

Docket Item # 1 & 2  
BAR CASE # 2013-0042/0043

BAR Meeting  
March 20, 2013

**ISSUE:** Permit to Demolish/Encapsulate and Addition/Alterations

**APPLICANT:** Scott Dinwiddie and Audrea Menaker by Scot McBroom, Robert Bentley  
Adams & Associates

**LOCATION:** 317 South Union Street

**ZONE:** RM / Residential

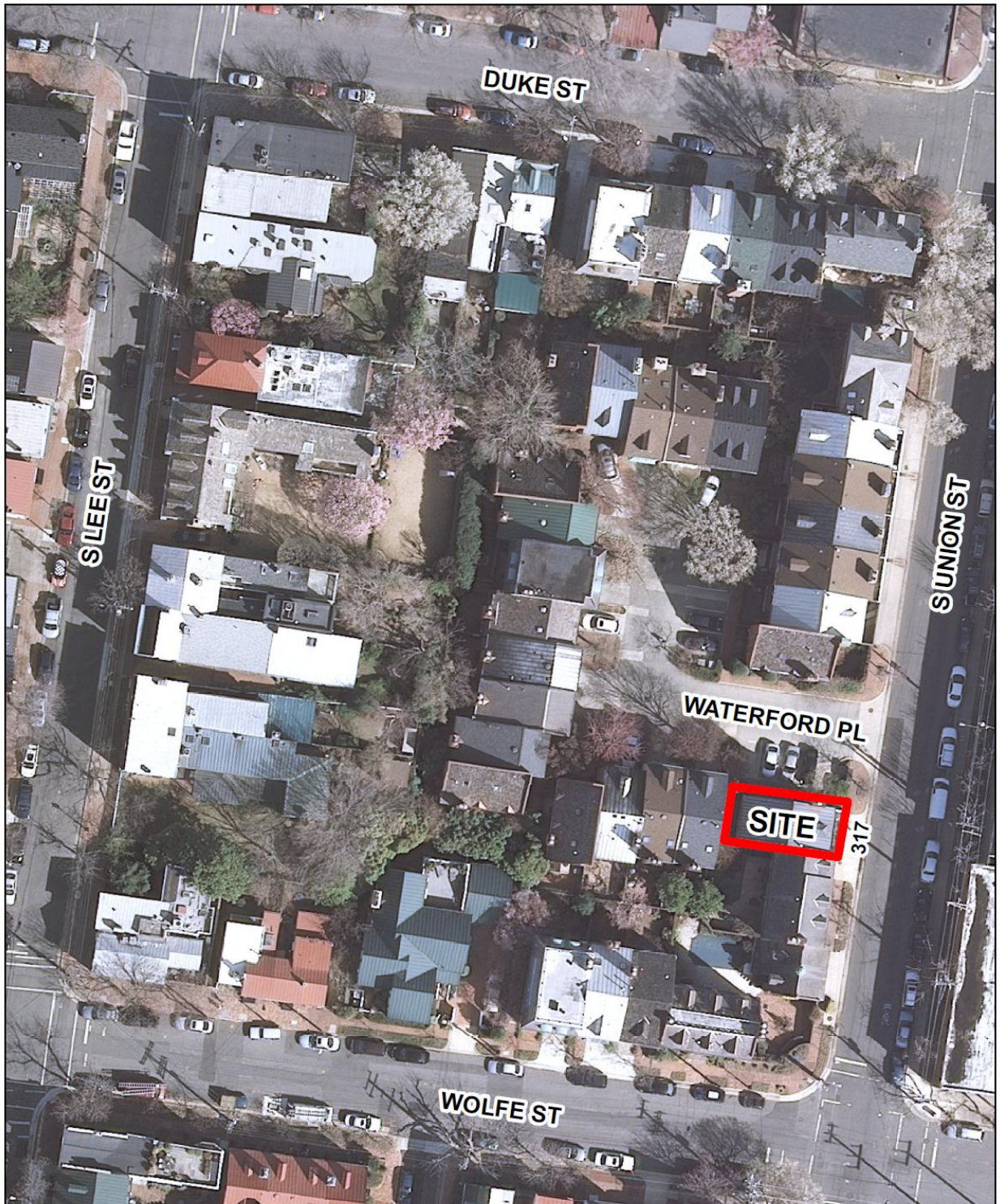
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**STAFF RECOMMENDATION**

Staff recommends approval of the Permit to Demolish/Encapsulate and the Certificate of Appropriateness for an addition and alterations, as submitted.

**\*\*EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B) and 10-206(B) of the Zoning Ordinance, any official Board of Architectural Review approval will expire 12 months from the date of issuance if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.

**\*\*BUILDING PERMIT NOTE:** Most projects approved by the Board of Architectural Review require the issuance of one or more construction permits by Building and Fire Code Administration (including signs). The applicant is responsible for obtaining all necessary construction permits after receiving Board of Architectural Review approval. Contact Code Administration, Room 4200, City Hall, 703-838-4360 for further information.



**CASE BAR2013-0042 &  
CASE BAR2013-0043**



**Note:** Staff coupled the reports for BAR #2013-0042 (Permit to Demolish/Encapsulate) and BAR #2013-0043 (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/Encapsulate and a Certificate of Appropriateness to expand the existing fourth story at 317 South Union Street. While the majority of the project was previously approved by the BAR in September 2011, the applicant also proposes additional changes, outlined below.

### *Previously Approved by BAR in 2011*

- Demolish the entire existing gable roof structure and single dormer on the front elevation.
- Reconstruct roof in a gambrel form to create a full fourth story with two dormers on both the front (east) and rear (west) elevations. (The height of the existing roof ridge does not change.)
- On side (north) elevation, the existing oriel window will be replaced and four new windows will be added (two six-over-six, double-hung windows; a single six-light arched window in the approximate location of the oriel window; and a six-light arched casement window adjacent to the chimney. The new gambrel roof will be clad in synthetic slate. The dormer trim and cornice will be painted wood or Azek. The proposed windows will be aluminum-clad wood windows. The brick on the north elevation will match the existing.
- A new cornice with modillions will be installed.
- Painted wood, louvered, operable shutters will be installed on all windows except one casement.
- A new HVAC unit will be installed on the ground on the north elevation. It will be located adjacent to an existing HVAC unit and transformer, both currently screened with dense vegetation and postal boxes.

### *Currently Proposed*

- Capsulate and demolish area of second story on north elevation and construct a bay window extending over the front door to two existing brick piers. The bay window will measure approximately 8'- 6" and will project 3'- 8".
- Increase slope of gambrel roof for added height.
- Reduce size of two single windows on west elevation (not visible from public way).

The proposed addition and alterations will be visible from South Union Street.

## **II. HISTORY**

317 South Union Street is a three-and-one-half story brick residential townhouse with a double garage door facing South Union Street constructed in **1980** as part of the Waterford cluster development, pursuant to SUP 1258 (approved in 1979). Waterford consists of a cluster of 36 three-story townhouses in a variety of architectural styles.

In 2011, the Board approved an addition and alterations, very similar to what is currently proposed (BAR Case # 2011-0224/0225, 3/15/13). In 2007, the Board approved a replacement railing (BAR Case #2007-0076, 5/16/07). An application for a sunroom addition but it was withdrawn before going to hearing (BAR Case #2003-0189/90) In 1993, the Board approved light fixtures for 307, 311, & 317 South Union Street & 100 Duke Street (BAR Case #93-11, 1/19/03.)

### **III. ANALYSIS**

Staff has no objection to the proposed demolition of the roof structure and finds the proposed addition to be compatible with the existing building and surrounding area. Proposed height will be greater than 35 feet. The RM zone (3-1106(D)) allows a height increase if the ridge is parallel to the street and the slope of the roof is compatible with the neighboring buildings. The BAR must determine the roof slope compatibility to grant the height increase to 45 feet. Once the BAR makes a finding that the roof is compatible with the neighboring buildings, the proposed project complies with Zoning Ordinance regulations.

