

BAR Meeting
June 19, 2013

ISSUE: Partial Demolition/Capsulation
Addition and Alterations

APPLICANT: Linda Burch

LOCATION: 423 South Fairfax

ZONE: RM / Residential

STAFF RECOMMENDATION

Staff recommends approval of the Permit to Demolish/Capsulate and Certificate of Appropriateness with the following conditions:

1. That every effort be made to identify and preserve the timber framing and brick noggin in the west wall of the 1790s portion of the house, both during construction and in the future. Staff further recommends that any historic rafters and decking in the roof area being capsulated be preserved *in situ*.
2. That the archaeology conditions below appear in the General Notes of all site plans and on all site plan sheets that involve demolition or ground disturbance (including Basement/Foundation Plans, Demolition, Erosion and Sediment Control, Grading, Landscaping, Utilities, and Sheeting and Shoring) so that on-site contractors are aware of the requirements.
 - a. Ground disturbing activities shall be monitored by City archaeologists. The applicant/developer shall call Alexandria Archaeology (703/746-4399) two weeks before the starting date of any ground disturbance so that an inspection/monitoring schedule for city archaeologists can be arranged.
 - b. The applicant/developer shall call Alexandria Archaeology immediately (703-746-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the area of the discovery until a City archaeologist comes to the site and records the finds.
 - c. The applicant/developer shall not allow any metal detection to be conducted on the property, unless authorized by Alexandria Archaeology.

EXPIRATION OF APPROVALS: 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 final approval if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.

BUILDING PERMIT: 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 siding or roofing over 100 square feet, windows and 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, 703-746-4200 for further information.

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.



BAR2013-00171 & BAR2013-00172



*NOTE: Staff coupled BAR #2013-0171 (Permit to Demolish/Capsulate) and BAR #2013-0172 (Certificate of Appropriateness) for clarity and brevity. This item requires a roll call vote.

I. ISSUE

The applicant is requesting approval of a Permit to Demolish/Capsulate and Certificate of Appropriateness for the construction of an addition at 423 S Fairfax Street.

The Permit to Demolish/Capsulate consists of:

- Demolition of an existing one-story c1930s addition at the rear of the property.
- Capsulation of the existing rear elevation of the c1790s main block (approx. 295 sq. ft.)

The Certificate of Appropriateness consists of:

- Expansion of the existing house by the construction of a two-story addition (286 sq. ft.)

The proposed addition is designed to accommodate a larger kitchen and ½ bath on the first floor and a master bedroom with laundry on the second floor. The addition will include 6/6 and 4-light double-glazed, painted wood, windows, painted fiber-cement lap siding and will have a nine-light, two-paneled painted wood door leading into the side-yard. The roofing of the addition will be three-tab composition shingles to match the existing.

II. HISTORY

The residential structure at 423 South Fairfax Street is a frame, two story, two bay freestanding dwelling which dates from c.1790 according to Ethelyn Cox in *Alexandria Street by Street* (p.49). A visual inspection of the structure during a site visit revealed timber frame construction with brick nogging, which is consistent with a late 18th century early 19th century date of construction. However, at some point in the Victorian period, window lintels, a doorway pediment and cornice were added to its façade, substantially altering its current appearance.

Between 1931-1941 the existing additions were demolished and replaced with a one-story addition (which is proposed to be demolished in this application.) Subsequently, in October of 1976 the BAR approved a two, story addition to be attached to this existing c1930s one-story addition.

Previous BAR Approvals

In 1991 the Board approved metal railings for the front steps (BAR Case #90-247, 1/2/91).

From December 15, 2004 to April 20, 2005, the Board attempted to hear a case to install a composition roof on the subject property however, the case was deferred six times prior to the hearing either by the applicant or due to lack of public notice. There is no record of a composition roof having been approved by the Board on the front portion of the house.

III. ANALYSIS

The proposed additions and alterations comply with zoning ordinance requirements for the RM zone.

Permit to Demolish

In considering a Permit to Demolish/Capsulate, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-105(B):

- (1) Is the building or structure of such architectural or historical interest that its moving, removing, capsulating or razing would be to the detriment of the public interest?
- (2) Is the building or structure of such interest that it could be made into a historic house?
- (3) Is the building or structure of such old and unusual or uncommon design, texture and material that it could not be reproduced or be reproduced only with great difficulty?
- (4) Would retention of the building or structure help preserve the memorial character of the George Washington Memorial Parkway?
- (5) Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?
- (6) Would retention of the building or structure promote the general welfare by maintaining and increasing real estate values, generating business, creating new positions, attracting tourists, students, writers, historians, artists and artisans, attracting new residents, encouraging study and interest in American history, stimulating interest and study in architecture and design, educating citizens in American culture and heritage, and making the city a more attractive and desirable place in which to live?

Staff has no objection to demolition of the one-story c1930s addition. It is not high quality construction, is not of old or unusual and uncommon design or material, and the spaces inside are functionally obsolete. Staff also supports capsulation of the second floor of the east end of the 1976 addition as it is not of old or unusual design or material, as well.

However, the timber framed west (rear) elevation of the c1790s portion of the house is remarkably intact and of great historic interest. The applicant has, therefore, agreed to make every effort to identify and preserve the timber framing and brick nogging in this wall during construction and has identified this on their drawings, so that plumbing risers and wiring will not be extended through this area. Based on a site visit and building permits, the existing wood clapboard siding on this wall is more recent, in poor condition and does not need to be preserved. However, Staff further recommends that any historic rafters and decking of the roof area being capsulated be preserved *in situ*. Staff will flag this address in the City's computer system so that this preservation condition is apparent when future owners apply for building permits for interior alterations.



Example of timber framing with brick nogging.

Brick nog, (nogging or nogged) is a construction technique in which bricks are used to fill the vacancies in a wooden frame. The walls of structures in Alexandria were then covered with weatherboards on the exterior and plaster on the interior.

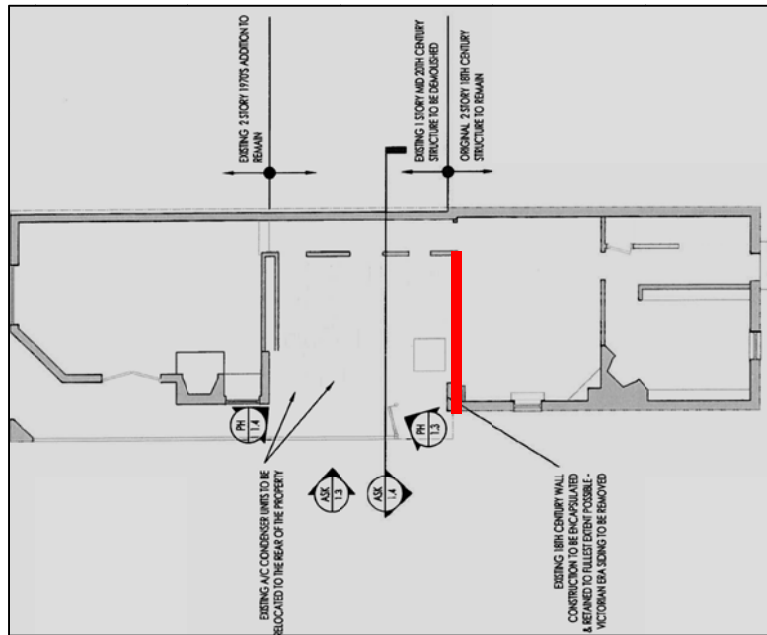


Illustration showing the 1790s wall to be Capsulated

Addition

The construction of an addition to any building within a historic district must be evaluated not only for its impact on the building to which it is being attached, but also for its impact on the district as a whole. A design for any addition should respect the architectural heritage of the historic structure by creating subtle delineations between the historic house and the new additions. It should also not overwhelm the existing structure and must be sympathetic to the traditional street and building patterns within the district, including patterns of height, massing and roof pitch. The *Design Guidelines* also encourage designs for new additions that are “respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure.”

The proposed addition will be very minimally visible from Fairfax Street through the 3.3’ wide horse alley. The proposed shed roof form of the addition is historically common for an ell. The layout of the fenestration on the south wall of the addition is functional, as was typically the case on a service ell, and will not be visible from a public way. The proposed fiber cement siding with painted wood windows and trim is appropriate for additions. The composition shingle roof will not be visible but will match the 1976 addition.

Staff supports the application, as submitted, with the condition that every effort be made to preserve the historic framing and noggings of the 1790s portion of the building, both now and in the future.

STAFF

Al Cox, FAIA, Historic Preservation Manager

V. ATTACHMENTS

1 – Supporting Materials

2 – Application for BAR2013-0171 and 0172 at 423 South Fairfax St.

IV. CITY DEPARTMENT COMMENTS

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

P&Z Zoning:

C-1 Proposed addition complies with zoning.

Code Administration

No Comments received.

