

**ISSUE:** Certificate of Appropriateness for alterations

**APPLICANT:** Edward and Patricia Larsen

**LOCATION:** Old and Historic Alexandria District  
422 Princess Street

**ZONE:** RM/Residential Townhouse Zone

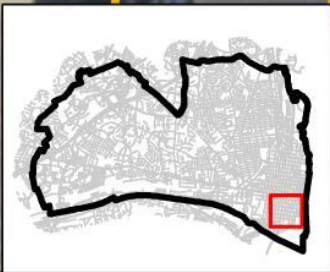
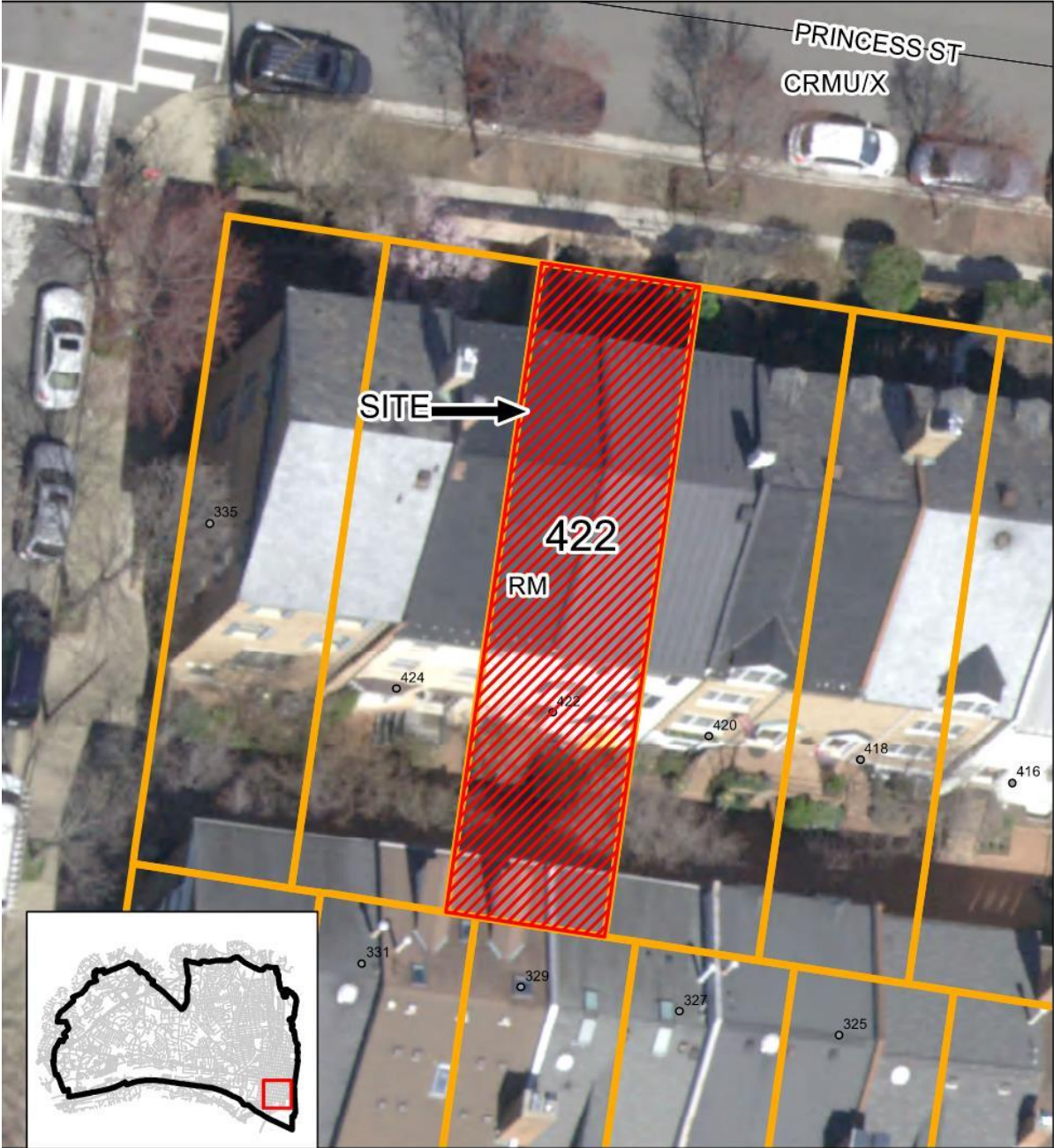
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**STAFF RECOMMENDATION**