#### **Permit to Demolish**

In considering a Permit to Demolish, 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?

In the opinion of Staff, none of the criteria for demolition and capsulation are met and the Permit to Demolish/Capsulate should be granted. Although the area proposed for demolition is highly visible and the proposed addition will result in a substantial change to the existing circa 1980 townhouse, Staff finds that the changes are stylistically compatible with the existing house and nearby buildings of historic merit.

#### **Alterations and Addition**

As noted in the 2011 staff report, 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. The *Design Guidelines* encourage “designs that are

respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure.” While the Ramsay house and the Mayor Hooe house are the most prominent examples, there are several historic gambrel roofs found nearby in the district. There are a variety of different roof forms, roof slopes and architectural detailing throughout the Waterford development, so altering this particular townhouse’s roof will not result in an imbalance of scale or design detail with respect to the rest of the development. The use of a gambrel roof form allows for an addition with a modest expansion of the existing building envelope. While it could potentially be overwhelming with respect to scale and massing to build out every upper half story in the district, Staff finds that it is an appropriate design solution in this particular circumstance and does not believe that it will not overwhelm the existing townhouse nor the surrounding buildings. Many of the buildings in the historic district have evolved and grown over time and the changes proposed to this building are not unlike historic changes found throughout the district, such as the Second Empire-ization of the Delaney Realty building at 131 North Washington Street, complete with the addition of a mansard roof and a pronounced bracketed cornice. The gambrel roof form (the English term for the French Second Empire style Mansard roof) substantially improves the architectural interest of this simple, highly visible north elevation and is a better termination for this string of late 20<sup>th</sup> century townhouses on South Union Street. The current submission includes a slightly steeper slope for the gambrel roof and Staff supports this change.

Regarding the new bay window addition, Staff has no objection to the proposed second story bay window as it is not on the street-facing elevation and is well detailed. Although it is unusual to anchor a bay window on the brick piers of a brick wall and the result will somewhat obscure the front entrance, staff finds that it is a successful design, noting that the front entrance of this townhouse is not particularly prominent in its current form.

The changes to the two west elevation windows are appropriate and consistent with the evolution of rear elevations as interior functions evolve.

The proposed materials are appropriate for a building from this late 20<sup>th</sup> century time period and help differentiate this townhouse from historic buildings in the district. The Board has approved high-quality synthetic slate shingles in the past and Staff finds them appropriate at this location.

Staff recommends approval of the Permit to Demolish/Encapsulate and the Certificate of Appropriateness for alterations and an addition as submitted.

**STAFF**

Catherine Miliaras, Historic Preservation Planner, Planning & Zoning  
Al Cox, FAIA, Historic Preservation Manager

#### **IV. CITY DEPARTMENT COMMENTS**

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

##### **Planning & Zoning: Zoning Section**

- F-1 This townhouse was developed as part of the Waterford Cluster development pursuant to SUP1258. Variances for vision clearance were approved for this development, but do not apply to the subject property.
- F-1 In 2011, development staff has determined that no amendment is needed for the 4<sup>th</sup> floor space because the current plat shows a 3 and ½ story dwelling and the existing floor plans indicate there is an office space on an existing 4<sup>th</sup> level.
- C-1 Applicant must indicate average finished grade on the plans.
- C-2 The proposed AC unit and bay window area are located in open space that is less than 8' by 8' and does not meet the technical requirement to be counted as open space. Open space was calculated for the entire development when the townhouses were originally approved.
- C-3 Proposed height will be greater than 35.00 feet. The RM zone (3-1106(D)) allows a height increase if the ridge is parallel to the street and the slope of the roof is compatible with the neighboring buildings. The BAR must determine the roof slope compatibility to grant the height increase to 45 feet.

3-1106(D) *Height*. The maximum permitted height of a structure is 35 feet, provided however that the maximum height may be increased to an amount not to exceed 45 feet if the ridge line of the roof is parallel to the street and the slope of the roof is compatible with neighboring buildings.

##### **Code Administration**

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Acting Plan Review Supervisor at [ken.granata@alexandriava.gov](mailto:ken.granata@alexandriava.gov) or 703-746-4193.
- C-1 Building and trades permits are required for this project. Five sets of *construction documents* sealed by a *Registered Design Professional* that fully detail the construction as well as layout and schematics of any mechanical, electrical, and plumbing systems that may change(s)
- C-2 Additions and Alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 The architect shall provide window manufacturer specification, size of openings for each window as well as lintel size for both doors and windows if the openings in the existing structure need to be enlarged or reduced.

- C-4 Building Code Analysis: The following minimum building code data is required on the drawings: a) use group, b) number of stories, c) construction type and d) floor area.
- C-5 All exterior walls and openings shall comply with the 2009 Edition of the Virginia Construction Code.
- C-6 Structural engineering input will be required to design and details for new framing elements and assessment of existing structure, i.e. existing bearing walls, beams/girders and footings for new superimposed loads and a verification whether additional reinforcement shall be required.
- C-7 Permission from adjacent property owners is required if access to the adjacent properties are required to complete the proposed construction. Otherwise, a plan shall be submitted to demonstrate the construction techniques utilized to keep construction solely on the referenced property.

#### **Transportation and Environmental Services**

##### **FINDINGS**

- F1. This parcel is part of SUP1258, Waterford, and is tagged as being within an RPA and Cluster Development. After review it has been determined that this parcel is not within an RPA. (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)

##### **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)

**V. ATTACHMENTS**

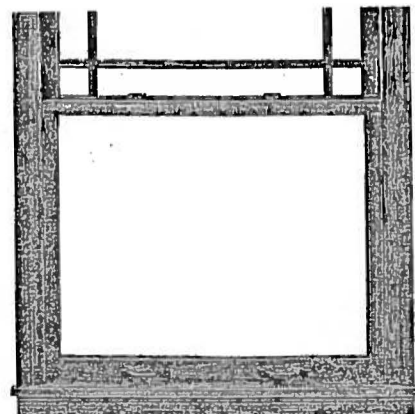
*1 – Supporting Materials*

*2 – Application for BAR2013-00042 & BAR2013-00043 at 317 S Union Street*

317 S. Union

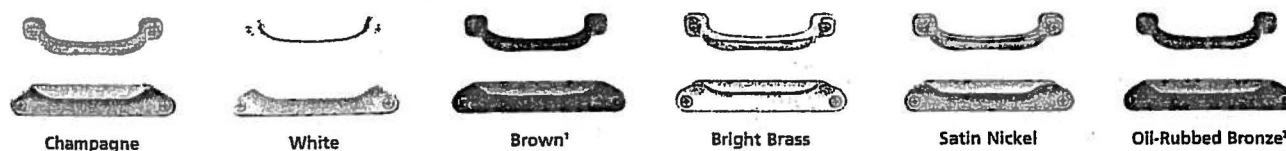
## FEATURES AND OPTIONS

### Pella® Double-Hung Windows



#### HARDWARE FINISHES

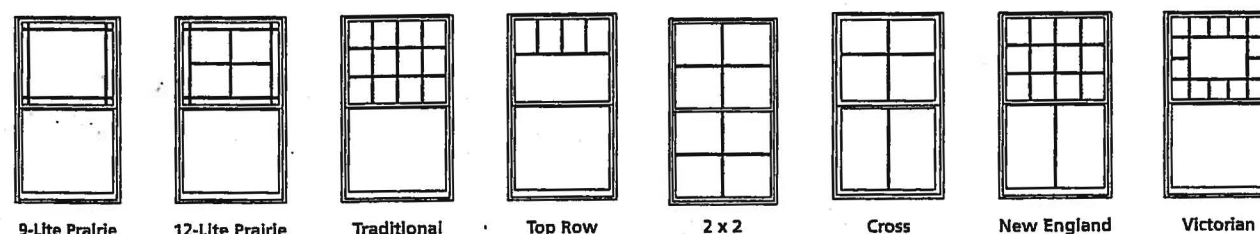
Pella's array of handle finishes allows you to match other decorative metals in your home.



