

ISSUE: Permit to Demolish/Capsulate (partial) and Certificate of Appropriateness for alterations

APPLICANT: Patti Rounsevell, represented by Jim Rounsevell, Architect

LOCATION: Parker Gray District
310 North Fayette Street

ZONE: RB/Townhouse

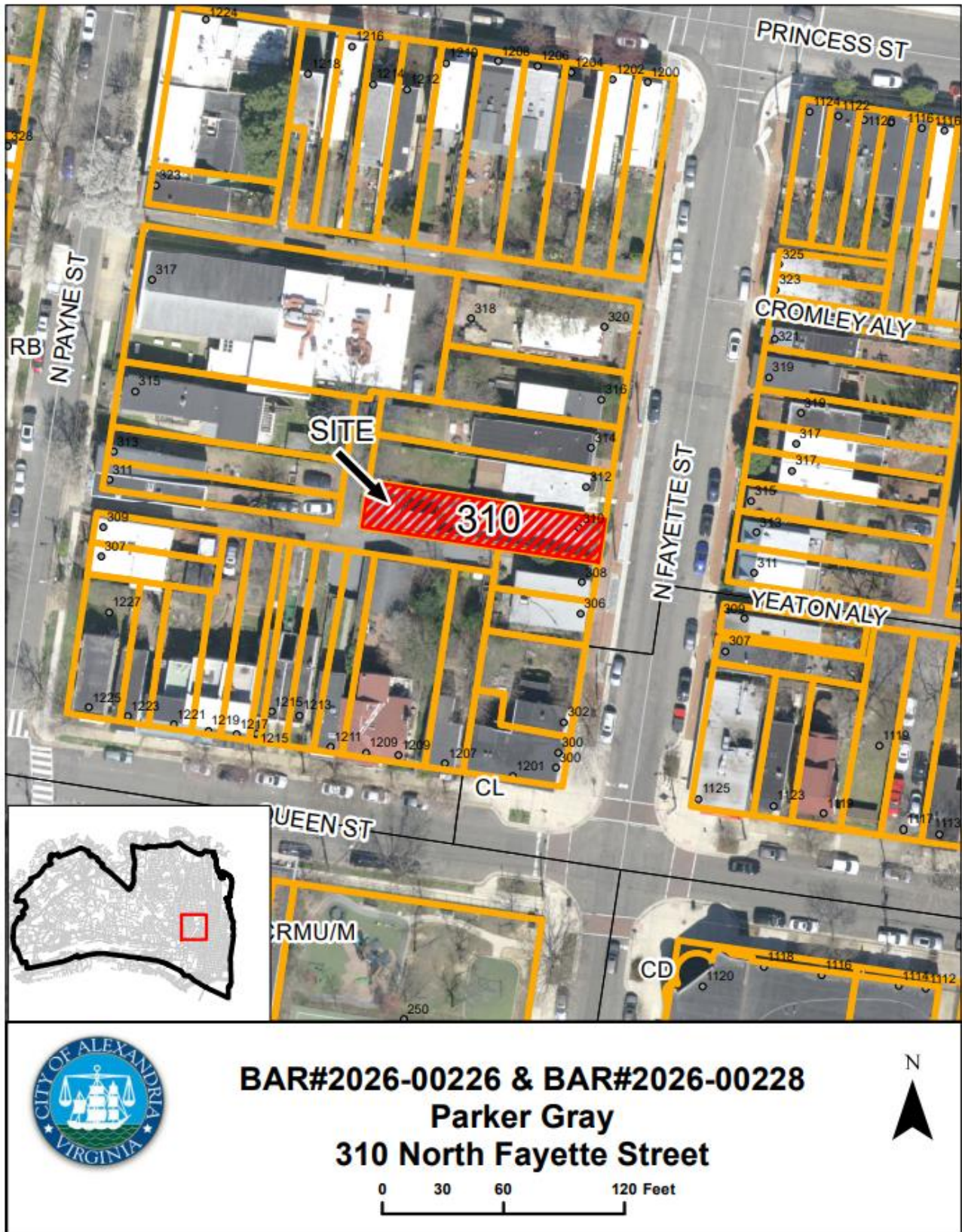
STAFF RECOMMENDATION

Staff recommends **approval** of the Certificate of Appropriateness for alterations and Permit to Demolish/Capsulate (partial), with the following conditions:

