

Docket Item # 2
BAR CASE # 2016-00258

BAR Meeting
September 7, 2016

ISSUE: Certificate of Appropriateness for alterations

APPLICANT: Robert and Anne Whittle

LOCATION: 800 South Pitt Street

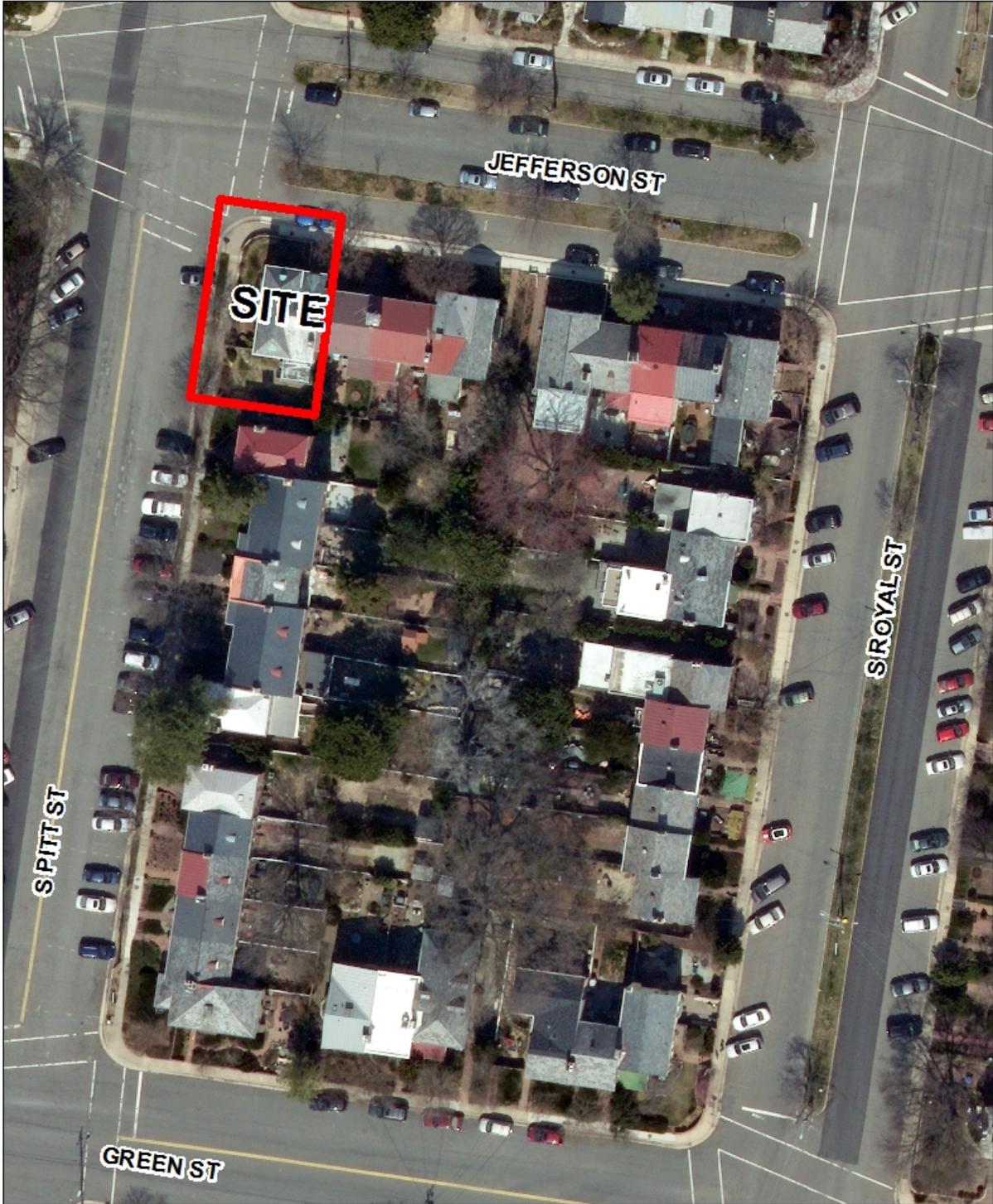
ZONE: RM/Residential

STAFF RECOMMENDATION

1. Approval of a Certificate of Appropriateness for alterations to the existing screened porch.
2. All replacement and new windows must meet the Alexandria Replacement Window Performance Specifications contained in the BAR's adopted window policy. The six-over-six light configuration should have 7/8" wide SDL muntins.
3. All new and replacement siding and trim, doors, and wall panels must comply with adopted BAR policies for new construction. The composite siding and trim materials must have smooth surfaces exposed rather than ersatz wood grain.

GENERAL NOTES TO THE APPLICANT

1. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a stamped copy of the Certificate of Appropriateness or Permit to Demolish PRIOR to applying for a building permit. Contact BAR Staff, Room 2100, City Hall, 703-746-3833, or preservation@alexandriava.gov for further information.
2. **APPEAL OF DECISION:** In accordance with the Zoning Ordinance, if the Board of Architectural Review denies or approves an application in whole or in part, the applicant or opponent may appeal the Board's decision to City Council on or before 14 days after the decision of the Board.
3. **COMPLIANCE WITH BAR POLICIES:** All materials must comply with the BAR's adopted policies unless otherwise specifically approved.
4. **BUILDING PERMITS:** Most projects approved by the Board of Architectural Review require the issuance of one or more construction permits by Building and Fire Code Administration (including signs). The applicant is responsible for obtaining all necessary construction permits after receiving Board of Architectural Review approval. Contact Code Administration, Room 4200, City Hall, 703-838-4360 for further information.
5. **EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B) and 10-206(B) of the Zoning Ordinance, any official Board of Architectural Review approval will expire 12 months from the date of issuance if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.
6. **HISTORIC PROPERTY TAX CREDITS:** Applicants performing extensive, certified rehabilitations of historic properties may separately be eligible for state and/or federal tax credits. Consult with the Virginia Department of Historic Resources (VDHR) prior to initiating any work to determine whether the proposed project may qualify for such credits.