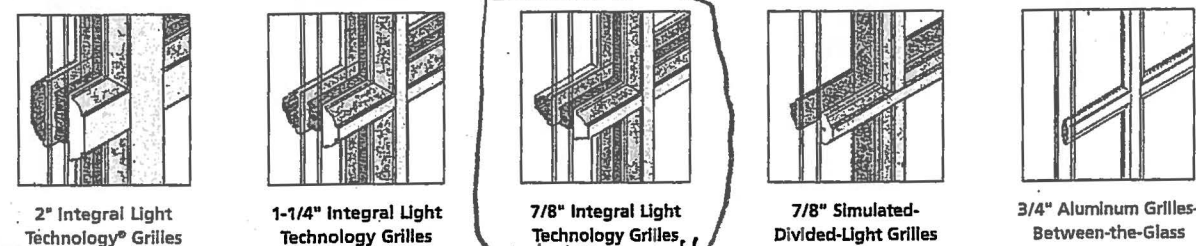
#### GRILLE PATTERNS

per elevation

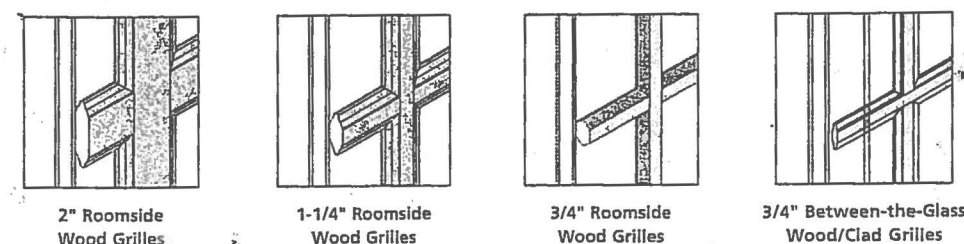
Pella offers an attractive variety of grille options and standard grille patterns for the traditional look of divided light. CUSTOM PATTERNS are also available.



#### PERMANENT GRILLES



#### REMOVABLE GRILLES



## Double-Hung Windows Features and Options

### Attachment 1

Architect Series®  
Designer Series®  
ProLine®

#### Low-E Insulating glass with argon\*

Clear insulating glass

Designer Series double-pane glass (exterior with clear or Solar-E glass, plus an interior hinged glass panel with clear or Low-E glass)

Designer Series triple-pane glass (exterior with clear insulating or Low-E insulating glass with argon\*, plus an interior hinged glass panel with clear or Low-E glass)

Laminated glass (non-impact-resistant)

Gray, Bronze, Green tinted glass\*

Obscure glass

\* High-altitude Low-E insulating glass does not contain argon gas.

\*\* Available as part of the Designer Series triple-pane glass system only.

#### Pine

Mahogany, Alder, Douglas Fir

\* Monumental double-hung windows available in Pine only.

Unfinished Pine (ready for site finishing)

Unfinished Mahogany, Alder, Douglas Fir

Primed (Pine)

Prefinished White (Pine)

#### EnduraClad® aluminum

EnduraClad Plus® aluminum

Primed (Mahogany or Pine)

Unfinished (Mahogany)

\* EnduraClad Plus is not available with all colors. See representative for availability.

White, Tan or Brown

Feature colors (Poplar White, Putty, Hartford Green, Hemlock, Morning Sky Gray, Brick Red or Black)

Custom colors

\* Not available in Hemlock or Morning Sky Gray.

Champagne, White\* or Brown\*\*

Bright Brass, Satin Nickel or Oil-Rubbed Bronze\*\*\* finish (sold separately for ProLine)

Rocky Mountain® Hardware (solid bronze)

\* White finish is standard on prefinished White windows.

\*\* Available Summer 2008.

\*\*\* Oil-Rubbed Bronze is a living finish that will develop its own unique patina with use.

Recessed cam-action locks

Cam-action locks (surface-mounted)

Historical spoon lock

Sash lifts (sold separately for ProLine double-hung windows)

\* Dual sash locks and lifts are standard on large windows.

Both sash tilt at the bottom

Integral Light Technology® wood roomside and EnduraClad or wood exterior with nonglare foam spacer between)

2", 1-1/4" or 7/8" patterns or custom patterns

7/8" Simulated-Divided-Light (wood roomside and EnduraClad exterior)

3/4" aluminum grilles-between-the-glass (White interior and exterior finish matches EnduraClad colors)

2" or 1-1/4" patterns (wood roomside only, no exterior)

3/4" patterns (wood roomside only, no exterior)

3/4" snap-in between-the-glass (wood roomside and EnduraClad exterior)

\* Available unfinished or with factory-applied White primer.

Flat full-screen

Flat half-screen

Vivid View® high-transparency full-screen

Vivid View high-transparency half-screen

\* Warning: Use caution when children or pets are around open windows and doors. Screens are not designed to retain children or pets.

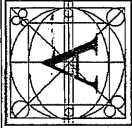
Snap-in Slimshade® blinds (raise-and-lower or tilt-only)

Snap-in raise-and-lower fabric shades\*

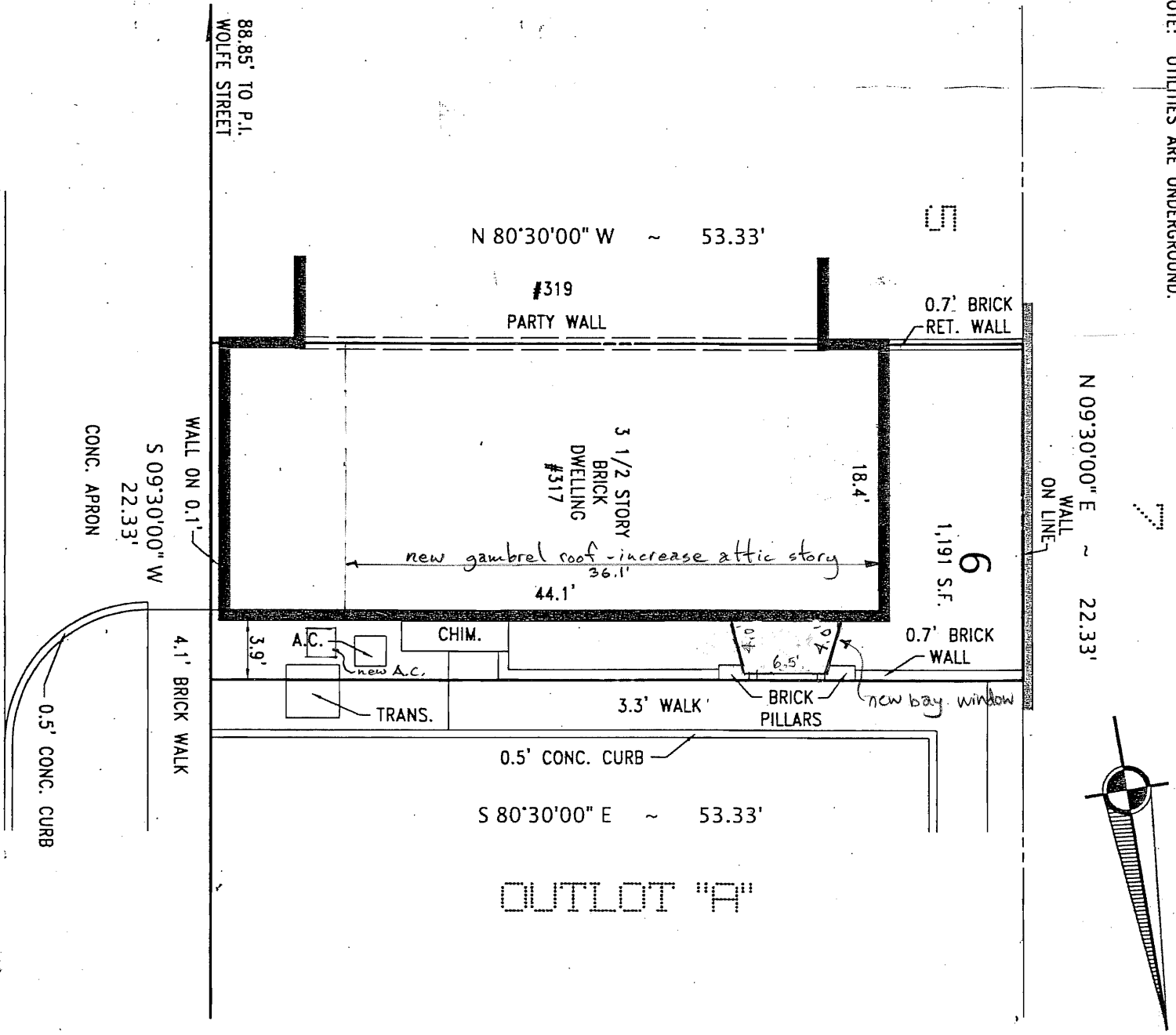
Snap-in decorative panels (available on Designer Series triple-pane products only)