Transportation and Environmental Services (T & ES):

RECOMMENDATIONS

- R1. Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R2. All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (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)
- R4. The building permit must be approved and issued prior to the issuance of any permit for demolition. (T&ES)

FINDINGS

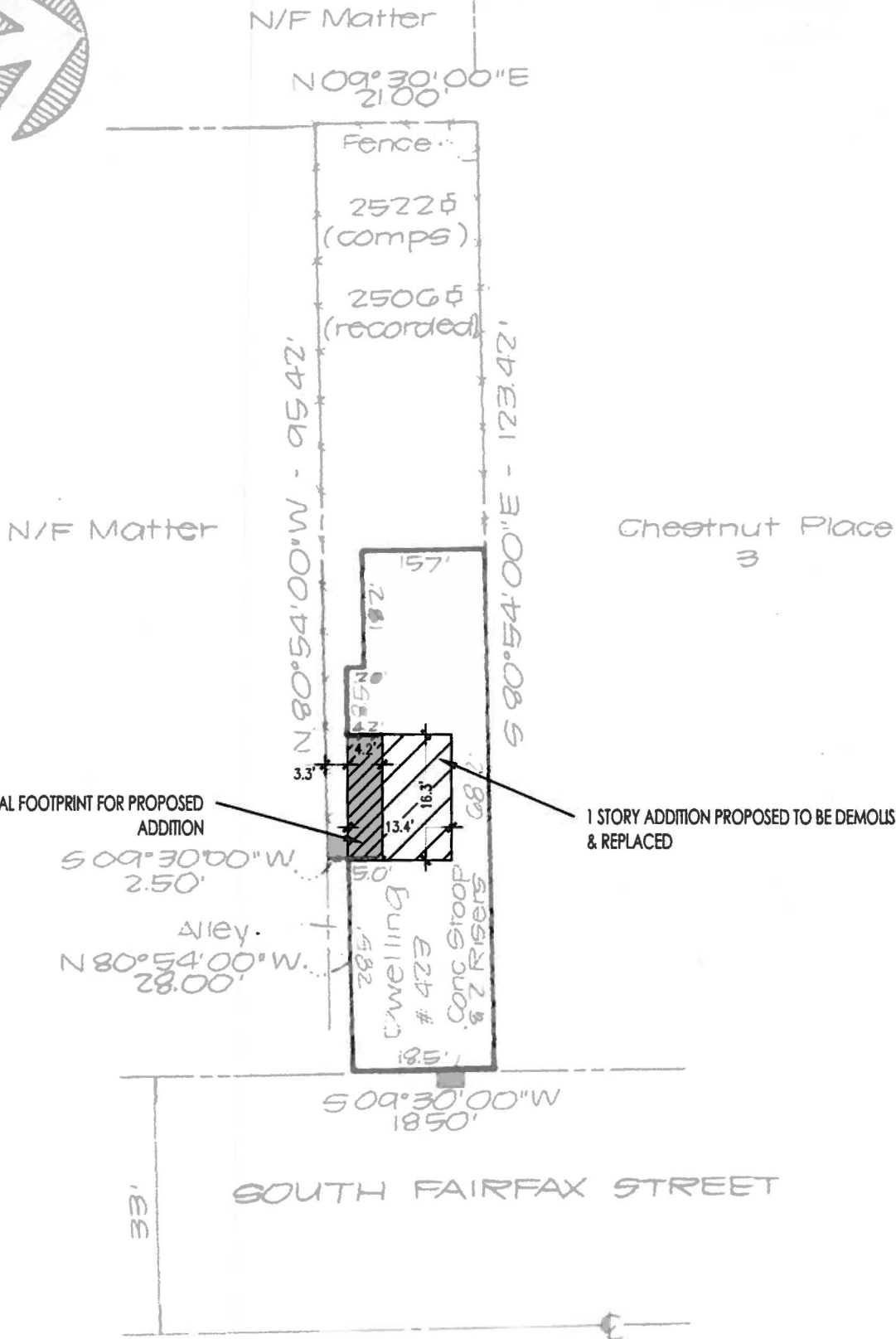
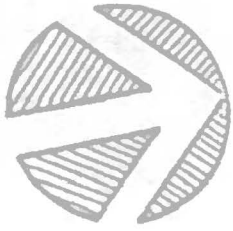
- F1. After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)

CITY CODE REQUIREMENTS

- C-1 Roof, surface and sub-surface drains shall be connect to the public storm sewer system, if available, by continuous underground pipe. Where a storm sewer is not available, the 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. (5-6-224) (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 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C-4 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-5 Any work within or performed from the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

This land is situated in Zone C as shown on Community Map No. 5155A, Panel 0005B of the Federal Insurance Administration, Department of Housing and Urban Development's Flood Hazard Boundary and Insurance Rate Maps. Zone C is not subject to flooding.



THIS PLAN IS NOT TO BE USED FOR CONSTRUCTION PURPOSES

NO TITLE REPORT FURNISHED

HOUSE LOCATION SURVEY
PROPERTY OF
WILLIAM H. BELL &
LINDA C BURCH
CITY OF ALEXANDRIA, VA
SCALE 1" = 20' DATE 9-17-86

I HEREBY CERTIFY THAT THE LOCATION OF ALL EXISTING IMPROVEMENTS ON THIS PROPERTY HAVE BEEN ACCURATELY ESTABLISHED BY A TRANSIT TAPE SURVEY AND UNLESS OTHERWISE SHOWN THERE ARE NO ENCUMBRANCES.



HAROLD A. LOGAN - ASSOCIATES P.C.

LAND SURVEYING - SITE PLANNING - SUBDIVISION DESIGN
4200 DANIELS AVENUE
ANNANDALE, VIRGINIA 22003

941-3531



423 South Fairfax Street, Alexandria, VA 22314

PHOTO OF EXISTING STREET FACADE - FOR REFERENCE ONLY

B.A.R SUBMITTAL

PH
1.1

CLIENT:

Linda C. Burch
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Alexandria, VA 22314

ARCHITECT:

325 north patrick street
alexandria, va 22314
703 .589 .4550
info@karenmconkey.com

Karen M. Conkey architect LLC

20 MAY 2013



423 South Fairfax Street, Alexandria, VA 22314

PHOTO OF EXISTING REAR FACADE - FOR REFERENCE ONLY

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ARCHITECT:

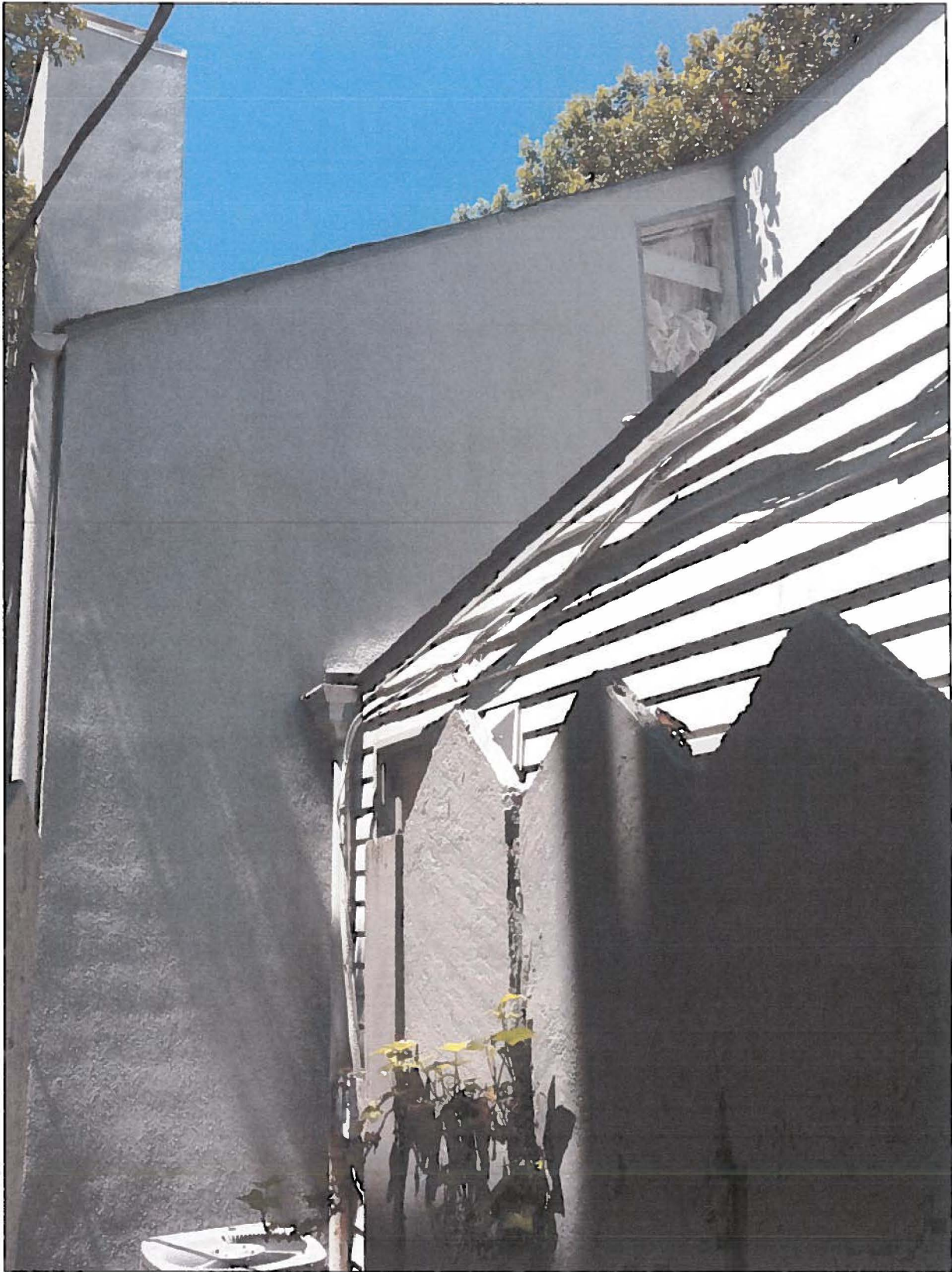
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B.A.R SUBMITTAL