BAR2016-00258



I. ISSUE

The applicants are seeking a Certificate of Appropriateness to make alterations to their property at 800 South Pitt Street. The existing screened porch on the house's south elevation will be enclosed and converted into a finished sunroom measuring 9'-4" by 8'-1" with a small half-bath measuring 6'-5" by 2'-6". The existing foundation, floors, and walls will be rebuilt. The existing roof framing and roofing material will remain, although the existing pressure-treated railing on the roof will be removed. In addition, the HVAC condenser unit will be relocated to the southeast corner of the property and will be screened by a garden wall and the porch stairs. The porch stairs will be relocated from the west to the south side of the porch.

The porch is partially visible from South Pitt Street but is set back approximately 38 feet from the property line.

II. HISTORY

The **Colonial Revival-style** house at 800 South Pitt Street reflects the mid-20th-century development of the southern reaches of the Old & Historic Alexandria District. When, a century earlier, in 1845, Maskell C. Ewing mapped Alexandria's southeast quadrant, the only site of note was a large Catholic cemetery at Church and South Washington streets. This lack of urban development was due, in part, to the swampy nature of the terrain, buttressed on the south by Great Hunting Creek and on the east by the Potomac River, as well as traversed by a meandering stream that originated inland, at Henry and Duke streets. In the early 19th century, the block in question – bounded by South Pitt, South Royal, Jefferson, and Green streets – was immediately south of Yeate's Gardens (at Franklin Street, between South Pitt and South Royal streets), a rural pleasure grounds for citizens to enjoy picnics and amusements.¹

During the years surrounding the Civil War and Reconstruction, the African-American communities of "Hayti" and "the Hill" (on the south and north sides of Franklin Street, respectively) emerged.² In Griffith M. Hopkins' 1877 *City Atlas of Alexandria*, the block in question was an undeveloped and un-subdivided expanse owned by William F. Dennis, who also owned four other undeveloped urban blocks to the south, all the way to the edge of the creek. The area wasn't even mapped in the earliest (1885-1912) Sanborn Fire Insurance Company surveys of the city, suggesting that there weren't many structures to enumerate or insure against fire-born cataclysms.

The First Ward was comprehensively surveyed for the first time in the 1921 Sanborn, which depicts the extensive holdings of the Virginia Shipbuilding Corporation on the Potomac River, near Jones Point, yet not the block (440) in question; most if not all of the blocks in the vicinity were still wholly unoccupied in 1921, while many of the cross streets (including South Pitt) were designated on paper but not opened to traffic, in reality. Even in the 1931 Sanborn, block 440 was overlooked, unmapped and forming the divide between plates 24 and 25, so undeserving as to not be included on the one or the other. By 1941, the block was finally given space on the

¹ "Out of the Attic: The South of the City Starts to Grow," *Alexandria Times* (16 June 2016). Courtesy of the Office of Historic Alexandria. Accessed August 26, 2016:

<https://www.alexandriava.gov/uploadedFiles/historic/info/attic/2016/Attic20160616EwingMap.pdf>

² Ibid.

Sanborn map: only the north line of block 440 was developed, but 800 South Pitt is shown as a two-story, semi-detached dwelling of cinder block with brick facing. The map shows it occupying the sizable corner lot and having a one-story wooden porch abutting the southeast corner. The footprint first depicted in **1941** has remained unchanged through the present time.

What once had been rural pleasure grounds and outskirts became a planned townhouse community called Yates Gardens in 1940. Between February 1940 and October 1941, the Yates Gardens development company was issued several new construction permits for lots along South Pitt, Jefferson, and Royal streets. The choice of Colonial Revival idiom for the building fabric not only reified period sentiments vis-à-vis promoting the city's colonial heritage, but echoed an early-20th century understanding of preservation and restoration as manifested by the contemporaneous work at Colonial Williamsburg. Local newspapers celebrated the mid-century designs as revival efforts, down to the scale of the period reproduction furnishings within.³

Homeowner Grover Allen was the first occupant issued an alteration/repair permit (#23958) by the city for unspecified work in 1967. No other historic permits (prior to 1986) for this address are indexed, although a building permit (B9304866) was issued in 1993 for repairs to the front stoop. The only previous BAR report dates to 1987 (BAR87-118), suggesting that few or minimal alterations have been made to this house over the last 75 years.

III. ANALYSIS

The applicants propose to enclose the existing screened porch through a mixture of new siding and new windows which will change the current fenestration pattern. Whereas the porch's west elevation (facing South Pitt Street) currently has a doorway with stairs and two window apertures, the proposed design switches the egress to the porch's south elevation, which currently holds three window bays (Figure 1). The current egress stairs will be relocated to the porch's southern side but the stairs will maintain the current westward orientation (maintained by the addition of a landing) (Figure 2). The Trex brand composite stair treads with Azek brand PVC risers will be lined with a composite railing supported by simple balustrades. A three-foot (3'-0") by seven-foot (7'-0") egress with a multi-light, paneled door gives the proposed sunroom direct access to the outdoors. The blind east elevation abuts a tall brick privacy wall, while the north elevation connects the sunroom to the main house.

