



**APPLICATION
BOARD OF ZONING APPEALS**

VARIANCE

Section of zoning ordinance from which request for variance is made:

Added VARIANCE AS FOLLOWS:
Sec-3-1106(A)(3) set Back of 16ft ASK THAT
YOU ALLOW IT TO BE 3.6 FT FOR THE POST
TO SUPPORT DECK
Sec-3-1106(B)(1)(b) allow For open space
TO BE ADJUSTED FOR DECK TO BE BUILT
Above Ground

PART A

1. Applicant: ☒ Owner ☐ Contract Purchaser ☐ Agent

Name Vassalo, Ronnie Jr & Savino, Mary

Address 9 Potomac Lot 2 Potmac Court

Daytime Phone 202-340-4625

Email Address mesavi999@gmail.com

2. Property Location 9 Potomac Court

3. Assessment Map # _____ Block _____ Lot _____ Zone _____

4. Legal Property Owner Name Same As Above

Address _____

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. Vassallo, Ronnie	9 Potomac Court	50
2. Savino, Mary	9 Potomac Court	50
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. Vassallo, Ronnie	9 Potomac Court	50
2. Savino, Mary	9 Potomac Court	50
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.

AGENT FOR OWNERS

Stephen Berry

Signed  8-1-2025

5. Describe request briefly:

We need a variance to build a second floor deck on the rear of are three story town house.

6. If property owner or applicant is being represented by an authorized agent, such as an attorney, realtor or other person for which there is a form of compensation, does this agent or the business in which they are employed have a business license to operate in the City of Alexandria, Virginia?

- ☒ Yes — Provide proof of current City business license.
☐ No — Said agent shall be required to obtain a business prior to filing application.

THE UNDERSIGNED HEREBY ATTESTS that all of the information herein provided including the site plan, building elevations, prospective drawings of the projects, etc., 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 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:

☒ I, as the applicant or authorized agent, note that there is a fee associated with the submittal of this application. Planning & Zoning Department staff will be in contact with the applicant regarding payment methods. Please recognize that applications will not be processed until all fees are paid.

☒ Yes ☐ No I affirm that I, the applicant or authorized agent, am responsible for the processing of this application and agree to adhere to all the requirements and information herein.

Printed Name: Stephen Berry & L&N Contracting, LLC

Date: 5-1-2025

By Agent For Owners

Signature: 

Pursuant to Section 13-3-2 of the City Code, the use of a document containing false information may constitute a Class 1 misdemeanor and may result in a punishment of a year in jail or \$2,500 or both. It may also constitute grounds to revoke the permit applied for with such information.

PART B

APPLICANT MUST EXPLAIN THE FOLLOWING:

(Please **attach** additional pages where necessary.)

1. Please answer A or B:

- A. Explain how enforcement of the zoning ordinance would prevent reasonable use of the property.**

This family wishes to fully enjoy the outdoor charm and historic beauty of living in Old Town Alexandria

- B. Explain how the variance, if granted, would alleviate a hardship, as defined above.**

Building the new deck will provide our family with a comfortable space to take in the natural beauty and peaceful views of the surrounding landscape

2. Is this unreasonable restriction or hardship unique to the property?

- A. Explain if the restriction or hardship is shared by other properties in the neighborhood.**

The second-floor deck does not exceed the total square footage of the backyard

- B. Does this situation or condition of the property (on which this application is based) generally apply to other properties in the same zone?**

The second-floor deck does not meet the original variance

3. Was the unreasonable restriction or hardship caused by the applicant?

A. Did the condition exist when the property was purchased?

Yes

B. Did the applicant purchase the property without knowing of this restriction or hardship?

Yes The family has grown since purchasing the property and we would like to expand our use of the backyard.

