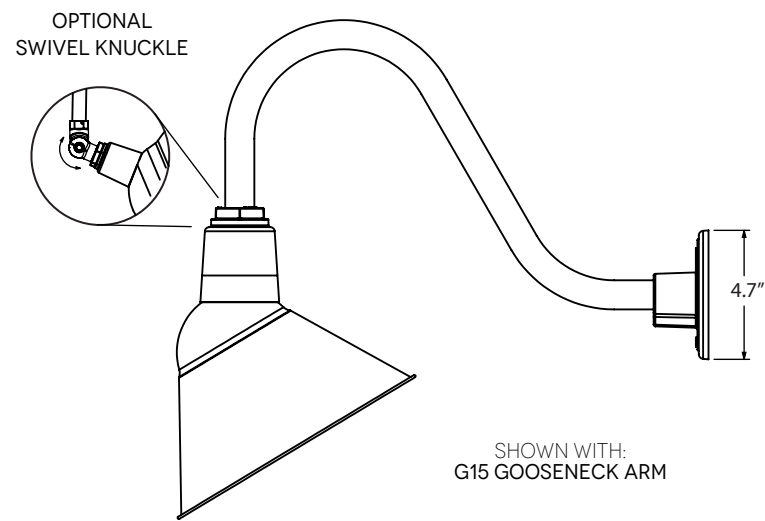
NA	None
HDBP	Heavy Duty Backing Plate ⁵
DD	Dusk-to-Dawn Photocell
DBPC	Decorative Backing Plate Cover
DCHX	Decorative Backing Plate Cover & Hex Cover

J - LIGHT SOURCE

E26	200 Watt Max
GU24	23 Watt Max

IMPORTANT: (1) Guard & Glass accessory in Section F & G not available with select shade size (2) All Porcelain Enamel finished shades feature a white interior and a black outer rim (3) All Powder Coat finished shades, Galvanized excluded, feature a white interior (4) Natural Metals have a longer estimated manufacturing time, please check the website for exact lead time. There are no returns accepted on Natural Metals (5) Not available in Natural Metals (6) Not available for G36, G40, G64, and G65 (7) Guard and Glass accessory reduces incandescent wattage to 100W Max and GU24 Bi-Pin to 18W Max (8) Selection only applicable if a guard is selected in Section F, select NA if no guard is selected (9) Not available with G19 and G40

MOUNTING STYLE



LUMINAIRE DIMENSIONS

SHADE CODE	HEIGHT (A)	DIAMETER (B)
ASFC8	8"	8"
ASFC10	10.5"	10"
ASFC12	12"	12"
ASFC14	14.5"	14"

SPECIFICATIONS

CERTIFICATIONS, LISTINGS & WARRANTY

MADE IN THE USA
 Manufactured and Hand-Crafted in Our 60,000 Square Foot Facility Located in Titusville, FL

CSA LISTED FOR WET LOCATIONS

LIMITED WARRANTY
 For Additional Information on Our Limited Warranty, Please See Our Terms & Conditions

UL CERTIFICATION
 UL Listed Fixtures Available upon Request. Please Consult Factory for Additional Information.

CONSTRUCTION & FINISH

POWDER COAT SHADE
 Hand-Spun from High Purity 3003-O Temper Aluminum

GALVANIZE SHADE
 Hand Spun from High Quality Galvanized Steel

PORCELAIN SHADE
 Hand-Spun from 20 Gauge Porcelain Steel

POWDER COAT FINISHES
 Polyester Powder Coat Finishes Are Electro-Statically Applied and Thermocured

PORCELAIN FINISHES
 Applied by Hand and Fired in a High Temperature Oven

CONSTRUCTION & FINISH (CONTINUED)

COPPER
 Hand-Spun from High Purity .032 Thick C11000-O60 ETP Copper

BRASS
 Hand-Spun from High Purity .050" Thick C2600-O60 Brass

GOOSENECK
 1/2" Nominal (0.84" Actual) or 3/4" Nominal (1.05" Actual) Sch 40, 6063 Aluminum Gooseneck

MAX FIXTURE WEIGHT
 10 lbs

LIGHT SOURCE

INCANDESCENT
 Medium Base E26 Socket, 120 VAC, 200W Max

COMPACT FLUORESCENT
 Bi-Pin Base GU24 Socket, 120 VAC, 23W Max