The existing EPDM roof and its framing system will remain as is, while the ogee gutter will be painted to match that currently on the house. The existing pressure treated railing along the porch roof will be removed, and because of this, the applicants will add a painted metal "false" or Juliet balcony to the second-story egress that presently admits access to the porch's roof. New brick piers spanned by a vinyl lattice will replace the existing foundation and support new flooring. HardiPlank lapped siding (pre-painted), composite panels and composite as well as wood trim (which include corner pilasters) will be detailed to match those found on the existing screened porch. The fenestrated elevations will have large apertures holding double-hung windows with six-over-six simulated divided lights (SDL).

³ "Out of the Attic: The South of the City Starts to Grow," *Alexandria Times* (16 June 2016). Also, City of Alexandria New Construction Permits from 1940 and 1941 for Pitt, Royal and Jefferson streets.

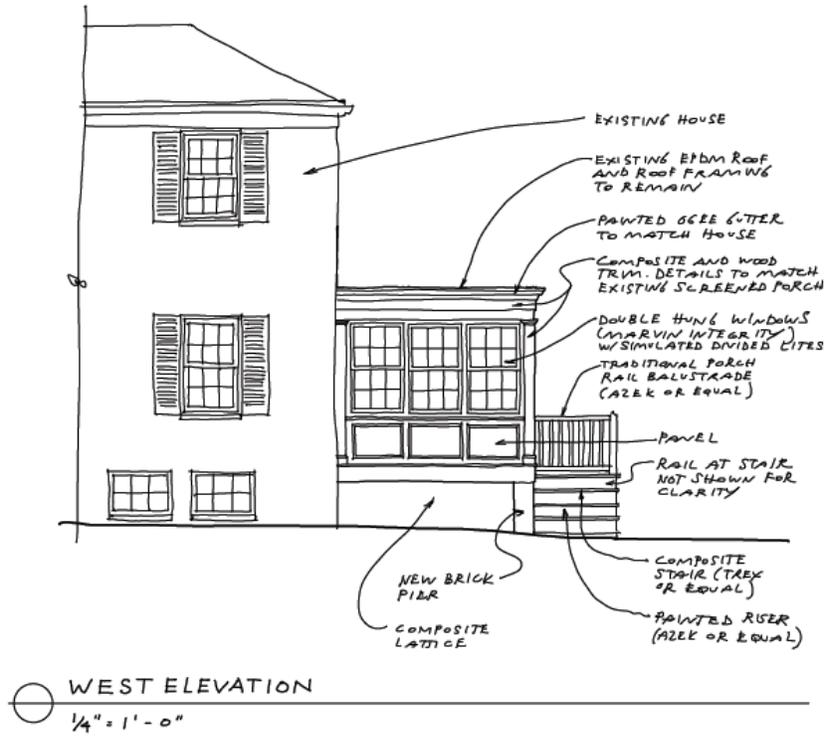


Figure 1: Proposed west elevation of enclosed porch

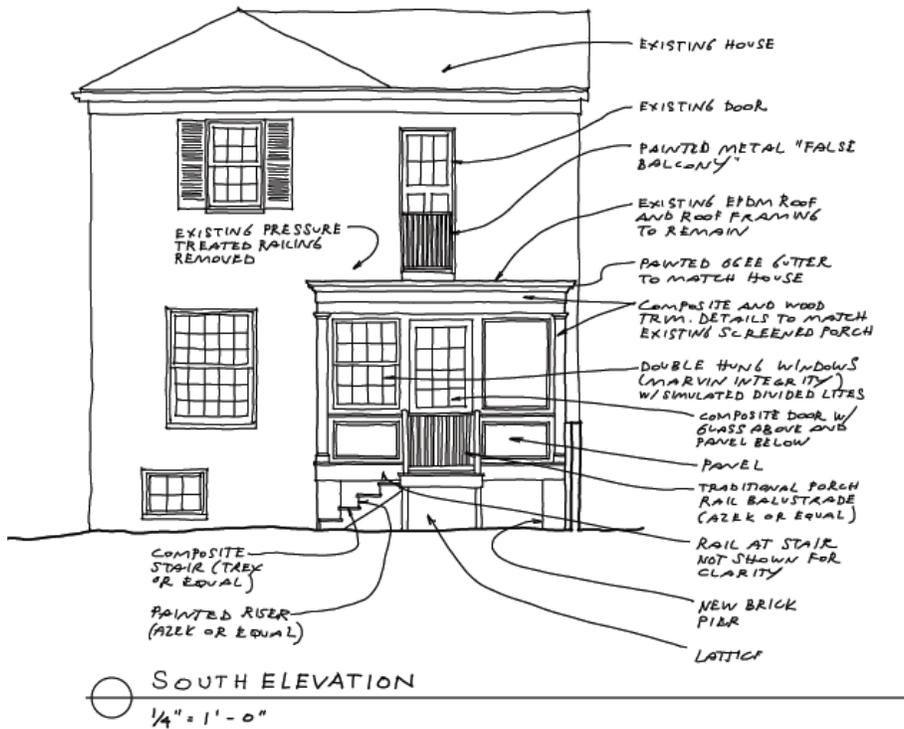


Figure 2: Proposed south elevation of enclosed porch

The choice of vinyl for the foundation lattice was made in consideration of the material's durability and low maintenance as compared to other composite materials or natural wood. As a tall, brick garden wall obscures the lower half of the porch from view from the public right-of-way, staff believes this material is not within the BAR's purview (Figure 3). Staff supports the applicants' selections of composite siding, trim, and molding, as long as the materials' smooth sides are exposed so that any fake wood graining, which does not comply with the BAR's policies, is obscured from view. The proposed "traditional" stoop railing is appropriate if the material is solid, millable and paintable and not snap-together hollow plastic. The fiberglass (Integrity brand Wood-Ultrex) windows are appropriate for a contemporary addition, while the choice of a six-over-six light configuration keeps a visual continuity with the Colonial Revival-style house's fenestration. Staff recommends that the muntin profile be the traditional, or putty, profile with an interior spacer bar in conformance with the BAR's window policy.



