

**ADDRESS:** 1030 CROSS DRIVE  
**ZONE:** R-8/RESIDENTIAL  
**APPLICANT:** JONATHAN & TRACEY MAPLEY BRITTLE, OWNERS  
**ISSUE:** Variance to allow an accessory structure within a required secondary front yard to remain as constructed. Special exception to allow a six-foot closed fence within the required secondary front yard to remain.

CODE SECTION	SUBJECT	CODE REQUIREMENT	APPLICANT PROPOSES	REQUESTED RELIEF
3-306(A)(1)	Front Yard	25.20 ft*	0.00 ft	25.20 ft
7-1702 (B)	Corner Lot Fence	13.00 ft**	0.00 ft	13.00 ft

\*Distance is based on the range established by the front yards within the contextual blockface.

\*\*6.00 foot fences must be located no closer to the secondary front property line than half the distance between the secondary front property line and the front building wall facing the secondary front property line when the abutting principal structures located on the blockface face that street.

Staff **recommends denial** of the requested variance because the request does not meet the criteria for a variance.

Staff **recommends denial** of the requested special exception because the request does not meet the criteria for a special exception.

If the Board decides to grant the requested variance, the applicant must obtain approval of an administrative encroachment for the accessory structure’s overhang because it is located in the public right of way along Bayliss Drive. Additionally, the project is subject to compliance with all applicable code requirements, ordinances, and recommended conditions found in the department’s comments. The variance must be recorded with the property’s deed in the City’s Land Records Office prior to the release of the building permit.

If the Board decides to grant the requested special exception, the applicant must either relocate the fence completely on the subject property or obtain approval of an encroachment ordinance from City Council for the portion of the fence located in the public right of way along Bayliss Drive. Additionally, the project is subject to compliance with all applicable code requirements, ordinances, and recommended conditions found in the department’s comments. The special exception must be recorded in the City’s Land Records Office.

**I. Issue**

The applicants request a variance to allow an accessory structure to remain in the required secondary front yard and a special exception to allow a six-foot closed fence to remain in the required secondary front yard.

**II. Background**

The subject property is a corner lot comprised of one lot of record with 38.79 feet of frontage on Cross Drive and 77.33 feet of frontage on Bayliss Drive. 53.94 feet of depth along the south side property line and 100.30 feet of depth along the east side property line. The property contains 6,182 square feet of lot area and is substandard as to the minimum lot size, width, and frontage requirements of the R-8 zone.



**Figure 1: Subject Property Primary Front**

The property is developed with a two-story, single-unit dwelling. According to Real Estate Assessment Records, the dwelling was constructed in 1947. The existing dwelling is located 25.10 feet from Cross Drive, 26.00 feet from Bayliss Drive, 9.90 feet from the east side property line, and 41.00 feet from the south side yard.

<b>R-8 Zone</b>	<b>Required/Permitted</b>	<b>Existing Dwelling</b>	<b>Accessory Structure*</b>
Lot Area	9,000 sq. ft.	6,182 sq. ft.	6,182 sq. ft.
Lot Frontage	40.00 ft.	38.79 ft.	38.79 ft.
Lot Width	80.00 ft.	62.31 ft.	62.31 ft.
Front Yard (Cross Drive)	25.20 ft. – 25.70 ft.**	25.10 ft.	37.48 ft.
Front Yard (Bayliss Drive)	25.20 ft. – 25.60 ft.**	26.00 ft.	0.00 ft.
Side Yard (East)	1:2, 8.0 ft. min.	9.90 ft.	46.29 ft.
Side Yard (South)	1:2, 8.0 ft. min.	41.00 ft.	53.19 ft.
Height	30.00 ft.	25.00 ft.	9.00 ft.***
Floor Area Ratio (FAR)	2800.00 sq. ft. (.35)	1,621.00 sq. ft. (.26)	1,877.00 sq. ft. (.30)

\*Based on the constructed accessory structure

\*\* Based on the contextual blockface

\*\*\* Measured from grade to the midpoint of the gable roof.

**III. Description**

The applicants propose to maintain a 256 square foot accessory structure in the required secondary front yard. The accessory structure is on the secondary front property line facing Bayliss Drive (with an overhang projecting 0.6' into the public right of way), 53.19 feet from the south side property line, and 37.48 feet from the front property line facing Cross Drive. The accessory structure measures 9.00 feet in height from the average preconstruction grade to the midpoint of the gable roof. Based on the range of front yards within the contextual blockface along Bayliss Avenue, the minimum secondary front yard requirement is 25.20 feet. The applicants are requesting a variance of 25.20 feet to allow the structure to remain on the secondary front property line. The overhang of the projects 0.6 feet into the public right of way. The Board does not have purview over structures in the right of way, but if the Board approves the structure on the property line, the applicant must obtain an administrative encroachment pursuant to City Code section 5-2-29(b)(2)c.1.



**Figure 2: Photo of fence and accessory structure from Bayliss Drive.**

The applicants also propose to maintain a 6-foot closed privacy fence on the secondary front property line facing Bayliss Drive. When principal structures on abutting properties face the street, the zoning ordinance requires six-foot closed fences to be located no closer to the secondary front property line than half the distance between the secondary front lot line and the front building wall facing the secondary front yard. The principal structures on the abutting property to the south and across the street face Bayliss Drive so the 6.00-foot fence on the subject property must be located no closer than 13.00 feet from the secondary front property line facing Cross Drive, which is half the distance between the secondary front lot line and the front building wall.



**Figure 3: Subject Property Survey**

The applicant requests a special exception of 13.00 feet to allow the 6.00-foot fence to remain on the secondary front property line. Approximately 36.00 feet of the

fence is located in the public right of way. The Board does not have purview over structures in the right of way, but if the Board approves the structure on the property line, the applicant must either relocate all the fence on to the subject property or obtain approval of a special ordinance for an encroachment adopted by City Council encroachment pursuant to City Code section 5-2-29(c).

**IV. Master Plan/Zoning**

The subject property is currently zoned R-8 and has been so zoned since the adoption of the Third Revised Zoning Map in 1951 and is identified for residential use in the North Ridge/Rosemont Small Area Plan.

**V. Requested Variances:**

**Secondary Front Yard Section 3-306(A)(1)**

The R-8 zone requires the front yard setback to be within the range established by the front yards in the contextual blockface. The range established along Bayliss Drive is between 25.20 feet and 25.70 feet. The accessory structure is located on the secondary front property line. This requires a variance of 25.20 feet.

**VI. Applicants Justification for Variance**

The applicant's justification for the variance is that the Zoning Ordinance requirements limit the location for an accessory structure and that this precise location was the most suitable due to the existing deck below it.

**VII. Analysis of Variance Definition**

Per Zoning Ordinance Section 11-1103, the Board of Zoning Appeals shall not grant a variance unless it finds that the request meets the definition of a variance per Zoning Ordinance Section 2-201.1 as follows:

- a. The request is a reasonable deviation from those provisions regulating the shape, size, or area of a lot or parcel of land or the size, height, area, bulk, or location of a building or structure.

**The request for a variance from the accessory structure setback requirements is not a reasonable deviation. It would allow an accessory structure on the property that is located on a front property line. While the lot has space behind the secondary front building wall to place an accessory structure that would comply with the size, height, area, and bulk regulations of the R-8 zone.**

- b. Strict application of the zoning ordinance would unreasonable restrict the utilization of the property.

**Strict application of the zoning ordinance would not restrict the use of the property. The applicants could construct this structure elsewhere on this property in compliance or the applicants could construct a pergola of the same dimensions with an 80% open roof in this location.**

- c. The need for a variance is not shared generally by other properties.

**All corner lots in the City have two required front yards with limited permitted obstructions allowed. This accessory structure is not a permitted obstruction in the required yard. Similar relief would be required on almost all corner lots, unless the minimum setback within the contextual blockface was 0 feet. Thus, the need for a variance to construct an accessory structure on a front property line is shared by most if not all corner lots in the City.**

- d. The variance is not contrary to the purpose of the ordinance.

**The purpose of the limitations on placement on a lot of accessory structure is to maintain open front yards. As such, required front yards are determined by the range established by the front yard setbacks within the contextual blockface, thus resulting in front yards that are consistent with nearby properties. The ordinance allows certain limited accessory structures to be located in required secondary front yards. A covered accessory structure of this size and height are not permitted in any required yard.**

**Given the foregoing, the requested variance to maintain the accessory structure within the required secondary front yard is contrary to the Zoning Ordinance.**

- e. The variance does not include a change in use, which change shall be accomplished by a rezoning.

