

BAR CASE#

(OFFICE USE ONLY)

ADDRESS OF PROJECT: _____

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

TAX MAP AND PARCEL: _____ ZONING: _____

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: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

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

Name: _____

Phone: _____

E-mail: _____

Legal Property Owner:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

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 type="checkbox"/> shutters |
| <input type="checkbox"/> doors | <input 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).*

This project consists of renovating the entry vestibule to 100 N Pitt street & renovating the rear plaza adjacent to 115 N ST Asaph St. Entrance Vestibule demolition includes the removal of existing built-in brick planters and existing storefront glass. Plaza demolition includes the removal of an existing metal guard rail and a low brick wall. Entrance Vestibule renovations include an interior elevator lobby remodel, enclosure of the existing masonry openings with new storefront glazing, addition of an overhead louvered sunshade canopy, and addition of 24" Arial back-lit address signage in black anodized aluminum. Plaza renovations include installation of a metal privacy screen, new guard rail and handrails at exiting steps and provision of outdoor planters.

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.

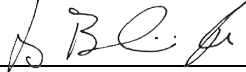
- ☐ ☐ ^{N/A} Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
- ☐ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC 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: _____

Date: _____

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. <u>BANKERS SQUARE ASSOCIATES LLC</u>	[REDACTED]	<u>100 %</u>
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 100 N. PETT ST. (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. <u>BANKERS SQUARE ASSOCIATES LLC</u>	[REDACTED]	<u>100 %</u>
2.		
3.		

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

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

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

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

6/16/25
Date

MAX SIMPSON
Printed Name

[Signature]
Signature



Department of Planning and Zoning Floor Area Ratio and Open Space Calculations

B

A. Property Information

A1. Street Address Zone

A2. x =
Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area

Basement

First Floor

Second Floor

Third Floor

Attic

Porches

Balcony/Deck

Lavatory***

Other**

Allowable Exclusions**

Basement**

Stairways**

Mechanical**

Attic less than 7'***

Porches**

Balcony/Deck**

Lavatory***

Other**

Other**

B1. Sq. Ft.
Existing Gross Floor Area*

B2. Sq. Ft.
Allowable Floor Exclusions**

B3. Sq. Ft.
Existing Floor Area Minus Exclusions
(subtract B2 from B1)

Comments for Existing Gross Floor Area

B1. **Total Gross**

B2. **Total Exclusions**

C. Proposed Gross Floor Area

Proposed Gross Area

Basement

First Floor

Second Floor

Third Floor

Attic

Porches

Balcony/Deck

Lavatory***

Other

Allowable Exclusions**

Basement**

Stairways**

Mechanical**

Attic less than 7'***

Porches**

Balcony/Deck**

Lavatory***

Other**

Other**

C1. Sq. Ft.
Proposed Gross Floor Area*

C2. Sq. Ft.
Allowable Floor Exclusions**

C3. Sq. Ft.
Proposed Floor Area Minus Exclusions
(subtract C2 from C1)

C1. **Total Gross**

C2. **Total Exclusions**

D. Total Floor Area

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

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

E. Open Space

E1. Sq. Ft.
Existing Open Space

E2. Sq. Ft.
Required Open Space

E3. Sq. Ft.
Proposed Open Space

Notes

*Gross floor area is the sum of all areas under roof of a lot, measured from the face of exterior walls, including basements, garages, sheds, gazebos, guest buildings and other accessory buildings.

** Refer to the Zoning Ordinance (Section 2-145(B)) and consult with Zoning Staff for information regarding allowable exclusions. Sections may also be required for some exclusions.

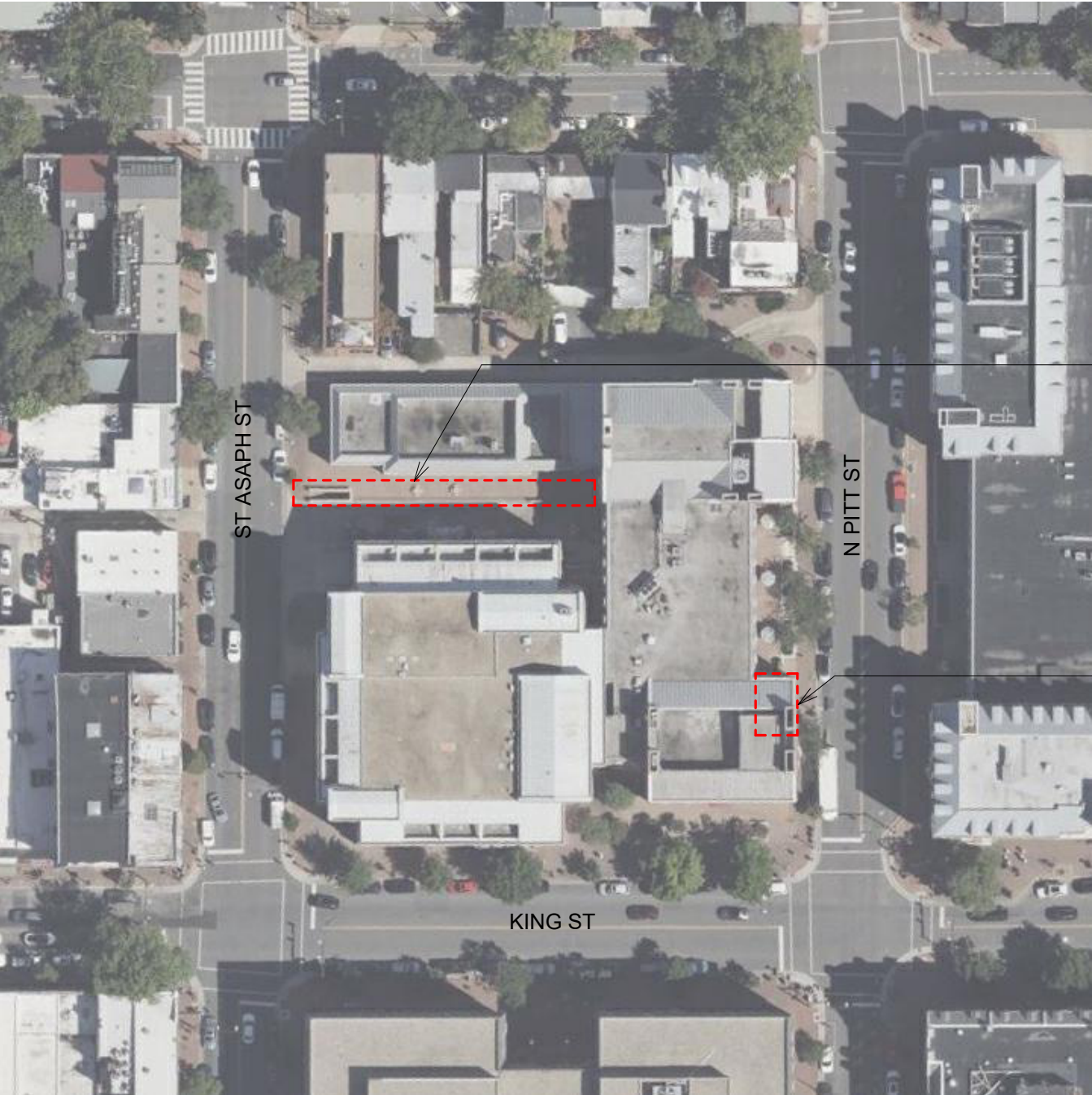
***Lavatories may be excluded up to a maximum of 50 square feet, per lavatory. The maximum total of excludable area for lavatories shall be no greater than 10% of gross floor area.