Figure 3: 800 S. Pitt Street. Note the lower portion of the porch is obscured by the garden wall.

In summation, staff supports the proposed alteration to the existing porch with the aforementioned conditions.

STAFF

Heather McMahon, Historic Preservation Planner, Planning & Zoning
Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

Legend: C- code requirement R- recommendation S- suggestion F- finding

Zoning Comments

C-1 Proposed repairs/ direct replacement of the existing screened porch complies with zoning.

C-2 The relocated stairs and AC unit will comply with zoning.

Code Administration

No comments received.

Transportation and Environmental Services

C1. The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)

C2. The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)

C3. Roof, surface and sub-surface drains be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)

C4. All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)

C5. Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

C6. All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)

R1. The building permit must be approved and issued prior to the issuance of any permit for demolition. (T&ES)

R2. Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)

R3. No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)

- F1. After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)

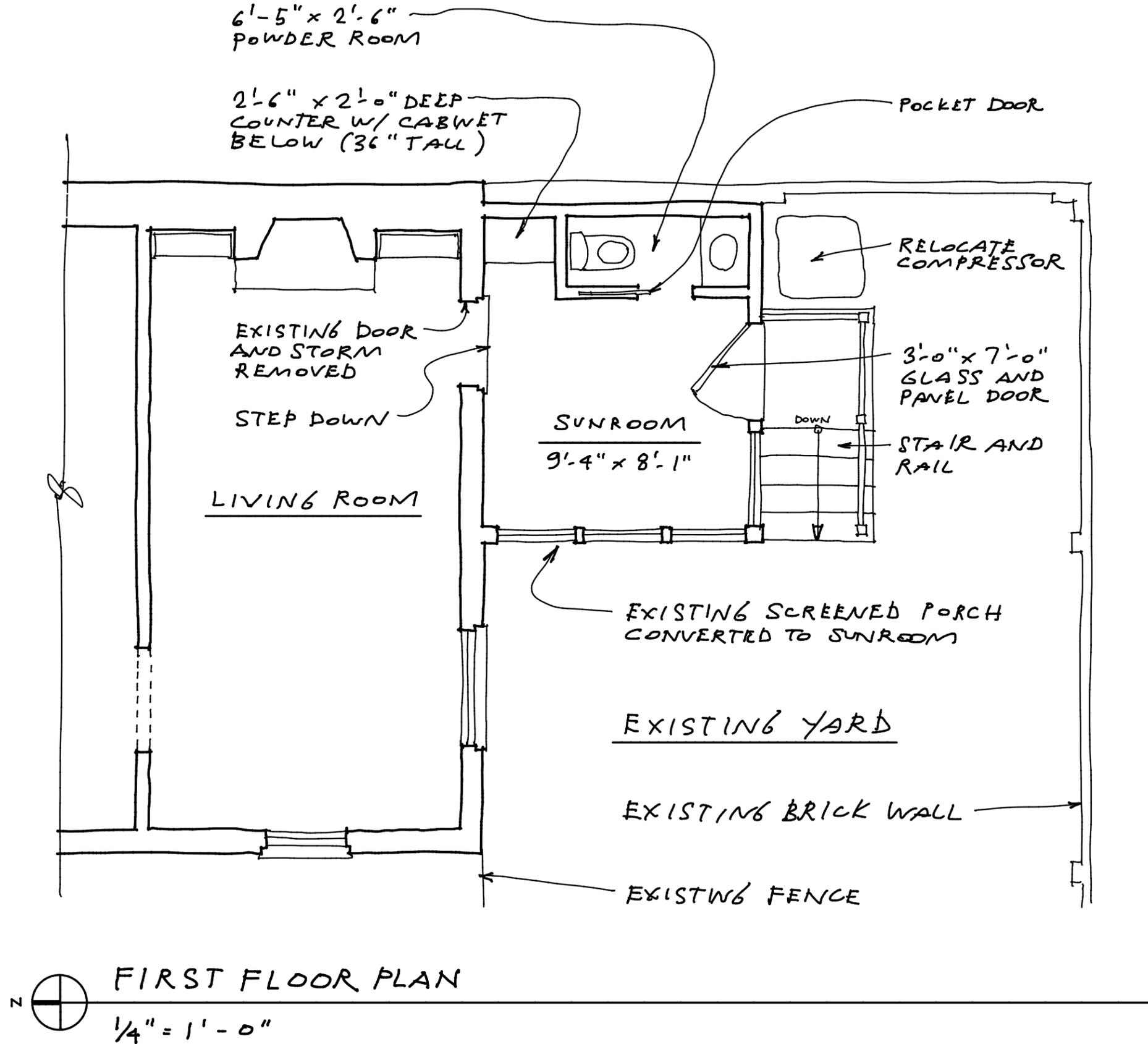
Alexandria Archaeology

No comments received.

