

ISSUE: Certificate of Appropriateness for alterations

APPLICANT: Allen Moore, represented by Sean D. Williams, Agent

LOCATION: Old and Historic District
320 North Alfred Street

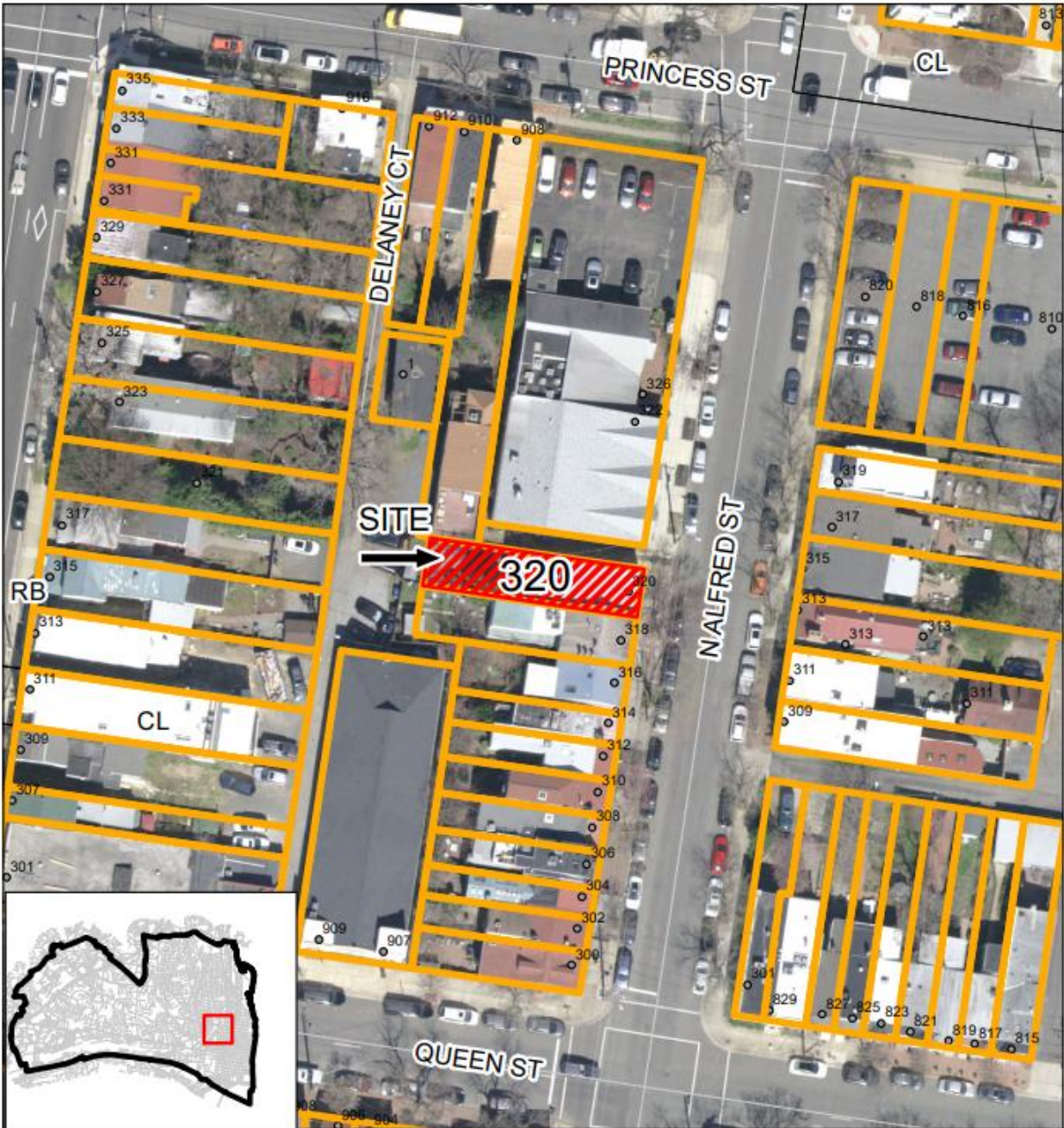
ZONE: RB

STAFF RECOMMENDATION

Staff recommends **approval** of the Certificate of Appropriateness for alterations 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, 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.