- The proposed handrail be removed from the scope of work.
- The applicant shall submit technical specifications for all proposed windows with the building permit.
- The applicant shall work with staff to find a more historically appropriate design for the front entrance canopy.

GENERAL NOTES TO THE APPLICANT

1. **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.
2. **COMPLIANCE WITH BAR POLICIES:** All materials must comply with the BAR's adopted policies unless otherwise specifically approved.
3. **BUILDING PERMITS:** Most projects approved by the Board of Architectural Review require the issuance of one or more construction permits by Department of Code Administration (including signs). The applicant is responsible for obtaining all necessary construction permits after receiving Board of Architectural Review approval. Contact Code Administration, 703-746-4200 for further information.
4. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a copy of the Certificate of Appropriateness or Permit to Demolish PRIOR to applying for a building permit. Contact BAR Staff, City Hall, 703-746-3833, or preservation@alexandriava.gov for further information.
5. **EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B), 10-206(B) and 10-307 of the Zoning Ordinance, any Board of Architectural Review approval will expire 12 months from the date of issuance if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.
6. **HISTORIC PROPERTY TAX CREDITS:** Applicants performing extensive, certified rehabilitations of historic properties may separately be eligible for state and/or federal tax credits. Consult with the Virginia Department of Historic Resources (VDHR) prior to initiating any work to determine whether the proposed project may qualify for such credits.



Note: Staff coupled the applications for a Permit to Demolish (BAR #2026-00228) and Certificate of Appropriateness (BAR #2026-00226) for clarity and brevity. The Permit to Demolish requires a roll call vote.

I. APPLICANT'S PROPOSAL

Note: The application's submitted proposal includes a handrail to be installed along the front stoop and walkway. Upon a finding by Transportation & Environmental Services that the handrail would be located in the public right-of-way and thus does not comply with the City Code, the applicant has subsequently requested to remove this handrail from the scope of work. The handrail is therefore not discussed in this report.

Permit to Demolish/Capsulate

The applicant requests a Permit to Demolish/Capsulate to:

- Demolish 27 square feet of rear (west) building wall area to create a folding glass wall.
- Demolish 4 square feet of rear (west) building wall to enlarge the two upper-level window openings.

Certificate of Appropriateness

The applicant requests a Certificate of Appropriateness to:

- Install a black powder coated steel canopy above the front stoop.
- Relocate a lower-level door eastward on the side (south) elevation.
- Replace a lower-level awning window on the side (south) elevation.
- Replace two lower-level windows with a folding glass wall on the rear (west) elevation, with a canopy above.
- Replace two upper-level windows on the rear (west) elevation with Marvin Elevate casement windows.
- Relocate the gate on the rear (west) elevation.



Figure 1: Rendering of proposed front stoop canopy and proposed rear (west) alterations.

Site context

The subject property is bound by North Fayette Street to the east and a public alley to the south and west.

II. HISTORY

310 North Fayette Street is a freestanding two story, two bay frame vernacular Italianate house that was constructed in the late 19th century and prior to **1902**, the first year that block was mapped by the Sanborn Fire Insurance company. The house is simple with its most prominent architectural feature being a dentiled cornice.

In 2006, the BAR approved a Permit to Demolish/Encapsulate to demolish an existing one-story addition, and a Certificate of Appropriateness to construct a larger one-story addition (BAR2006-0230 & 231). That project was never undertaken and the Board's approvals expired. In 2008, the Board again approved the demolition of the one-story addition and the construction of a two-story addition in its place (BAR2008-0222 & 223).