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR2016-00258: 800 South Pitt Street



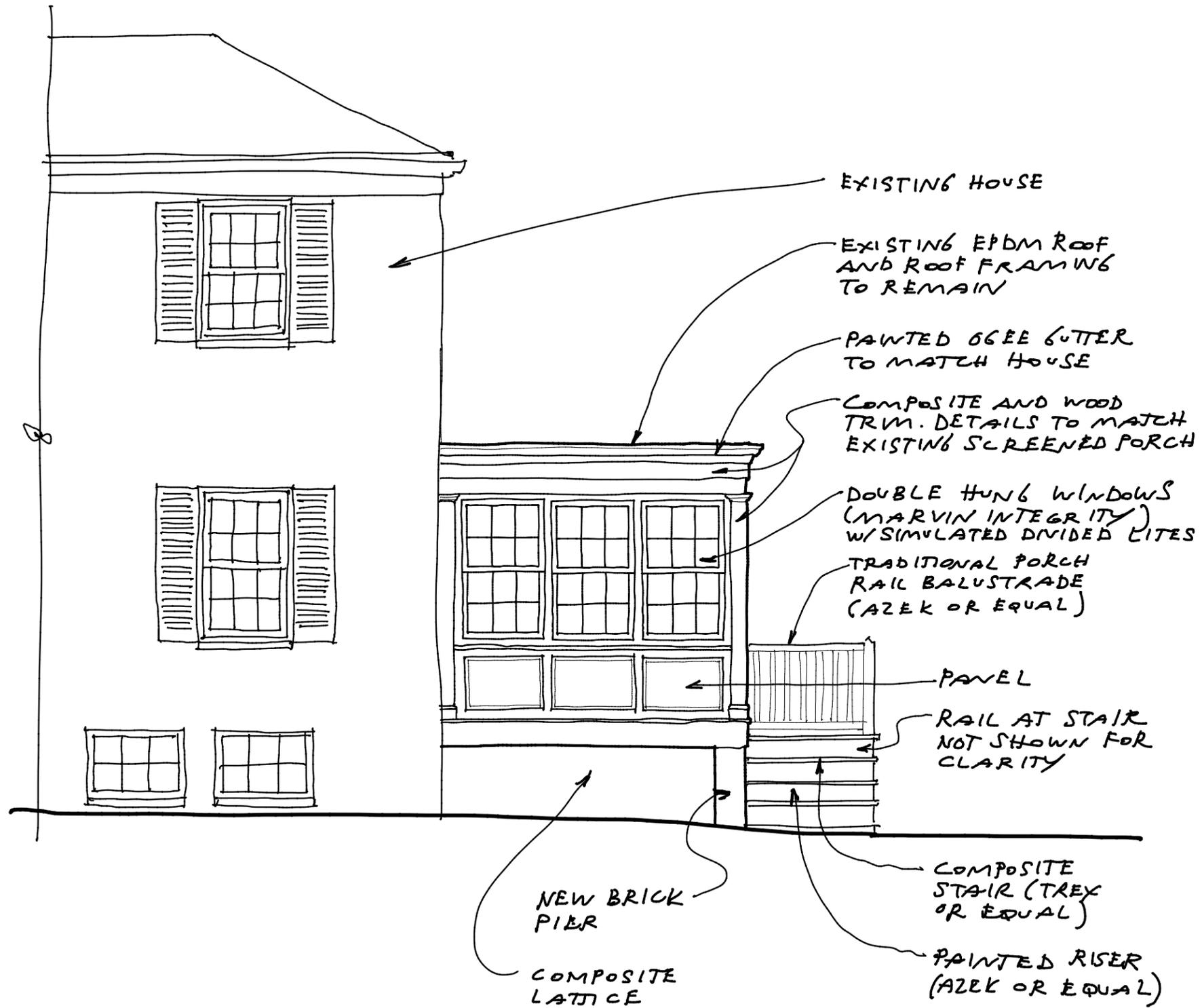
Applications & Materials
 BAR2016-00258
 800 S Pitt Street
 July 5, 2016

BAR Drawings
 30 June 2016

Whittle Residence
 800 South Pitt Street
 Alexandria, VA 22314

LAURA
 campbell
 ARCHITECTURE

Applications & Materials
BAR2016-00258
800 S Pitt Street
July 5, 2016



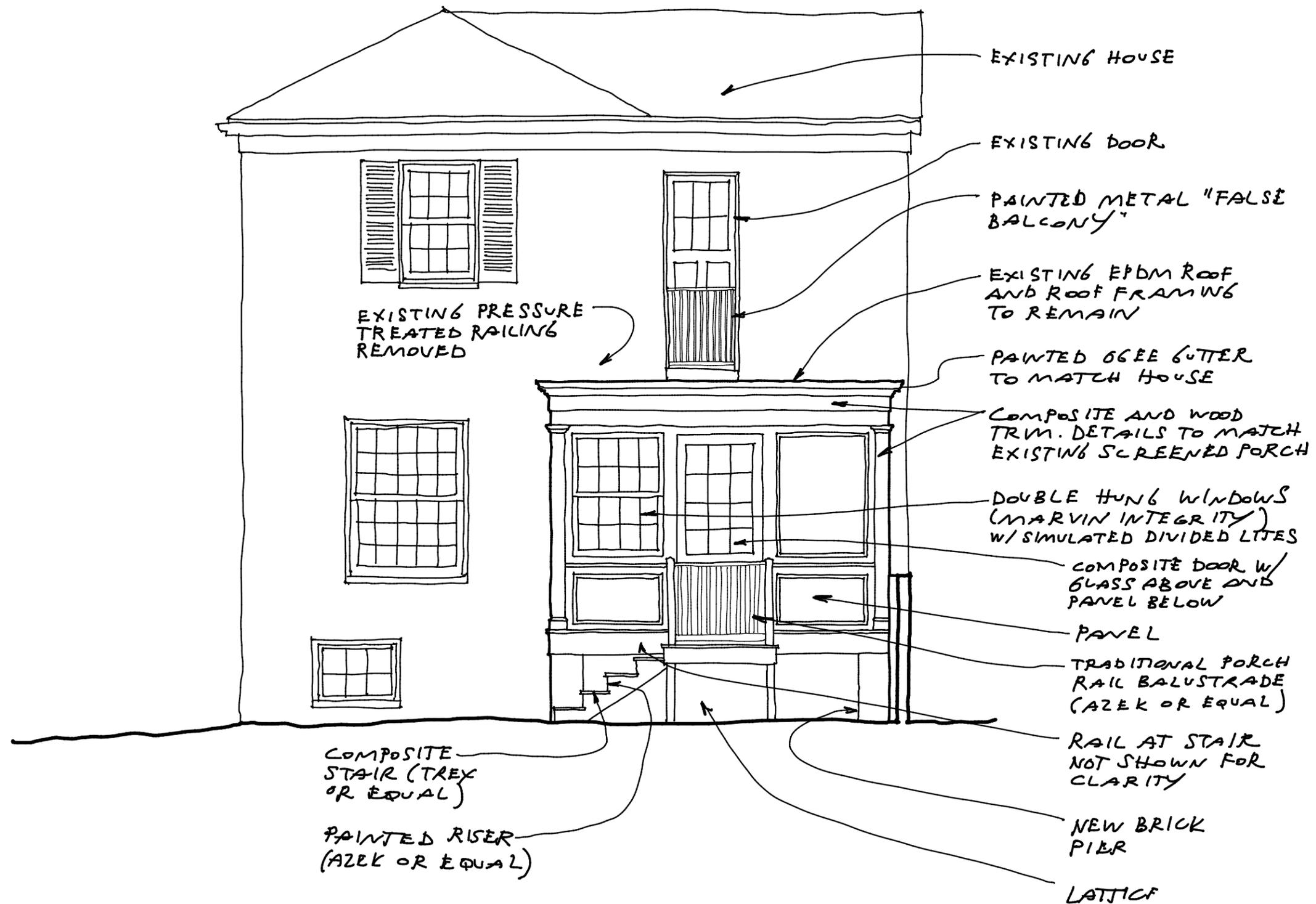
○ WEST ELEVATION
1/4" = 1'-0"