PH
1.2



423 South Fairfax Street, Alexandria, VA 22314

PHOTO OF EXISTING FACADES - 1970'S ADDITION TO BE ENCAPSULATED / 1 STORY ADDITION TO BE DEMOLISHED

B.A.R SUBMITTAL

**PH
1.3**

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423 South Fairfax Street, Alexandria, VA 22314

PHOTO OF EXISTING FACADES - ORIGINAL 2 STORY 18TH C. STRUCTURE TO BE ENCAPSULATED / 1 STORY ADDITION TO BE DEMOLISHED

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B.A.R SUBMITAL

PH
1.4



423 South Fairfax Street, Alexandria, VA 22314

PHOTOS OF ORIGINAL 2 STORY 18TH C. STRUCTURE CONSTRUCTION TO BE RETAINED / ENCAPSULATED BY PROPOSED ADDITION

CLIENT:

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ARCHITECT:

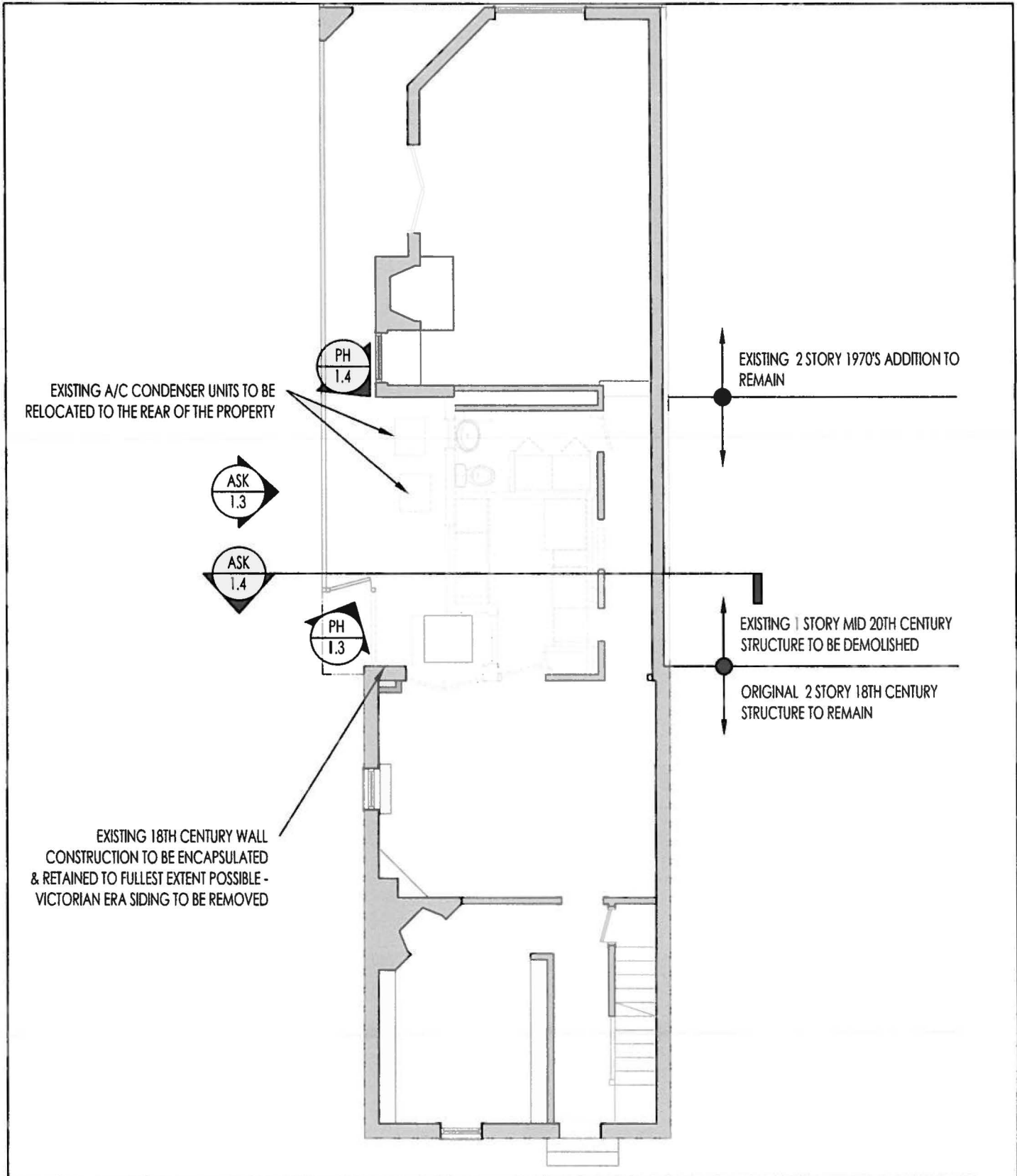
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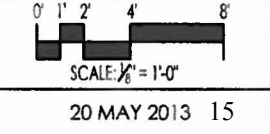
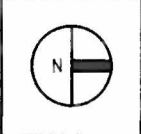
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423 South Fairfax Street, Alexandria, VA 22314

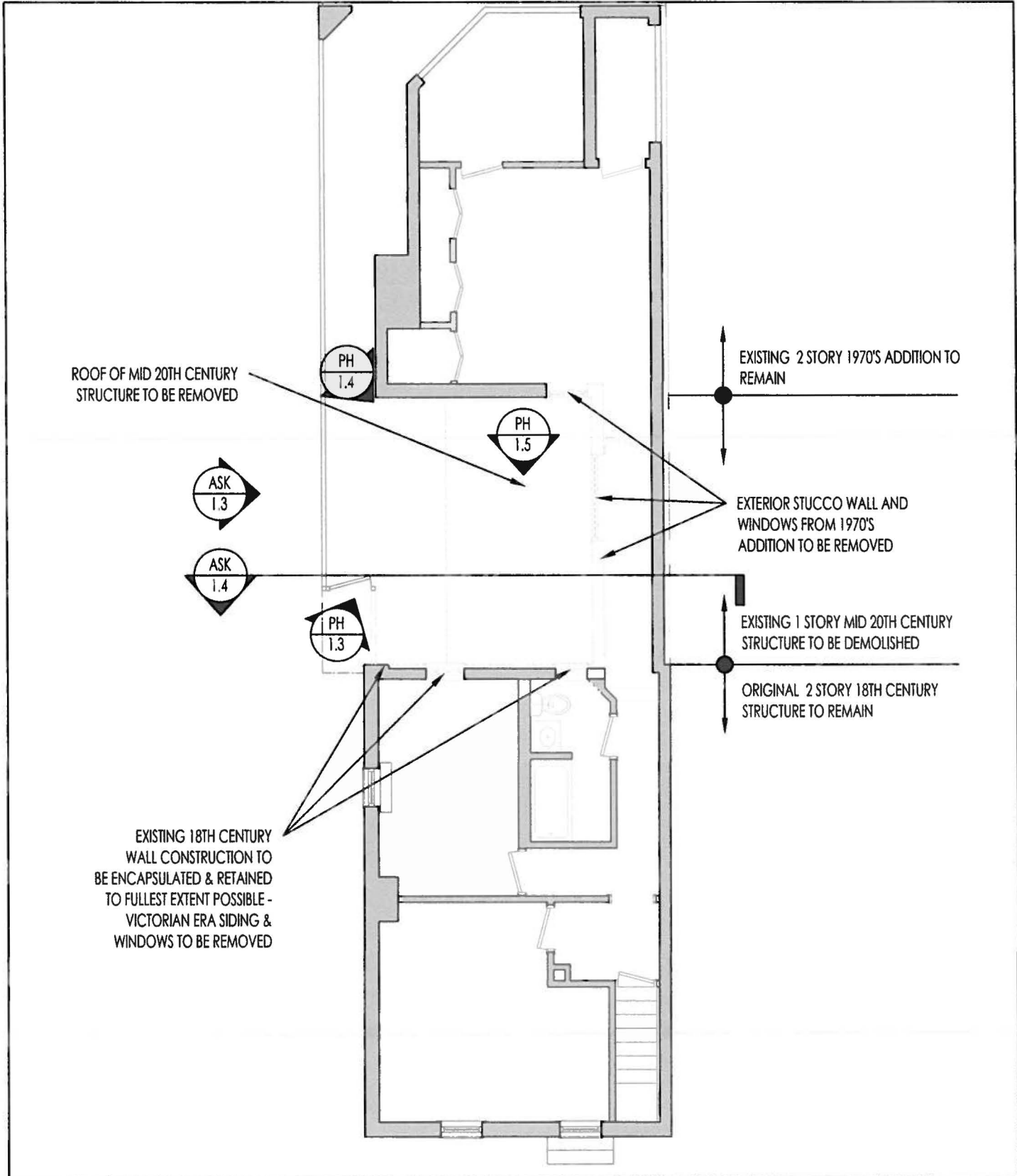
PROPOSED 1ST FLOOR DEMOLITION PLAN

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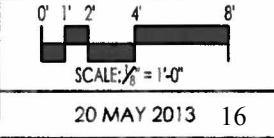
B.A.R SUBMITTAL
ASK
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423 South Fairfax Street, Alexandria, VA 22314