\* Available with bottom-up or top-down functionality.

(S) Standard (O) Optional (-) Not Available



NOTE: UTILITIES ARE UNDERGROUND.



SOUTH UNION STREET

50' R/W

PLAT

SHOWING HOUSE LOCATION ON LOT 6

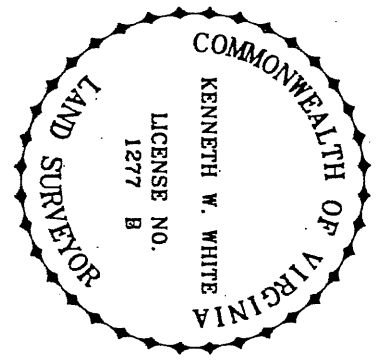
WATERFORD

CITY OF ALEXANDRIA, VIRGINIA  
 SCALE: 1" = 10'  
 MAY 21, 2001

PLAT SUBJECT TO RESTRICTIONS OF RECORD.  
 TITLE REPORT NOT FURNISHED.

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A TRANSIT TAPE SURVEY AND UNLESS OTHERWISE SHOWN, THERE ARE NO VISIBLE ENCROACHMENTS.

KENNETH W. WHITE L.S.



CASE NAME:  
 ZORN - DINWIDDIE/MENAKER  
 MARK ALLEN

ALEXANDRIA SURVEYS, INC.  
 6343 SOUTH KINGS HIGHWAY  
 ALEXANDRIA, VIRGINIA 22306  
 703-660-8615  
 FAX 703-768-7764



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

## A. Property Information

A1. Street Address 317 N. Union Zone RM  
A2. 1,191 # x 1.5 = 1,787 #  
Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

## B. Existing Gross Floor Area

| Existing Gross Area* |      | Allowable Exclusions |                      |
|----------------------|------|----------------------|----------------------|
| Basement             | 511  | Basement**           | above grade          |
| First Floor          | 662  | Stairways**          | 36+54+45+36 171      |
| Second Floor         | 662  | Mechanical**         | 64                   |
| Third Floor          | 391  | Other**              | < 76 clg. garage 380 |
| Porch/ Other         | -    | Total Exclusions     | 615                  |
| Total Gross *        | 2526 |                      |                      |

B1. Existing Gross Floor Area \*  
2526 Sq. Ft.  
B2. Allowable Floor Exclusions\*\*  
615 Sq. Ft.  
B3. Existing Floor Area minus Exclusions  
1911 Sq. Ft.  
(subtract B2 from B1)

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

| Proposed Gross Area* |     | Allowable Exclusions |              |
|----------------------|-----|----------------------|--------------|
| Basement             | -   | Basement**           | -            |
| First Floor          | 28  | Stairways**          | -            |
| Second Floor         | -   | Mechanical**         | -            |
| Third Floor          | 232 | Other**              | < 76 clg. 20 |
| Porch/ Other         | -   | Total Exclusions     | 20           |
| Total Gross *        | 260 |                      |              |

C1. Proposed Gross Floor Area \*  
260 Sq. Ft.  
C2. Allowable Floor Exclusions\*\*  
20 Sq. Ft.  
C3. Proposed Floor Area minus Exclusions  
240 Sq. Ft.  
(subtract C2 from C1)

## D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 2151 Sq. Ft.  
D2. Total Floor Area Allowed by Zone (A2) 1787 Sq. Ft.  
see Waterford P.U.D. ± 7000 sf. can be built

\*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 | 194 | < 35% |
| Required Open Space | 417 | 35%   |
| Proposed Open Space | -   |       |

- see Waterford P.U.D. (1979)

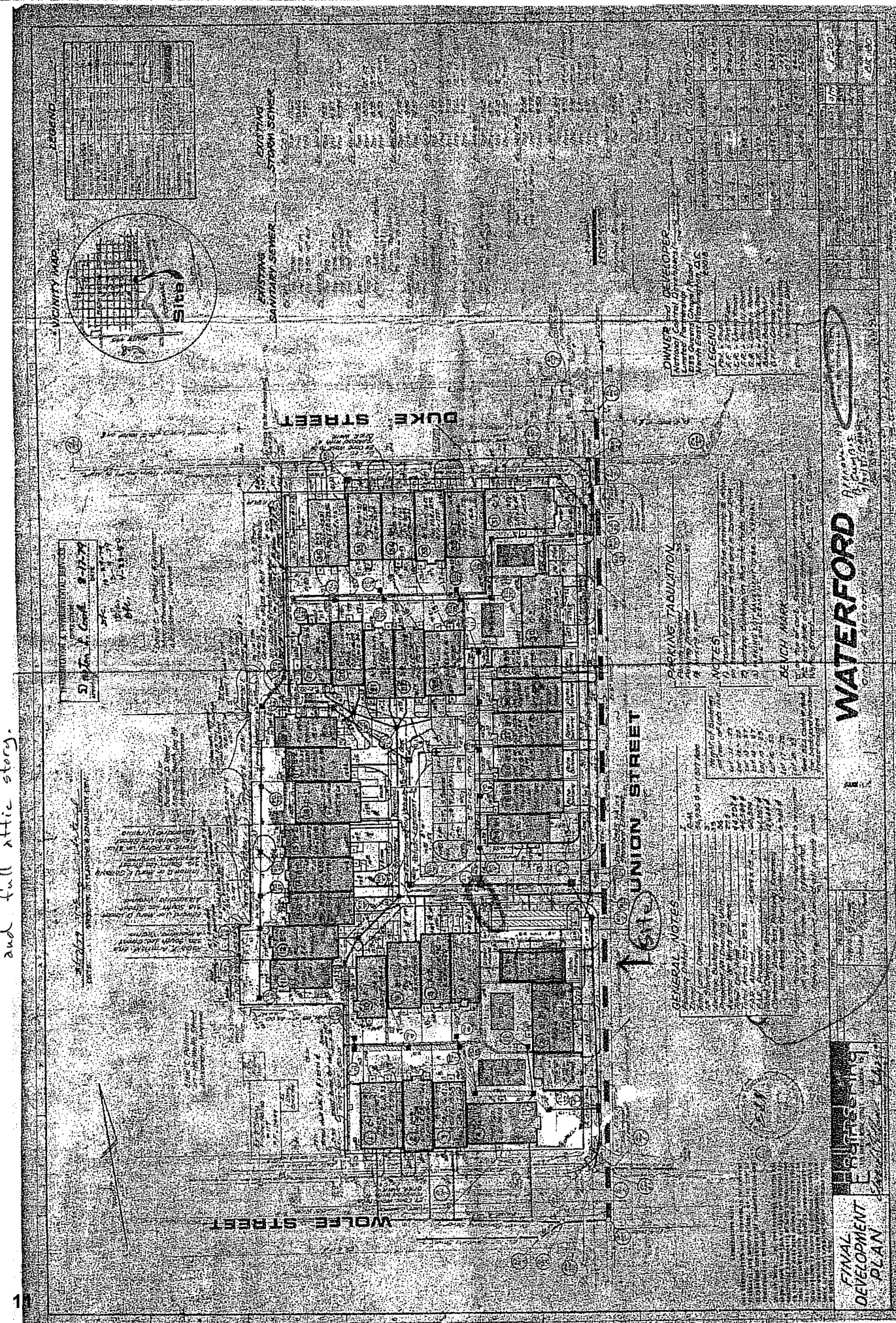
The undersigned hereby certifies and attests that, to the best of his/her knowledge, the above computations are true and correct.