Staff recommends approval of the Certificate of Appropriateness as submitted.

**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, Room 4200, City Hall, 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, Room 2100, City Hall, 703-746-3833, or [preservation@alexandriava.gov](mailto: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.



**BAR #2023-00202**  
**422 Princess Street**



0 5 10 20 Feet

## I. APPLICANT'S PROPOSAL

The applicant requests a Certificate of Appropriateness to replace the roof at 422 Princess Street.

### Site context

The primary elevation faces south, into the community's mews area. The rear of the property faces Princess Street to the north. The roof is minimally visible from Princess Street. See Figure 1.



Figure 1: 422 Princess is third from right, lighter color. Notice that the other two roofs are shingled.

## II. HISTORY

Building permit #8260, issued on January 20, 1966 to the builders Cook & McFarland, authorized the construction of fourteen three-story residential townhouses at 320 – 330 North Royal Street and 412 – 426 Princess Street. The prolific architectural firm of Saunders and Pearson designed the community, with each house measuring 18 – 20 feet wide by 38 feet deep. Tax records indicate that construction was completed in **1969**.

### *Previous BAR Approvals*

BAR2017-00320      9/7/17 administrative approval for in-kind reconstruction of brick fencing  
BAR2018-00466      10/16/19 administrative approval to replace 9 windows and 2 French doors

## III. ANALYSIS

### Certificate of Appropriateness

Building permit #8260 approved the construction of fourteen three-story masonry townhouses in the “Princess Royal” community. The design calls for pitched roofs clad in either cement asbestos shingle or terne. Terne is a type of steel roof with a coating of zinc and tin to protect it from rust. It is a less expensive and less durable alternative to standing seam metal. Terne should be painted to ensure durability and must be repainted every 10 – 15 years. Plans depict 422 Princess with



painted brick, rowlock windowsills, and a terne roof. For this block, plans show three of the eight townhomes with terne roofing and five with cement asbestos shingle. Two of the five shingle houses are immediately adjacent to 422 Princess.

Staff cannot administratively approve this application because the *BAR Policies for Administrative Approval* limit staff approval to materials that "...match the original in design, color, texture, and other visual qualities. The work should utilize the same materials and installation method to the maximum extent possible." Because the applicant wants to replace the original terne roofing with architectural shingles, this must come before the Board. Due to the age of the building, the poor condition of the terne, and the numerous shingle roofs within the community, staff finds the applicant's submission appropriate. These high-quality shingles will not stand out compared to the neighboring properties (see Figure 2) and the roof is barely visible from a public right of way. The *Design Guidelines* state that "New and replacement roofs should be made of material appropriate to the period of significance of the structure." Architectural shingles are very appropriate to 1960s buildings and, as noted above, several houses in the community were originally constructed with shingle roofing. The *Design Guidelines* also say that "The Boards strongly encourage the use of quality roofing materials..." The proposed shingle roofing will be a welcome upgrade to the existing terne and will better protect the building from the elements. Staff notes that the Board approved the replacement of the original cement asbestos shingle roof on the adjacent house at 420 Princess with a standing seam metal roof in 2019 (BAR2019-00340).



**Figure 2: Neighboring roofs across mews to the south of 422 Princess; 422 Princess roof in foreground.**

Staff therefore recommends approval of the project as submitted.