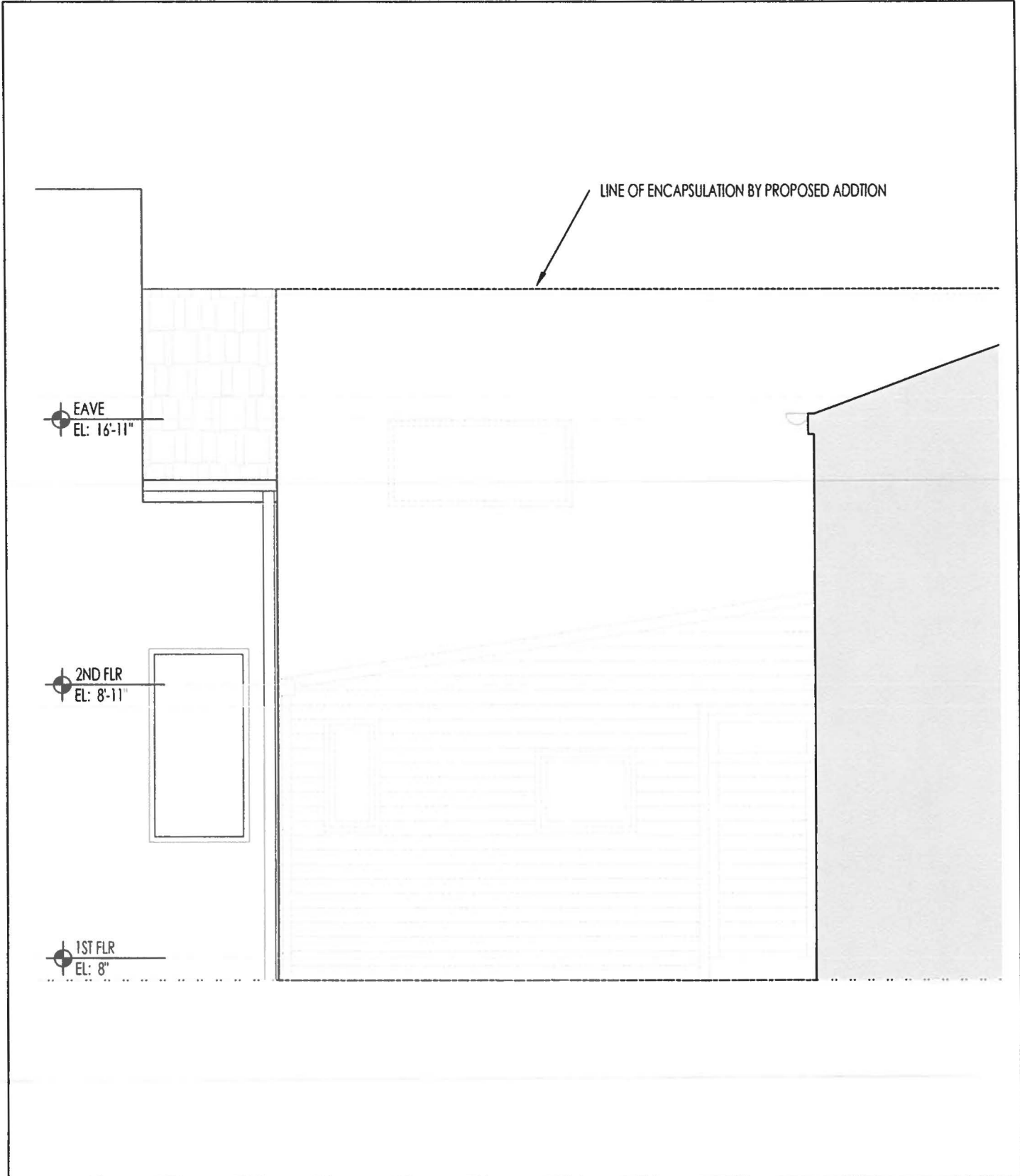
PROPOSED 2ND FLOOR DEMOLITION PLAN

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ASK
1.2



423 South Fairfax Street, Alexandria, VA 22314

EXISTING ELEVATION LOOKING NORTH - SHOWING EXTENT OF PROPOSED DEMOLITION AND / OR ENCAPSULATION

CLIENT:
Linda C. Burch
 423 South Fairfax Street
 Alexandria, VA 22314

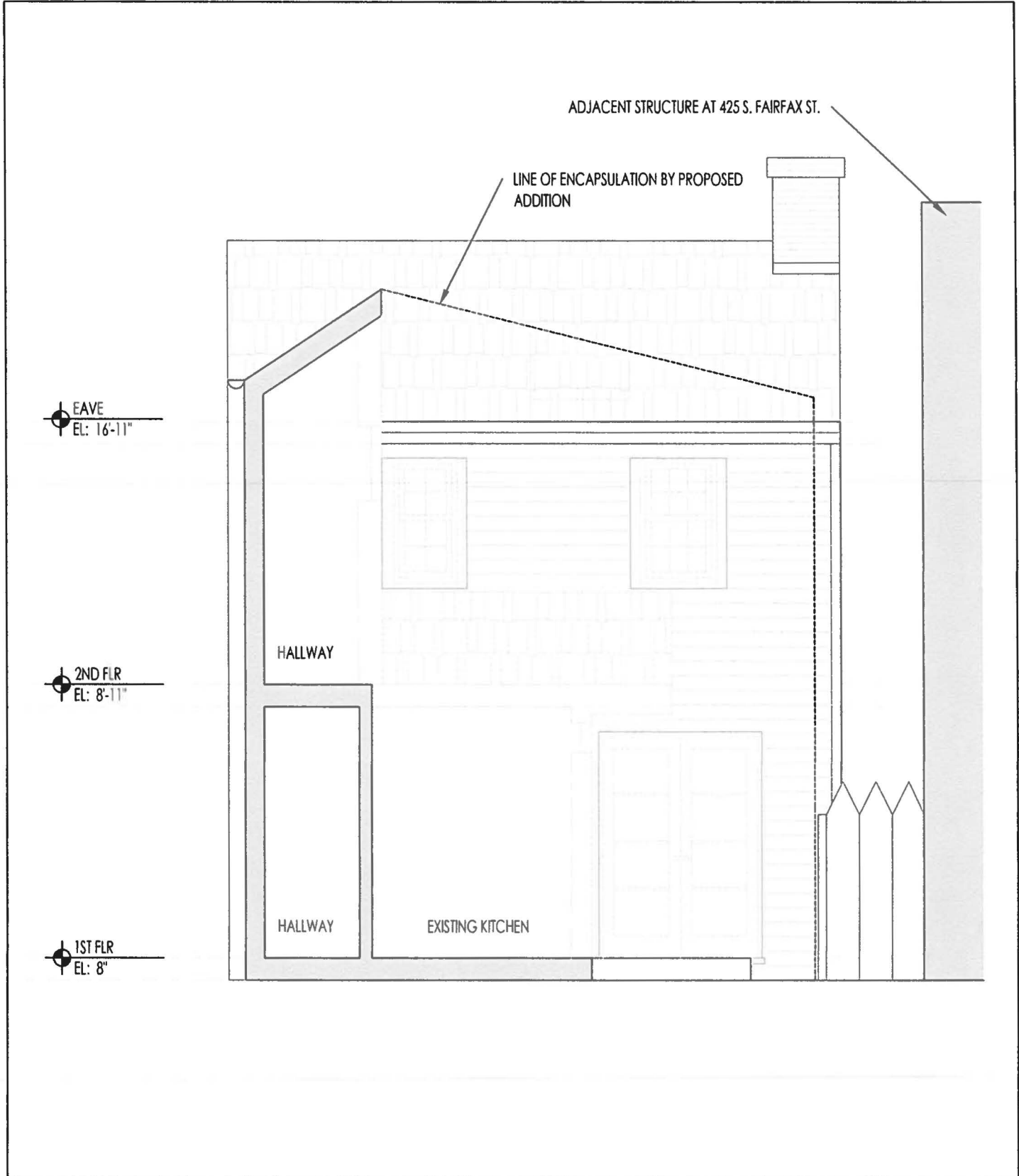


20 MAY 2013

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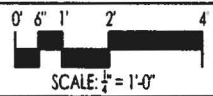
ASK
1.3