Signature: S. A. McBurn

Date: 2/11/13

Updated July 10, 2008

Note: Lots 1 and 36 have Mansard Roofs and full attic story.



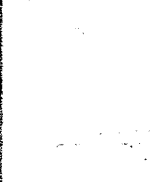
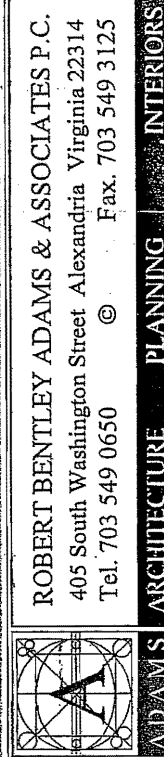
read from Peter Leiberg 3/29/11

can be built Δ FAR = 7,087 sf.

1979

Addition & Alterations  
**Dinwiddie-Menaker Residence**  
317 S. Union Street  
Alexandria, Virginia

ROBERT BENTLEY ADAMS & ASSOCIATES P.C.  
405 South Washington Street Alexandria Virginia 22314  
Tel. 703 549 0650 © Fax. 703 549 3125



ADAMS ARCHITECTURE PLANNING INTERIORS

DATE: \_\_\_\_\_  
SHEET 2



East Face of 317 & 319 S Union Street



Existing North Side of 317 S Union and Neighboring Properties



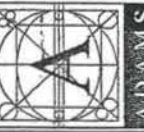


Existing West Side of 317



Existing NW Corner & Neighbor to West

ROBERT BENTLEY ADAMS & ASSOCIATES P.C.  
405 South Washington Street Alexandria Virginia 22314  
Tel. 703 549 0650 © Fax. 703 549 3125



ADAMS ARCHITECTURE PLANNING INTERIORS

Addition & Alterations  
**Dinwiddie-Menaker Residence**  
317 S. Union Street  
Alexandria, Virginia

DATE:

SHEET

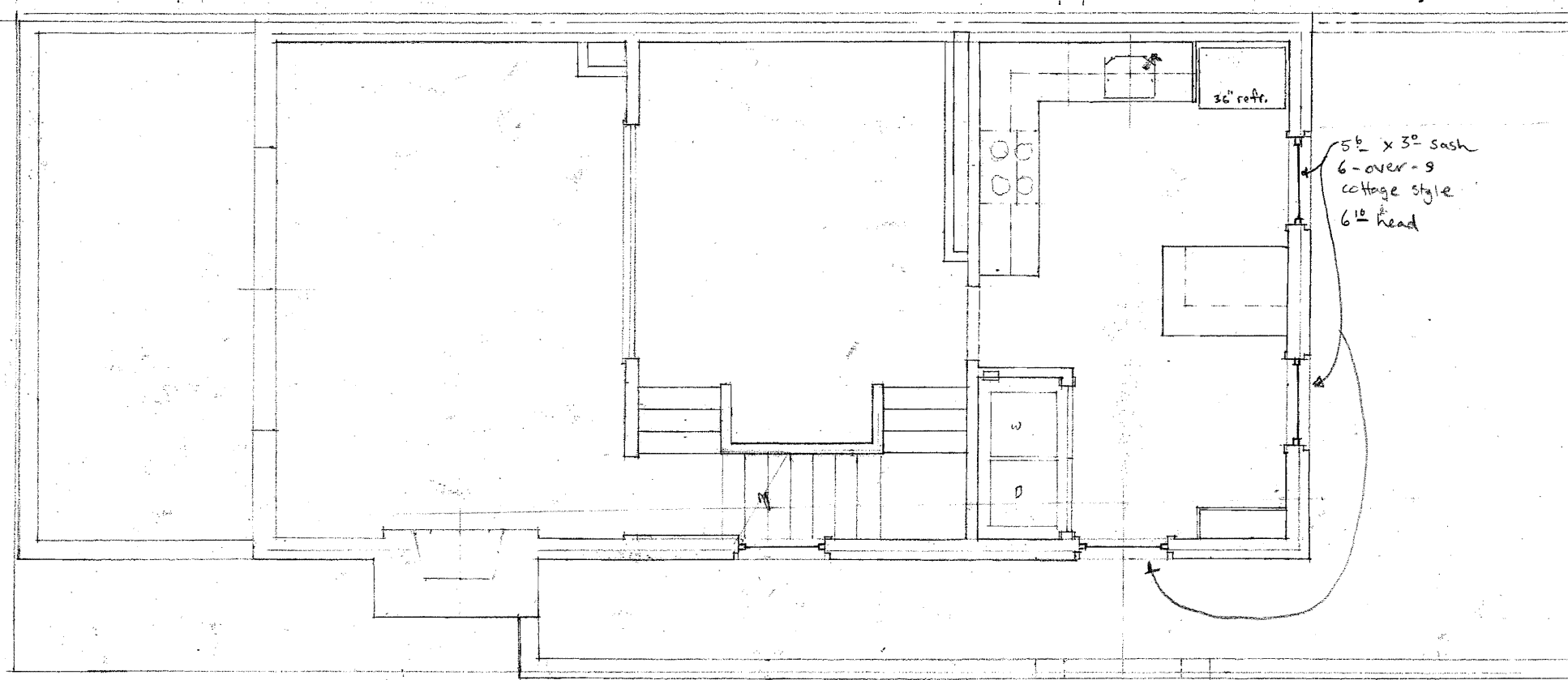
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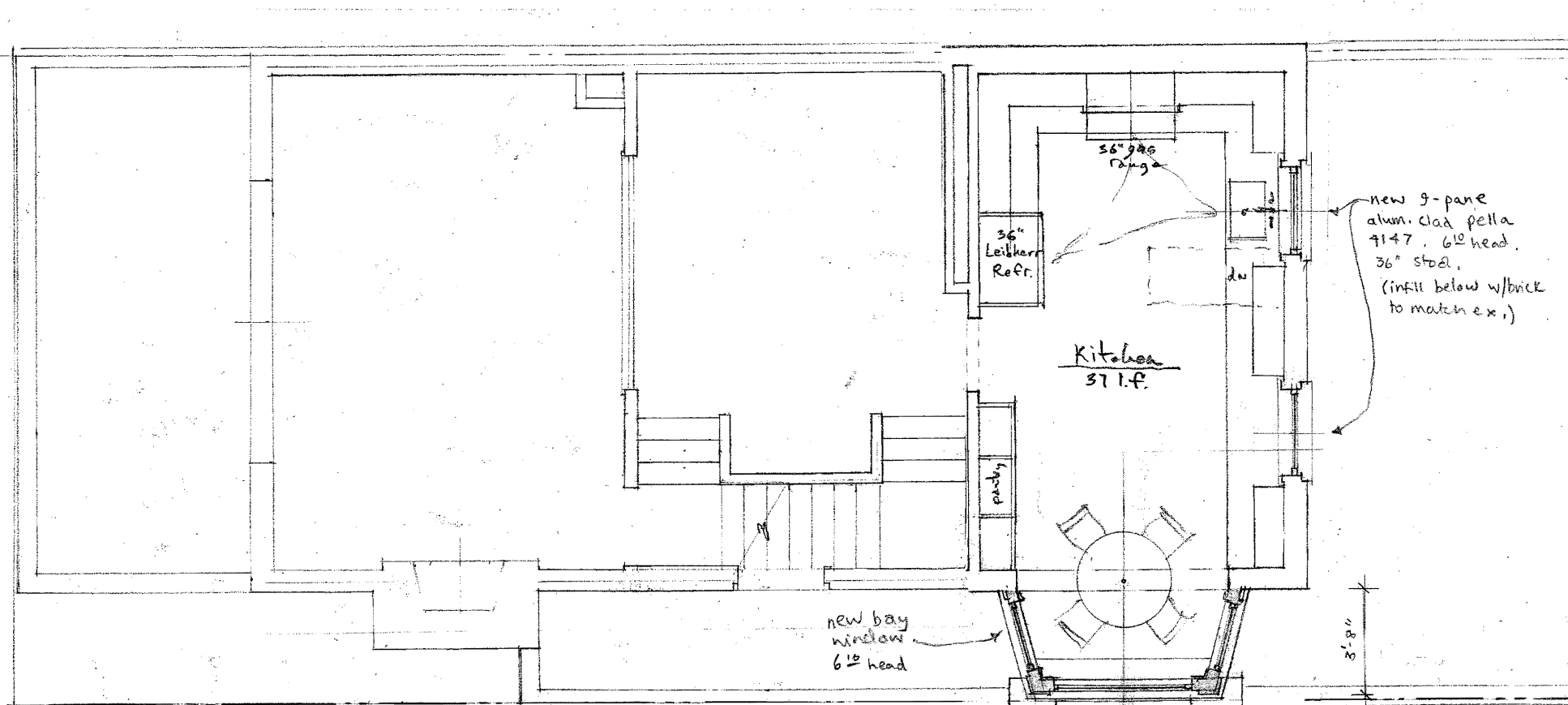
Existing Kitchen Windows @ West Face