**STAFF**

Susan Hellman, Historic Preservation Planner, Planning & Zoning

Tony LaColla, AICP, Land Use Services Division Chief, Planning & Zoning



**III. CITY DEPARTMENT COMMENTS**

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

**Zoning**

C-1 Proposed roof replacement will comply with zoning.

**Code Administration**

C-1 Building permit is required.

**Transportation and Environmental Services**

No comments received.

**Alexandria Archaeology**

F-1 No archaeology comments.

**V. ATTACHMENTS**

*1 – Application Materials*

*2 – Supplemental Materials*

BAR CASE# \_\_\_\_\_  
(OFFICE USE ONLY)

ADDRESS OF PROJECT: 422 Princess Street \_\_\_\_\_

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

TAX MAP AND PARCEL: RM/Townhouse Zone \_\_\_\_\_ 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: Edward & Patricia Larsen \_\_\_\_\_

Address: 422 Princess Street \_\_\_\_\_

City: Alexandria \_\_\_\_\_ State: VA \_\_\_\_\_ Zip: 22314 \_\_\_\_\_

Phone: 703-407-7450 \_\_\_\_\_ E-mail: larsenotx@gmail.com \_\_\_\_\_

Authorized Agent *(if applicable)*:  Attorney  Architect  \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Legal Property Owner:**

Name: Edward & Patricia Larsen \_\_\_\_\_

Address: 422 Princess Street \_\_\_\_\_

City: Alexandria \_\_\_\_\_ State: VA \_\_\_\_\_ Zip: 22314 \_\_\_\_\_

Phone: 703-407-7450 \_\_\_\_\_ E-mail: larsenotx@gmail.com \_\_\_\_\_

**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 Roof Replacement
- ADDITION
- DEMOLITION/ENCAPSULATION
- SIGNAGE

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

Replace existing black metal/tin roof, which is leaking, with a new black roof  
constructed of architectural shingles. See attached proposal for additional details.

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**SUBMITTAL REQUIREMENTS:**

N/A

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.

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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: Patricia Larsen

Printed Name: Patricia Larsen

Date: 5 May 2023

**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. Edward & Patricia Larsen	422 Princess Street	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 422 Princess Street (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. Edward & Patricia Larsen	422 Princess 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.

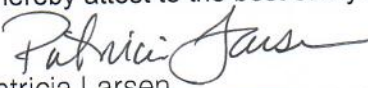
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. Edward & Patricia Larsen	none	none
2. Edward & Patricia Larsen		
3. Edward & Patricia Larsen		

**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.

5 May 2023  
Date

Patricia Larsen  
Printed Name

  
Patricia Larsen  
Signature





Roofing Division  
 7304-C Boudinot Drive Springfield, VA 22150  
 Tel: (703) 451-5151 Fax (703) 451-0764  
 artinservices@gmail.com  
 artinservices.com  
 facebook.com/artinservices

# PROPOSAL

33850

TO:

Patty & Ted Larsen  
 422 Princess St  
 Alexandria, VA 22314

PHONE 703-483-5258	DATE 04/04/2023
JOB NAME/LOCATION 422 Princess St Alexandria, VA 22314	
JOB NUMBER 33850	JOB PHONE

**We hereby submit specifications and estimates for:**

Note: Metal panels are rusting and deteriorating due to fasteners pushing through the roof from underneath. Panels are getting loose and causing these issues.  
 Roof replacement should be considered.