423 South Fairfax Street, Alexandria, VA 22314

EXISTING ELEVATION LOOKING EAST - SHOWING EXTENT OF PROPOSED DEMOLITION AND / OR ENCAPSULATION

CLIENT:
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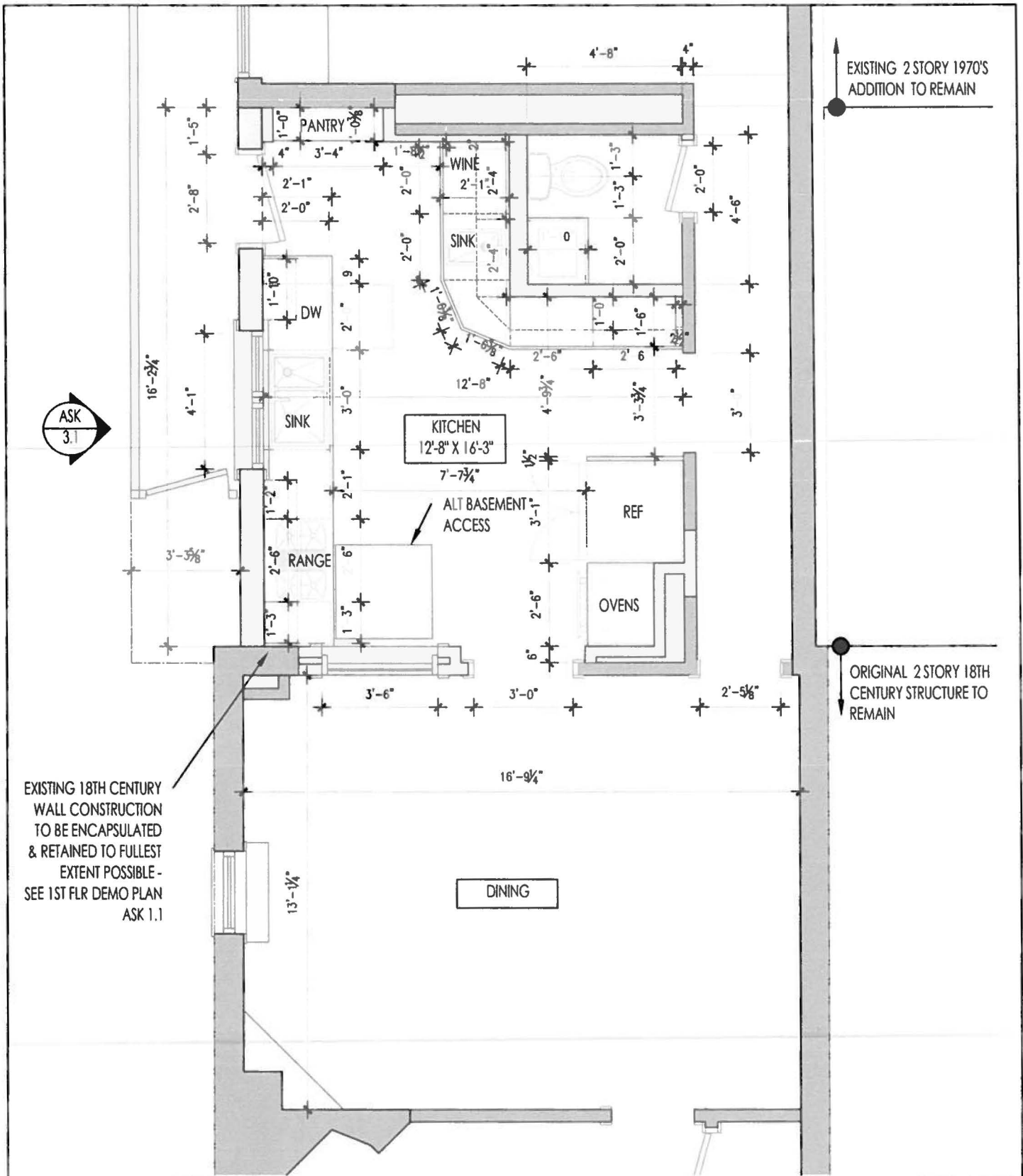


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B.A.R SUBMITTAL

ASK
1.4

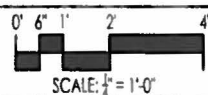


423 South Fairfax Street, Alexandria, VA 22314

PROPOSED 1ST FLOOR PLAN (FOR REFERENCE)

CLIENT:

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Alexandria, VA 22314



20 MAY 2013 19

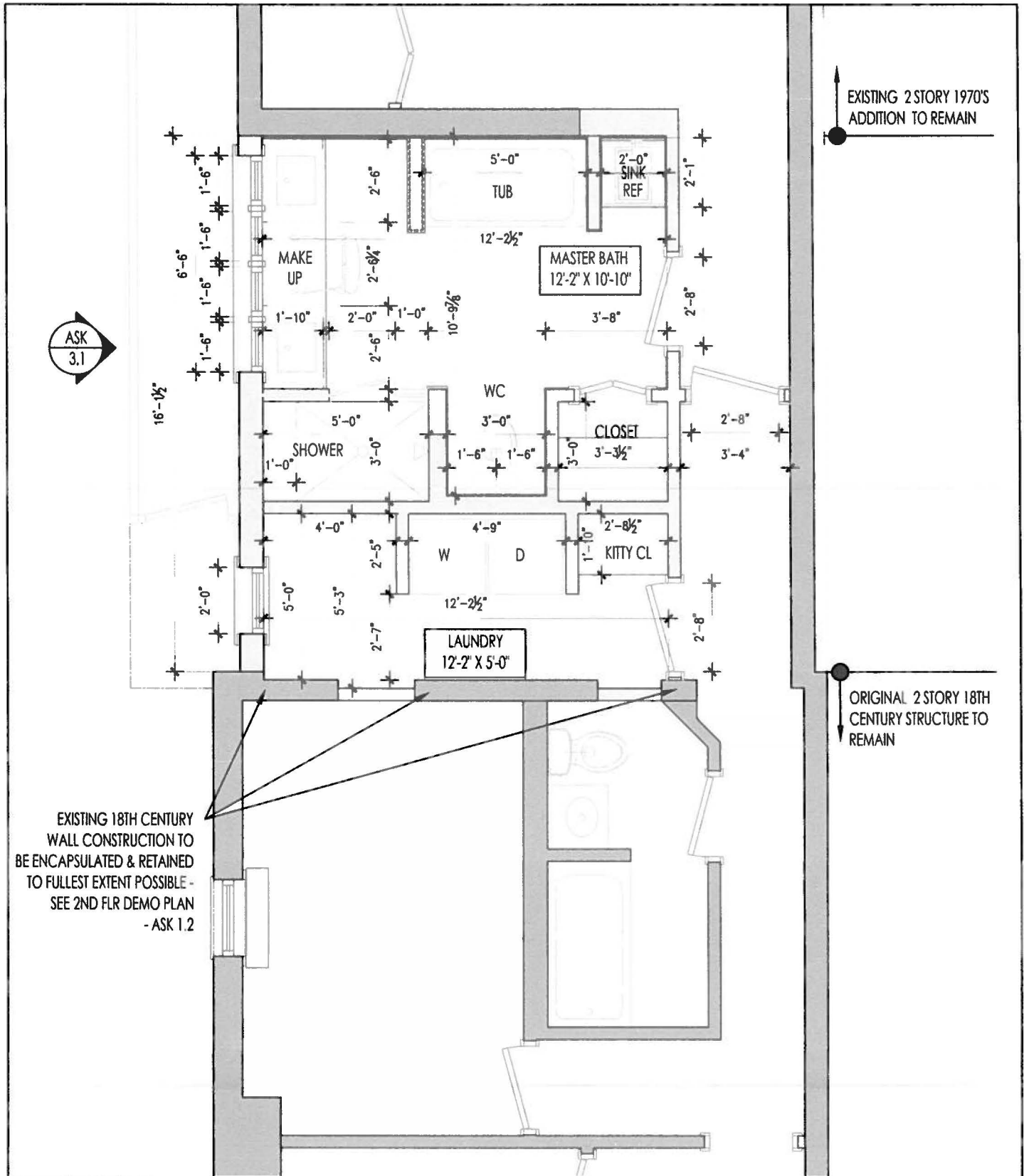
ARCHITECT:

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B.A.R SUBMITTAL

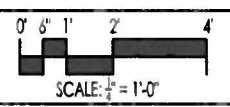
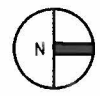
ASK 2.1