C. How and when did the condition, which created the unreasonable restriction or hardship, first occur?

We became aware of this during the permit application for the second-floor deck

D. Did the applicant create the unreasonable restriction or hardship and, if so, how was it created?

N

4. Will the variance, if granted, be harmful to others?

A. Explain if the proposed variance will be detrimental to the adjacent properties or the neighborhood in general.

The proposed second-floor deck will not be detrimental to adjacent properties or neighbors, especially considering that a neighboring property already has a second-floor deck

- B. Has the applicant shown the proposed plans to the most affected property owners? Have these property owners written statements of support or opposition of the proposed variance? If so, please attach the statements or submit at the time of the hearing.**

Certified letters have been sent to the adjoining neighbors regarding the proposed project

- 5. Is there any other administrative or procedural remedy to relieve the hardship or unreasonable restriction?**

No

PART C

- 1. Have alternative plans or solutions been considered so that a variance would not be needed? Please explain each alternative and why it is unsatisfactory.**

The lot back up to an open lot

- 2. Please provide any other information you believe demonstrates that the requested variance meets the required standards.**

We are long-term residents of Old Town, Alexandria, and also own a property on Washington Street where my husband operates his business. We are deeply committed to preserving the historical integrity of Old Town, Alexandria

*****ATTENTION APPLICANTS*****

At the time of application for a Special Use Permit, Rezoning, Vacation, Encroachment, Variance, Special Exception or Subdivision, you must provide a draft of the description of your request you intend to use in the property owner's notice. You must be thorough in your description. Staff will review the draft wording to confirm its completeness.

The example illustrates a detailed description:

"Variance to construct a two-story addition in the required side yards on 450 S Union Street Street."

If you fail to submit draft language at the time of the application filing deadline, the application will be determined to be incomplete and may be deferred by staff.



Department of Planning and Zoning Floor Area Ratio and Open Space Calculations

B

A. Property Information

A1. 9 Potomac Ct
Street Address

RM
Zone

A2. 1,541.00 x 1.50 = 2,311.50
Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area

Basement 544.00
First Floor 544.00
Second Floor 544.00
Third Floor 544.00
Attic
Porches
Balcony/Deck
Lavatory***
Other**

Allowable Exclusions**

Basement** 544.00
Stairways**
Mechanical**
Attic less than 7**
Porches**
Balcony/Deck**
Lavatory*** 145.00
Other**
Other**

B1. 2,176.00 Sq. Ft.
Existing Gross Floor Area*
B2. 689.00 Sq. Ft.
Allowable Floor Exclusions**
B3. 1,487.00 Sq. Ft.
Existing Floor Area Minus Exclusions
(subtract B2 from B1)

Comments for Existing Gross Floor Area

Not change to FAR is proposed.

B1. **Total Gross** 2,176.00 B2. **Total Exclusions** 689.00

C. Proposed Gross Floor Area

Proposed Gross Area

Basement
First Floor
Second Floor
Third Floor
Attic
Porches
Balcony/Deck 72.00
Lavatory***
Other

Allowable Exclusions**

Basement**
Stairways**
Mechanical**
Attic less than 7**
Porches**
Balcony/Deck** 72.00
Lavatory***
Other**
Other**

C1. 72.00 Sq. Ft.
Proposed Gross Floor Area*
C2. 72.00 Sq. Ft.
Allowable Floor Exclusions**
C3. 0.00 Sq. Ft.
Proposed Floor Area Minus Exclusions
(subtract C2 from C1)

C1. **Total Gross** 72.00 C2. **Total Exclusions** 72.00

D. Total Floor Area

D1. 1,487.00 Sq. Ft.
Total Floor Area (add B3 and C3)
D2. 2,311.50 Sq. Ft.
Total Floor Area Allowed
by Zone (A2)

E. Open Space

E1. 408.50 Sq. Ft.
Existing Open Space
E2. 408.50 Sq. Ft.
Required Open Space
E3. 297.00 Sq. Ft.
Proposed Open Space

Notes

*Gross floor area is the sum of all areas under roof of a lot, measured from the face of exterior walls, including basements, garages, sheds, gazebos, guest buildings and other accessory buildings.

** Refer to the Zoning Ordinance (Section 2-145(B)) and consult with Zoning Staff for information regarding allowable exclusions. Sections may also be required for some exclusions.

***Lavatories may be excluded up to a maximum of 50 square feet, per lavatory. The maximum total of excludable area for lavatories shall be no greater than 10% of gross floor area.

The undersigned hereby certifies and attests that, to the best of his/her knowledge, the above computations are true and correct.

