

Docket Item # 12
BAR CASE # 2017-00178

BAR Meeting
June 7, 2017

ISSUE: Certificate of Appropriateness for Alterations
APPLICANT: Casey Keplinger
LOCATION: 907 Green Street
ZONE: RM/Residential

STAFF RECOMMENDATION

Staff recommends approval of the application, as submitted.

GENERAL NOTES TO THE APPLICANT

1. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a stamped 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 for further information.
2. **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.
3. **COMPLIANCE WITH BAR POLICIES:** All materials must comply with the BAR's adopted policies unless otherwise specifically approved.
4. **BUILDING PERMITS:** 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.
5. **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.
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 Case #2017-00178
907 Green Street



I. ISSUE

The applicant is seeking a Certificate of Appropriateness for alterations to 907 Green Street which entail the replacement of five windows on the front (south) elevation and four windows on the rear (north.) The windows are Pella brand ProLine series, aluminum clad wood, double-hung, simulated divided light, full frame replacements. The material choice (aluminum-clad wood) is not historically appropriate for the age of the building; therefore, BAR staff was unable to administratively approve the window replacement according to the BAR's adopted window policy. The house is located one parcel inside the western boundary of the OHAD and both the front and rear elevations are visible from the public streets.



Figure 1: Front (south) façade of 907 Green on the left, painted grey

II. HISTORY

The two story brick, vernacular Colonial Revival style, attached rowhouse at 907 Green was constructed ca. **1940** according to real estate records. The BAR approved alterations, with exceptions, to the residences at 902 and 903-907 Green in April 19, 1978. No other permits were located in the system.

III. ANALYSIS

The applicant is seeking a Certificate of Appropriateness to replace all nine, 6/6 true-divided-light (TDL), single-glazed wood windows on the north and south elevations of the attached rowhouse with simulated-divided-light (SDL), white colored, aluminum-clad wood windows in a matching muntin configuration. The glass is insulated Low-E 272 with a light bronze-colored shadow bar. The exterior (simulated) grilles (or muntins) will be 7/8 inch wide with a putty profile. The existing storm windows will be removed and will not be replaced.

Staff supports removal of the storm windows, which by policy are not reviewed by the BAR. Although storm windows provide energy savings and protect historic sash, these are not considered historic and the proposed new sash will be aluminum clad.

The BAR's general policy is to support materials *which would have been commercially available at the time of construction of that portion of the building*. Aluminum cladding over wood is a modern invention that became commercially available around 1965. In general, the BAR's concern has been for historically appropriate materials because the overwhelming majority of the structures in the historic districts in Old Town are built to the front lot line, allowing pedestrians to have a close view of the material from the public sidewalk. The OHAD BAR has occasionally approved clad windows on mid-20th century houses that were set back from the sidewalk on a case-by-case basis. In this case, the house has a front yard and is set back behind a low retaining wall approximately 20'. Staff supports removal of the existing windows, frames and trim because the house was constructed ca 1940 and its windows never had the hand crafted characteristics of historic windows made with cylinder glass or mortice and tenon sash valued by the BAR, as these were no longer produced by 1930.

The OHAD BAR has asked staff to provide comparisons with the Parker-Gray District's design guidelines in cases such as this, for information only. The guidelines for this district were revised in 2012 and allow staff to administratively approve aluminum clad wood windows on "Later" dwellings constructed after 1932. They also permit administrative approval of windows of any material, operation or configuration, so long as they do not have tinted or reflective glass, if the façade is located 15' or more from the front property line. The PG BAR's finding was that buildings constructed after 1931 were generally mass produced and had less hand craftsmanship and often less of the architectural detail that was valued by the community. In addition, Later buildings constructed more than 15' behind the property line were not subject to close inspection by the general public, so some high-quality modern materials were deemed appropriate in this application. However, Early buildings in PG, constructed prior to 1932, must continue to preserve the original windows, where reasonable, and must use painted wood replacement windows in the appropriate historic style where necessary, the same as required in the OHAD.

Summary

In this location in the district, on this age dwelling and set back this distance from the sidewalk, BAR staff supports the use of aluminum-clad wood windows.

STAFF

Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

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

Code Administration

C-1 A building permit, plan review and inspections are required for this project.

Transportation and Environmental Services

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 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

Alexandria Archaeology

No comments received.