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

Signature: _____

Date: _____

100 N PITT ST EXTERIOR RENOVATION



REAR PLAZA
SEE SHEETS: BAR 3B-7B

ENTRANCE VESTIBULE
SEE SHEETS: BAR 3A-7A

SHEET INDEX

BAR 01	Cover Sheet
BAR 02	Original Architectural Site Plan
BAR 03a	Existing Photos - Entrance Vestibule
BAR 04a	Demolition Floor Plan - Entrance Vestibule
BAR 05a	Proposed Floor Plan - Entrance Vestibule
BAR 06a	Proposed Elevations - Entrance Vestibule
BAR 07a	3D View & Detail - Entrance Vestibule
BAR 08a	Materials and Specifications
BAR 03b	Existing Photos - Rear Plaza
BAR 04b	Demolition Floor Plan - Rear Plaza
BAR 05b	Proposed Floor Plan - Rear Plaza
BAR 06b	Proposed North Elevation - Rear Plaza
BAR 07b	Proposed Details - Rear Plaza
BAR 08b	Materials and Specifications

DESCRIPTION OF WORK

THIS PROJECT CONSISTS OF RENOVATING THE ENTRY VESTIBULE TO 100 N PITT STREET & RENOVATING THE REAR PLAZA ADJACENT TO 115 N ST ASAPH ST