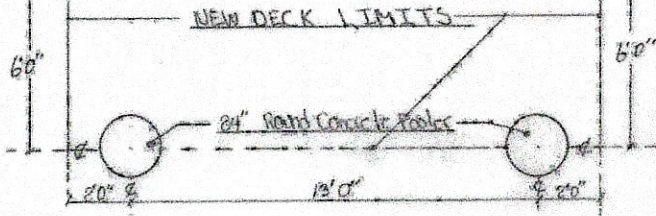
Signature:

AM B
AGENT FOR OWNER

Date:

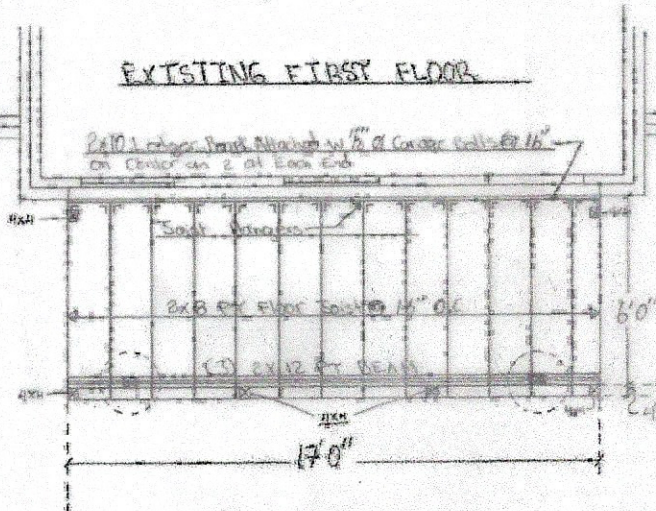
7-29-2029

EXISTING FINISH BASEMENT



○ DECK FOUNDATION PLAN
E SCALE - $\frac{1}{4}" = 1'$

EXISTING FIRST FLOOR



○ DECK FRAMING PLAN
E SCALE - $\frac{1}{4}" = 1'$

3/4x6 PT Top Rail
2x4 PT Top Rail
2x2 PT Wood Balusters
2x4 PT Bottom Rail

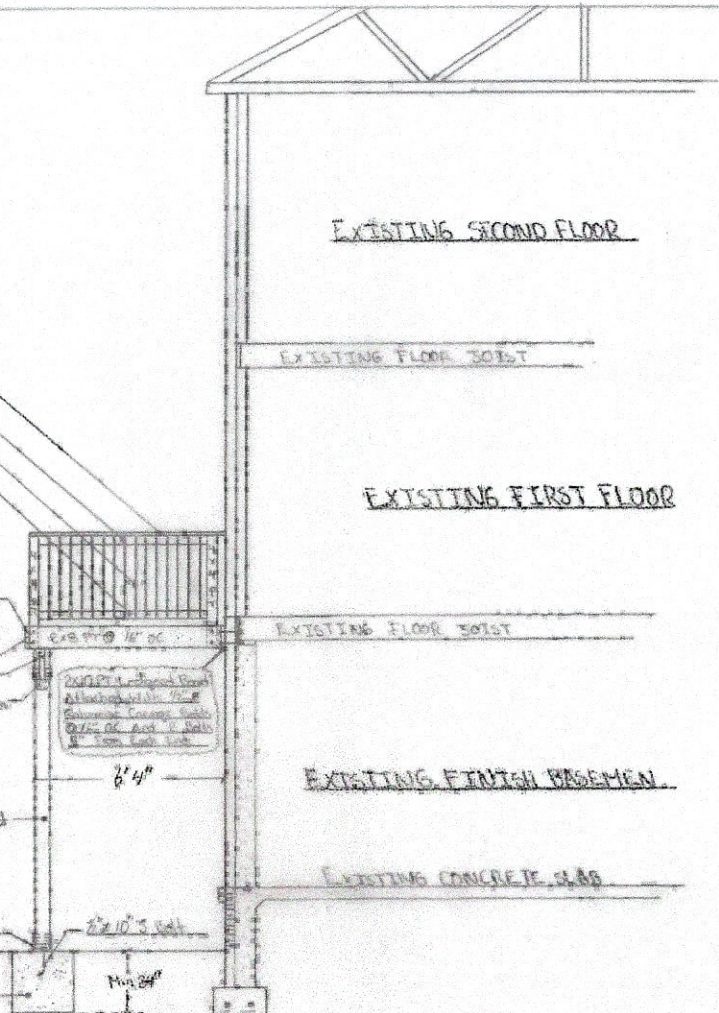
2x8 Stud Board Attached w/ 3/4" Ø 16" Edged Screws on Each End