BAR Drawings
30 June 2016

Whittle Residence
800 South Pitt Street
Alexandria, VA 22314

LAURA
campbell
ARCHITECTURE

Applications & Materials
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 July 5, 2016



○ SOUTH ELEVATION
 1/4" = 1'-0"

BAR Drawings
 30 June 2016

Whittle Residence
 800 South Pitt Street
 Alexandria, VA 22314





VIEW FROM S. PITT STREET



VIEW OF SCREENED PORCH TO BE CONVERTED TO ENCLOSED SPACE



CLOSE-UP SHOWING SCREENED PORCH AND ADJACENT PROPERTY

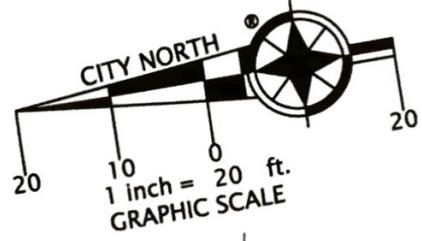
BAR Drawings
30 June 2016

Whittle Residence
800 South Pitt Street
Alexandria, VA 22314

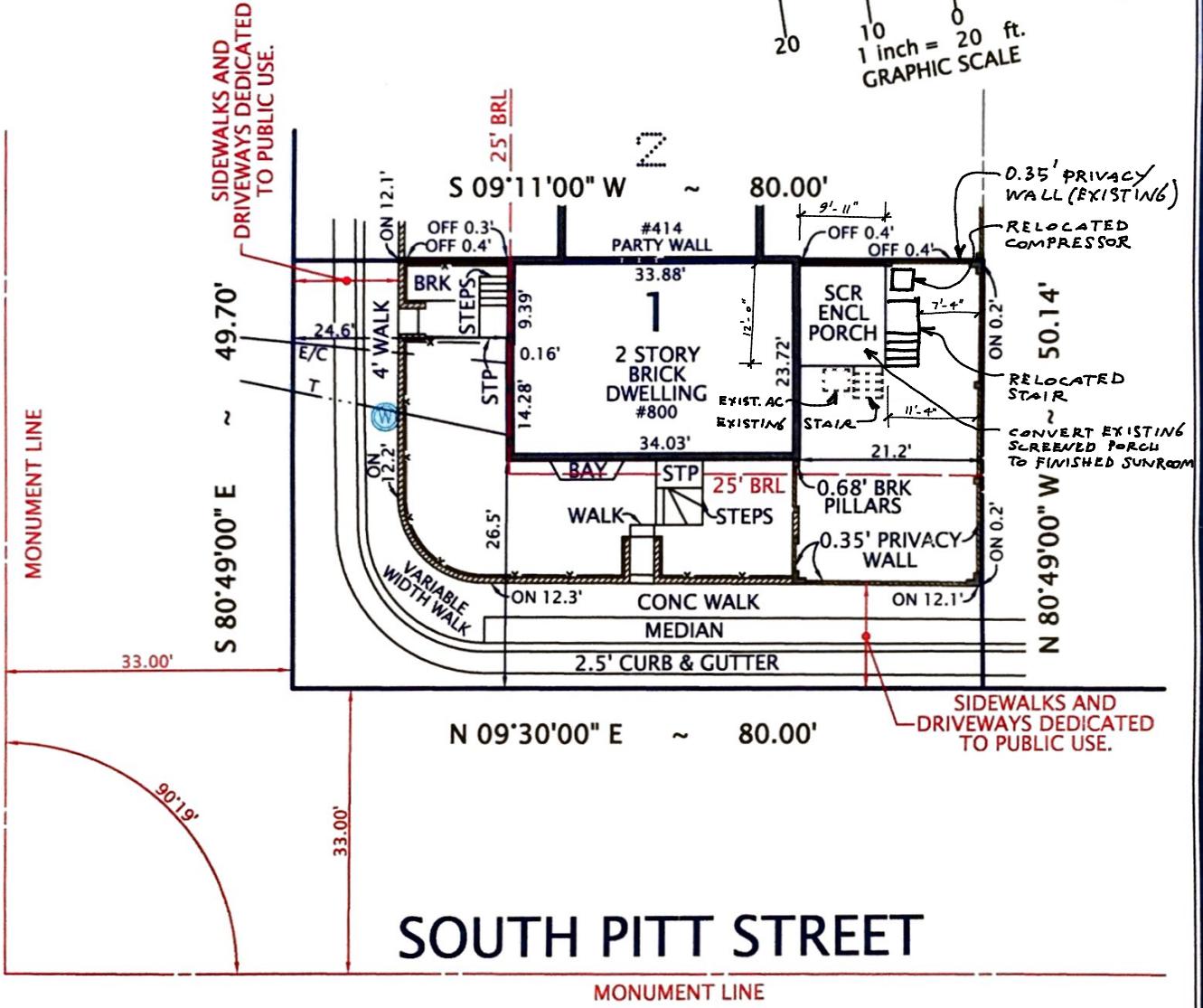
LAURA
campbell
ARCHITECTURE

Applications & Materials
BAR2016-00258
800 S Pitt Street
July 5, 2016

NOTES: 1. FENCES ARE PICKET.
 2. AREA = 3,994 SF(COMP).



JEFFERSON STREET



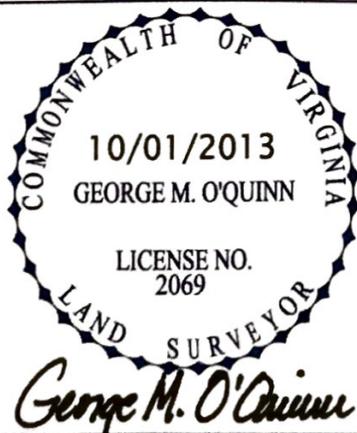
SOUTH PITT STREET

PLAT
 SHOWING HOUSE LOCATION ON
 LOT 1, BLOCK 2, SECTION ONE
YATES GARDENS
 (DEED BOOK 163, PAGE 423)
 CITY OF ALEXANDRIA, VIRGINIA
 SCALE: 1" = 20' OCTOBER 1, 2013

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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:
 WHITE ESTATE ~ WHITTLE
 LAW OFFICES, MARK S. ALLEN

DOMINION Surveyors Inc.
 8808-H PEAR TREE VILLAGE COURT
 ALEXANDRIA, VIRGINIA 22309
 703-619-6555
 FAX: 703-799-6412

UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 2 TOTAL UNIT QTY: 4 EXT LIST PRICE: USD 3,727.00

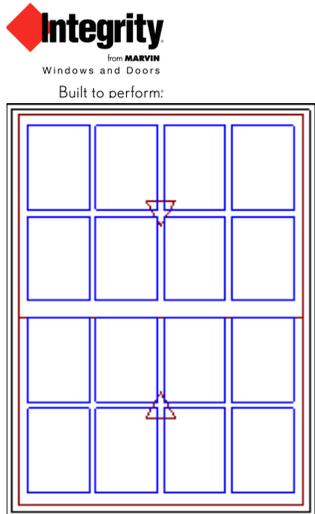
LINE	MARK UNIT	BRAND	ITEM	LIST PRICE	QTY	EXTENDED LIST PRICE