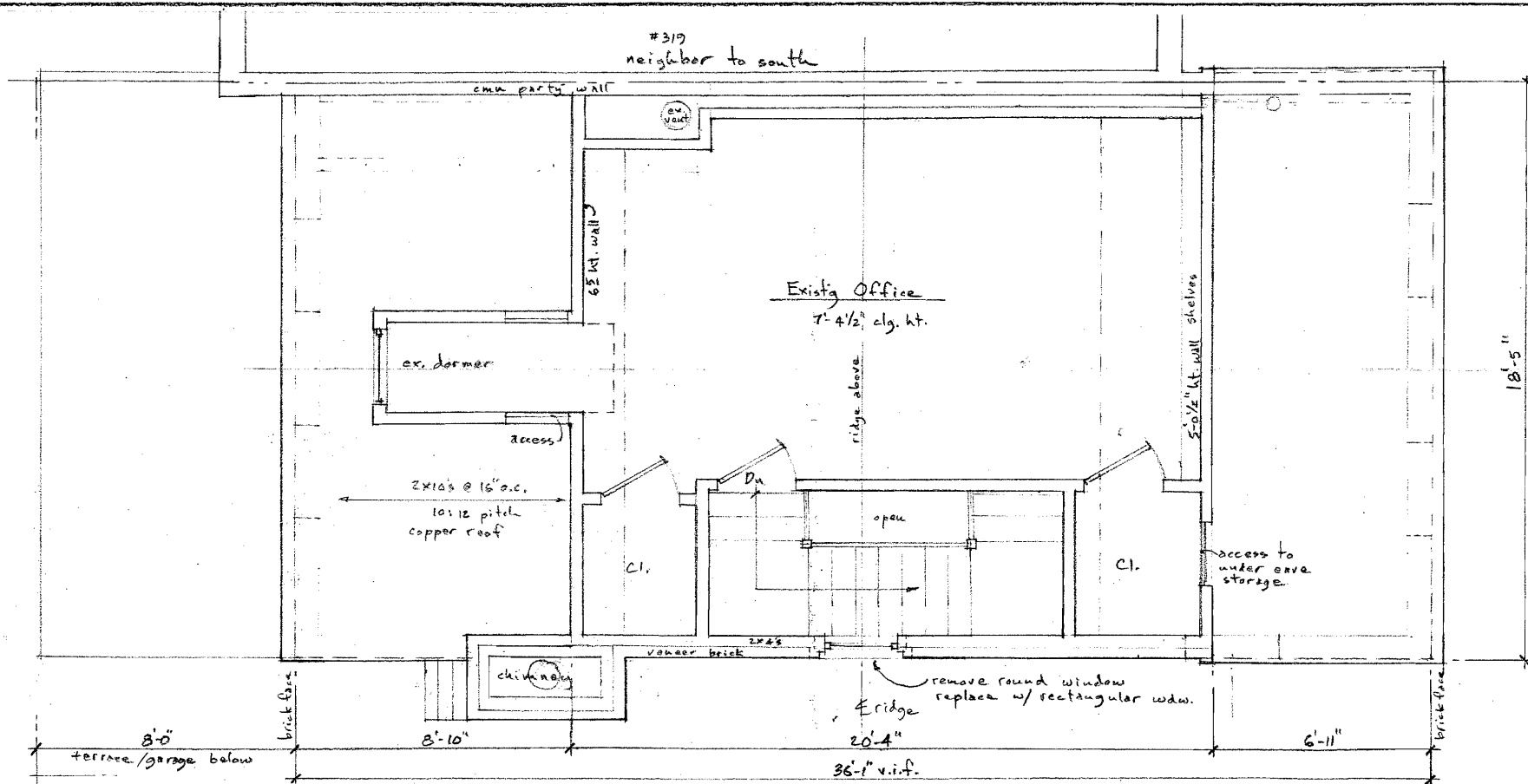
Existing Brick Piers & Kitchen Window @ North Face