(2) 3/8" Ø Concrete Bolts w/ 5/8" Lock Washers on Each Side
(2) 2x12 PT Beams
Sloped RC-7 MAX 6x-System

6x6 Posts Attached 4x4

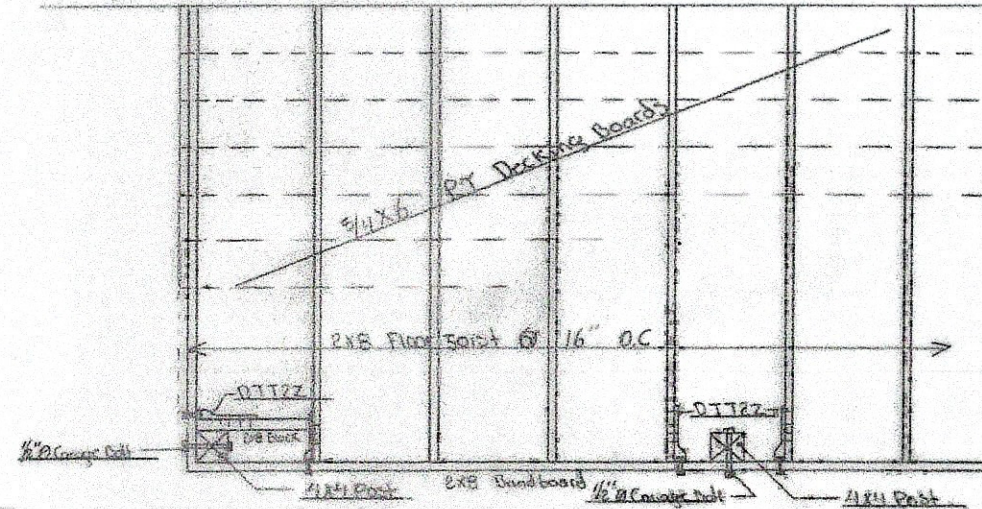
European ARUG62
24" Round x 24" Min. Depth Concrete Footing