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR2017-00178: 907 Green Street



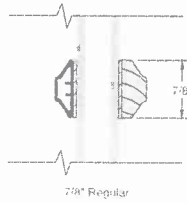
CASEMENT

GRILLE TYPES



GRILLE PROFILES

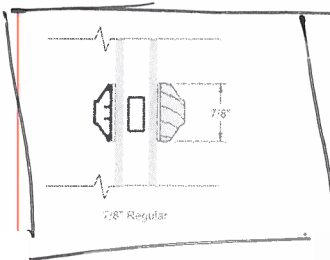
Simulated-Divided-Light Grilles



7/8" Regular



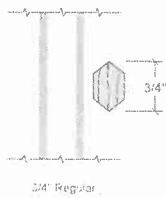
Simulated-Divided-Light Grilles with optional spacer



7/8" Regular

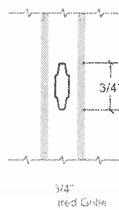


Roomside Removable Grilles



3/4" Regular

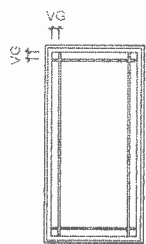
Grilles-Between-the-Glass



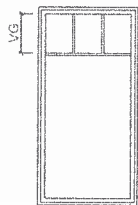
3/4" Ined Grille

GRILLE PATTERNS

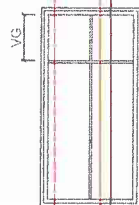
Grilles-Between-the Glass and Simulated-Divided-Light Grilles



9-Lite Prairie



Top Row



Cross



Custom 2x2 Equally Divided

Prairie

- Standard corner lite dimension for Prairie patterns = 2-1/2" VG

Cross

- Standard visible glass to separator bar = 1/4 of total visible glass height.

Top Row

- Standard visible glass to separator bar = 12" or a frame height equal to 35".
- Standard visible glass to separator bar = 12" or 14" for a frame height equal to 41".
- Standard visible glass to separator bar = 12", 14" or 16" for frame heights greater than 41".

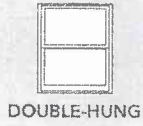
For traditional patterns, see size tables.

VG = Visible Glass

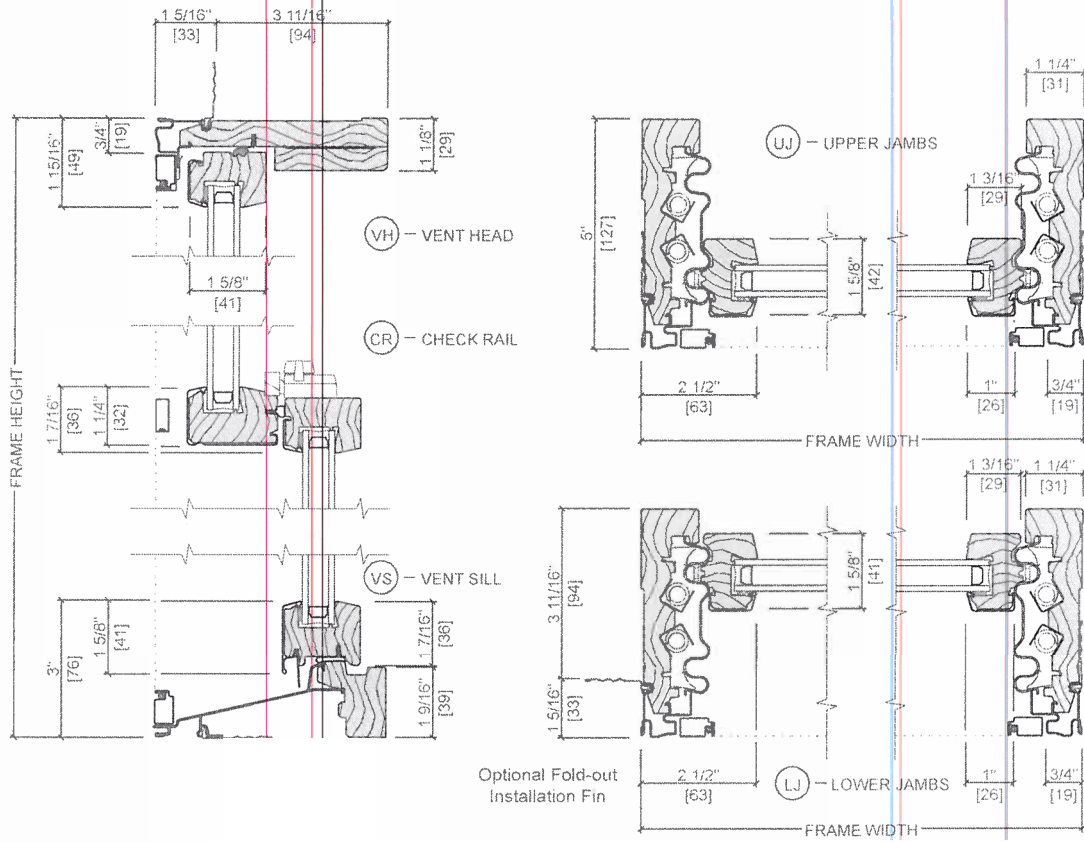
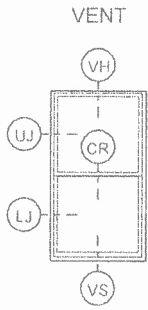
(1) Grilles are available in traditional patterns only.