**The requested variance does not change the use as the property will continue to be used residentially.**

#### **VIII. Analysis of Variance Standards**

A variance allows a property owner to do what is otherwise not allowed under the ordinance. Per Zoning Ordinance Section 11-1005(B) the BZA hears and decides applications for variances and any application must meet the standards under Zoning Ordinance Section 11-1103. The decisions of the BZA must be in conformance with the Zoning Ordinance; otherwise, they will be overturned by the courts. Thus, only the standards under Section 11-1100 can be considered in making a variance decision. The criteria do not include considerations like the cost or financial hardship and are therefore inappropriate. Per Zoning Ordinance section 11-1103, the Board of Zoning Appeals shall not grant a variance unless it finds that the request meets the variance standards as follows:

- a. The strict application of the terms of the ordinance would unreasonably restrict the utilization of the property or that the granting of the variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the ordinance, or alleviate a hardship by granting a reasonable modification to a property or improvements thereon requested by, or on behalf of, a person with a disability.

**The strict application of the Zoning Ordinance would not unreasonably restrict the utilization the property as a single-unit residence. The covered outdoor area is not necessary in order to utilize the property as a single-unit residential dwelling. Further, the lot contains space behind the secondary front building wall to place an accessory structure or covered rear porch in compliance with the Zoning Ordinance. While the property does have some significant changes in topography towards the southeast corner, there is a relatively large flat area immediately to the south of the dwelling before the lot drops off that could accommodate an accessory structure.**

- b. The property for which the variance is being requested was acquired in good faith and a hardship was not created by the applicant for the variance.

**The property was likely acquired in good faith. However, the hardship was created by the applicant, as they built the noncomplying accessory structure.**

- c. The granting of a variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area.

**The allowance of an accessory structure of this size and nature within the secondary front yard could be detrimental to the adjacent properties. Most corner lots throughout the City are characterized by open front yards, only allowing for minimal obstructions that do not reduce light or air. Required front yards are determined by the range established by the front yard setbacks within the contextual blockface, thus resulting in front yards that are consistent with nearby properties. To allow this accessory building to remain in the front yard reducing the front yard setback completely would change the character of the area. The solid roof located so close to the property line reduced light to the public right of way and sidewalk.**

**If this structure were approved it would change minimum front setback for all abutting properties with common street frontage, potentially resulting in additions, new dwellings or other accessory buildings being constructed at or near the front property line.**

- d. The condition or situation of the property concerned is not so general or reoccurring a nature to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the ordinance.

**The secondary front yard setback applies to all primary and accessory structures on a lot. However, the Zoning Ordinance already provides relief for specific limited accessory structures to be located within the secondary front yard through the permitted obstructions section. The existing structure does not qualify as a permitted obstruction in the required secondary front yard.**

- e. The granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property.

**The variance request would not change the use of the property as it will continue to be used residentially.**

- f. The relief or remedy sought by the variance application is not available through a special exception process that is authorized in the ordinance or the process for modification of a zoning ordinance at the time of filing of the variance application.

**The relief being requested in this case can only be granted through a variance.**

**IX. Requested Special Exception:**

**7-1702(B) Corner Lot Fences**

When principal structures on abutting properties face the street, the Zoning Ordinance requires the 6.00-foot fence to be located no closer to the secondary front lot line than half the distance between the secondary front lot line and the front building wall facing the secondary front yard. The front building wall facing Bayliss Drive is located 26.00 feet from the secondary front lot line, thus requiring the 6.00-foot fence to be located 13.00 feet from the secondary front property line facing Bayliss Drive. The applicant requests a special exception of 13.00 feet from the required 13.00-foot required setback to allow the 6.00 foot privacy fence to remain on the secondary front property line.

**X. Special Exception Standards**

A special exception is an approval that is based on the consistency of the proposal with the Zoning Ordinance but can only be approved by the City once certain criteria are met. Per Zoning Ordinance Section 11-1005(C) the BZA hears and decides applications for special exceptions and any application must meet the standards under Zoning Ordinance Section 11-1304. The criteria do not include considerations like the cost or financial hardship and are therefore inappropriate. The decisions of the BZA must be in conformance with the Zoning Ordinance; otherwise, they will be overturned by the courts. Thus, only the standards under Section 11-1300 can be considered in making a special exception decision. The Board of Zoning Appeals shall not grant a special exception unless it finds that the request meets all the special exception standards as follows:

- 1) Whether approval of the special exception will be detrimental to the public welfare, to the neighborhood or to the adjacent properties.

**Zoning Ordinance Section 7-1700 establishes regulations for fences on corner lots to minimize negative effects that fences can have on the surrounding neighborhood. The close proximity of the 6.00-foot fence to the sidewalk creates the feeling of a wall adjacent to the sidewalk, as opposed to an open fence 4.00-foot fence traditionally found along front property lines. Additionally, secondary front yards throughout the City are characterized as**

**open areas with the fronts of many homes visible from the street. As constructed, the fence closes off the secondary front yard of this property and creates a wall along the public sidewalk.**

**When the abutting property whose dwelling faces the street where the 6.00-foot fence is proposed, such as in this case, the light and air to the abutting property's open primary front yard can be negatively impacted by the fence located adjacent to their front yard which is characterized by its openness. The 6 foot fence would be located in an area immediately adjacent to the neighbor which goes against the purpose of front yards which is to be open to both light and air. The abutting property to the south can only construct a 4.00-foot fence that is at least 50% open in their front yard. The existing 6.00-foot fence creates visual obstruction for the property owners at 1329 Bayliss Avenue.**

- 2) Whether approval of the special exception will impair an adequate supply of light and air to the adjacent property, or cause or substantially increase traffic congestion or increase the danger of fire or the spread of fire or endanger the public safety.

**The 6.00-foot fence is located adjacent to the open front yard to the south at 1329 Bayliss Drive and the public sidewalk. Due to the proximity to the adjacent property and the sidewalk along Bayliss Drive, the 6.00 fence impairs the flow of light and air due to it being a solid structure adjacent to the property line creating a wall effect along the nearby sidewalk.**

- 3) Whether approval of the special exception will alter the essential character of the area or zone.

**The six-foot fence will alter the character of the area and surrounding community as it creates a street wall along the sidewalk that is not commonly seen in the area. The proposed 6.00-foot solid fence along the sidewalk is not appropriate for this area as a majority of fences located in front yards in the community are less than four feet in height and open or comply with the setback regulations for a six-foot closed fence.**

- 4) Whether the proposal will be compatible with the development in the surrounding neighborhood.

**The placement and height of the 6.00-foot fence is not compatible with other fences in the neighborhood. The immediate neighborhood is characterized by**

open front yards only obstructed with fences that appear to be 4.00 feet in height and at least 50% open.

- 5) Whether the proposed development represents the only reasonable means and location on the lot to accommodate the proposed structure given the natural constraints of the lot or the existing development of the lot.

While the existence of the existing illegal accessory structure does limit the area in the secondary front yard that can be enclosed with a 6.00-foot fence, there is a large area around the dwelling, a little under 3,000 square feet of lot area, that can be enclosed with a 6.00-foot privacy fence. This provides a reasonable fenced area on the lot. The existing fence could be relocated towards the house to meet the required 13.00 -foot setback for a six-foot closed fence. Due to the depth of the lot and the placement of the existing house on the lot, the proposed fence can be relocated in compliance with all zoning requirements and still provide a reasonable fenced area on the lot.



Figure 4: Area that can be enclosed with a 6.00-foot fence by right shown shaded

**XI. Staff Conclusion**

Staff **recommends denial** of the requested variance to maintain an accessory structure within the secondary front yard as the request does not meet the criteria for a variance.

Staff **recommends denial** of the requested special exception for a six-foot closed privacy fence within the required secondary front yard as the request does not meet the criteria for a special exception.

**Staff**

Sean Killion, Urban Planner, Land Use + Preservation Division

[sean.killion@alexandriava.gov](mailto:sean.killion@alexandriava.gov)

Mary Christesen, Principal Planner, Land Use + Preservation Division

[mary.christesen@alexandriava.gov](mailto:mary.christesen@alexandriava.gov)

Tony LaColla, AICP, Division Chief, Land Use + Preservation Division

[tony.lacolla@alexandriava.gov](mailto:tony.lacolla@alexandriava.gov)

## DEPARTMENTAL COMMENTS

### Transportation and Environmental Services (Transportation Planning):

No comments.