○ CROSS SECTION DETAIL
E SCALE $\frac{1}{4}" = 1'$

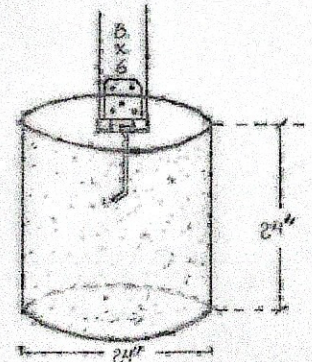




○ PROPOSED DECK BACK VIEW ELEVATION
 SCALE $\frac{1}{4}" = 1'$

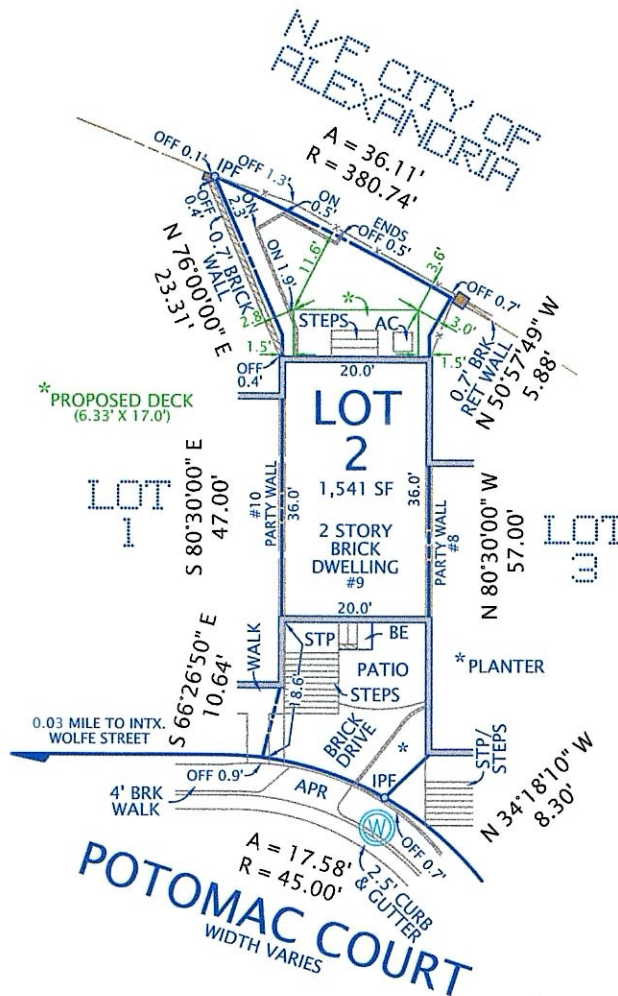
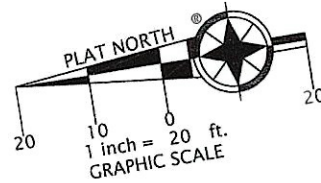


○ 4x4 POST GUARD CONNECTION DETAIL
 SCALE $\frac{3}{4}" = 1'$



○ FOOTER DETAIL
 SCALE $\frac{3}{4}" = 1'$

- NOTES: 1. FENCES ARE FRAME.
2. UTILITIES ARE UNDERGROUND.
3. RETAINING WALLS ARE 0.3' BRICK UNLESS NOTED

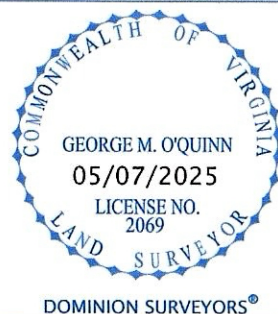


I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE:

THIS PLAT IS SUBJECT TO RESTRICTIONS OF RECORD.

A TITLE REPORT WAS NOT FURNISHED.

NO CORNER MARKERS SET.