Lite dimensions noted can vary.

For size and pattern availability; contact your local Pella sales representative.



UNIT SECTIONS
 Aluminum-Clad Exterior

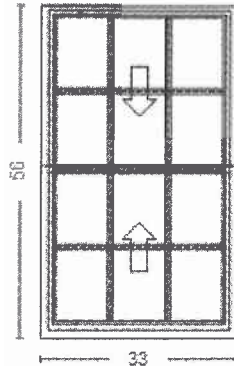


Scale 3" = 1' 0"
 All dimensions are approximate.

Customer Approval Form:

Signature: _____

Date: _____



Viewed from the Exterior

Quote Number: 8913643

Line Number: 10

Quote Qty: 2

Scaling: 1/2" = 1'

Description: ProLine, Double Hung, 33 X 56, White

Rough Opening: 33.75" X 56.75"

Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00364-00001, Performance Class LC, PG 40, Calculated Positive DP Rating 40, Calculated Negative DP Rating 40, Year Rated 08/11, Egress Meets Typical for ground floor applications 5.0 sqft

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.
 ** building owner, architect, contractor, installer and/or consumer



Quote Name: Proline SDL

Project Name: Keplinger, Casey

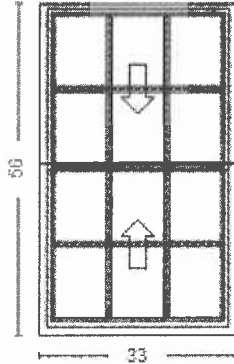
Jobsite Location: Alexandria, VA

Room Location: Liv Room

Sales Branch Location: 71700 K. C. Company, Inc.

Customer Approval Form:

Signature: _____ Date: _____



Viewed from the Exterior

Quote Number: 8913643

Line Number: 15

Description: ProLine, Double Hung, 33 X 56, White

Rough Opening: 33.75" X 56.75"

Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00364-00001, Performance Class LC, PG 40, Calculated Positive DP Rating 40, Calculated Negative DP Rating 40, Year Rated 08/11, Egress Meets Typical for ground floor applications 5.0 sqft

Quote Qty: 1

Scaling: 1/2" = 1'

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.

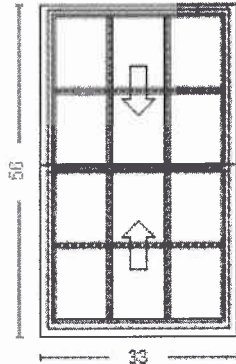
** building owner, architect, contractor, installer and/or consumer



Quote Name: Proline SDL	Project Name: Keplinger, Casey
Jobsite Location: Alexandria, VA	
Room Location: Kitchen	
Sales Branch Location: 71700	K. C. Company, Inc.

Customer Approval Form:

Signature: _____ Date: _____



Viewed from the Exterior

Quote Number: 8913643

Line Number: 20

Quote Qty: 2

Scaling: 1/2" = 1'

Description: ProLine, Double Hung, 33 X 56, White

Rough Opening: 33.75" X 56.75"

Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00364-00001, Performance Class LC, PG 40, Calculated Positive DP Rating 40, Calculated Negative DP Rating 40, Year Rated 08|11, Egress Meets Typical for ground floor applications 5.0 sqft

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.