Previous BAR Approvals

BAR2006-00230 & BAR2026-00231

Demolish and reconstruct rear one-story addition

BAR2008-00206

Replace wood siding on front elevation, install fence, replace front door

BAR2008-00222 & BAR2008-00223

Demolish rear one-story addition and construct rear two-story addition

BAR2012-00228

Replace front door

BAR2019-00170

Repair and replace wood siding



Figure 2. Photos of front and rear elevation of subject property in 2008. The one-story rear addition in the right photo has since been demolished.



Figure 3. Photos of front and rear elevation of subject property in 2026.

III. ANALYSIS

Permit to Demolish/Capsulate

In considering a Permit to Demolish/Capsulate, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-205(B) which relate only to the subject property and not to neighboring properties. The Board has purview of the proposed demolition/capsulation regardless of visibility.

Standard	Description of Standard	Standard Met?
(1)	Is the building or structure of such architectural or historic interest that its removal would be to the detriment of the public interest?	No
(2)	Is the building or structure of such interest that it could be made into an historic shrine?	No
(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?	No
(4)	Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?	No
(5)	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 to live?	No

(6)	Would retention of the building or structure help maintain the scale and character of the neighborhood?	No
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In the opinion of staff, none of the criteria for demolition and capsulation are met. The demolition/capsulation will affect only the rear addition which is not historic. The demolition/capsulation will not remove any character-defining features of uncommon design or historic merit and does not compromise the integrity of the building. Staff therefore has no objection to the demolition/capsulation and recommends **approval** of the Permit to Demolish/Capsulate (partial).

Certificate of Appropriateness

According to the Design Guidelines, “*Awnings should be sympathetic to – and not detract from – the architecture of the buildings to which they are attached.*” The subject property is a vernacular Italianate style building. The proposed rigid flat canopy is modern in design, and its style is not compatible with the building’s Italianate architectural character. Its thin, flat metal profile and lack of traditional detailing create a contemporary appearance that does not relate to the historic design of the building. Italianate buildings commonly feature entrance wood door hoods supported by decorative brackets and molded detailing. In the case of the subject property, an appropriately designed canopy or door hood would be sympathetic to the existing historic details such as the dentiled roof cornice. Conversely, on the rear elevation, the proposed canopy is appropriate because it is located on a Later addition that is not historic.

Staff supports the remainder of the alterations to the side and rear of the subject property. Due to the presence of a fence and gate, there is limited visibility of the rear lower level of the building from the public alley. Only the top of the proposed folding glass wall on the lower level will be visible. The proposed fiberglass material for the upper-level replacement windows, and the design for the folding glass wall, are both appropriate for a Later addition. Staff is also not opposed to the relocation of the side door or the new kitchen awning window, as their visibility is mostly blocked due to the 6-foot-tall privacy fence.

Therefore, staff recommends **approval** of the Certificate of Appropriateness for alterations, with the following conditions:

- The proposed handrail be removed from the scope of work.
- The applicant shall submit technical specifications for all proposed windows with the building permit.
- The applicant shall work with staff to find a more historically appropriate design for the front entrance canopy.

STAFF

Brendan Harris, Historic Preservation Planner, Planning & Zoning
Julie Weisgerber, Historic Preservation Principal Planner, Planning & Zoning
Tony LaColla, AICP, Land Use + Preservation Division Chief, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

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

Zoning

- C-1 Proposed new handrail, front canopy, rear fence, window replacement and new rear glass wall will comply with zoning.

Code Administration

A building permit is required.

Transportation and Environmental Services

- 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 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)
- F-2 On submitted drawing BAR3, a handrail is proposed within the public right-of-way. The handrail should be moved to be entirely within the 310 N. Fayette Street property. A handrail is not a permitted encroachment per City Code section 5-2-29. (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 Roof, surface and sub-surface drains be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec. 5-6-224) (T&ES)
- C-4 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

- C-5 An encroachment request will be required for projections into the public right of way unless allowable under City Code section 5-2-29. (T&ES)

Alexandria Archaeology

No archaeology comments.