423 South Fairfax Street, Alexandria, VA 22314

PROPOSED 2ND FLOOR PLAN (FOR REFERENCE)

CLIENT:
Linda C. Burch
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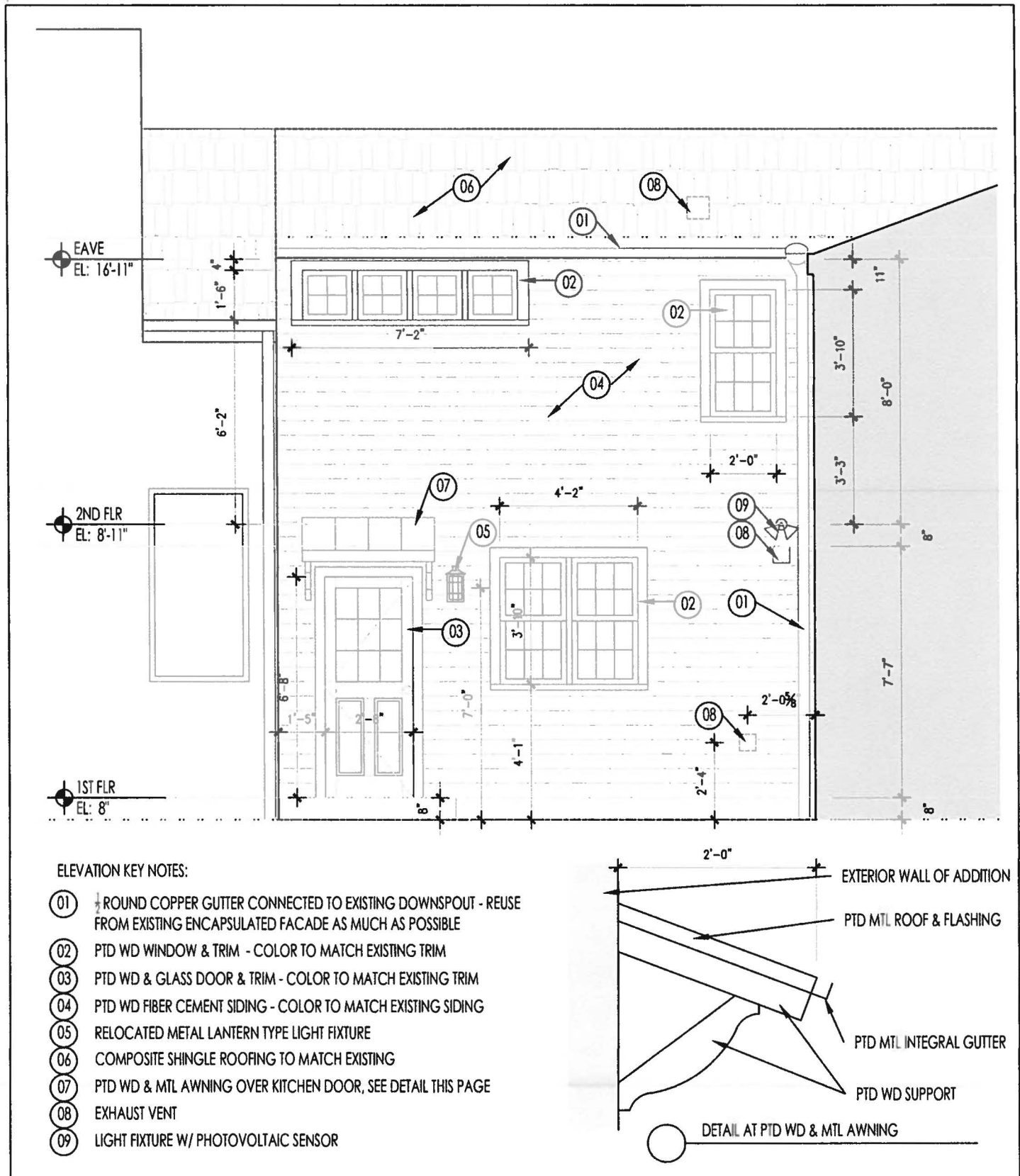


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B.A.R SUBMITTAL

ASK 2.2

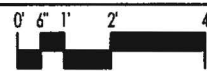


423 South Fairfax Street, Alexandria, VA 22314

PROPOSED ELEVATION LOOKING NORTH

CLIENT:

Linda C. Burch
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SCALE: 1/4" = 1'-0"

20 MAY 2013

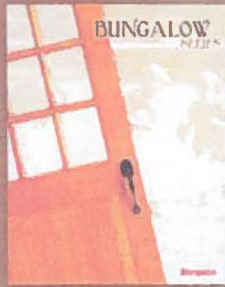
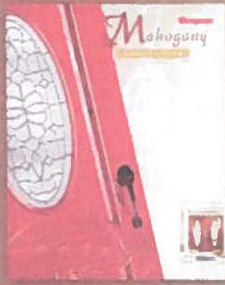
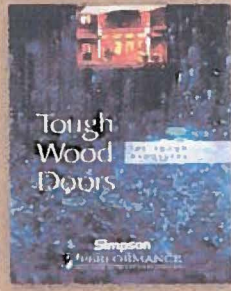
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B.A.R SUBMITTAL

ASK
3.1



Please Note: Your local Simpson Mastermark Authorized Dealer may not stock all items shown in this catalog. However, all are available upon request. Consult your local dealer for more information.

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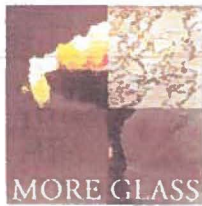


VIEWSAVER[®] EXTERIOR DOORS

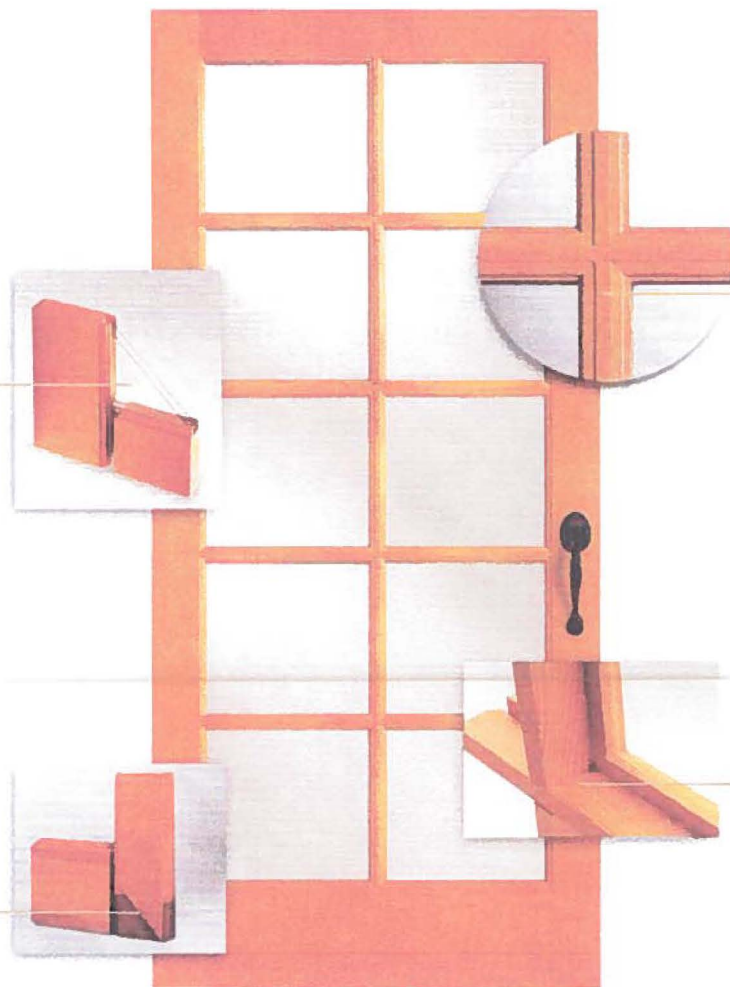
With Simpson's ViewSaver technology, the timeless charm of true divided lite French and sash doors has been reborn for a new era.



ViewSaver technology combines a sleek profile bar design with 3/4" insulated glass for maximum energy efficiency. Our exclusive kerfed wood-to-wood joints between bars improve the glazing system and help resist moisture infiltration.



ViewSaver French and sash doors come standard in fir, hemlock and oak, or they may be special-ordered in a variety of wood species and dozens of glazing options. You can choose from classic French and sash designs or create something more intricate through our custom door facility.



3/4" thick clear insulated glass (Low-E Argon option, obscure and decorative options available).

Bars are narrow, allowing maximum viewing area, while increasing glass thickness for improved energy performance.

Performance Series[®] construction available for maximum weather resistance.

Kerf seal bars at all wood-to-wood joints.