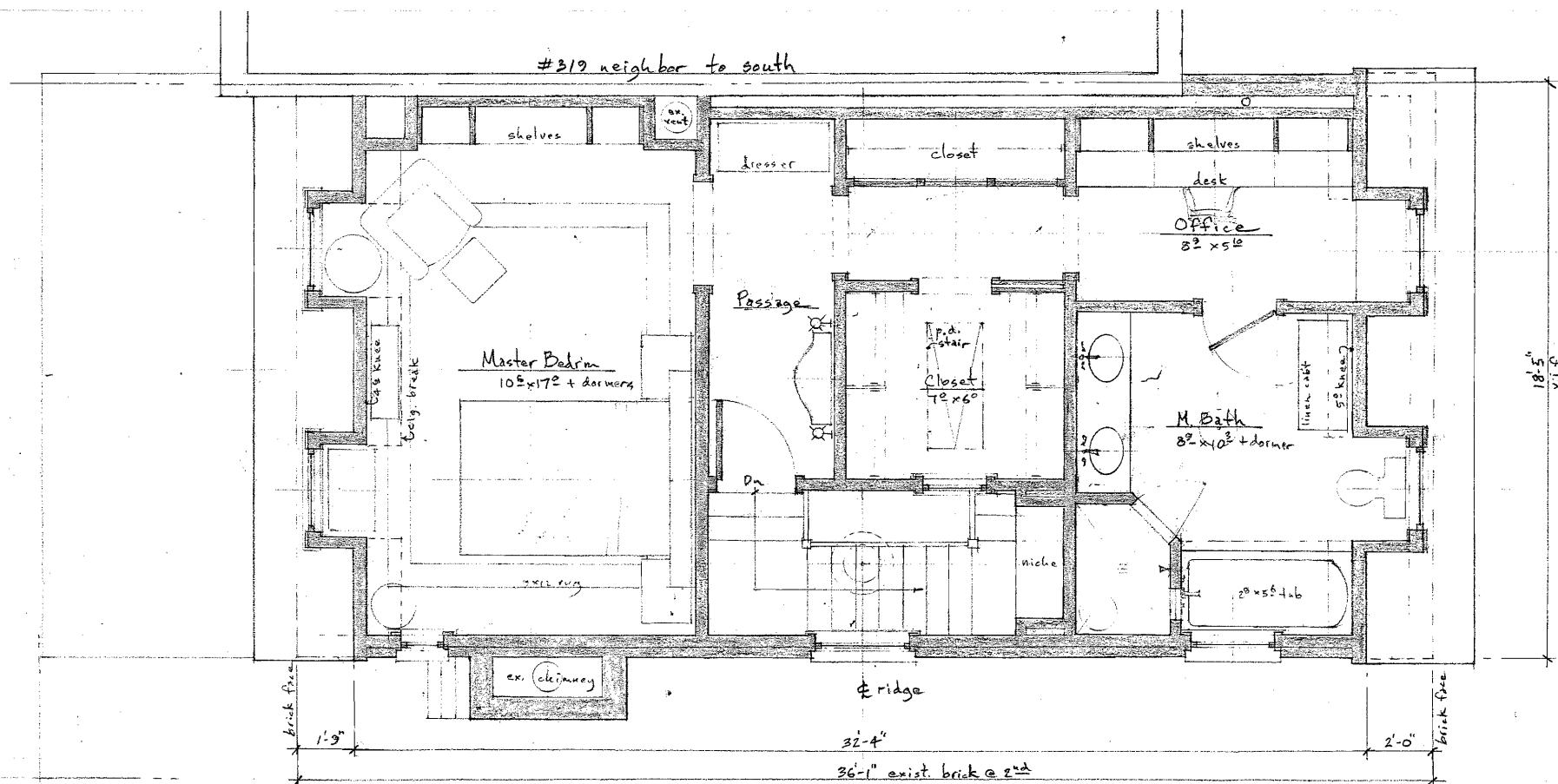
EXIST'G FIRST FLOOR PLAN  
3/16" = 1'-0"



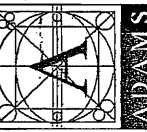
FIRST FLOOR PLAN  
3/16" = 1'-0"



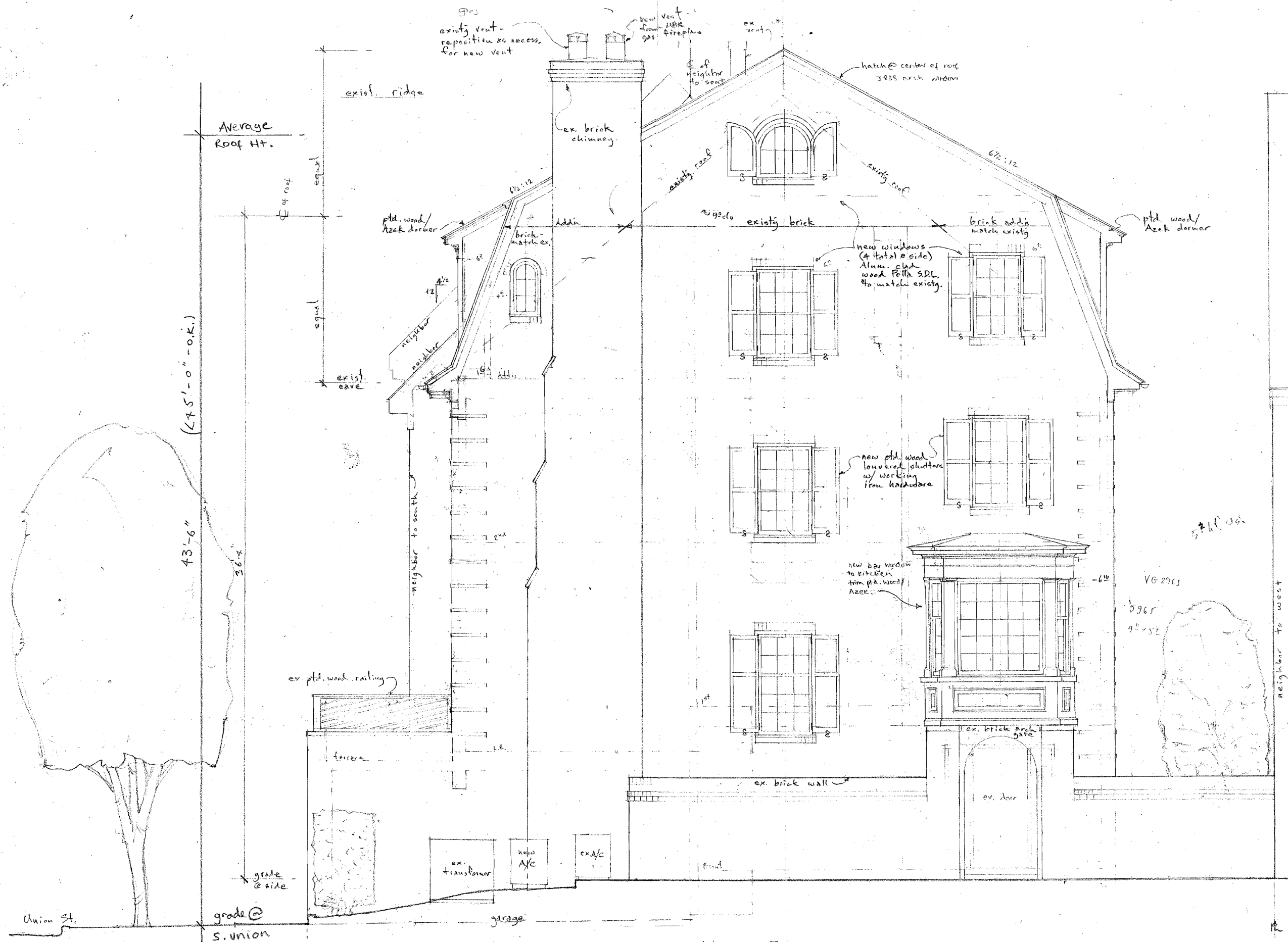
EXIST'G ATTIC PLAN  
3/16" = 1'-0"



ATTIC FLOOR PLAN  
3/16" = 1'-0"