Cole&DennyArchitects

277 South Washington Street
Alexandria, VA 22314

703.684.5994
coleanddenny.com

Cover Sheet

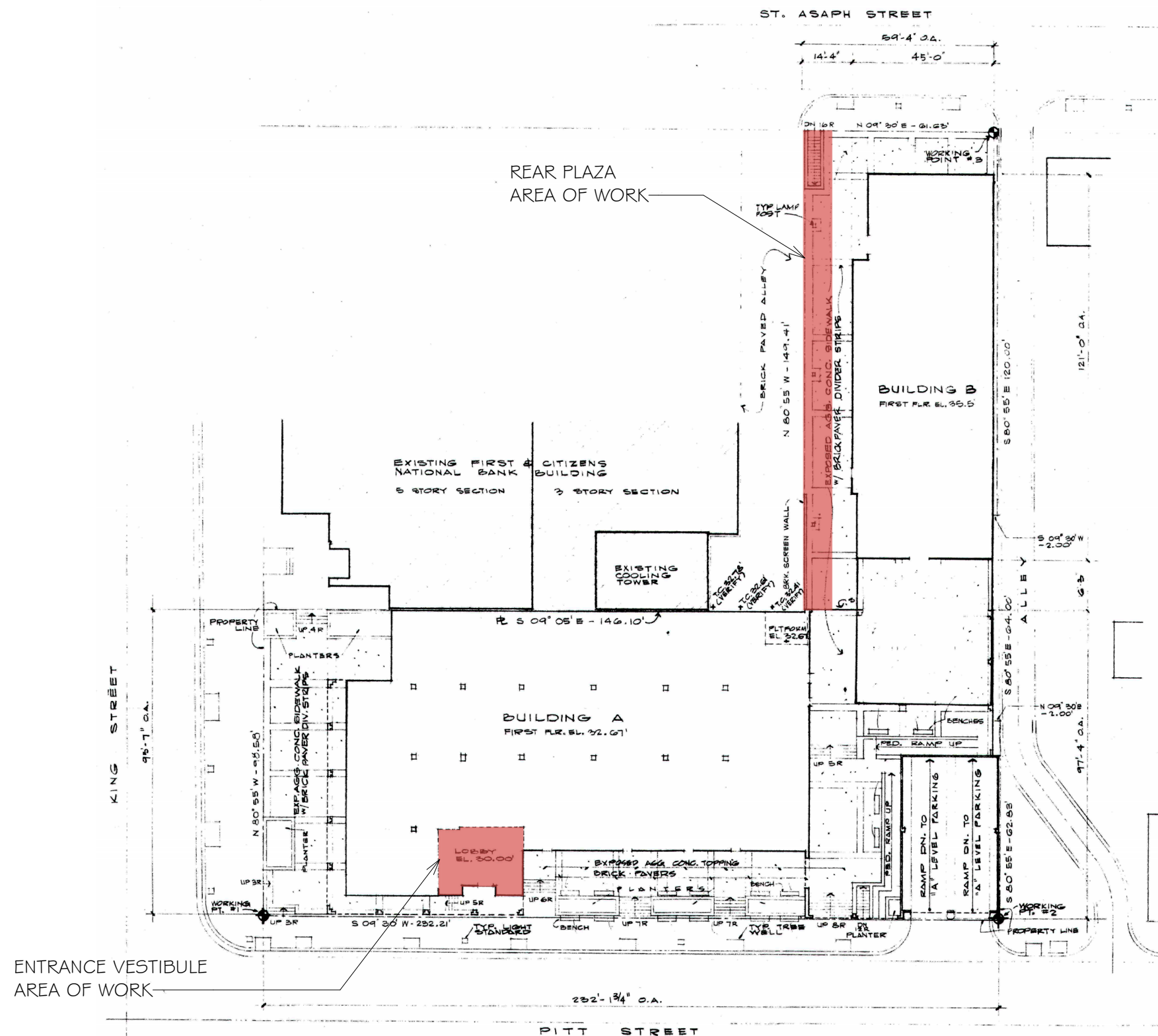
100 N PITT ST EXTERIOR RENOVATION



BAR 01

24005

DATE: 06/18/2025





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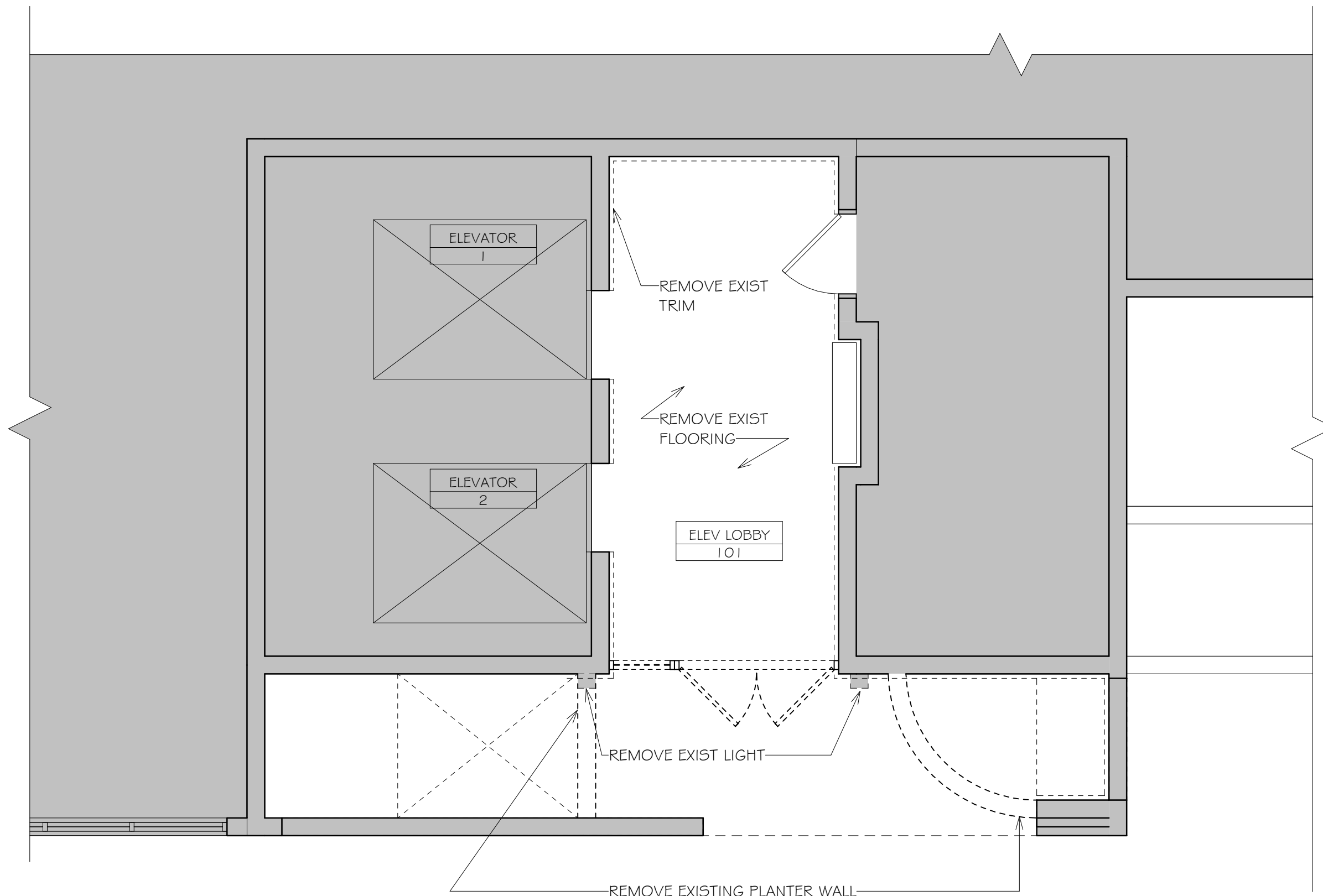
Existing Photos - Entrance Vestibule

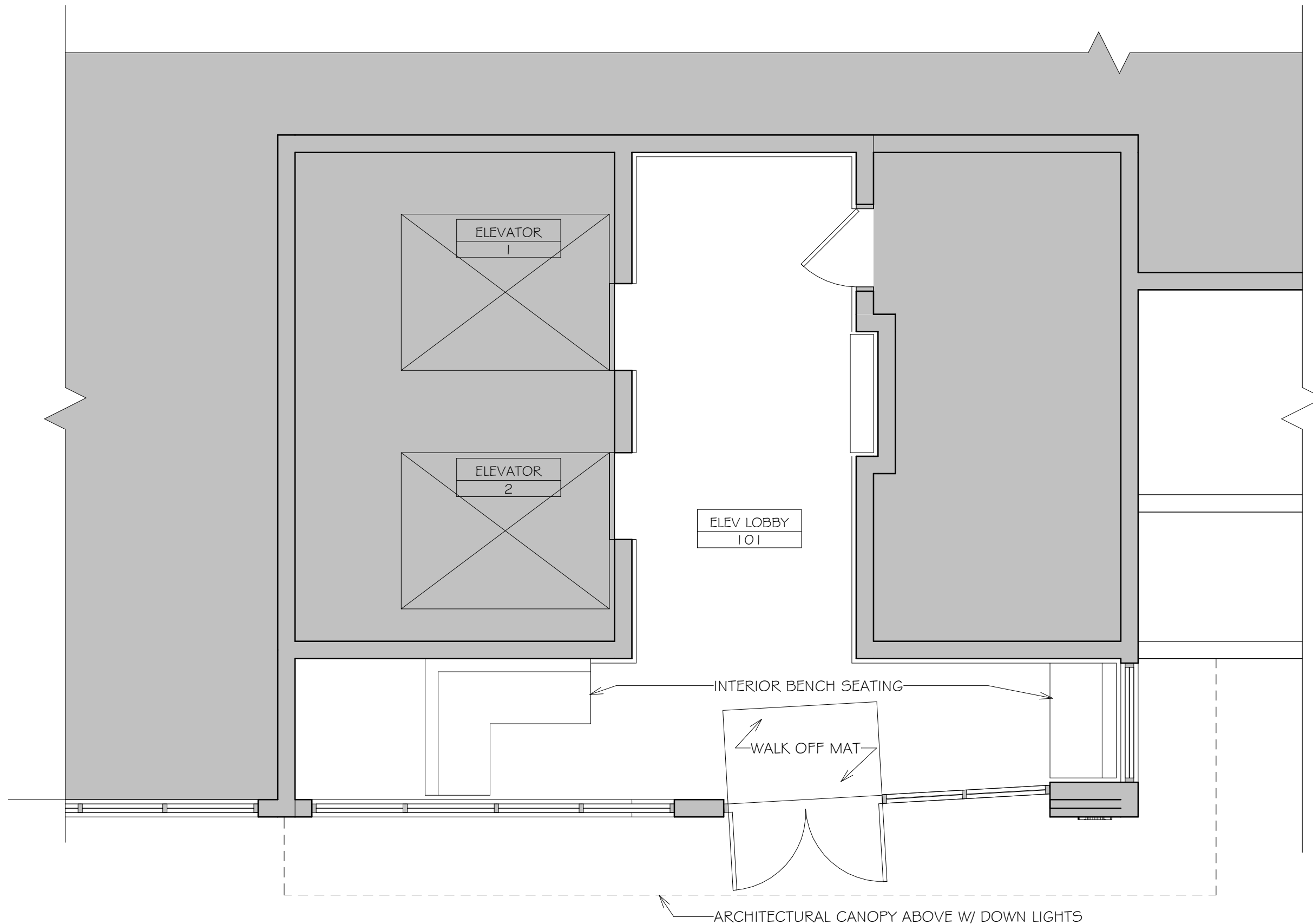
100 N PITT ST EXTERIOR RENOVATION

BAR 03a

24005

DATE: 06/18/2025





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Proposed Floor Plan - Entrance Vestibule