1		Integrity	Wood-Ultrex Traditional Double Hung CN 4256 RO 42 1/2" X 56 1/4" Entered as CN 4256	1,060.00	1	1,060.00
2		Integrity	Wood-Ultrex Traditional Double Hung CN 3256 RO 32 1/2" X 56 1/4" Entered as CN 3256	889.00	3	2,667.00

Accepted:

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1 Qty: 1	Mark Unit:	List Price: Ext. List Price:	USD	1,060.00 1,060.00
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As Viewed From The Exterior

Entered As: CN
 MO 42" X 56"
 CN 4256
 FS 41 1/2" X 55 3/4"
 RO 42 1/2" X 56 1/4"
Egress Information
 Width: 38 3/8" Height: 22 13/16"
 Net Clear Opening: 6.08 SqFt
Performance Information
 U-Factor: 0.28
 Solar Heat Gain Coefficient: 0.28
 Visible Light Transmittance: 0.48
 Condensation Resistance: 56
 CPD Number: MAR-N-272-00760-00001
 ENERGY STAR: NC
Performance Grade
 Licensee #783
 AAMA/WDMA/CSA/101/ I.S.2/A440-08
 LC-PG40 1054X1924 mm (41.5X75.75 in)
 LC-PG40 DP +40/-40
 FL 6525
 Ultrex Fiberglass: AAMA 624-10

Stone White Exterior
 White Interior60.00
 Integrity Traditional Double Hung579.00
 Wood-Ultrex
 CN 4256
 Rough Opening 42 1/2" X 56 1/4"
 Top Sash
 IG
 Low E2 w/Argon
 7/8" SDL - With Spacer Bar196.00
 Rectangular - Standard Cut 4W2H
 Stone White Ext - White Int
 Bottom Sash
 IG
 Low E2 w/Argon
 7/8" SDL - With Spacer Bar196.00
 Rectangular - Standard Cut 4W2H
 Stone White Ext - White Int
 White Sash Lock
 Exterior Aluminum Screen29.00
 Stone White Surround
 Charcoal Fiberglass Mesh
 4 9/16" Jambs
 Nailing Fin
 ***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing.
 Please consult your local representative for exact specifications.