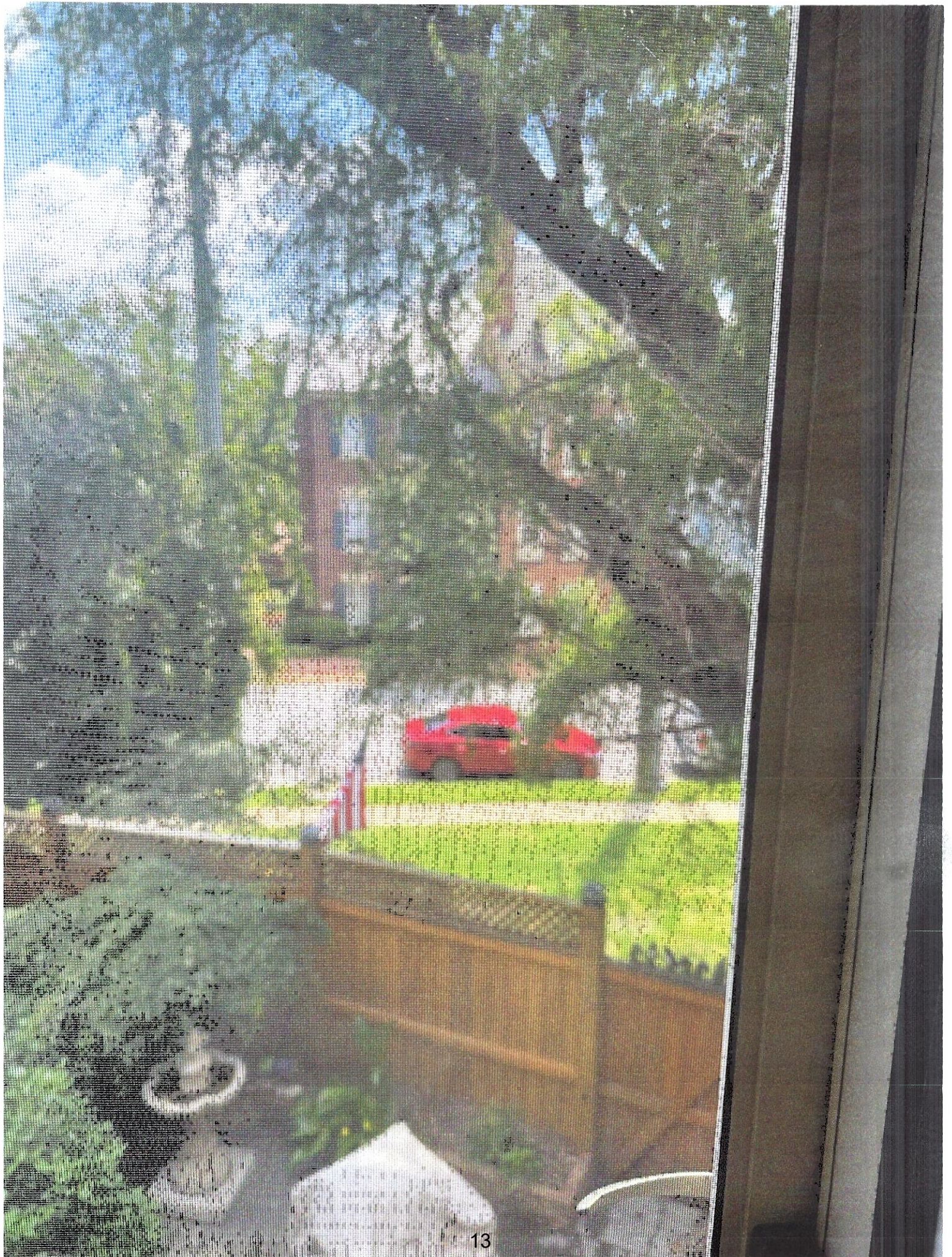
ORDERED BY:

VASSALLO/SAVINO, TR.

STEVE BERRY

DOMINION Surveyors Inc.®
8808-H PEAR TREE VILLAGE COURT
ALEXANDRIA, VIRGINIA 22309
703-619-6555
www.dominionsurveyors.com





July 24, 2025

To: Alexandria Zoning Board

RE: 9 Potomac Court – Variance and Deck Request

Dear Members of the Alexandria Zoning Board,

We are the current owners of **9 Potomac Court** and are writing to formally request your consideration and approval for the installation of a **small second-floor deck (6' x 12')** at the rear of our townhouse.

During this process, we became aware of a longstanding **variance on the lot dating back to the original construction**, something we were not informed of when we purchased the home. This variance has created unexpected limitations, specifically preventing us from utilizing the existing rear door on our second floor, which was built with the home.

The proposed deck will **not impact the open space below**, and we believe it remains in keeping with the character and scale of surrounding properties. Our goal is simply to make functional use of our space and enjoy the outdoor environment that makes Old Town, Alexandria such a special place. Being able to open that door and step out to enjoy the morning and evening air is something we deeply value.

We respectfully ask that you take this into account when reviewing our request. Thank you for your time and thoughtful consideration.

Sincerely,

Ronnie Vasallo & Mary Savino

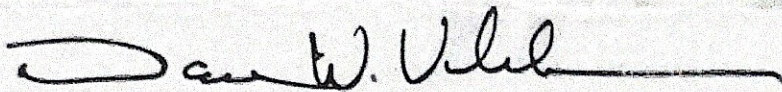
Owners, 9 Potomac Court

Alexandria, VA 22314

July 14, 2025

To the City of Alexandria Architectural Review Board,

I support my next-door neighbors' plans to build a deck off the second floor of their townhouse. I live at 8 Potomac Court. They are at 9 Potomac Court. The deck they are planning to build is smaller than the one I added to my home a few years ago. I see no problem with their design and am happy to support it.

A handwritten signature in black ink, appearing to read "Dave W. Vodvarka". The signature is fluid and cursive, with a long horizontal line extending to the right.

Dave Vodvarka
8 Potomac Court
Alexandria VA