100 N PITT ST EXTERIOR RENOVATION

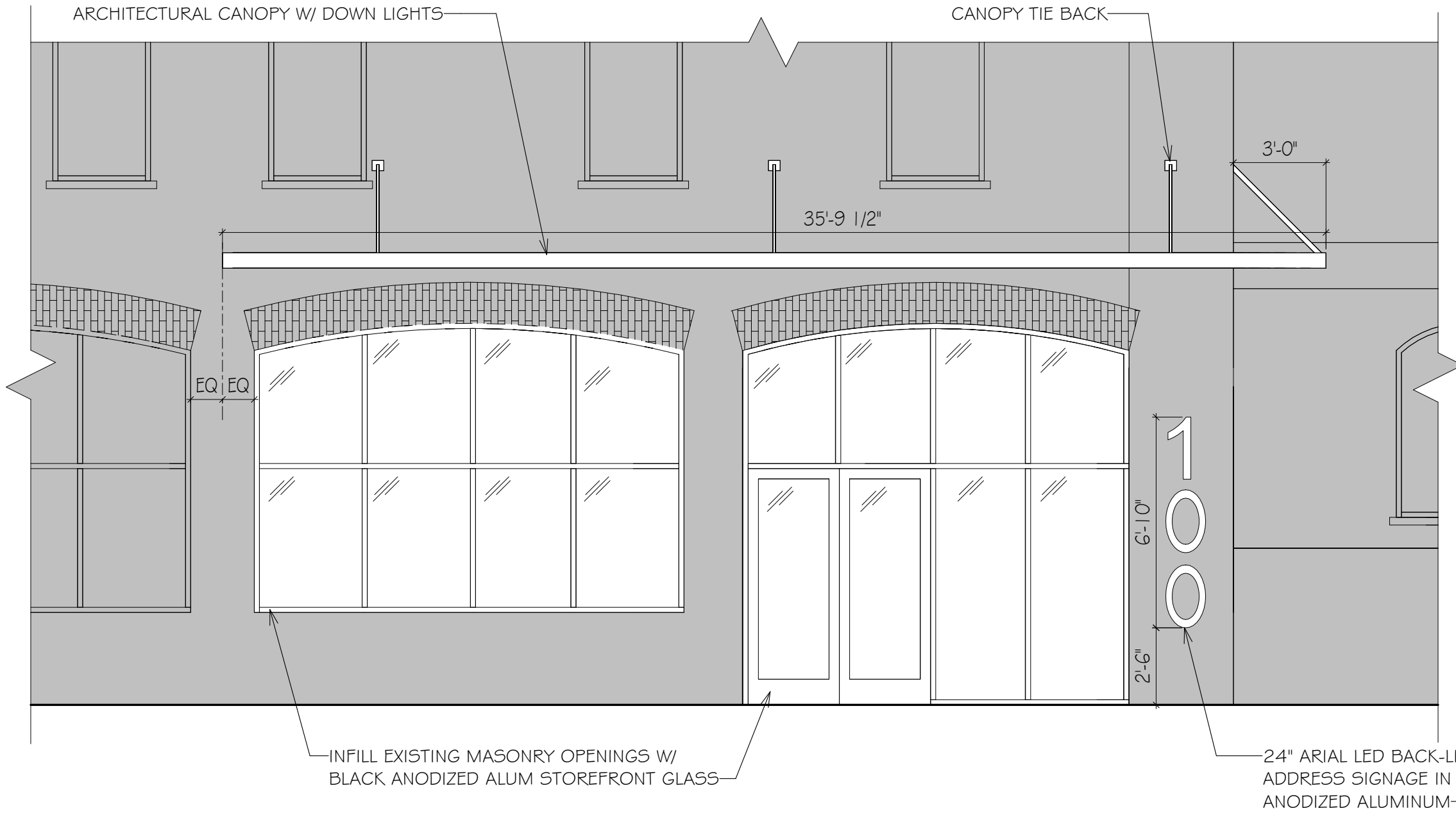
SCALE: 1/4" = 1'-0"
0' 2' 4' 8'