ViewSaver[®] 7010

EXTERIOR SASH DOORS



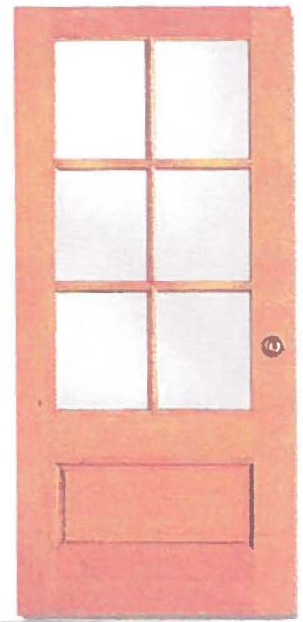
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318 (S.G.)



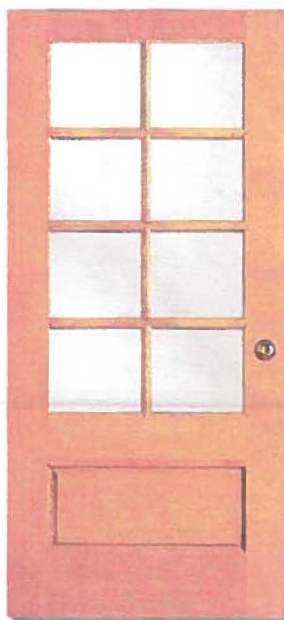
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418 (S.G.)



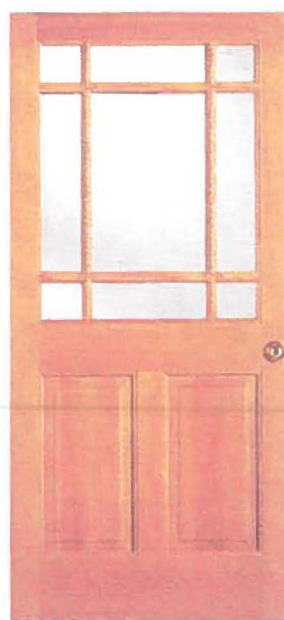
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618 (S.G.)



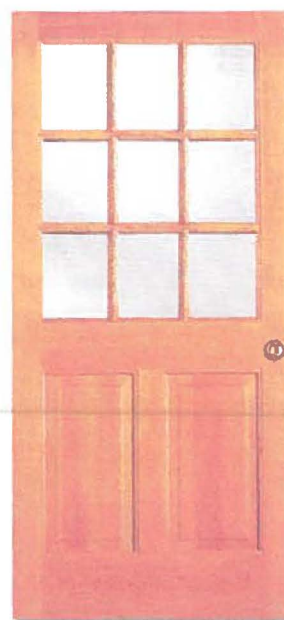
7506 (I.G. Wide Layout)
506 (S.G.)



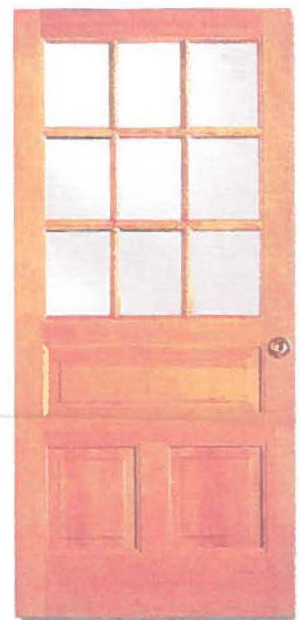
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7943 (I.G.)
2943 (S.G.)



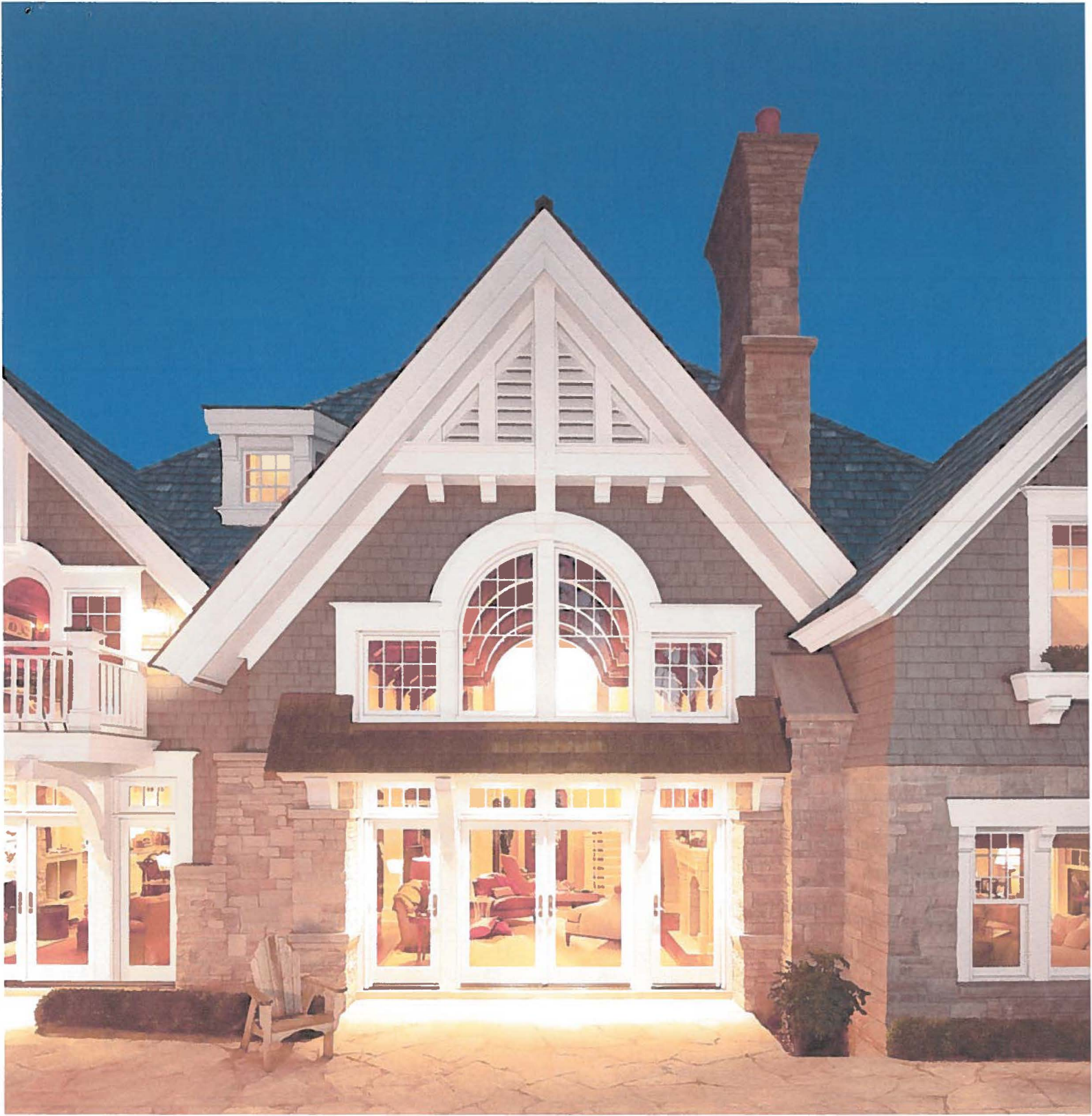
7944 (I.G.)
944 (S.G.)



7570 (I.G.)
2570 (S.G.)

REAR KITCHEN DOOR

NOTE: Clear glass pictures taken with white backdrop. Glass shown is transparent clear tempered - not frosted. For a full selection of obscure glass options, please refer to page 89 or visit www.simpsondoor.com.



MARVIN 
Windows and Doors

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THE BENEFITS OF MARVIN® ULTIMATE DOUBLE HUNG WINDOWS

With advancements in engineering never imagined by homeowners of days gone by, Marvin brings the classic double hung window into the Ultimate Double Hung era, assuring that this classic style will be around for generations to come. Marvin's exclusive integrated tilt lever allows the sash to be tilted in with one hand or removed for easy cleaning. Choose from a variety of size options including our new taller sizes.

THE MARVIN PATENTED "EASY-TILT-RELEASE" ULTIMATE DOUBLE HUNG WINDOW



The sash in locked position

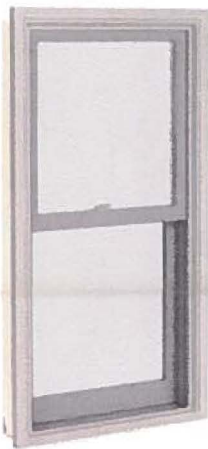


Unlocked position with
tilt release activated



Sash tilting freely
into the room

ULTIMATE DOUBLE HUNG SCREEN OPTIONS



Full Screen option shown

FULL SCREEN: Exterior screen with aluminum surround.

HALF SCREEN: Exterior screen with aluminum surround. The screen covers only the lower portion (bottom sash) of the window.

TWO-LITE WOOD STORM SASH OR SCREEN: A wood frame containing non-removable glass. The storm sash can be removed during the summer and replaced with a wood framed screen. Available only for wood windows.