V. ATTACHMENTS

1 – Application Materials

- *Completed application*
- *Plans*
- *Material specifications*
- *Scaled survey plat if applicable*
- *Photographs*

2 – Supplemental Materials

- *Public comment*
- *HOA approval if applicable*
- *Easement approval if applicable*
- *Any other supporting documentation*

BAR CASE# _____
(OFFICE USE ONLY)

ADDRESS OF PROJECT: 310 North Fayette

DISTRICT: ☐ Old & Historic Alexandria ☒ Parker – Gray ☐ 100 Year Old Building

TAX MAP AND PARCEL: 064.01-12-19 ZONING: RB

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: Patti Rounsevell

Address:

City:

Phone:

Authorized Agent (if applicable): ☐ Attorney ☒ Architect ☐ _____

Name: jim rounsevell

Phone: _____

E-mail: _____

Legal Property Owner:

Name: Patti Rounsevell + Ken Labowitz

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

NATURE OF PROPOSED WORK: *Please check all that apply*

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

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

In front, a new black painted steel handrail is added to the right of an existing bluestone walkway and front stoop. black metal handrails are common to the neighborhood. A minimal black steel canopy is attached above the stoop. There is no change to the existing footprint of the structure. In the rear, behind a 6' high fence, an existing side door is relocated eastward. On the back, two double hung windows are replaced with a folding glass wall for improved access to an existing bluestone patio. A minimal black steel canopy protects the folding glass wall and relocated back door from western sun. Two upper level rear casements replace existing. a kitchen awning window on the lower level replaces existin

SUBMITTAL REQUIREMENTS:

- ☐ Check this box if there is a homeowner's association for this property. If so, you must attach a copy of the letter approving the project.

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.

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. 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.

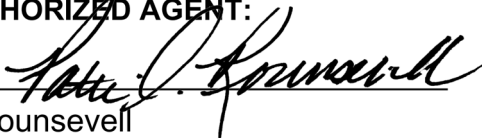
- ☒ ☐ ^{N/A} Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
- ☒ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC 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 understand that after reviewing the proposed alterations, BAR staff will invoice the appropriate filing fee in APEX. The application will not be processed until the fee is paid online.
- ☒ 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 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: Patti Rounsevell

Date: 06.02.26

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. Patti Rounsevell		100
2. Kenneth Labowitz		100
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 310 N Fayette St, Alexandria V(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. Patti Rounsevell		100
2. Kenneth Labowitz		100
3.		