### Development Right of Way (Planning and Zoning):

- R-1 The building permit must be approved and issued prior to the issuance of any permit for demolition, if a separate demolition permit is required. (T&ES)
- R-2 Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R-3 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)
- F-1 The applicant should provide a determination of disturbed area per City Guidelines to T&ES prior to submitting for permits. If the land disturbance meets or exceeds 2500 square feet, a released grading plan will be required prior to submitting for permits. (T&ES)
- C-1 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)
- C-2 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)
- C-3 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-4 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)
- C-5 The owner shall obtain and maintain an encroachment permit and policy of general liability insurance in compliance with the permit requirements in Sec. 5-2-29(a)(3). See <https://www.alexandriava.gov/permits/right-of-way-administrative-encroachment-permit> for details. (T&ES)

### Code Administration:

- C-1 The NEC limits the use of extension cords. Unless approved wiring methods are used, the installation of the TV and associated wiring does not appear to be code compliant.
- C-2 A fence less than 6 feet in height does not require a permit.

C-3 A building permit is required for the construction of a gazebo.

Recreation (City Arborist):

No comments.

Stormwater:

No comments.

Historic Alexandria (Archaeology):

No comments.

BZA Case # \_\_\_\_\_



**APPLICATION  
BOARD OF ZONING APPEALS**

**SPECIAL EXCEPTION FOR FENCES**

Section of zoning ordinance from which request for special exception is made:

**PART A**

1. Applicant: Owner Contract Purchaser Agent

Name Jonathan and Tracy Mapley-Brittle

Address 1030 Cross Drive Alexandria VA 22302

Daytime Phone [REDACTED]

Email Address [REDACTED]

2. Property Location 1030 Cross Drive Alexandria VA 22302

3. Assessment Map # 228/401 Block        Lot 503 Zone       

4. Legal Property Owner Name Jonathan and Tracy Mapley-Brittle

Address 1030 Cross Drive Alexandria VA 22302

# 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. Jon and Tracy Mapley-Brittle	1030 Cross Drive	100
2. Jon and Tracy Mapley-Brittle		
3. Jon and Tracy Mapley-Brittle		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1030 Cross Drive (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. Jon and Tracy Mapley-Brittle	1030 Cross Drive	100
2. Jon and Tracy Mapley-Brittle		
3. Jon and Tracy Mapley-Brittle		

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require 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. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity and "None" in the corresponding fields).**

For a list of current council, commission and board members, as well as the definition of business and financial relationship, [click here](#).

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. Jon and Tracy Mapley-Brittle	None	None
2. Jon and Tracy Mapley-Brittle		
3. Jon and Tracy Mapley-Brittle		

**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.

BZA Case # \_\_\_\_\_

**5. Describe request briefly:**

Existing four foot fence in secondary front yard was replaced with a six foot fence for privacy and security. Gazebo built in 2017/2018 located in secondary front yard.

**6. If the 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 the 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:**

Jonathan Mapley-Brittle  
\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Telephone**

Jonathan Mapley-Brittle Digitally signed by Jonathan Mapley-Brittle  
Date: 2026.02.21 08:53:16 -05'00'  
\_\_\_\_\_  
**Signature**

02/21/2026  
\_\_\_\_\_  
**Date**

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.

**NOTE TO APPLICANT:** Only one special exception per dwelling shall be approved under the provisions of Section 11-1302(B)(4).

**PART B** (SECTION 11-1304)**APPLICANT MUST EXPLAIN THE FOLLOWING:**

(Please use additional pages where necessary.)

**1. Explain the extraordinary conditions of the subject property which prevent locating the proposed fence in compliance with the fence regulations.**

The current six-foot fence was built to replace the existing fence (from 2017 purchase of the home) that was falling down. We chose a six-foot fence as the four-foot fence with 50 percent spacing between planks allowed no privacy for our family. Given the safety concerns we have for our daughters, we built a fence with adjustable louvres (from the four-foot to six-foot mark in front of the rear of our house) that we thought were in compliance and would allow us the needed privacy for our family. Our family has been subject to two previous anonymous complaints against our home before this one (both of which were unfounded). We feel targeted at this point and vulnerable to whomever is making these complaints against us. +

**2. How does compliance with the fence regulations pose an unreasonable burden on the owner's use and enjoyment of the property? Explain the circumstances as to why the proposed fence should be located in a required front yard.**

Remaining within the required fence regulations provided no privacy for our family, and most importantly, for our daughters and their friends playing in the back yard. Therefore, we built our fence to provide privacy and peace from onlookers and passersby from peering into our backyard while our family is enjoying family time. The existing deck and family areas of our yard that were within the prior existing fence are in a secondary front yard. Frankly, we are even more confused and concerned as to why the complaining individual(s) is most interested in an ability to see into our backyard. All Neighbors have expressed support for the new fence. Given the current atmosphere, our family cancelled two annual celebrations we host for our neighborhood out of concern for our accuser(s) filing additional anonymous complaints against us or any other potential. +

**3. Explain how the proposed fence will affect the light and air to any adjacent property and impact traffic congestion or public safety.**

There is no negative impact. Please see attached letters of support from neighboring properties.

- 4. Explain how the proposed fence is compatible with other fences in the neighborhood and the character of the neighborhood as a whole. List example of similar fences.**

The fences directly across the street, next door to us, and visible from our yard are similar in construction, height, and visibility. There are three similar fences on secondary yards corner lots along Scroggins Road (connecting street) that pre-exist our fence (pictures uploaded). Multiple neighbors have commented that the new fence is beautiful, well-constructed, and brings peace to the neighborhood (our dogs do not bark as much). Please see attached letters of support.

- 5. Explain if the proposed fence will detrimental to any other properties in the neighborhood.**

The fence is not detrimental to any other properties in the neighborhood.

- 6. Has the applicant shown the plans to the most affected property owners? Have any neighbors objected to the proposed fence, or have any neighbors written letters of support? If so, please attach the letter.**

All Neighbours have commented positively on the fence and gazebo. No Neighbor has expressed any objections to us. Please see the letters of support attached.



**APPLICATION  
BOARD OF ZONING APPEALS**

**VARIANCE**

Section of zoning ordinance from which request for variance is made:  
7-202 permitted obstructions in certain required yards

**PART A**

1. Applicant:  Owner  Contract Purchaser  Agent

Name Jonathan Mapley-Brittle

Address 1030 Cross Dr

Alexandria VA

Daytime Phone [REDACTED]

Email Address [REDACTED]

2. Property Location 1030 Cross Dr

3. Assessment Map # 228 Block 401 Lot 503 Zone     

4. Legal Property Owner Name Jonathan Mapley-Brittle

Address 1030 Cross Dr

Alexandria VA 22302

**5. Describe request briefly:**

Request to keep gazebo constructed in 2018 in required secondary front yard

**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: Jonathan Mapley-Brittle

Date: 02/21/2026



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.**

The Gazebo was built on the existing deck from the purchase of the house and replaced a temporary "tent" that kept sustaining damage from weather. There is no other place on our lot to have covered space without encroaching on neighbors privacy and removing existing green space. We like being outside and hosting neighbors under the covered space of the gazebo to enjoy the outdoors during inclement weather or on hot, sunny days. Our property is the one space in the world that is our sanctuary; it provides peace from the stress experienced

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

My wife and I have collectively served our country for over four decades in the Department of Defense and the Department of State. We understood that one's property is their sanctuary. Given our line of work, particularly under the current political environment, to include our neighbors who also enjoy the space with us, this gazebo provides us with reprieve from the daily stresses experienced by most in this area. Mental health experts regularly decry the importance of eating healthy, exercising, having friendships, and simply being outdoors. This gazebo facilitates a routine for our entire family that provides reasonable accommodation every day for the latter. We feel fortunate to have it.

**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.**

Yes, it is unique to a corner lots. Our lot in specific has existing decking, terrain and trees that prohibit other locations on the lot from being used without encroaching on neighbors privacy or removing additional green space. The Gazebo was built on an existing deck from prior to 2014 and building the gazebo in any other location would mean removing grass and green space or be in such a way that use would be overlooking neighbors windows or backyard removing their privacy.

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

No this is unique to corner lots with terrain similar to ours.

**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, I had no idea of a secondary front yard as a concept or regulation that would prohibit an authorized accessory structure from being constructed on an existing deck. I observed many accessory structures on corner lots throughout Alexandria.

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

There was an anonymous complaint about my gazebo not being to code/ permitted. There is no permit required nor code for a gazebo as confirmed by code enforcement rejecting the complaint.

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

No

**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.**

All neighbours have signed letters of support to maintain the gazebo and fence.