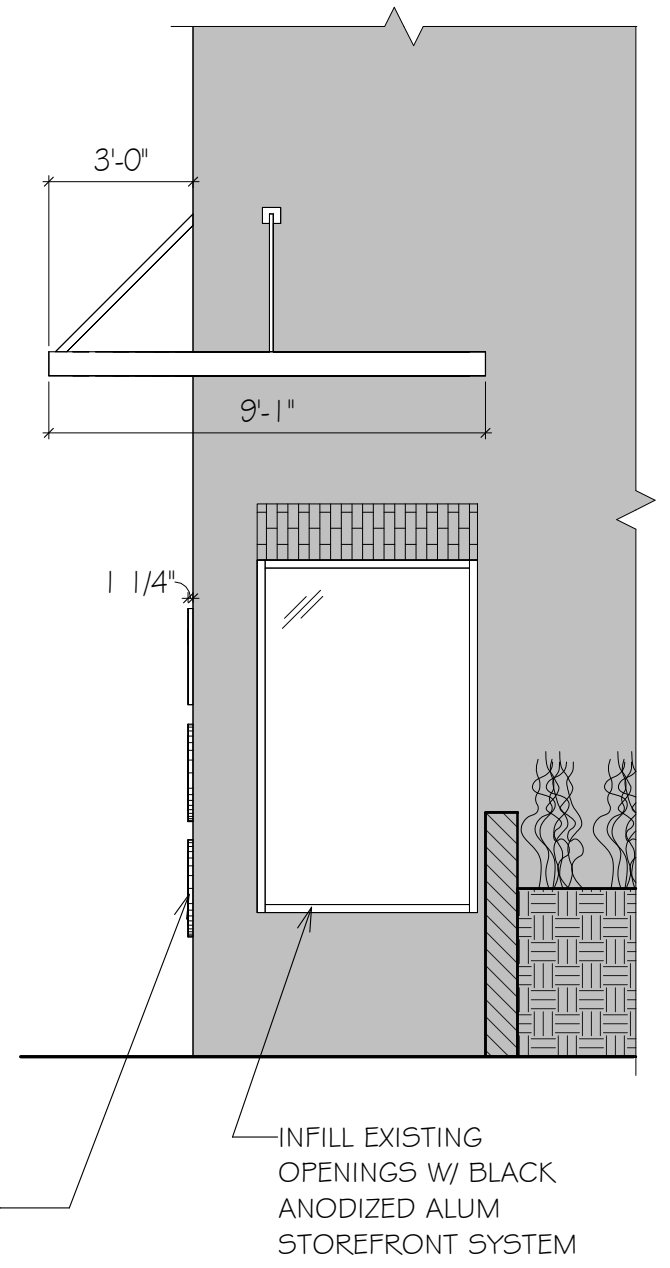
BAR 05a

24005

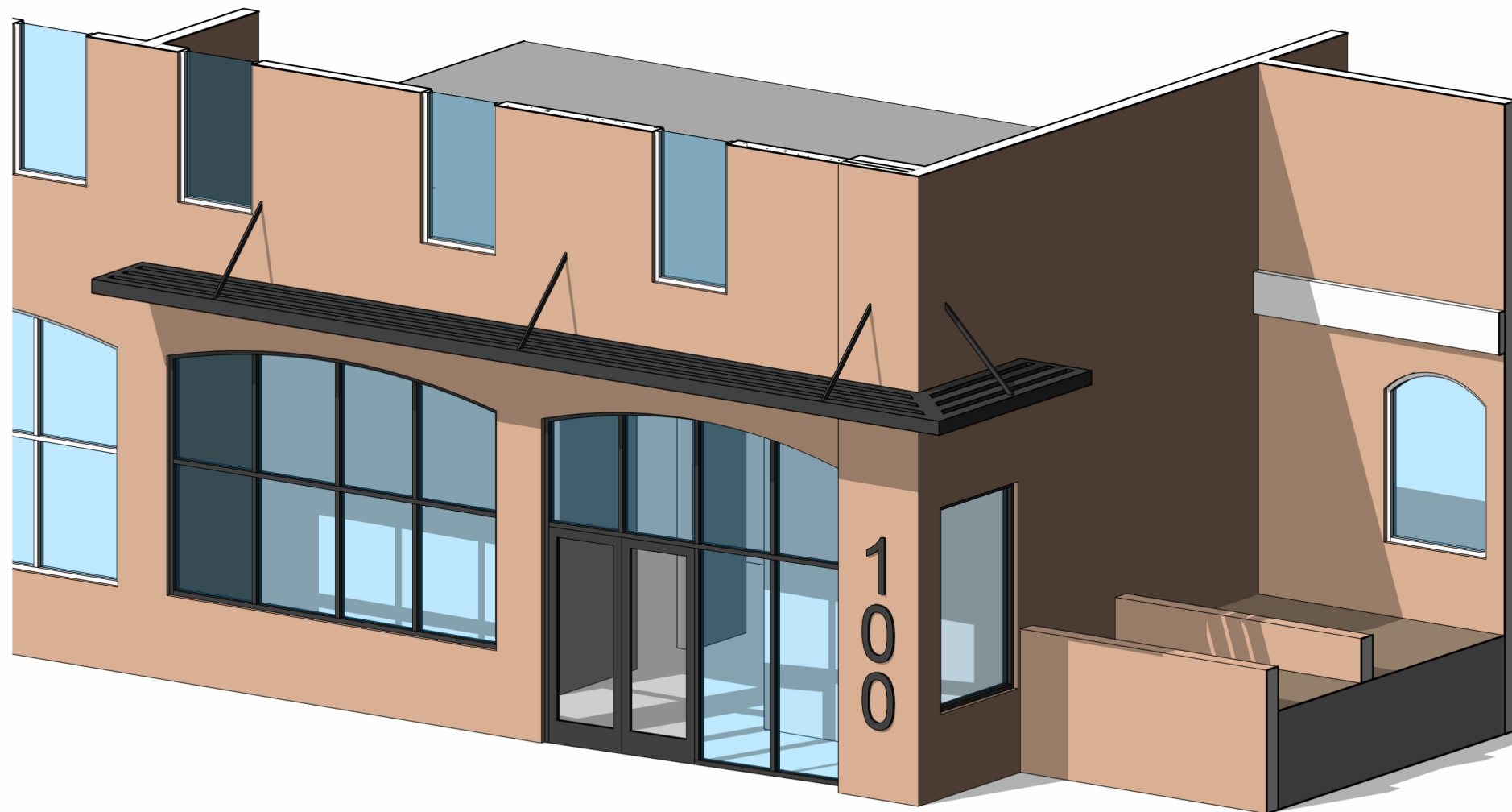
DATE: 06/18/2025



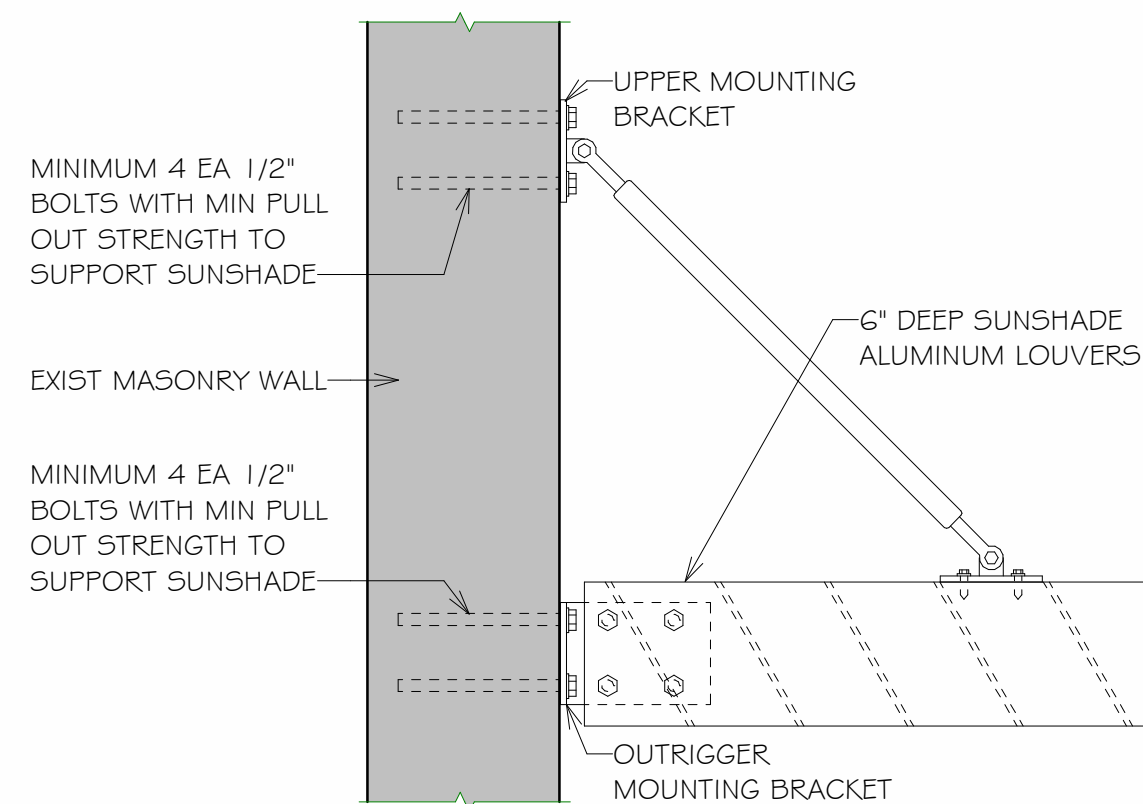
1 EAST ELEVATION
A1.02 BAR 06a 1/4" = 1'-0"



2 NORTH ELEVATION
A1.02 BAR 06a 1/4" = 1'-0"



1 3D VIEW
BAR 07a



2 CANOPY DETAIL
BAR 07a 1 1/2" = 1'-0"

ALUMINUM STOREFRONT:
KAWNEER TRIFAB 45 I LIGHT BROWN TO
MATCH EXISTING ADJACENT CONSTRUCTION.

GLAZING: INSULATED SAFETY GLAZING TO
MATCH EXISTING ADJACENT CONSTRUCTION



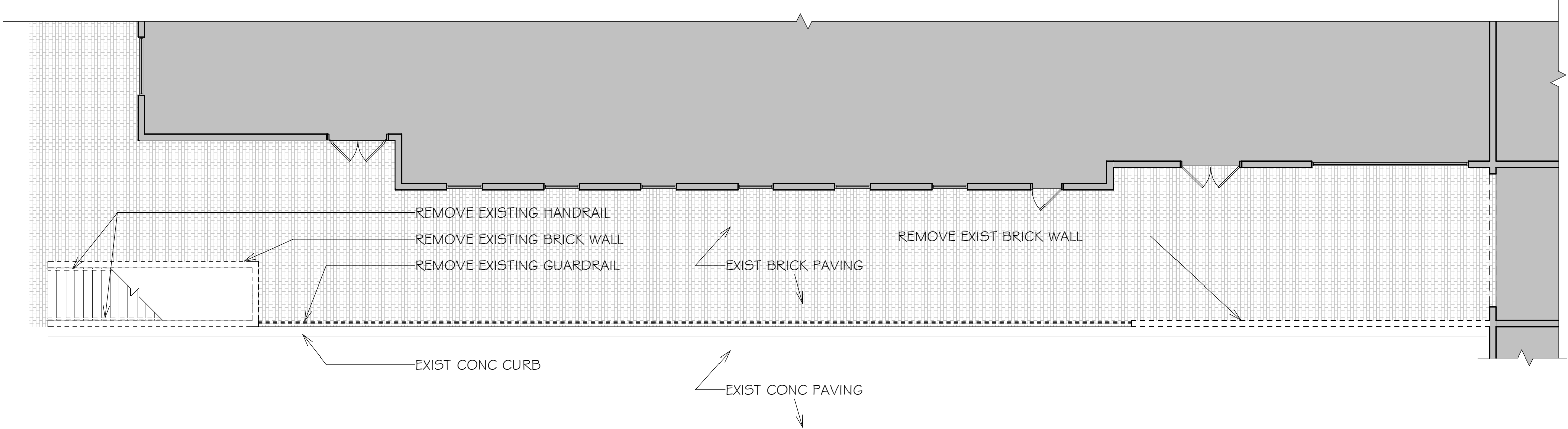
ALUMINIUM STOREFRONT BY KAWNEER

ARCHITECTURAL LOUVERED ALUMINUM CANOPY:
BASIS OF DESIGN: ARCHITECTURAL LOUVERS,
HGA
COLOR: BLACK



BACKLIT ADDRESS SIGNAGE
BASIS OF DESIGN: HELLONESIGN
COLOR: BLACK





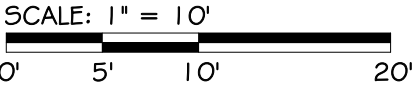
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Demolition Floor Plan - Rear Plaza