** building owner, architect, contractor, installer and/or consumer



Quote Name: Proline SDL

Project Name: Keplinger, Casey

Jobsite Location: Alexandria, VA

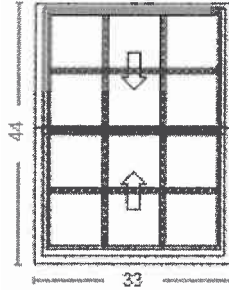
Room Location: Master Bedroom

Sales Branch Location: 71700 K. C. Company, Inc.

Customer Approval Form:

Signature: _____

Date: _____



Viewed from the Exterior

Quote Number: 8913643

Line Number: 25

Quote Qty: 1

Scaling: 1/2" = 1'

Description: ProLine, Double Hung, 33 X 44, White

Rough Opening: 33.75" X 44.75"

Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00364-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Year Rated 08/11, Egress Does Not Meet Requirements

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.
 ** building owner, architect, contractor, installer and/or consumer



Quote Name: Proline SDL

Project Name: Keplinger, Casey

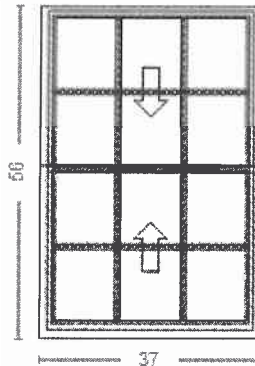
Jobsite Location: Alexandria, VA

Room Location: Master Bathroom

Sales Branch Location: 71700 K. C. Company, Inc.

Customer Approval Form:

Signature: _____ Date: _____



Viewed from the Exterior

Quote Number: 8913643

Line Number: 30

Quote Qty: 2

Scaling: 1/2" = 1'

Description: ProLine, Double Hung, 37 X 56, White

Rough Opening: 37.75" X 56.75"

Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00364-00001, Performance Class LC, PG 35, Calculated Positive DP Rating 35, Calculated Negative DP Rating 35, Year Rated 08|11, Egress Meets Typical 5.7 sqft

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.

** building owner, architect, contractor, installer and/or consumer



Quote Name: Proline SDL

Project Name: Keplinger, Casey

Jobsite Location: Alexandria, VA

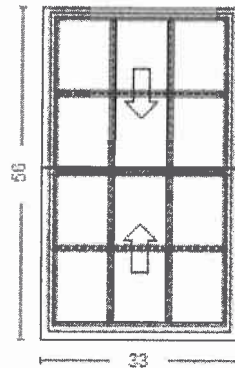
Room Location: Spare Room

Sales Branch Location: 71700 K. C. Company, Inc.

Customer Approval Form:

Signature: _____

Date: _____



Viewed from the Exterior

Quote Number: 8913643

Line Number: 35

Quote Qty: 1

Scaling: 1/2" = 1'

Description: ProLine, Double Hung, 33 X 56, White

Rough Opening: 33.75" X 56.75"

Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00364-00001, Performance Class LC, PG 40, Calculated Positive DP Rating 40, Calculated Negative DP Rating 40, Year Rated 08/11, Egress Meets Typical for ground floor applications 5.0 sqft

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.
 ** building owner, architect, contractor, installer and/or consumer