- 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.**

Gazebo has been in place for seven years with no complaints until recent string of anonymous harassment complaints to zoning. To include a complaint about seasonal colored LED lights on halloween when most houses on the street display colored LED lights.

- 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.**

Building the gazebo or similar structure in any other location would mean removing grass and green space or be in such a way that use would be overlooking neighbors windows or backyard removing their privacy. Gazebo in place is supported by neighbors to retain it.

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

There are many auxiliary structures on corner lots throughout the city so the secondary required yard regulation is either frequently given variances or only selectively enforced.

When constructed from a kit I searched the city and VA building code for gazebo and it was only mentioned once as a permitted auxiliary structure with no restrictions on design, height, or size as required for enclosed sheds and garages and no building permit was needed.

---

**\*\*\*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 \_\_\_\_\_ 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.  Street Address R-20   
Zone

A2.  x  =   
Maximum Allowable Floor Area

Total Lot Area      Floor Area Ratio Allowed by Zone

## B. Existing Gross Floor Area

<u>Existing Gross Area</u>		<u>Allowable Exclusions**</u>		
Basement	<input type="text" value="836.00"/>	Basement**	<input type="text" value="836.00"/>	B1. <input type="text" value="2,574.00"/> Sq. Ft. Existing Gross Floor Area*
First Floor	<input type="text" value="836.00"/>	Stairways**	<input type="text" value="51.00"/>	
Second Floor	<input type="text" value="836.00"/>	Mechanical**	<input type="text"/>	B2. <input type="text" value="953.00"/> Sq. Ft. Allowable Floor Exclusions**
Third Floor	<input type="text" value="0.00"/>	Attic less than 7***	<input type="text"/>	B3. <input type="text" value="1,621.00"/> Sq. Ft. Existing Floor Area Minus Exclusions (subtract B2 from B1)
Attic	<input type="text"/>	Porches**	<input type="text" value="66.00"/>	
Porches	<input type="text" value="66.00"/>	Balcony/Deck**	<input type="text"/>	<b>Comments for Existing Gross Floor Area</b> <div style="border: 1px solid gray; height: 60px; margin-top: 5px;"></div>
Balcony/Deck	<input type="text"/>	Lavatory***	<input type="text"/>	
Lavatory***	<input type="text"/>	Other**	<input type="text"/>	
Other**	<input type="text"/>	Other**	<input type="text"/>	
<b>B1. Total Gross</b>	<input type="text" value="2,574.00"/>	<b>B2. Total Exclusions</b>	<input type="text" value="953.00"/>	

## C. Proposed Gross Floor Area

<u>Proposed Gross Area</u>		<u>Allowable Exclusions**</u>		
Basement	<input type="text"/>	Basement**	<input type="text"/>	C1. <input type="text" value="256.00"/> Sq. Ft. Proposed Gross Floor Area*
First Floor	<input type="text"/>	Stairways**	<input type="text"/>	
Second Floor	<input type="text"/>	Mechanical**	<input type="text"/>	C2. <input type="text" value="0.00"/> Sq. Ft. Allowable Floor Exclusions**
Third Floor	<input type="text"/>	Attic less than 7***	<input type="text"/>	C3. <input type="text" value="256.00"/> Sq. Ft. Proposed Floor Area Minus Exclusions (subtract C2 from C1)
Attic	<input type="text"/>	Porches**	<input type="text"/>	
Porches	<input type="text"/>	Balcony/Deck**	<input type="text"/>	<b>Notes</b>  *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.
Balcony/Deck	<input type="text"/>	Lavatory***	<input type="text"/>	
Lavatory***	<input type="text"/>	Other**	<input type="text"/>	
Other	<input type="text" value="256.00"/>	Other**	<input type="text"/>	
<b>C1. Total Gross</b>	<input type="text" value="256.00"/>	<b>C2. Total Exclusions</b>	<input type="text" value="0.00"/>	

## D. Total Floor Area

D1.  Sq. Ft.  
Total Floor Area (add B3 and C3)

D2.  Sq. Ft.  
Total Floor Area Allowed by Zone (A2)