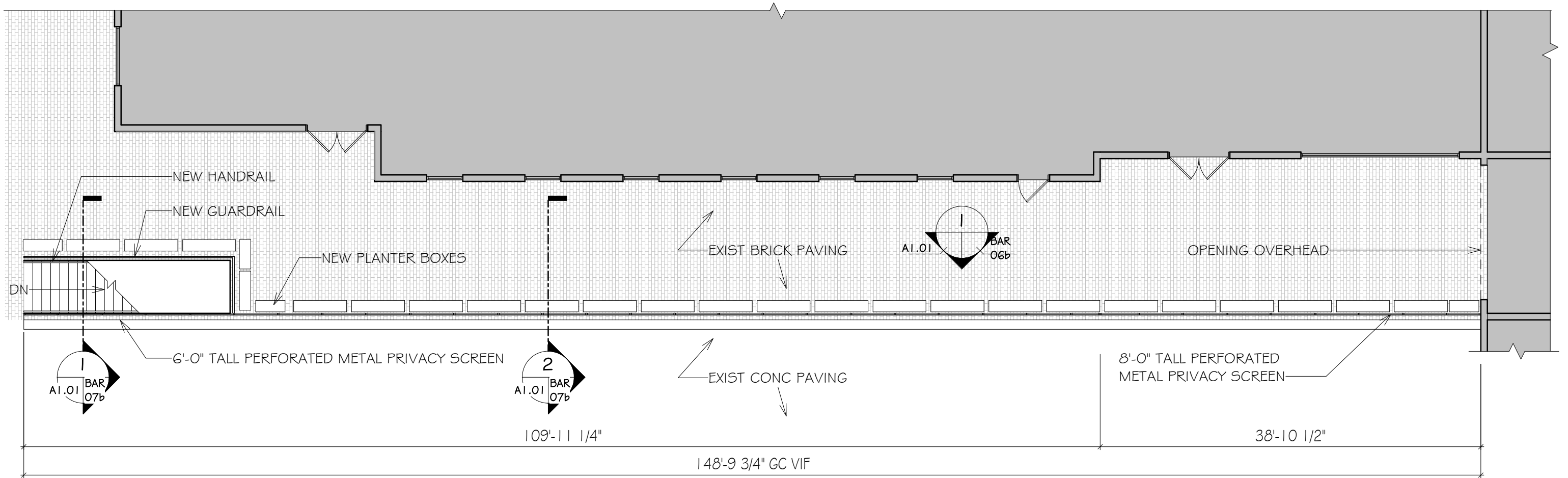
100 N PITT ST EXTERIOR RENOVATION



BAR 04b

24005

DATE: 06/18/2025



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Proposed Floor Plan - Rear Plaza

100 N PITT ST EXTERIOR RENOVATION

SCALE: 1" = 10'

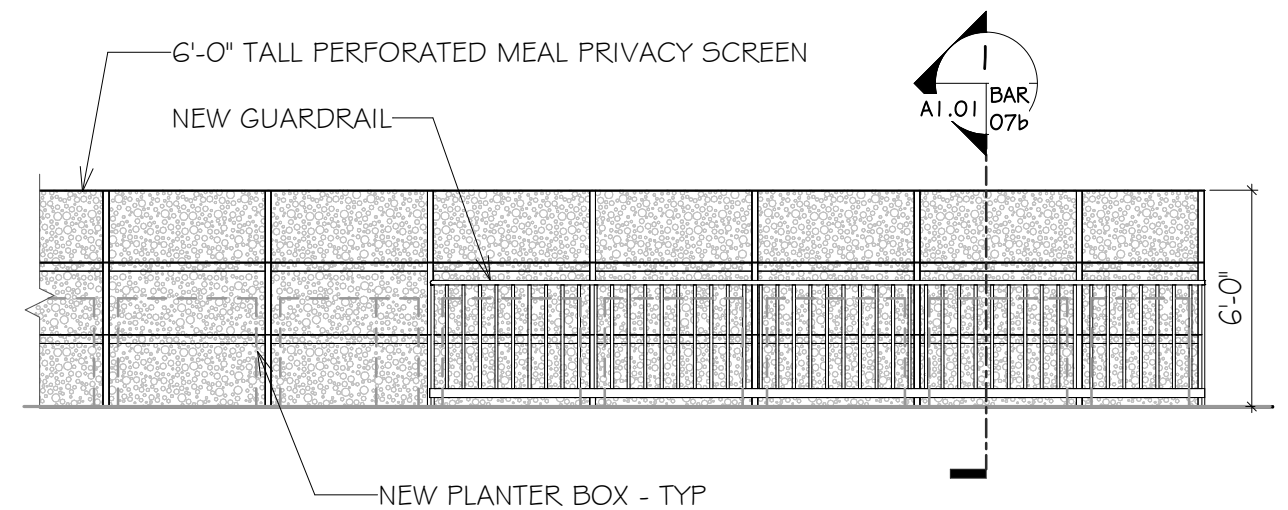
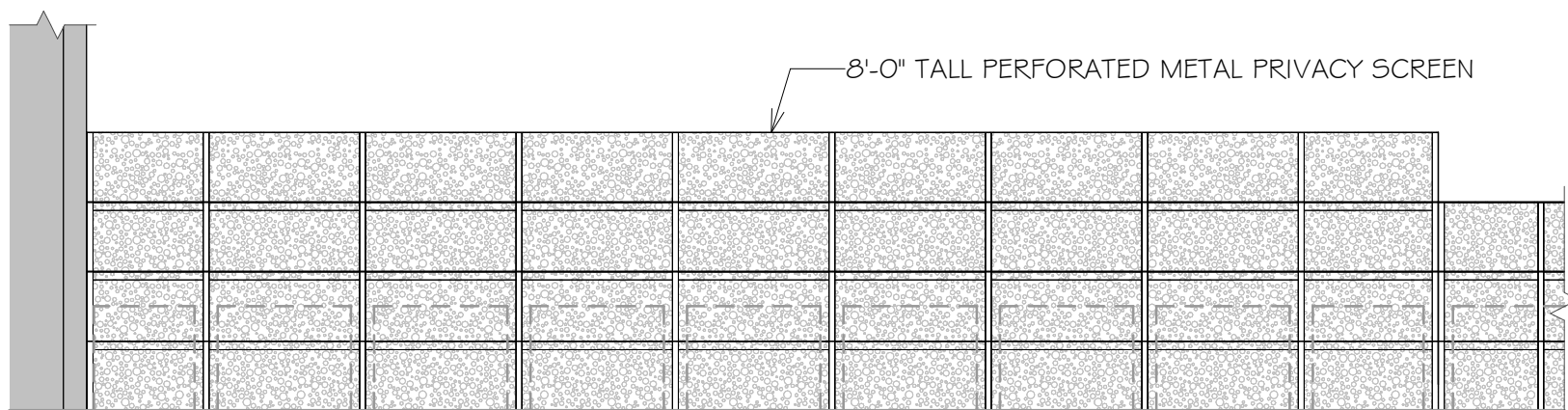
0' 5' 10' 20'