- |  |                                   |
|--|-----------------------------------|
| 1. Removal of all existing metal panels and felt and down to plywood.  | \$8,600.00                        |
| 2. Install new synthetic felt to entire roof and aluminum drip edge at all eaves.  |                                   |
| 3. Install ice water shield at eaves, valleys and around all roof penetrations.  |                                   |
| 4. Install starter course along perimeter of roof.   |                                   |
| 5. Install CertainTeed Landmark architectural shingles.  | preferred shingle color:<br>_____ |
| 6. Install pipe flashing and aluminum step, counter and chimney flashing.  |                                   |
| 7. Cut ridge and install shingle over ridge vent.  | \$2,900.00                        |
| 8. Replace all rotten fascia and soffit boards with new primed wood boards.<br>Install new 2" continuous soffit vents. Seal and paint new boards and vents black to match. | \$1,900.00                        |
| 9. Replace all gutters and downspouts with 6" K Black gutters and 3"x4" Eggshell downspouts to match existing.   |                                   |
- \* All the gutters will be cleaned, and existing spikes or hangers secured as needed.  
 \* All the job related debris will be hauled away and complete magnetic sweep of area.  
 \*\* Workmanship will be warranted for a five year period after completion of job.  
 \*\*\* Materials used will be first class quality and carry full manufacturer warranty.  
 \*EXTRA if needed Replace rotted roofing boards 1"x 6"x10' @ \$30.00ea.,,  
 1"x8"x10' @ \$35.00 ea., rotted plywood 1/2"x4'x8' CDX @ \$85.00 ea.

**We Propose** hereby to furnish material and labor -- complete in accordance with the above specifications, for the sum of: **\$13,400.00** dollars (\$ \_\_\_\_\_ ),

**Thirteen Thousand Four Hundred Dollars and no/100.**  
 Payment to be made as follows:

**35% advanced payment and 65% upon completion of job.**

NOTE: Owner agrees to pay interest at 1.5% per month on all overdue accounts and further agrees to pay reasonable attorney fees and court costs in the event this matter is referred to an attorney for collection.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Out workers are fully covered by Worker's Compensation Insurance.

Authorized Signature \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** --- The above prices, specifications and conditions including those relating to payment and cost of collection are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



























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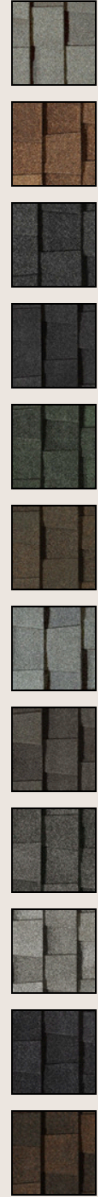


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# COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON

12-31-2024

NUMBER

2705026658

BOARD FOR CONTRACTORS  
CLASS A CONTRACTOR  
\*CLASSIFICATIONS\* CIC HIC



ARTIN SERVICES INC  
7304 C BOUDINOT DR  
SPRINGFIELD, VA 22150



*Demetrios J. Mills*  
Demetrios J. Mills, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

(DETACH HERE)

**DPOR** COMMONWEALTH of VIRGINIA  
Department of Professional and Occupational Regulation

CLASS A BOARD FOR CONTRACTORS  
CONTRACTOR

\*CLASSIFICATIONS\* CIC HIC  
NUMBER: 2705026658 EXPIRES: 12-31-2024

ARTIN SERVICES INC  
7304 C BOUDINOT DR  
SPRINGFIELD, VA 22150



(FOLD)

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Status can be verified at <http://www.dpor.virginia.gov>

DPOR-PC (02/2017)



## LICENSE PRIVILEGES AND INSTRUCTIONS

This license, certificate, or registration is issued to the individual or business named on the front of this document and is **NOT TRANSFERABLE**. Notify the Board of changes to name (individual, business, and/or trade), mailing address, or location.

The privileges of this license, certificate, or registration are hereby granted to the individual or business to operate in accordance with the terms of the license, certificate, or registration herein designated and the applicable statutes of the Commonwealth of Virginia and the regulations of the Board.

The privileges conferred by this license, certificate, or registration shall continue until the expiration date. However, the license, certificate, or registration may be suspended or revoked prior to expiration.

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CODE OF VIRGINIA.