## E. Open Space (RA & RB Zones)

E1.  Sq. Ft.  
Existing Open Space

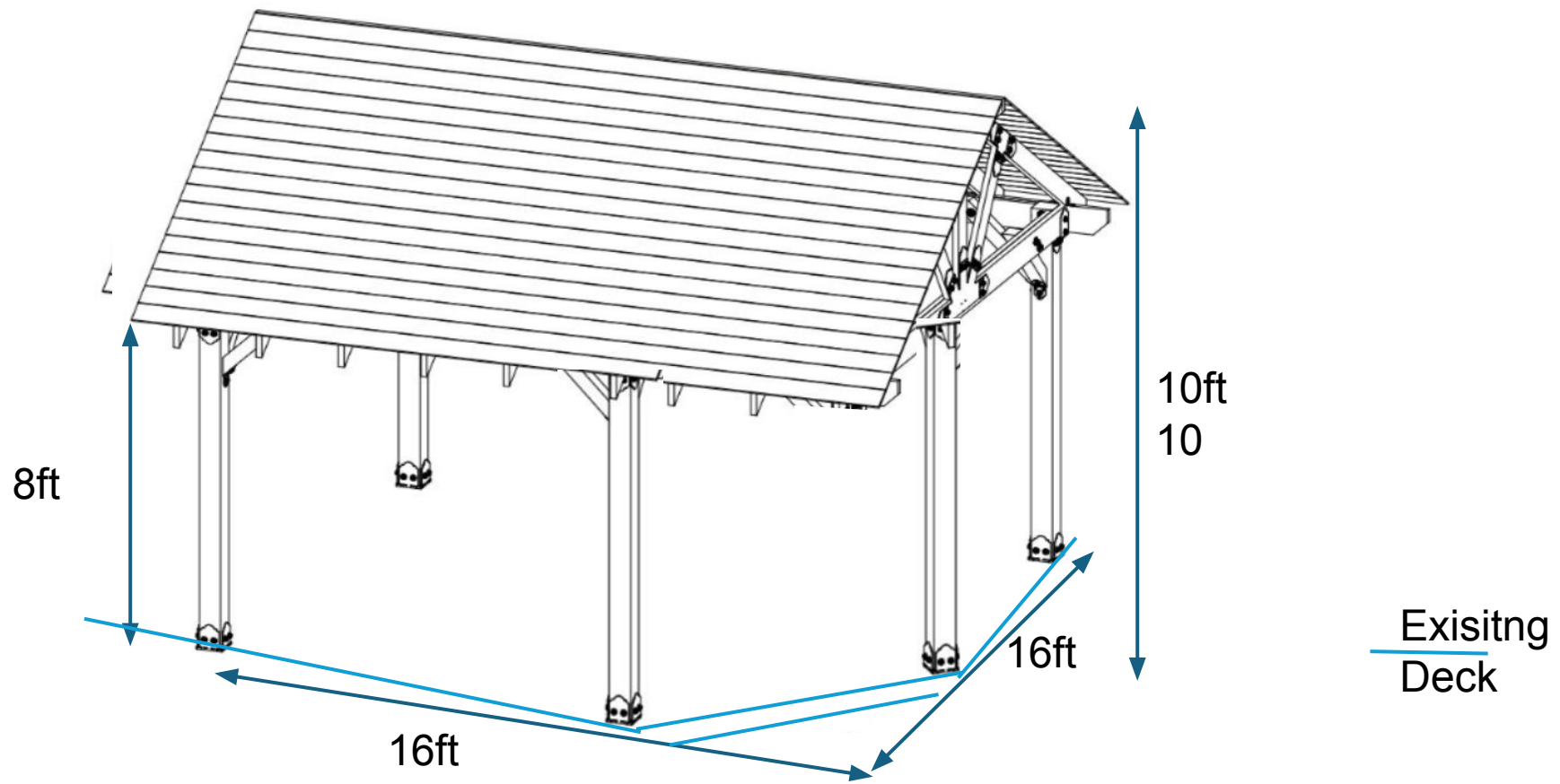
E2.  Sq. Ft.  
Required Open Space

E3.  Sq. Ft.  
Proposed Open Space

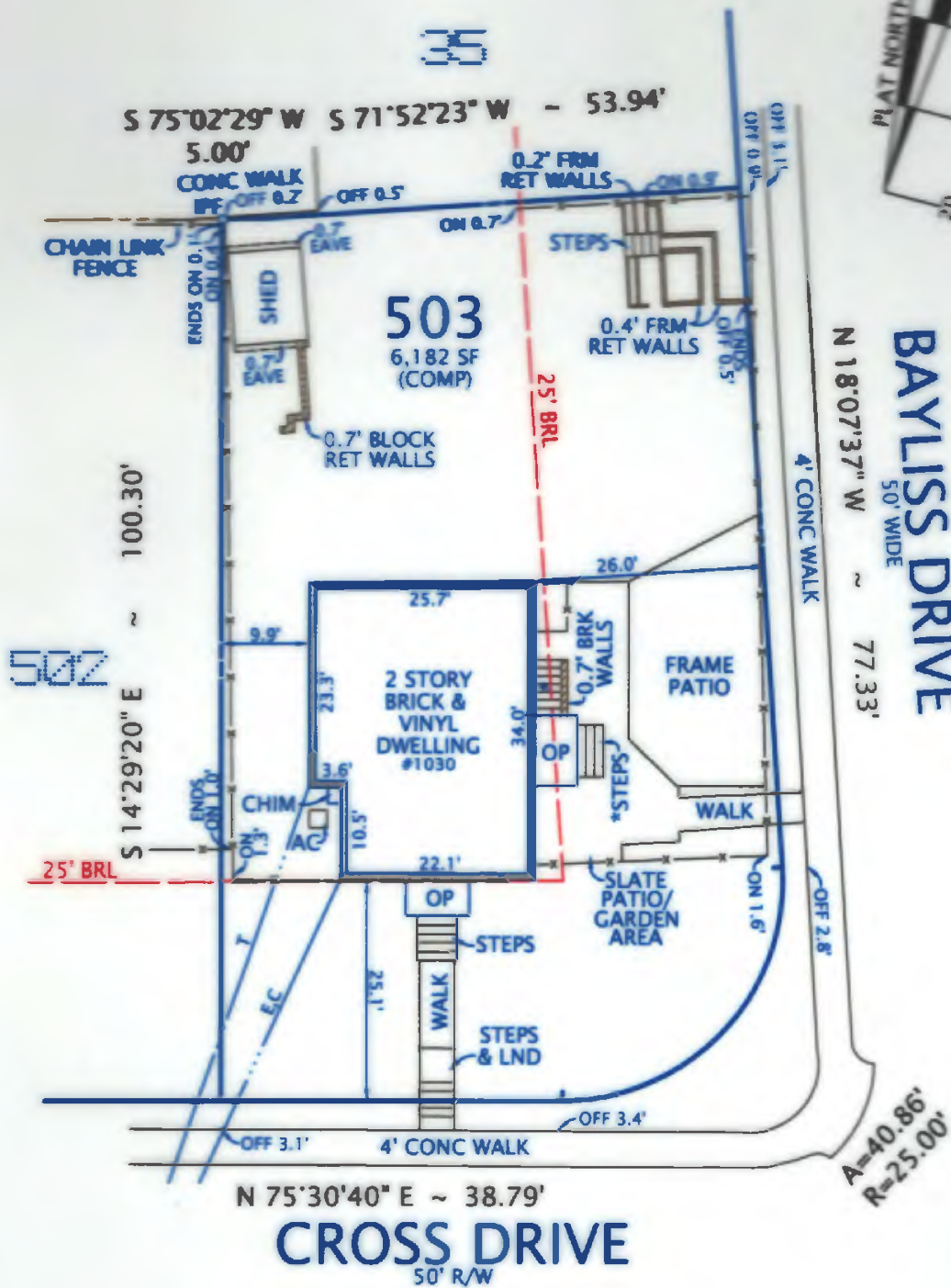
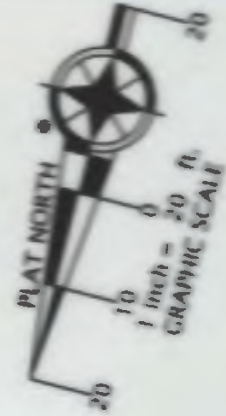
The undersigned hereby certifies and attests that, to the best of his/her knowledge, the above computations are true and correct.

Signature: Jonathan Mapley-Brittle Digitally signed by Jonathan Mapley-Brittle  
Date: 2026.02.21 09:32:15 -05'00'

Date: 02/21/2026



- NOTES: 1. FENCES ARE PICKET UNLESS NOTED.  
 2. RETAINING WALLS ARE 0.2' FRAME UNLESS NOTED.



PLAT  
 SHOWING HOUSE LOCATION ON  
 LOT 503  
 OF A RESUBDIVISION OF LOTS  
 500, 501, 15 AND 16  
**OVERLOOK TERRACE**  
 (DEED BOOK 228, PAGE 401)  
 CITY OF ALEXANDRIA, VIRGINIA  
 SCALE: 1" = 20'      JULY 7, 2017

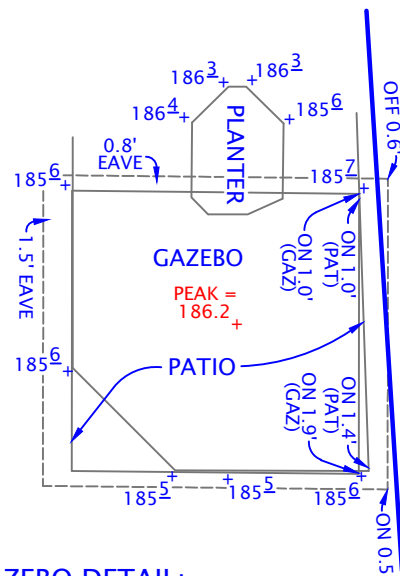
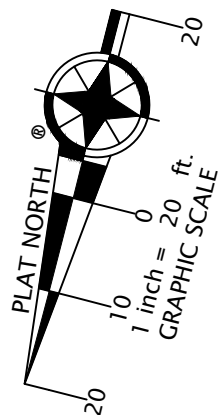
THIS INFORMATION CONTAINED ON THIS DOCUMENT MAY NOT BE COPIED, REPRODUCED OR ALTERED IN ANY FORM WITHOUT PERMISSION IN WRITING FROM THE COPYRIGHT OWNER.

WE HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY EXAMINED BY A CURRENT FIELD