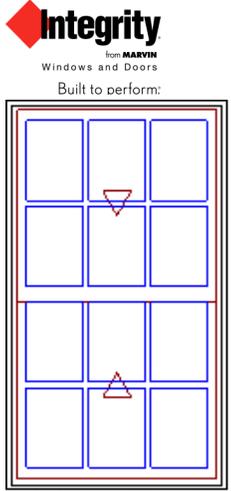
Initials required

Seller: _____

Buyer: _____

Line #2 Qty: 3	Mark Unit:	List Price: Ext. List Price:	USD	889.00 2,667.00
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Accepted:



As Viewed From The Exterior

Entered As: CN
 MO 32" X 56"
 CN 3256
 FS 31 1/2" X 55 3/4"
 RO 32 1/2" X 56 1/4"
Egress Information
 Width: 28 3/8" Height: 22 13/16"
 Net Clear Opening: 4.50 SqFt
Performance Information
 U-Factor: 0.28
 Solar Heat Gain Coefficient: 0.28
 Visible Light Transmittance: 0.48
 Condensation Resistance: 56
 CPD Number: MAR-N-272-00760-00001
 ENERGY STAR: NC
Performance Grade
 Licensee #783
 AAMA/WDMA/CSA/101/ I.S.2/A440-08
 LC-PG40 1054X1924 mm (41.5X75.75 in)
 LC-PG40 DP +40/-40
 FL 6525
 Ultrex Fiberglass: AAMA 624-10

Stone White Exterior
 White Interior60.00
 Integrity Traditional Double Hung509.00
 Wood-Ultrex
 CN 3256
 Rough Opening 32 1/2" X 56 1/4"
 Top Sash
 IG
 Low E2 w/Argon
 7/8" SDL - With Spacer Bar147.00
 Rectangular - Standard Cut 3W2H
 Stone White Ext - White Int
 Bottom Sash
 IG
 Low E2 w/Argon
 7/8" SDL - With Spacer Bar147.00
 Rectangular - Standard Cut 3W2H
 Stone White Ext - White Int
 White Sash Lock
 Exterior Aluminum Screen26.00
 Stone White Surround
 Charcoal Fiberglass Mesh
 4 9/16" Jambs
 Nailing Fin
 ***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing.
 Please consult your local representative for exact specifications.

Initials required
 Seller: _____
 Buyer: _____

3,727.00
 0.00
 3,727.00

Project Subtotal List Price: USD
 0.000% Sales Tax: USD
 Project Total List Price: USD

Accepted:

Terms and Conditions

Accepted:

Product and Performance Information

NFRC energy ratings and values may vary depending on the exact configuration of glass thickness used on the unit. This data may change over time due to ongoing product changes or updated test results or requirements.

The National Fenestration Rating Council (NFRC) has developed and operates a uniform national rating system for the energy performance of fenestration products, including windows and doors. For additional information regarding this rating system, see www.nfrc.org/WindowRatings.

NFRC energy values and ratings may change over time due to ongoing product changes, updated test results or requirements.

Accepted:

ADDRESS OF PROJECT: 800 SOUTH PITT STREET

TAX MAP AND PARCEL: 080.04-04-01 ZONING: RM

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: ROBERT AND ANNE WHITTLE

Address: 800 SOUTH PITT STREET

City: ALEXANDRIA State: VA Zip: 22314

Phone: 703.548.3142 E-mail: ANNEWHITTLE@MAC.COM

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

Name: LAURA CAMPBELL Phone: 703.328.6815

E-mail: LAURA@LCAIA.COM

Legal Property Owner:

Name: ROBERT AND ANNE WHITTLE

Address: 800 SOUTH PITT STREET

City: ALEXANDRIA State: VA Zip: 22314

Phone: 703.548.3142 E-mail: ANNEWHITTLE@MAC.COM

- Yes No Is there an historic preservation easement on this property?
- Yes No If yes, has the easement holder agreed to the proposed alterations?
- Yes No Is there a homeowner's association for this property?
- Yes No If yes, has the homeowner's association approved the proposed alterations?

If you answered yes to any of the above, please attach a copy of the letter approving the project.

Applications & Materials
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NATURE OF PROPOSED WORK: Please check all that apply

- NEW CONSTRUCTION
- EXTERIOR ALTERATION: Please check all that apply.
 - awning
 - doors
 - lighting
 - other _____
 - fence, gate or garden wall
 - windows
 - pergola/trellis
 - HVAC equipment
 - siding
 - painting unpainted masonry
 - shutters
 - shed
- ADDITION
- DEMOLITION/ENCAPSULATION
- SIGNAGE

DESCRIPTION OF PROPOSED WORK: Please describe the proposed work in detail (Additional pages may be attached).

Existing screened porch will be converted to enclosed space. Existing foundation, flooring and walls will be re-built / existing roof framing and roof will remain.

Existing pressure treated railing at roof will be removed, AC condenser will be moved and screened by stair which will be moved to south side of screened porch.

SUBMITTAL REQUIREMENTS:

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.

Electronic copies of submission materials should be submitted whenever possible.

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.

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Additions & New Construction: *Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. All plans must be folded and collated into 3 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. 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.

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 800 S Pitt Street
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ALL APPLICATIONS: *Please read and check that you have read and understand the following items:*

- I have submitted a filing fee with this application. (Checks should be made payable to the City of Alexandria. Please contact staff for assistance in determining the appropriate fee.)
- 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 3 sets of 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: *Laura Campbell*

Printed Name: LAURA CAMPBELL

Date: 7/5/2016

Applications & Materials
 BAR2016-00258
 800 S Pitt Street
 July 5, 2016

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 ten 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 800 S. PITT ST. (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten 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. ROBERT AND ANNE WHITTLE	800 S. PITT ST.	100 %
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.

6/30/16
Date

LAURA CAMPBELL
Printed Name


Signature