BAR 05b

24005

DATE: 06/18/2025



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Proposed North Elevation - Rear Plaza

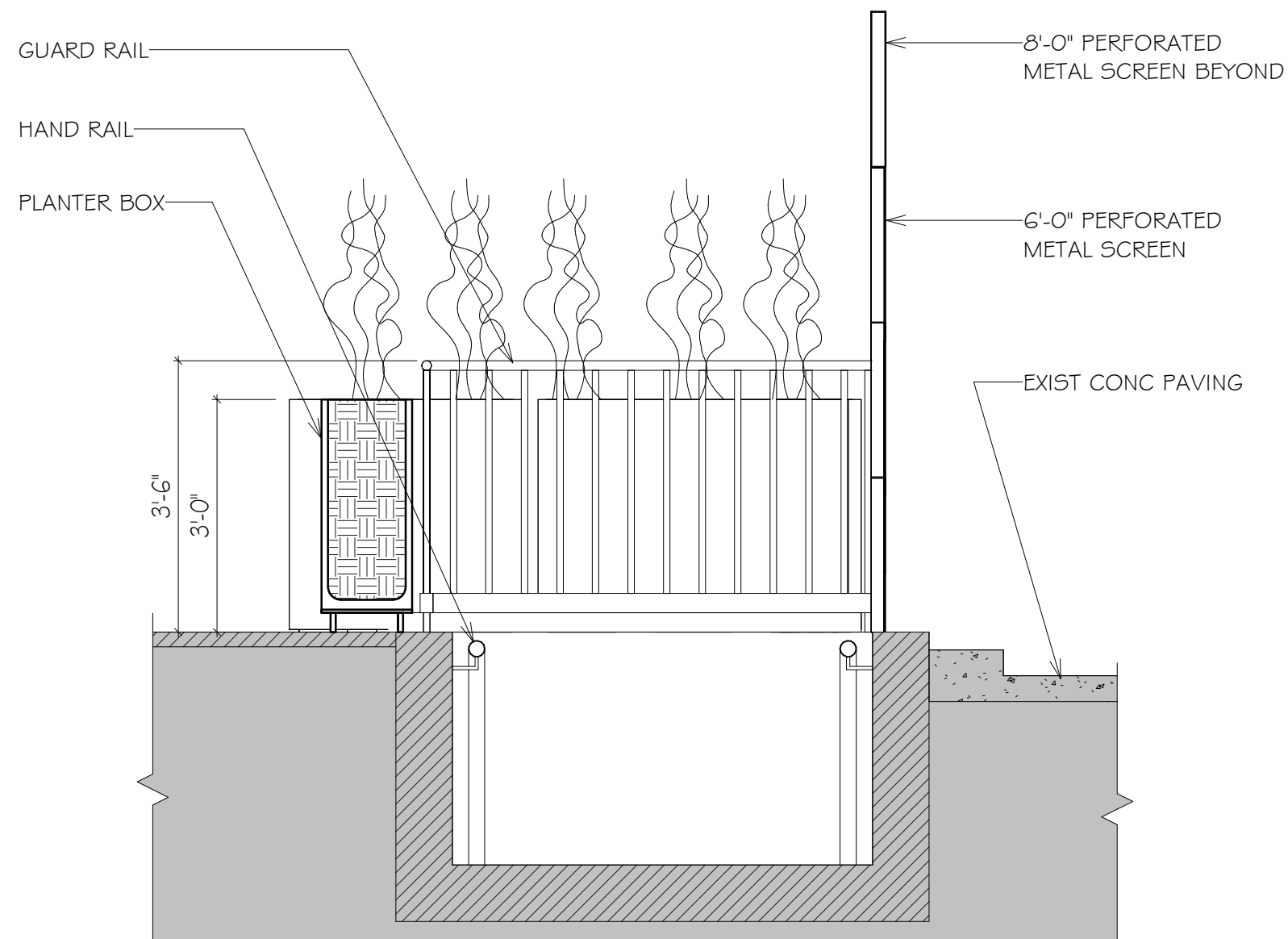
100 N PITT ST EXTERIOR RENOVATION

SCALE: $\frac{3}{16}'' = 1'-0''$
0' 2' 4' 8' 12'