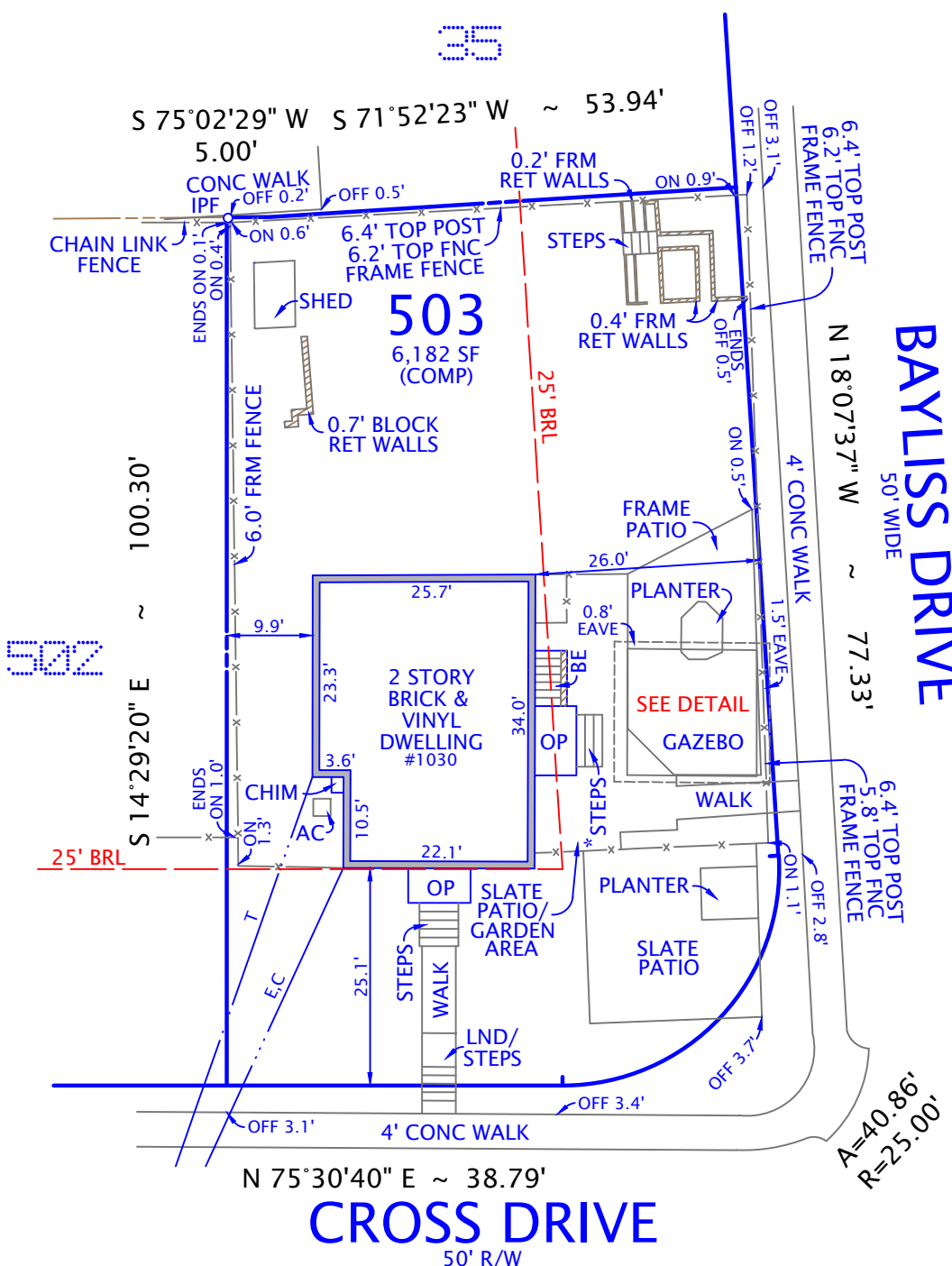


Ordered by:

NOTES: 1. FENCES ARE FRAME.



GAZEBO DETAIL:  
SCALE 1:10



502

503

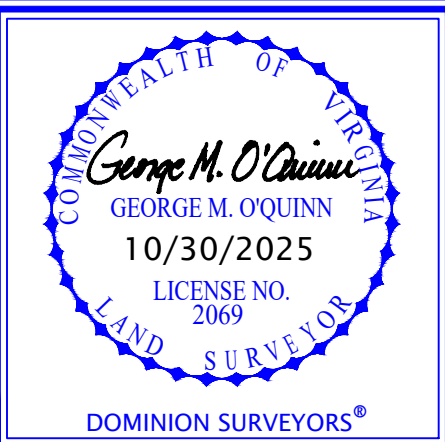
PLAT  
SHOWING HOUSE LOCATION ON  
LOT 503  
OF A RESUBDIVISION PLAT OF  
LOTS 500, 501, 15 AND 16  
**OVERLOOK TERRACE SUBDIVISION**  
(DEED BOOK 228, PAGE 401)  
CITY OF ALEXANDRIA, VIRGINIA  
SCALE: 1" = 20'    OCTOBER 30, 2025

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:

TRACY AND JONATHAN  
MAPLEY-BRITTLE

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

COPYRIGHT BY DOMINION SURVEYORS, INC. THE INFORMATION CONTAINED ON THIS DOCUMENT MAY NOT BE COPIED, REPRODUCED OR ALTERED IN ANY FORM WITHOUT PERMISSION FROM THE COPYRIGHT OWNER.

**2-120 - Basement.**

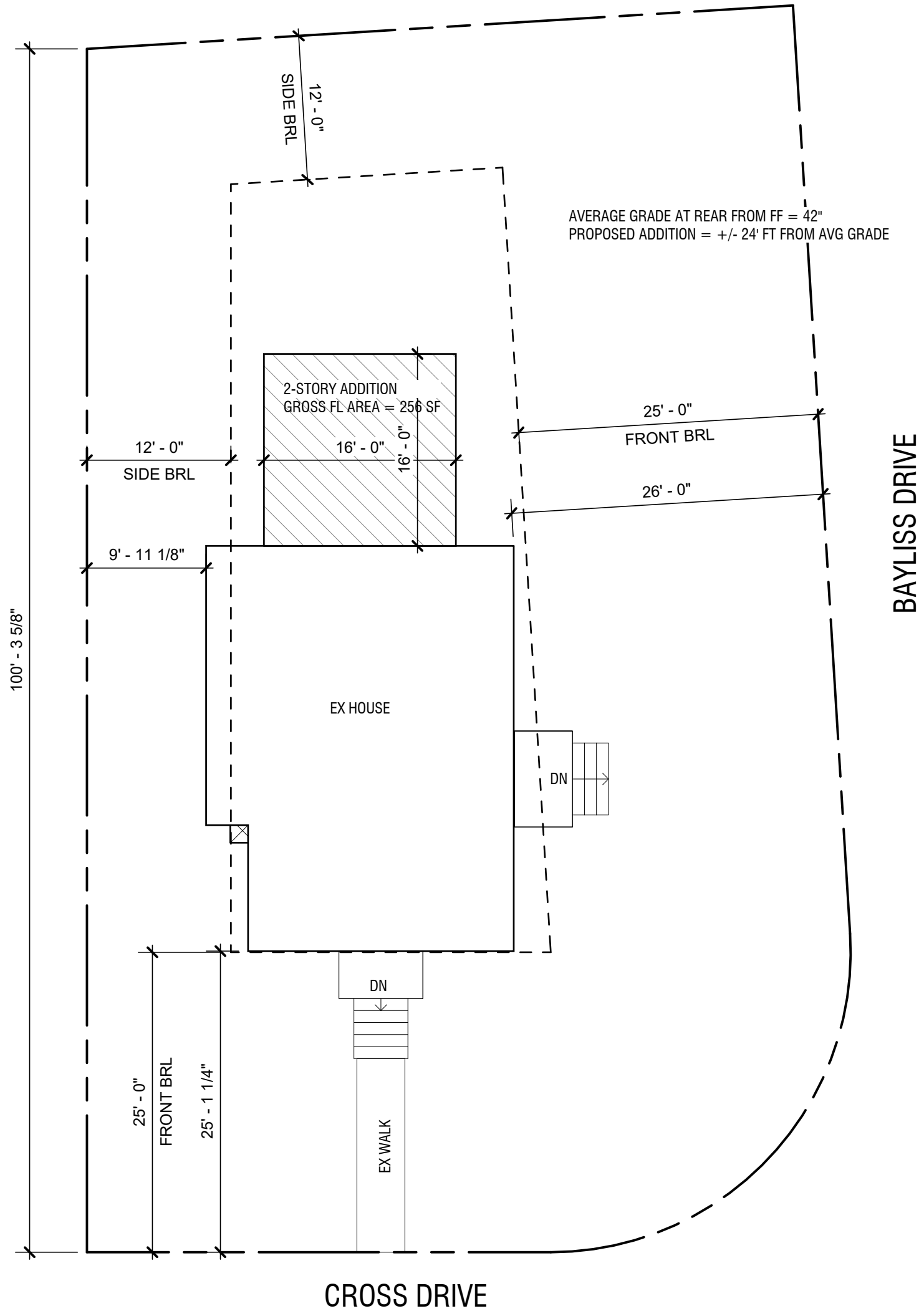
A story partly or wholly underground. For the purpose of floor area measurement, a basement shall be counted as floor area where the average finished grade is four feet or more below the bottom of first floor construction.

**2-205 - Yard, front.**

For a corner lot, the two yards lying between the main building and the intersecting streets shall both be deemed to be front yards and any additional yards shall be deemed to be side yards.

**3-306 - Bulk and open space regulations.**

- A. Yard requirements.
  - a. Front yard. For each residential use, the required front yard shall be between the range established by the front yards within the contextual block face. If the minimum front yard, including the front yard of the property in question, within this range exceeds 30 feet, a residential use shall provide a front yard of at least 30 feet. Any other use shall provide a front yard of at least 30 feet.
  - b. Side yards. Each residential use shall provide two side yards, each based on a setback ratio of 1:2 and a minimum size of eight feet. Each other use shall provide two side yards, each based on a setback ratio of 1:1 and a minimum size of 25 feet.
  - c. Rear yard. Each residential use shall provide a rear yard based on a setback ratio of 1:1 and a minimum size of eight feet. Each other use shall provide a rear yard based on a setback ratio of 1:1 and a minimum size of 25 feet.
- A. FAR. The maximum permitted floor area ratio is 0.35.
- B. Height. The maximum permitted height of a structure is 30 feet except for a church or school use in which case the maximum permitted height is 40 feet.
- C. Threshold height. The maximum permitted threshold height for a residential use is two and one-half feet, the highest threshold height within the contextual block face or the minimum necessary to comply with the floodplain requirements of section 6-306(B), whichever is greatest.