Quote Name: Proline SDL

Project Name: Keplinger, Casey

Jobsite Location: Alexandria, VA

Room Location: Guest Room

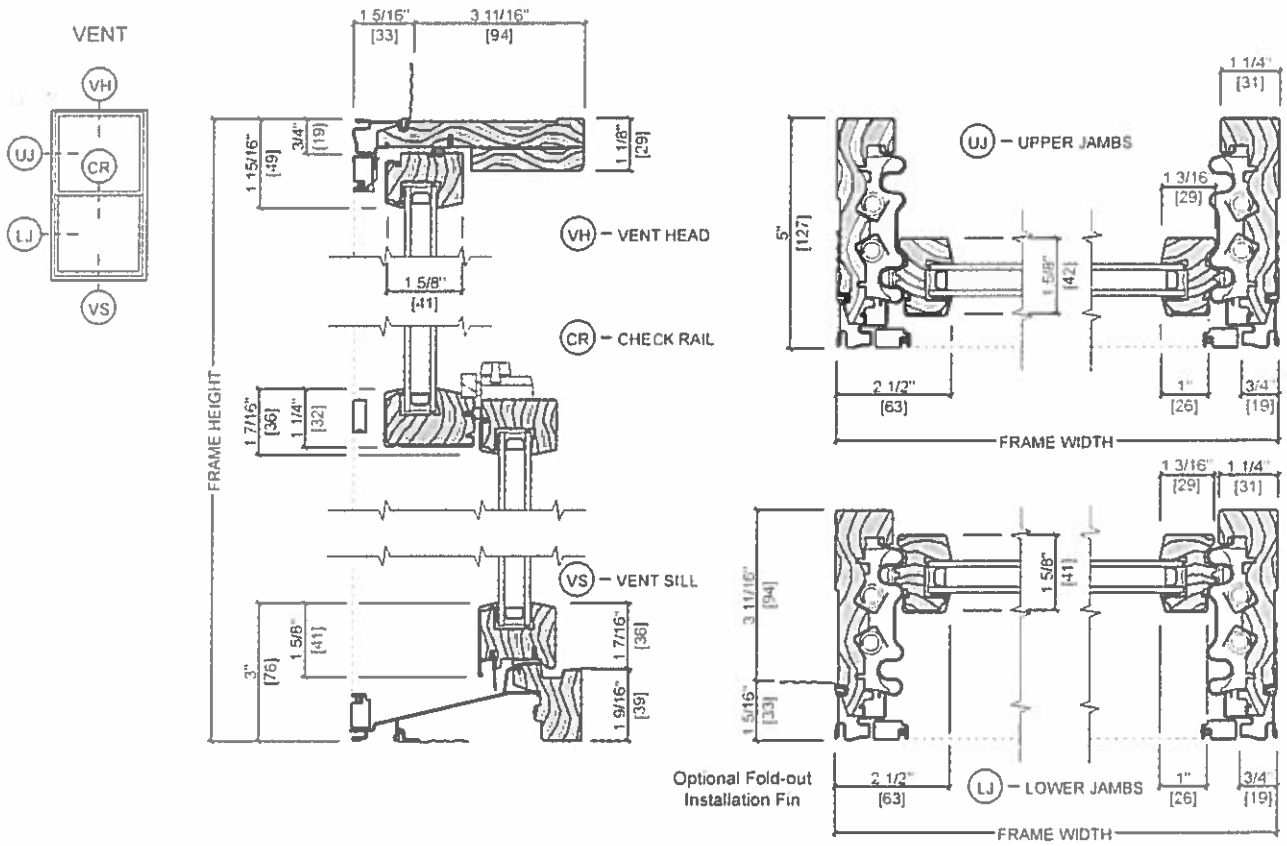
Sales Branch Location: 71700 K. C. Company, Inc.



DOUBLE-HUNG

UNIT SECTIONS
 Aluminum-Clad Exterior

Proposed Window



Existing Sash Only 2"
Existing Storm Window
Frame 2 1/4"

~~Existing Sash Only 2"~~
New Window Frame
and Sash 2 1/2"

Scale 3" = 1' 0"
 All dimensions are approximate

GRILLE TYPES

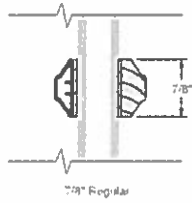


CASEMENT



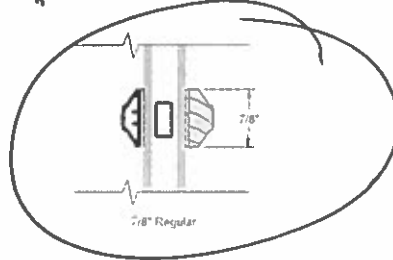
GRILLE PROFILES

Simulated-Divided-Light Grilles



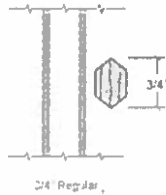
7/8" Regular

Simulated-Divided-Light Grilles with optional spacer



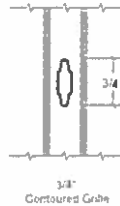
7/8" Regular

Roomside Removable Grilles



3/4" Regular

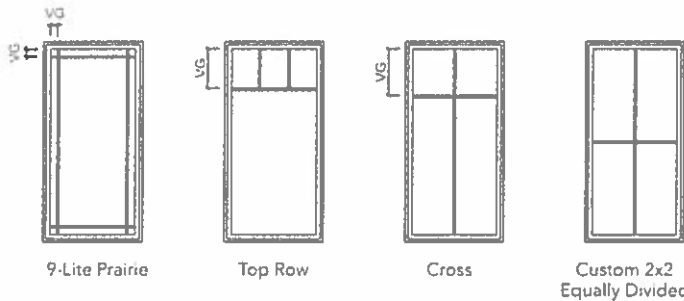
Grilles-Between-the-Glass



3/4" Contoured Grille

GRILLE PATTERNS

Grilles-Between-the Glass and Simulated-Divided-Light Grilles



9-Lite Prairie

Top Row

Cross

Custom 2x2 Equally Divided

Prairie

- Standard corner lite dimension for Prairie patterns = 2-1/2" VG

Cross

- Standard visible glass to separator bar = 1/4 of total visible glass height.