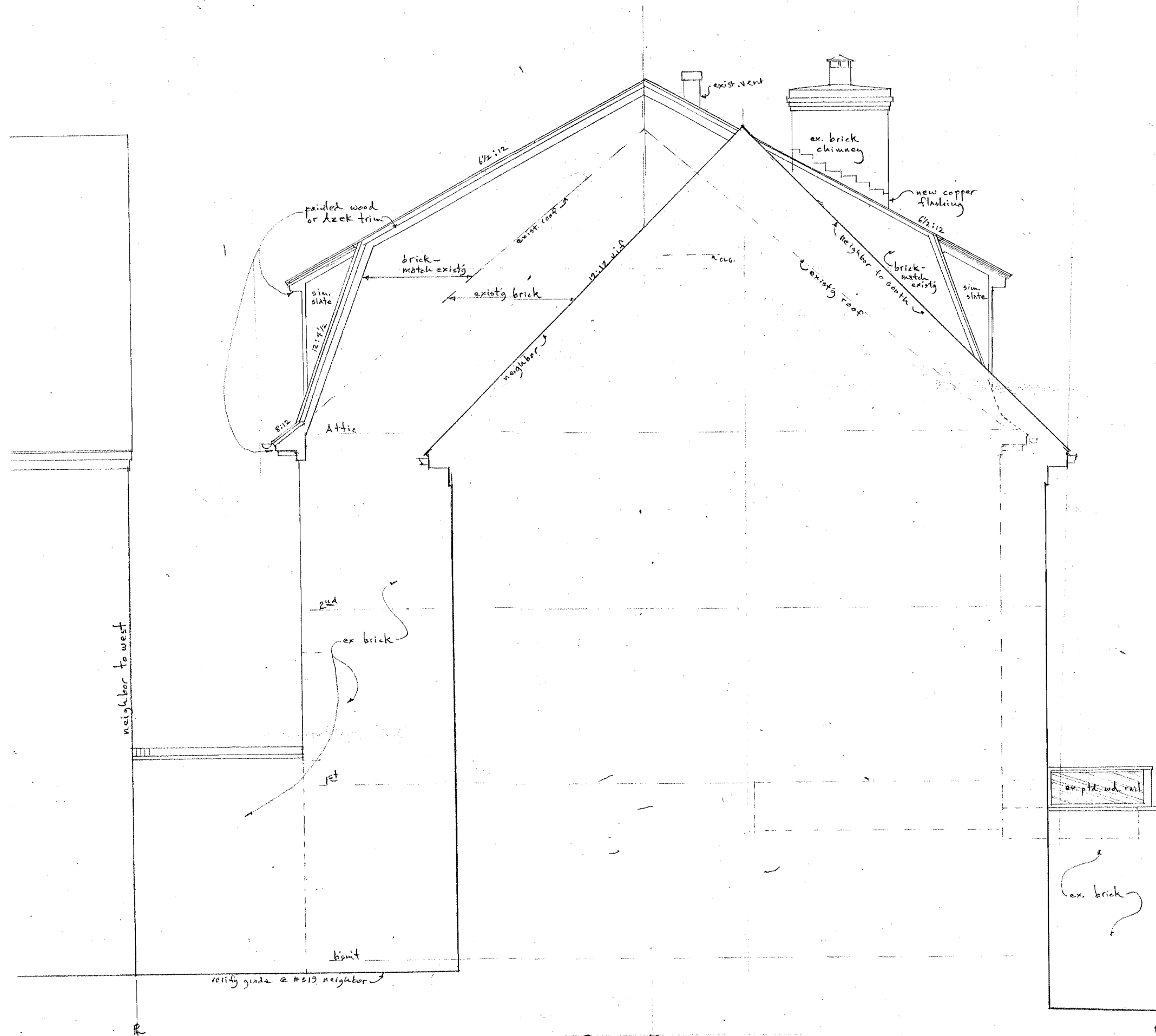


*Addition & Alterations*  
**Dinwiddie-Menaker Residence**  
317 S. Union Street  
Alexandria, Virginia

DATE: 15 FEB 2013

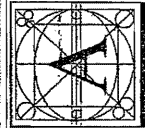
SHEET





SOUTH ELEVATION

3/8" = 1'-0"

|                                                                                                                        |  |                                                                                                                                                     |  |
|------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                     |  | <b>ROBERT BENTLEY ADAMS &amp; ASSOCIATES P.C.</b><br>405 South Washington Street Alexandria Virginia 22314<br>Tel. 703 549 0650 © Fax. 703 549 3125 |  |
| ADAMS ARCHITECTURE                                                                                                     |  | PLANNING INTERIORS                                                                                                                                  |  |
| <b>Addition &amp; Alterations</b><br><b>Dinwiddie-Menaker Residence</b><br>317 S. Union Street<br>Alexandria, Virginia |  |                                                                                                                                                     |  |
| DATE: 15 FEB 2013                                                                                                      |  |                                                                                                                                                     |  |
| SHEET                                                                                                                  |  | 11                                                                                                                                                  |  |



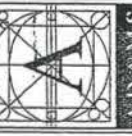
Townhouse on Wolfe in same Waterford development  
w/ Mansard Roof & full attic storey



Gambrel roof at Wolfe & Potomac Court (historic)



Gambrel Roof on Ramsey House at King & Fairfax



BAR Case # \_\_\_\_\_

ADDRESS OF PROJECT: 317 S. Union StreetTAX MAP AND PARCEL: 075.03-05-38 ZONING: RM**APPLICATION FOR:** *(Please check all that apply)*

- ☒ CERTIFICATE OF APPROPRIATENESS
- ☒ PERMIT TO MOVE, REMOVE, ENCAPSULATE OR DEMOLISH  
(Required if more than 25 square feet of a structure is to be demolished/impacted)
- ☐ WAIVER OF VISION CLEARANCE REQUIREMENT and/or YARD REQUIREMENTS IN A VISION CLEARANCE AREA (Section 7-802, Alexandria 1992 Zoning Ordinance)
- ☐ WAIVER OF ROOFTOP HVAC SCREENING REQUIREMENT  
(Section 6-403(B)(3), Alexandria 1992 Zoning Ordinance)

**Applicant:** ☐ Property Owner ☒ Business *(Please provide business name & contact person)*Name: Robert Bentley Adams & Assoc.Address: 405 S. Washington St.City: Alexandria State: VA Zip: 22314Phone: 703-549-0650 E-mail: scot@adamsarchitects.com**Authorized Agent** *(if applicable):* ☐ Attorney ☒ Architect ☐ \_\_\_\_\_Name: Scot McBroom Phone: 703-549-0650E-mail: scot@adamsarchitects.com**Legal Property Owner:**Name: Scott Dinwiddie & Andrea MenakerAddress: 317 S. Union St.City: Alexandria State: VA Zip: 22314Phone: 703-683-4130 E-mail: \_\_\_\_\_

- |                                         |                                        |                                                                            |
|-----------------------------------------|----------------------------------------|----------------------------------------------------------------------------|
| <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No | Is there an historic preservation easement on this property?               |
| <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No | If yes, has the easement holder agreed to the proposed alterations?        |
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            | Is there a homeowner's association for this property?                      |
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> 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.*
- |                                      |                                                     |                                                     |                                              |
|--------------------------------------|-----------------------------------------------------|-----------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> awning      | <input type="checkbox"/> fence, gate or garden wall | <input type="checkbox"/> HVAC equipment             | <input checked="" type="checkbox"/> shutters |
| <input type="checkbox"/> doors       | <input checked="" type="checkbox"/> windows         | <input type="checkbox"/> siding                     | <input type="checkbox"/> shed                |
| <input type="checkbox"/> lighting    | <input type="checkbox"/> pergola/trellis            | <input type="checkbox"/> painting unpainted masonry |                                              |
| <input type="checkbox"/> other _____ |                                                     |                                                     |                                              |
- ☒ ADDITION  
☒ DEMOLITION/ENCAPSULATION  
☐ SIGNAGE

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

- Remove existing roof structure (gable end to remain - alter as necessary)
- Build new gambrel roof structure. Gambrel roof to be simulated slate with 2 dormers at front and 2 dormers at rear.
- At gambrel gable end (north side) — replace one window and add 3 additional windows. The gambrel end will be brick to match the existing brick. The cornice at front and rear will be rebuilt with modillions.
- Add a bay window at North side of Kitchen in position of ex. window
- Replace 2 windows at West side of Kitchen with smaller units & infill below with brick to match ex.

**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.

- ☒ ☐ <sup>N/A</sup> 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.

- ☐ ☒ <sup>N/A</sup> 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.

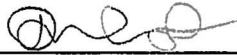
**Alterations:** Check N/A if an item in this section does not apply to your project.

- ☒ ☐ <sup>N/A</sup> 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: DEBORAH KENT, Robert Bentley Adams & Associates, P.C.Date: 2/15/13

# OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

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

| Name                                   | Address                        | Percent of Ownership |
|----------------------------------------|--------------------------------|----------------------|
| 1. Scott Dinwiddie<br>& Andrea Menaker | 317 S. Union St.<br>Alexandria | 100%                 |
| 2.                                     |                                |                      |
| 3.                                     |                                |                      |

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at \_\_\_\_\_ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than 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. Scott Dinwiddie<br>& Andrea Menaker | 317 S. Union St. | 100%                 |
| 2.                                     |                  |                      |
| 3.                                     |                  |                      |

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

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

**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.

2/15/13  
Date

D. KENT / ROBERT BENTLEY  
Printed Name

ADAMS & ASSOC.)

  
Signature