6715 Whittier Avenue  
McLean VA. 22101  
Office: 703.506.0845  
Fax: 703.506.0619  
www.BowersDesignBuild.com

**MAPLEY BRITTLE**  
1030 Cross Dr  
27

**Site Plan**

1" = 10'-0"

6/4/2024

**2-120 - Basement.**

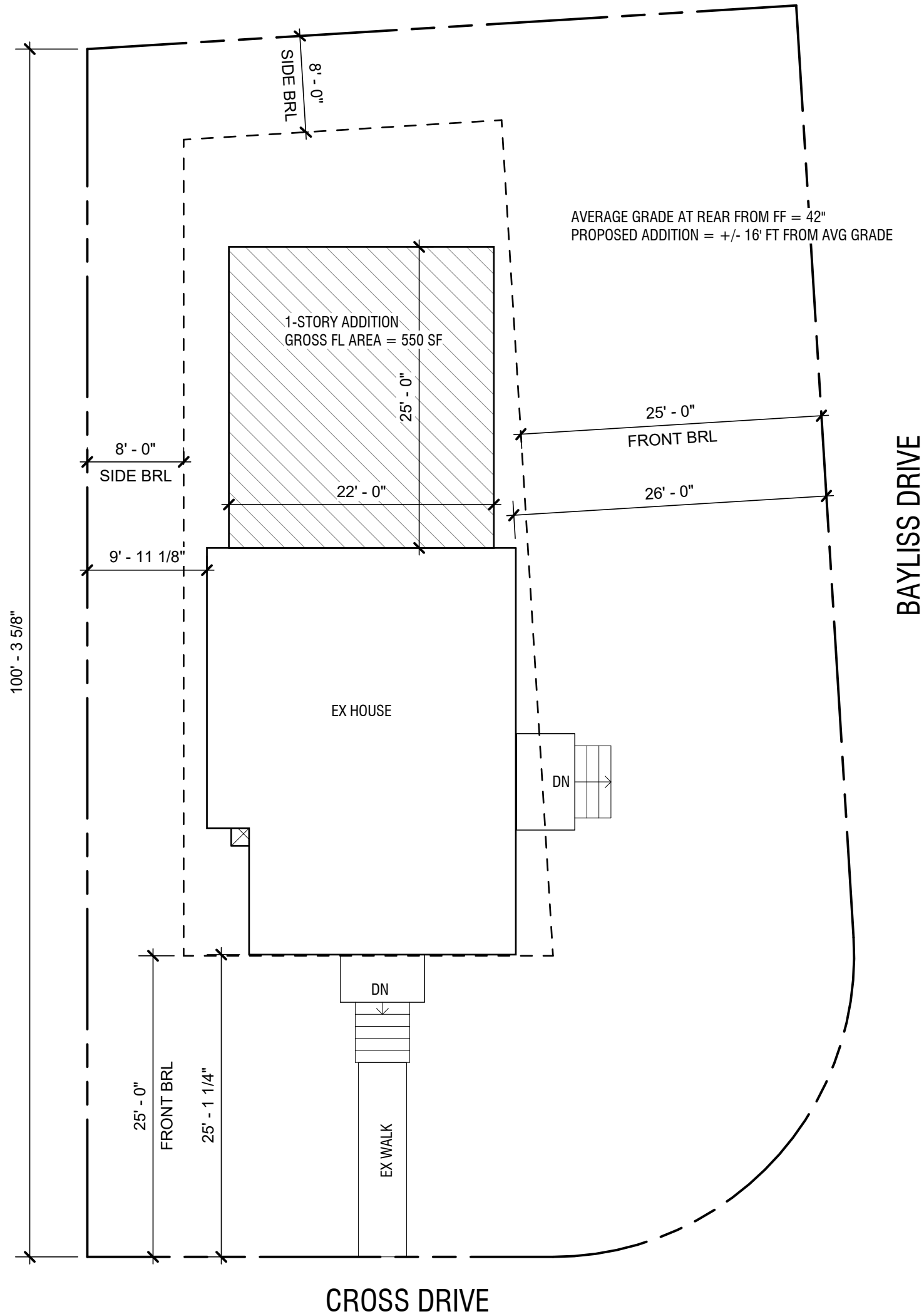
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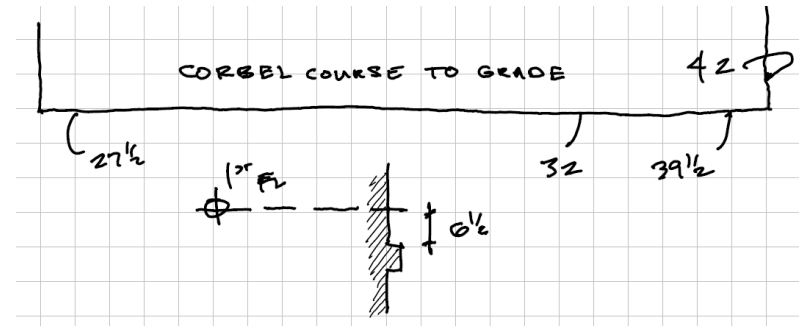
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SECOND FLOOR  
8' - 9 1/4"

FIRST FLOOR  
0' - 0"

BASEMENT  
-7' - 8 3/4"

AVERAGE GRADE

6715 Whittier Avenue  
McLean VA. 22101



Office: 703.506.0845  
Fax: 703.506.0619

# MAPLEY BRITTLE

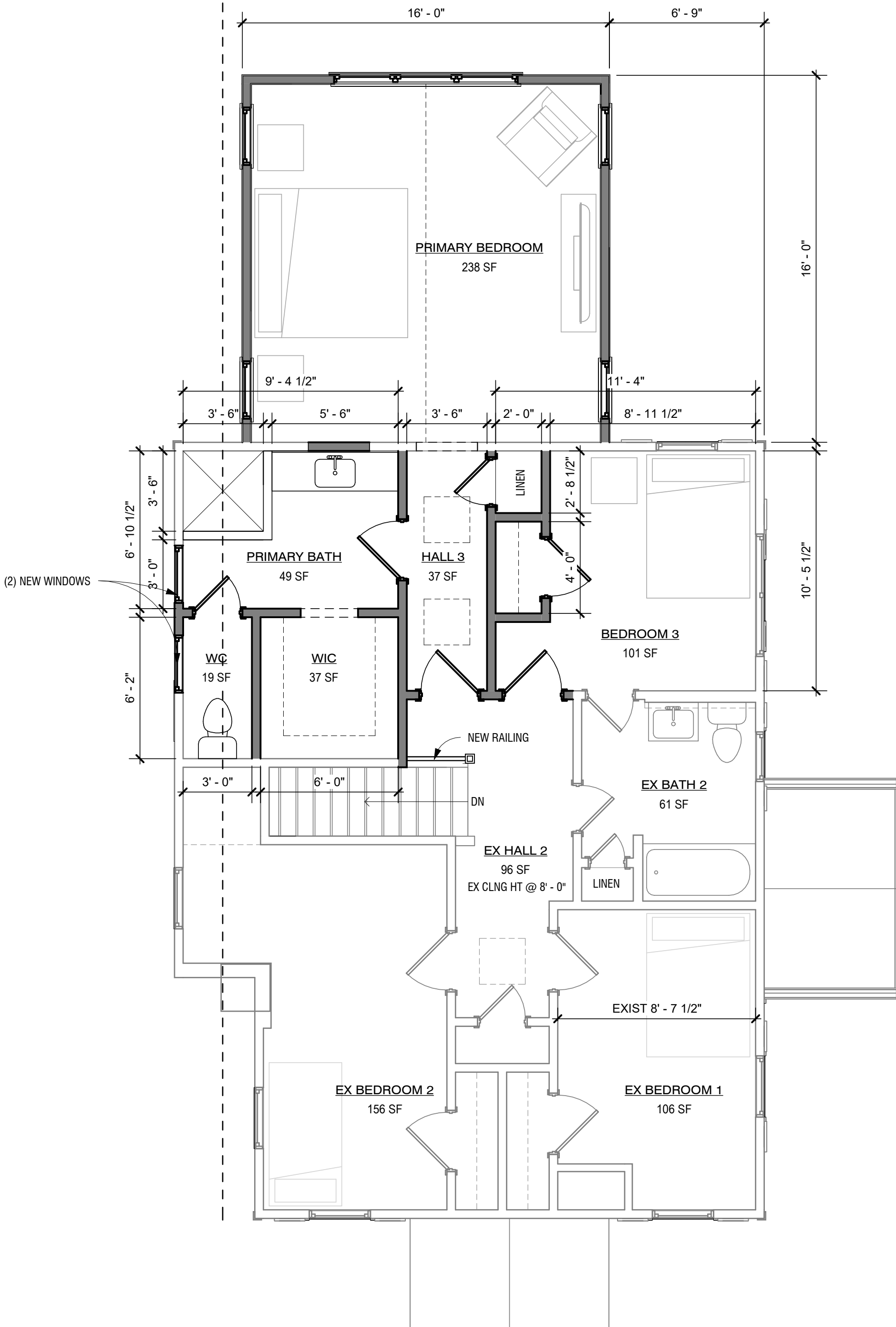
1030 Cross Dr  
Alexandria, VA 22302

## Rear Elevation

1/4" = 1'-0"

6/4/2024

COPYRIGHT 2024, BOWERS DESIGN BUILD, INC.--ALL RIGHTS RESERVED  
6/4/2024 1:56:01 PM

















THIS IS  
ST. CATHARINE  
ANFIELD

Publin'  
AND  
Publin'

LAGER  
EST. 1988

WHEN YOU WALK  
THROUGH THE  
FRONT DOOR  
WITH A WALK ON  
IN YOUR HOPE

All properties shown are corner lots with 6 ft fences in required secondary from yards that are within approximately 1000ft of my property and preexist our fence replacement.