Top Row

- Standard visible glass to separator bar = 12" for a frame height equal to 35"
- Standard visible glass to separator bar = 12" or 14" for a frame height equal to 41"
- Standard visible glass to separator bar = 12", 14" or 16" for frame heights greater than 41"

For traditional patterns, see size tables.

VG = Visible Glass

(1) Grilles are available in traditional patterns only.

Lite dimensions noted can vary

For size and pattern availability; contact your local Pella sales representative.

BAR Case # 5/8/17

ADDRESS OF PROJECT: 907 Green St
TAX MAP AND PARCEL: 080.03-02-12 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: Casey Keplinger
Address: 907 Green St
City: Alexandria State: VA Zip: 22314
Phone: 703-475-1911 E-mail: caseykep1@hotmail.com

Authorized Agent (if applicable): Attorney Architect Pella Windows
Name: Brett Hopkins Phone: 703-346-1650
E-mail: brett.hopkins@kc-pella.com

Legal Property Owner:

Name: Casey L Keplinger
Address: 907 Green St
City: Alexandria State: VA Zip: 22314
Phone: 703-475-1911 E-mail: caseykep1@hotmail.com

- Yes No Is there an historic preservation easement on this property?
- Yes No If yes, has the easement holder agreed to the proposed alterations?
- Yes No Is there a homeowner's association for this property?
- Yes No If yes, has the homeowner's association approved the proposed alterations?

If you answered yes to any of the above, please attach a copy of the letter approving the project.

BAR Case # <u>5/8/17</u>
REVISED

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).*

Replacement Pella Windows: Aluminum Clad Exterior, Wood Interior
 Full Frame Replacement: Remove old windows, including frame and trim
 Cut sheet Attached with Grille Profiles
 |

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 3 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. Check N/A if an item in this section does not apply to your project.

- N/A Scaled survey plat showing dimensions of lot and location of existing building and other structures on the lot, location of proposed structure or addition, dimensions of existing structure(s), proposed addition or new construction, and all exterior, ground and roof mounted equipment.
- FAR & Open Space calculation form.
- Clear and labeled photographs of the site, surrounding properties and existing structures, if applicable.
- Existing elevations must be scaled and include dimensions.
- Proposed elevations must be scaled and include dimensions. Include the relationship to adjacent structures in plan and elevations.
- Materials and colors to be used must be specified and delineated on the drawings. Actual samples may be provided or required.
- Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
- For development site plan projects, a model showing mass relationships to adjacent properties and structures.

Signs & Awnings: One sign per building under one square foot does not require BAR approval unless illuminated. All other signs including window signs require BAR approval. Check N/A if an item in this section does not apply to your project.

- N/A Linear feet of building: Front: _____ Secondary front (if corner lot): _____.
- Square feet of existing signs to remain: _____.
- Photograph of building showing existing conditions.
- Dimensioned drawings of proposed sign identifying materials, color, lettering style and text.
- Location of sign (show exact location on building including the height above sidewalk).
- Means of attachment (drawing or manufacturer's cut sheet of bracket if applicable).
- Description of lighting (if applicable). Include manufacturer's cut sheet for any new lighting fixtures and information detailing how it will be attached to the building's facade.

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

- N/A Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
- Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
- Drawings accurately representing the changes to the proposed structure, including materials and overall dimensions. Drawings must be to scale.
- An official survey plat showing the proposed locations of HVAC units, fences, and sheds.
- Historic elevations or photographs should accompany any request to return a structure to an earlier appearance.

BAR Case # 5/8/17

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 3 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: Brett E Hopkins

Date: 5/2/17

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. Casey Keplinger	907 Green St	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 907 Green St (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. Casey Keplinger	907 Green 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. Casey Keplinger		
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.

5/2/17 Brett E Hopkins 
 Date Printed Name Signature