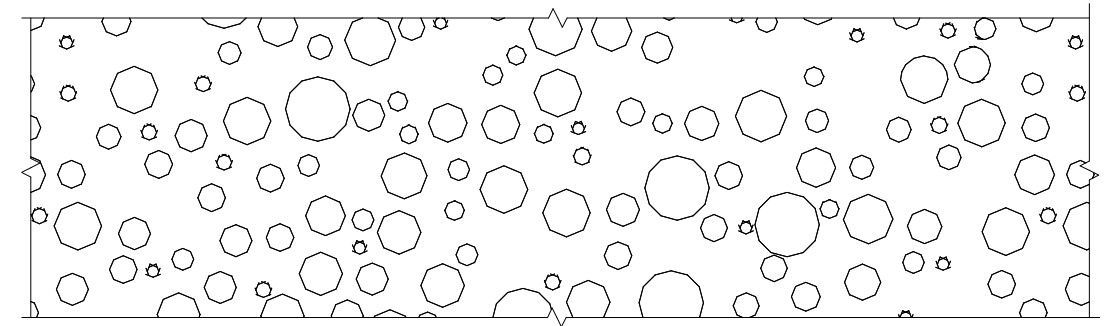
BAR 06b

24005

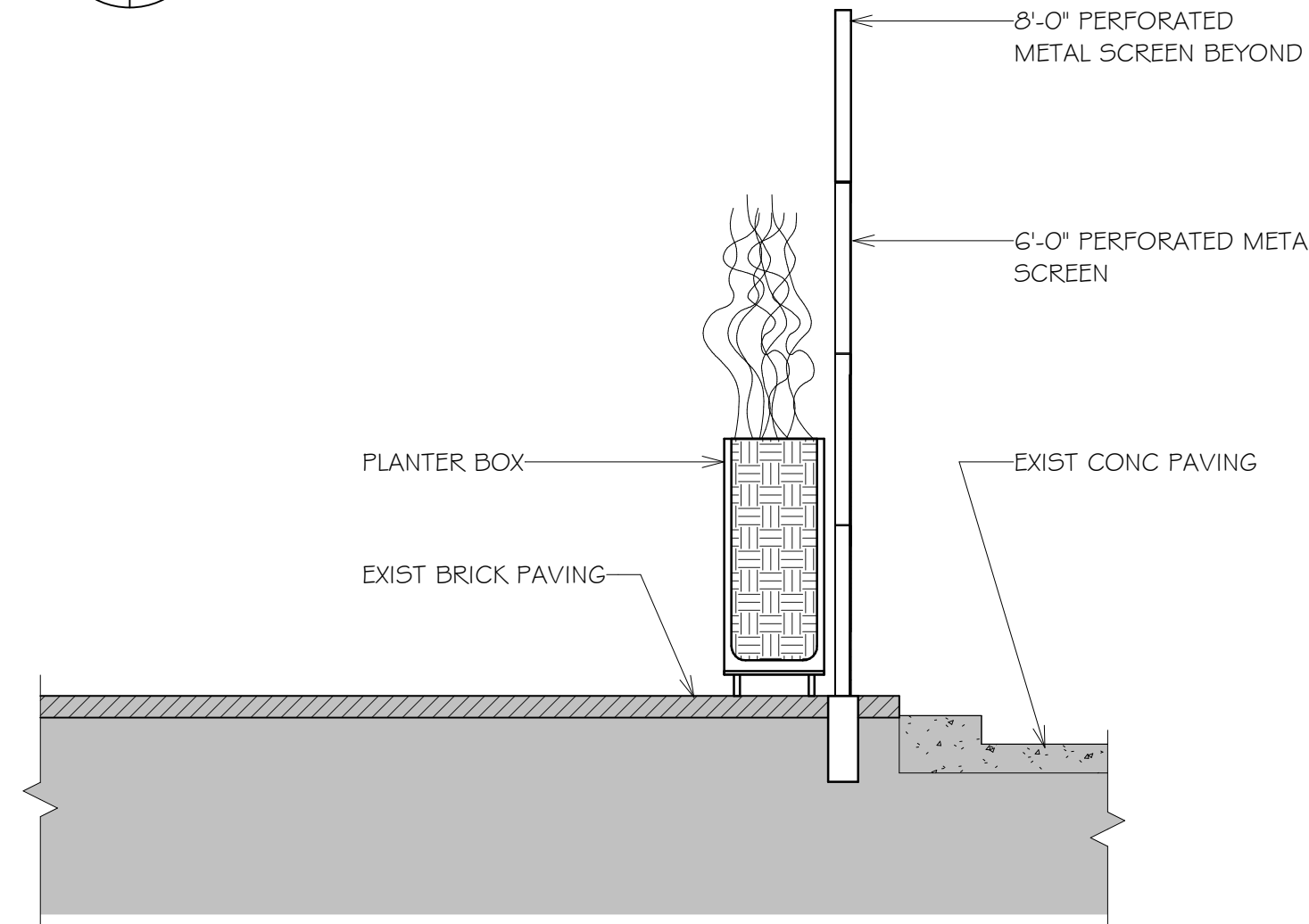
DATE: 06/18/2025



1 STAIR SECTION
A1.01 BAR 07b 1/2" = 1'-0"



3 ENLARGED METAL MESH PATTERN
A1.01 BAR 07b 1 1/2" = 1'-0"



2 METAL SCREEN SECTION
A1.01 BAR 07b 1/2" = 1'-0"

Cole&DennyArchitects

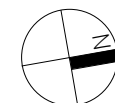
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Proposed Details - Rear Plaza

100 N PITT ST EXTERIOR RENOVATION

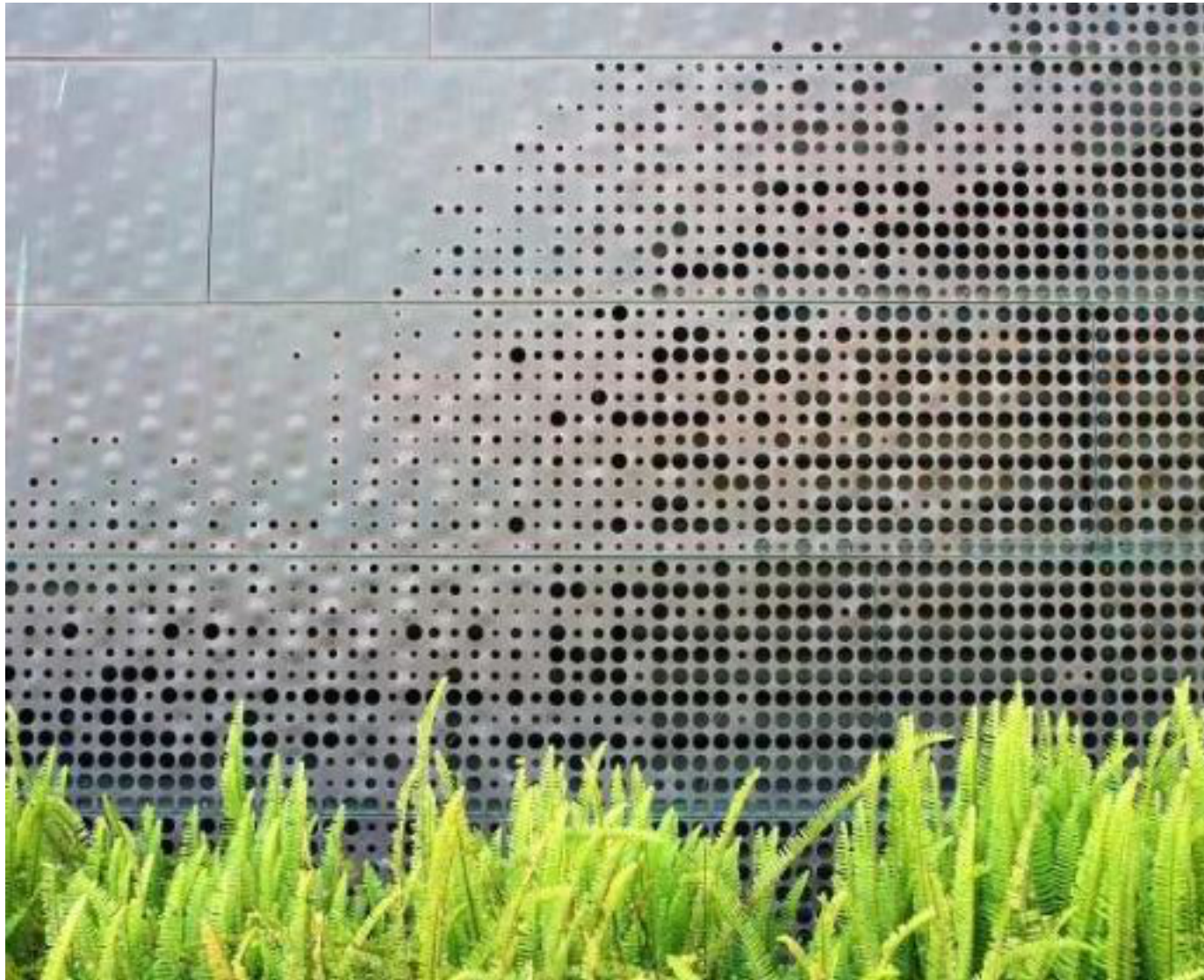
SCALE: 1/2" = 1'-0"
0' 6" 1' 2' 4'



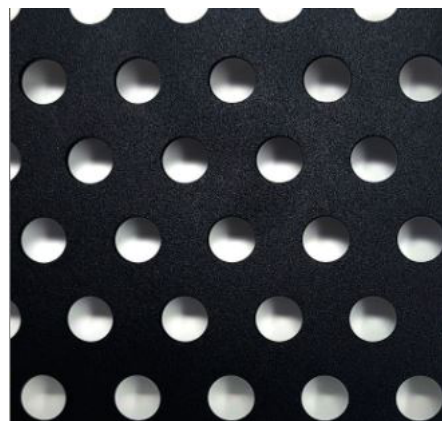
BAR 07b

24005

DATE: 06/18/2025



PERFORATED METAL PRIVACY SCREEN:
BASIS OF DESIGN: HENDRICK
ARCHITECTURAL
PATTERN: BUBBLES
COLOR: BLACK



PLANTERS:
BASIS OF DESIGN: VERADECK BLOCK SERIES
SPAN PLANTER
COLOR: BLACK