Scroggins and Lynn



Scroggins and Cross

Scroggins and Stonnel 1





Scroggins and Stonnell 2



Scroggins and Roosevelt

Name: Brian Moritz  
Address: 1035 Cross Dr.

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

**Re: Support for Special Exception Request at 1030 Cross Drive (Gazebo and Fence in Secondary Yard)**

Dear Members of the Board of Zoning Appeals,

I am writing as a nearby neighbor of **1030 Cross Drive** to express my strong support for the special exception request submitted by the property owner for the existing gazebo and fence in the required secondary yard.

In my view, strict application of the zoning ordinance in this case creates an unreasonable burden on the owner's reasonable use and enjoyment of their property. I respectfully submit the following observations with regard to the Board's criteria:

**1. Public Welfare and Neighborhood Character**

The gazebo and fence are not detrimental to public welfare, neighborhood character, or the architecture of existing buildings. On the contrary, the improvements have enhanced the property's aesthetics and contribute positively to the character of our neighborhood. The gazebo has been the location for many neighborhood social events and the fence enables neighborhood children to play safely and privately in an enclosed space.

**2. Light, Air, Traffic, and Safety**

Approval of this exception does not impair light or air to adjacent properties, nor does it cause traffic congestion, increase the danger of fire, or endanger public safety. The gazebo is appropriate and suitable in scale and the fence is designed in keeping with neighborhood standards.

**3. Essential Character of the Area**

The fence does not alter the essential character of the area. Our neighborhood already includes similar fences and outdoor structures, and this request is consistent with the existing pattern of residential use and improvements.

**4. Compatibility with Surrounding Properties**

The gazebo and fence are compatible with neighboring properties in size, style, and use. The structures provide privacy and enjoyment to the owners without imposing any negative effect on adjoining lots.

**5. Reasonable Use of Lot**

Given the natural configuration of the lot and the layout of the existing house and yard, the secondary yard provides the only reasonable location for the gazebo on an existing ground level deck that precedes this owner. Strict adherence to the ordinance would unnecessarily restrict the owners from a practical and common residential improvement.

**6. Fence Exception Considerations**

The lot's layout and dimensions make the secondary yard the most appropriate and functional space for a fence. This fence replaced a pre-existing fence that was in disrepair due to age. Approval will provide a reasonable enclosed area for the owners without creating any harm to neighboring properties or the broader neighborhood. Additionally, this improvement provides more peace in the neighborhood; the owners have one dog who previously barked at any passersby when the owners' fence was shorter and not fully enclosed.

For these reasons, I respectfully urge the Board to grant the requested special exception. The gazebo and fence at 1030 Cross Drive will enhance the property and maintain the integrity and harmony of our neighborhood.

Sincerely,



Printed name: Brian Martin  
Address: 1030 Cross Dr.

Name: *Tiffany Prest*  
Address: *1334 Bay View Dr.*  
*Alexandria, VA*

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

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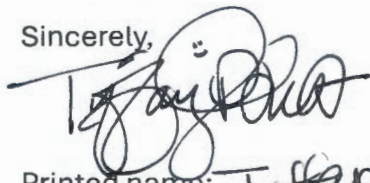
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Sincerely,



Printed name: T. Harry Prest

Address: 1334 Bayview Dr.  
Alexandria, VA

Name: **William Bove**  
Address: **1109 Cross Dr.**  
**ALEXANDRIA, VA 22302**

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

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Sincerely,

Printed name: *William Bane*  
Address: *1109 Cross Drive*  
*Alexandria, VA 22302*

Name: Tom Kuntz  
Address: 1026 Cross Dr.

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

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For these reasons, I respectfully urge the Board to grant the requested special exception. The gazebo and fence at 1030 Cross Drive will enhance the property and maintain the integrity and harmony of our neighborhood.

Sincerely,



Printed name: *Thomas Kuntz*  
Address:

Name:  
Address:

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

**Re: Support for Special Exception Request at 1030 Cross Drive (Gazebo and Fence in Secondary Yard)**

Dear Members of the Board of Zoning Appeals,

I am writing as a nearby neighbor of **1030 Cross Drive** to express my strong support for the special exception request submitted by the property owner for the existing gazebo and fence in the required secondary yard.

In my view, strict application of the zoning ordinance in this case creates an unreasonable burden on the owner's reasonable use and enjoyment of their property. I respectfully submit the following observations with regard to the Board's criteria:

**1. Public Welfare and Neighborhood Character**

The gazebo and fence are not detrimental to public welfare, neighborhood character, or the architecture of existing buildings. On the contrary, the improvements have enhanced the property's aesthetics and contribute positively to the character of our neighborhood. The gazebo has been the location for many neighborhood social events and the fence enables neighborhood children to play safely and privately in an enclosed space.

**2. Light, Air, Traffic, and Safety**

Approval of this exception does not impair light or air to adjacent properties, nor does it cause traffic congestion, increase the danger of fire, or endanger public safety. The gazebo is appropriate and suitable in scale and the fence is designed in keeping with neighborhood standards.

**3. Essential Character of the Area**

The fence does not alter the essential character of the area. Our neighborhood already includes similar fences and outdoor structures, and this request is consistent with the existing pattern of residential use and improvements.

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Sincerely,



Printed name: Michael D. Gil III

Address: 1030 Cross Dr, Alexandria VA 22302  
(Direct line of sight across street)

Name: Richard L. Strickles Jr.  
Address: 1027 Cross Dr.  
Alex Va 22302

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

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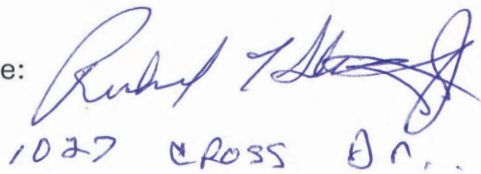
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Sincerely,

Printed name:

Address:



*Ruby T. [Signature]*  
1027 CROSS DR.

Name:  
Address:

Reggie Kirby  
1180 Cross Rd,  
Alex., VA 22302

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

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Sincerely,

Printed name:  
Address:

Peggy Kinby  
1100 Cross Dr.  
Alb., VA 22302

Name: **HUGH and JEN HALPURN**  
Address: **1329 Bayliss Dr.**  
**Alexandria, VA 22302**

September 6, 2025

Board of Zoning Appeals  
City of Alexandria  
301 King Street  
Alexandria, VA 22314

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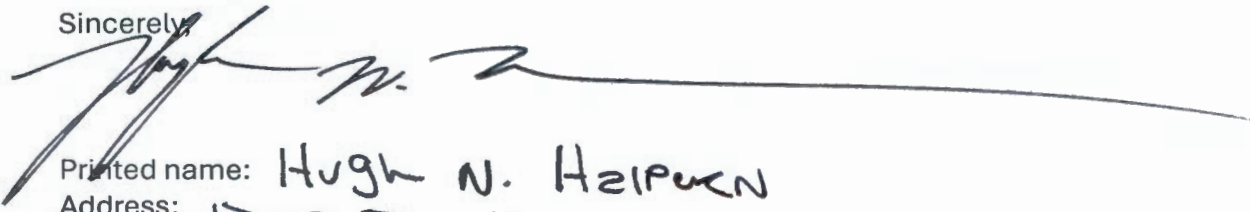
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Sincerely,



Printed name: Hugh N. Halpuk

Address: 1329 Bayliss DR.  
Alexandria, VA 22302