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

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

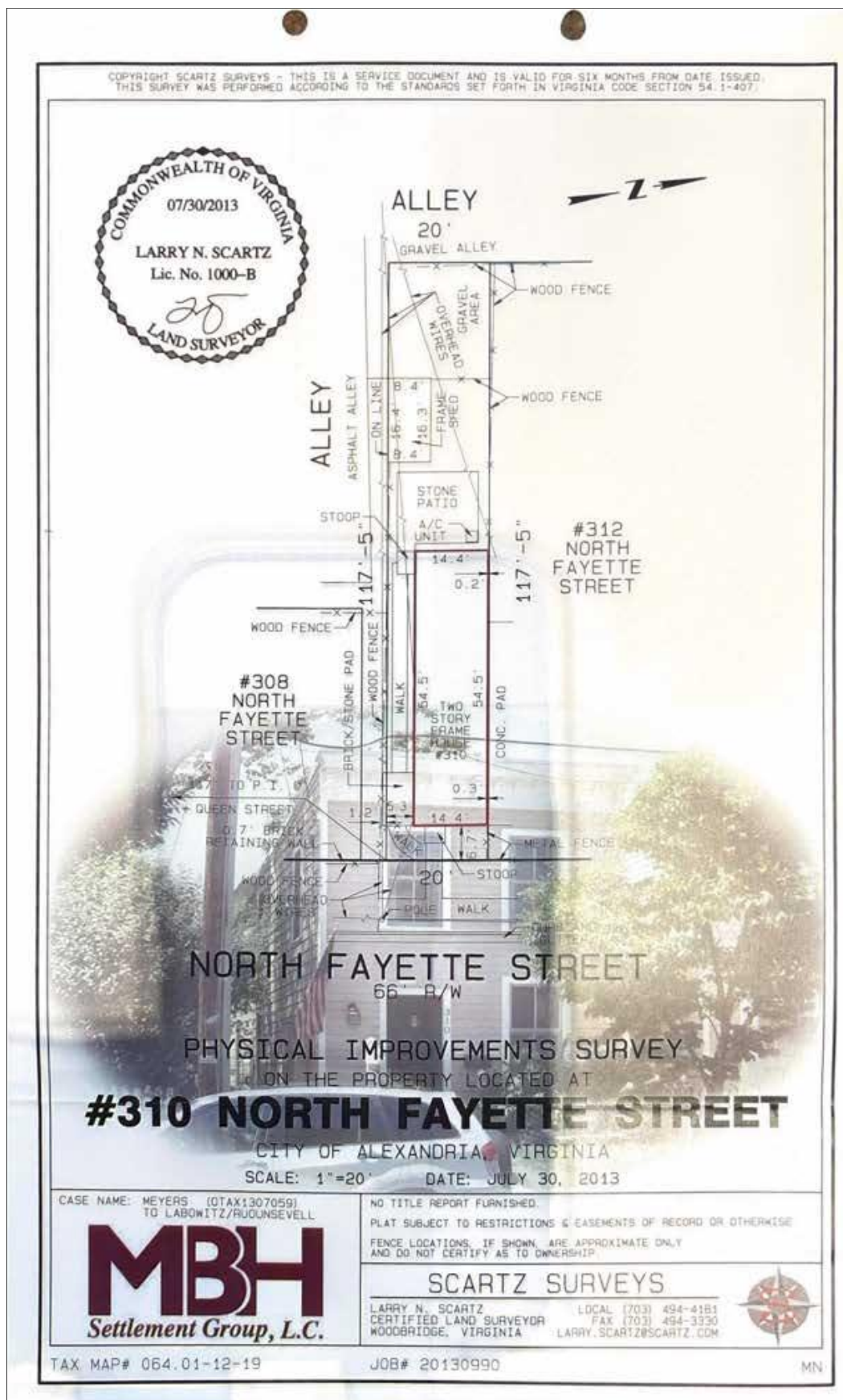
NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

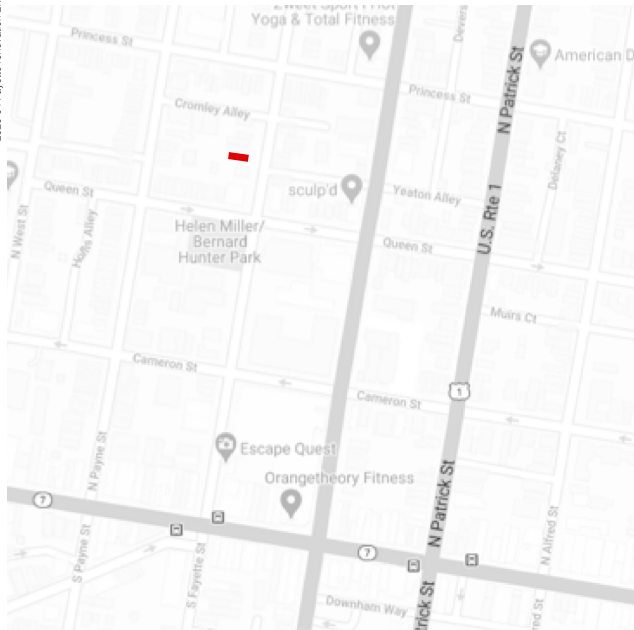
As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