ENERGY PANELS: Often confused with storm windows, an energy panel is technically a glazing option. It is a removable, exterior glass panel finished on the edges by a surround. Energy panels cover the exposed glass surface of each sash and offer added energy efficiency for wood windows with single glazing.

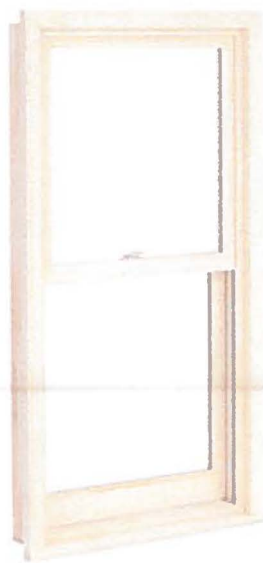
STORM AND SCREEN COMBINATIONS: A combination unit is composed of two glass panels and one screen panel.

MAGNUM SCREEN: Made from durable extruded aluminum, held together by rigid extruded corners keys. Hi-transparency mesh standard.

Windows that know they'll be around for a long, long time.



INTERIOR



EXTERIOR



DESIGN POSSIBILITIES

These are only a few designs for divided lites.
Visit Marvin.com for more possibilities.

MARVIN® OPTIONS: WOOD SPECIES, DIVIDED LITES & CERTIFIED WOOD

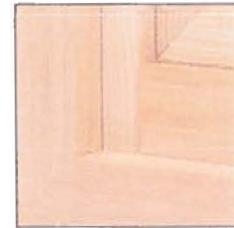
INTERIOR AND EXTERIOR WOOD OPTIONS:



PINE
STANDARD



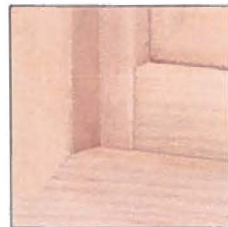
DOUGLAS FIR
STANDARD



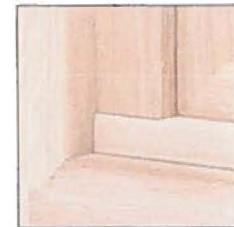
VERTICAL GRAIN DOUGLAS FIR



MAHOGANY



CHERRY



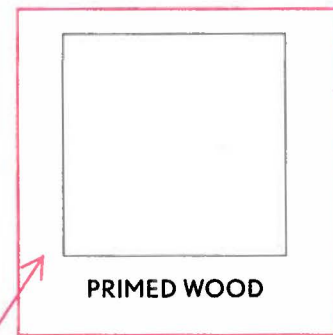
WHITE OAK



CEDRO MACHO



PAINTED INTERIOR FINISH - WHITE



PRIMED WOOD

INTERIOR AND EXTERIOR FINISH

Marvin Windows and Doors has routinely purchased raw lumber from reliable suppliers certified to the Sustainable Forest Initiative® (SFI®), a program that supports sound forest management. SFI operates in North America, while the Forest Stewardship Council® (FSC®) operates worldwide to assure biodiversity and high conservation of forests along with humane labor practices. Chain of custody for either certification means that the wood in your Marvin product has been tracked from the forest from which it was harvested to the building where it is installed.



Finishing touches with that Marvin touch.

DIVIDED LITES:

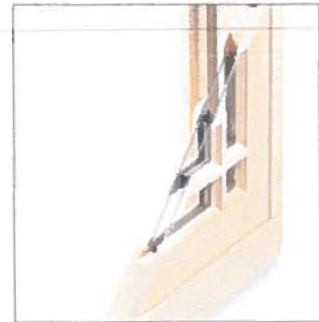


SIMULATED DIVIDED LITE (SDL)

SDL is an energy-efficient way to create the look of divided lites. SDL bars are permanently adhered to both sides of the glass.

SIMULATED DIVIDED LITE (WITH SPACER BAR)

SDL bars are combined with spacer bars installed between the glass, creating the essence of Authentic Divided Lites.



AUTHENTIC DIVIDED LITE (ADL)

Separate panes of glass are glazed between muntin bars – the way windows have been made since the beginning. Now, Marvin® Windows and Doors' state-of-the-art design adds traditional appeal. (Available for wood units only)

GRILLES-BETWEEN-THE-GLASS (GBG)

Grilles are permanently installed between the glass panes. This low-maintenance grille is available with a two-tone option.



GRILLES

Solid wood Grilles on the interior offer the look of classic divided lites, but can be easily removed for cleaning.

ADDRESS OF PROJECT: 423 South Fairfax Street

TAX MAP AND PARCEL: 074.04-07-21

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: Linda C. Burch

Address: 423 South Fairfax Street

City: Alexandria State: VA Zip: 22314

Phone: (703) 909-8396 E-mail: lcburch@comcast.net

Authorized Agent (if applicable): Attorney Architect _____

Name: _____ Phone: (703) 909-8396

E-mail: _____

Legal Property Owner:

Name: Linda C. Burch

Address: 423 South Fairfax Street

City: Alexandria State: VA Zip: 22314

Phone: (703) 909-8396 E-mail: lcburch@comcast.net

- 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.

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).*

The applicant proposes to add a new, 2 story addition to the center of 423 S. Fairfax St. It will be 13'-5" x 16'-3", is bound by a 1970's addition to the north and west sides, and will replace an existing 1 story kitchen addition. After reviewing the Sanborn Insurance Maps, it is believed that the existing kitchen ell replaced the original ell for this dwelling sometime between 1921 and 1941, and therefore has little architectural or historic merit in terms of framing.

Since the proposed addition is limitedly visible from the public way, via a shared "horse" alley, the applicant seeks to obtain both a certificate of appropriateness for the new construction, a permit to demolish the existing kitchen ell for reasons described above, and to encapsulate portions of the existing 1970's addition and the rear frame facade of the original 18th century structure. The applicant further proposes to retain the original structure's rear facade consisting of 18th century 4x4 timber framing filled with brick noggins and the flush siding with wrought nails to the maximum extent possible, but plans to remove the Victorian period siding as it is in very poor condition. The applicant feels it is very important to preserve the existing 18th century fabric of the rear facade, especially given the appearance of its remarkable condition based on the limited amount exposed at the time of survey. The encapsulation of the existing facades are however necessary due to the location of the existing house on a narrow lot, the home's layout, and the desire to enhance the use of the home by adding a larger kitchen and master bath.

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.

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 12 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.

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 12 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: 

Printed Name: Linda C. Burch

Date: 05/20/2013

OWNERSHIP AND DISCLOSURE STATEMENT 2013-00171 & -00172
 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. Linda C. Burch	423 South Fairfax Street	
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 423 South Fairfax Street (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. Linda C. Burch	423 South Fairfax Street	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. <i>LINDA C. BURCH</i>	<i>NONE</i>	
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.

05/20/2013 Linda C. Burch *Linda C. Burch*
 Date Printed Name Signature



DEPARTMENT OF PLANNING AND ZONING FLOOR AREA RATIO AND OPEN SPACE CALCULATIONS

A. Property Information

A1. Street Address 423 South Fairfax Street Zone RM

A2. $\frac{2,506 \text{ SF}}{\text{Total Lot Area}} \times 1.5 \text{ Floor Area Ratio Allowed by Zone} = \frac{3,759 \text{ SF}}{\text{Maximum Allowable Floor Area}}$

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	527 SF	Basement**	527 SF
First Floor	1,098 SF	Stairways**	68 SF
Second Floor	829 SF	Mechanical**	0 SF
Third Floor	527 SF (attic)	Other**	45 SF / 348 SF / 64 SF
Porches/ Other	45 SF	Total Exclusions	
Total Gross *	3,026 SF		1,053 SF

B1. Existing Gross Floor Area *
3,026 Sq. Ft.
B2. Allowable Floor Exclusions**
1,053 Sq. Ft.
B3. Existing Floor Area minus Exclusions
1,973 Sq. Ft.
(subtract B2 from B1)

C. Proposed Gross Floor Area (does not include existing area)

Proposed Gross Area*		Allowable Exclusions	
Basement	0 SF	Basement**	0 SF
First Floor	76 SF	Stairways**	0 SF
Second Floor	210 SF	Mechanical**	0 SF
Third Floor	0 SF	Other**	0 SF
Porches/ Other	0 SF	Total Exclusions	
Total Gross *	286 SF		

C1. Proposed Gross Floor Area *
286 Sq. Ft.
C2. Allowable Floor Exclusions**
0 Sq. Ft.
C3. Proposed Floor Area minus Exclusions
286 Sq. Ft.
(subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 2,259 Sq. Ft.
D2. Total Floor Area Allowed by Zone (A2) 3,759 Sq. Ft.

*Gross floor area is the sum of all gross horizontal areas under roof, 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.

If taking exclusions other than basements, floor plans with excluded areas must be submitted for review. Sections may also be required for some exclusions.

F. Open Space Calculations

Existing Open Space	1,160 SF
Required Open Space	877 SF
Proposed Open Space	1,160 SF

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

Signature:  Date: 5/20/2013