06/15/2026
Date

Patti Rounsevell
Printed Name

Patti Rounsevell
Signature





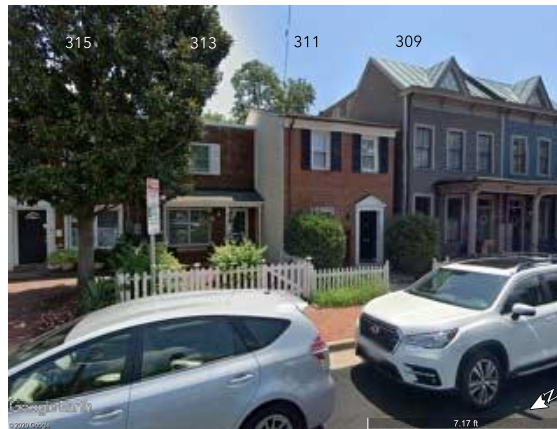
location



current view



google view



across the street



front



rear, inside fence

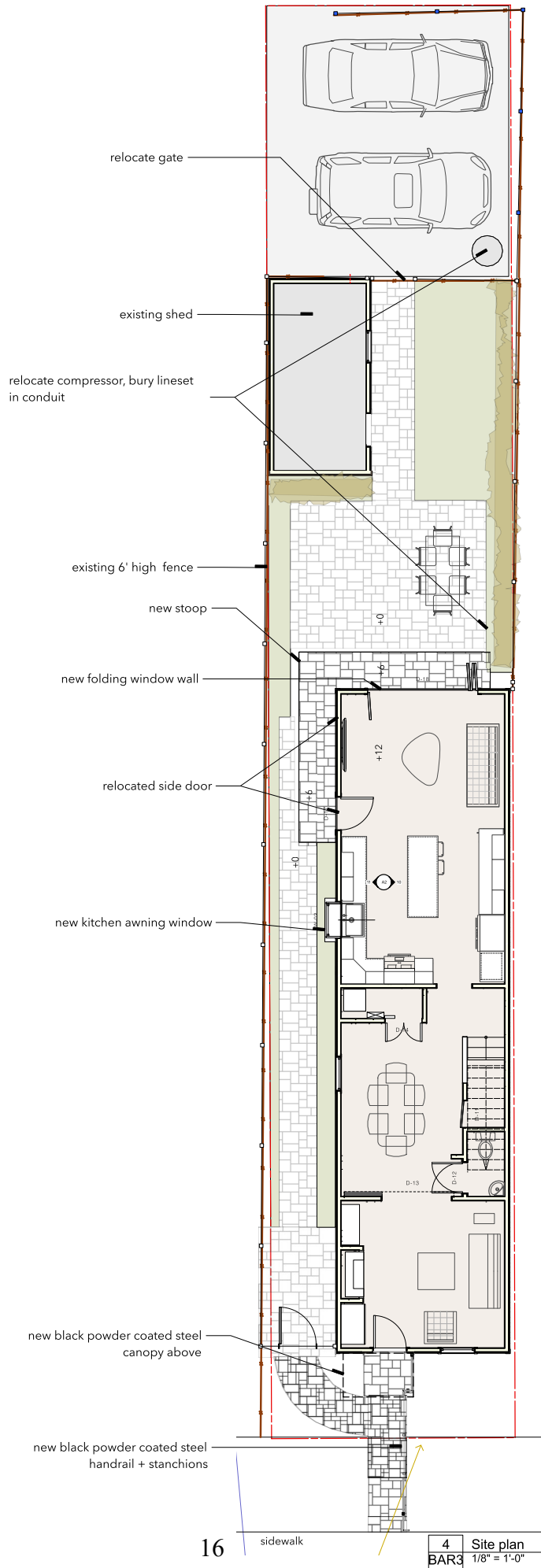
JIM ROUNSEVELL ARCHITECT
434.882.4992
J1R@JNRSTUDIO.COM

2026-04 Fayette

EXISTING CONDITIONS

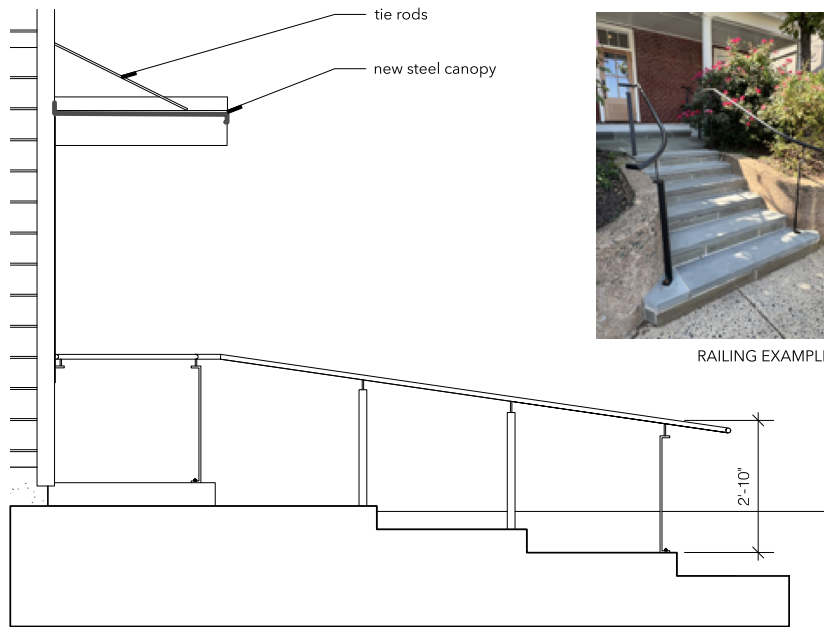
310 N FAYETTE RENOVATION

BAR2

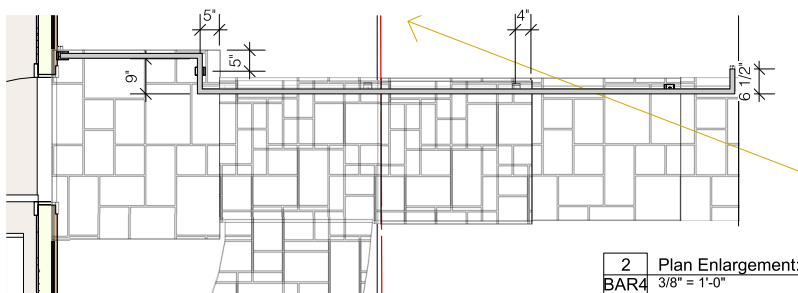




7 FRONT ELEVATION
BAR4 1/4" = 1'-0"



1 Elevation Detail: Handrails
BAR4 3/8" = 1'-0"



2 Plan Enlargement: handrails
BAR4 3/8" = 1'-0"

JIM ROUNSEVELL ARCHITECT
434.882.4992
J1R@JNRSTUDIO.COM
2026-04 Fayette

FRONT ELEVATION

310 N FAYETTE RENOVATION

BAR4

REAR ELEVATION



existing

replace existing windows

folding glass wall system

existing fence



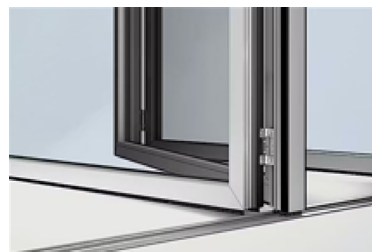
4 rear elevation
BAR5 1/4" = 1'-0"



marvin elevate casement



Nanawall folding glass wall examples



Nanawall system

310 N FAYETTE RENOVATION

BAR5

REAR OPENINGS

310 N FAYETTE RENOVATION

BAR6



folding glass wall system

existing fence



4 new rear elevation
BAR6 1/4" = 1'-0"

existing windows: 32 sq. ft.

new windows: 36 sq. ft.

existing windows: 36 sq. ft.

wall removed 27 sq. ft.



1 existing rear elevation
BAR6 1/4" = 1'-0"