**BAR#2026-00119 - OHAD
320 North Alfred Street**



I. APPLICANT'S PROPOSAL

The applicant requests a Certificate of Appropriateness for alterations to install a wood pergola in the rear yard.

Site context

The subject property is bound by North Alfred Street to the east and a public alley to the west. The pergola will be partially visible from the alley.

II. HISTORY

The two-bay, two story Italianate-style frame house at 320 North Alfred Street was constructed between **1885** and **1891** according to Sanborn map research. According to Alexandria Archaeology, during the Civil War the Union Army built a complex of stables and an ambulance shed to the north of this property. Early building permit research indicates that Mable Bolden received a building permit for the property in 1926. This could have been for a rear addition. Building permit records show that the windows and doors were replaced in 1961 (Permit#17665). A building permit was also issued in 1982 for the use of Masonite siding. More recently, staff has administratively approved several alterations including replacements to the windows, siding, and roof.



**Figure 1: Photo of front (east) elevation of subject property, provided by the applicant.
Figure 2: Photo of rear (west) of subject property, taken by staff.**

Previous BAR Approvals

BAR2006-00106
BAR2014-00120
BAR2020-00222
BAR2021-00575
BAR2023-00520 & BAR2023-00521

Window and siding replacement
Window replacement (administrative)
Siding replacement (administrative)
Roof replacement (administrative)
Alterations to doors, siding, and windows

BAR2024-00185
BAR2025-00327

Fence and gate installation (administrative)
Electric vehicle charger installation (administrative)

III. ANALYSIS

The applicant requests a Certificate of Appropriateness for alterations to construct a detached pergola in the rear yard. The pergola will be open, made of wood, and will be 10 feet in height. The pergola will be 12 feet by 13 feet in area, or 156 square feet. Figures 3 and 4 below show the proposed design of the pergola.

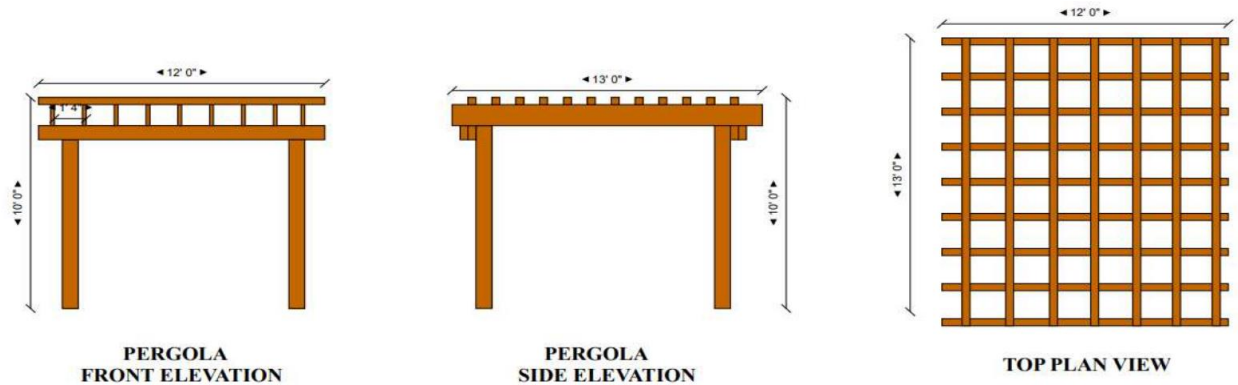


Figure 3. Plans for proposed pergola.



Figure 4. Example design of proposed pergola.

According to the *Design Guidelines*, “freestanding accessory structures should complement, not compete with, the architecture of the main building”; additionally, “the materials of accessory structures should follow the historic usage of materials”. Due to the rear fence, only the top part of the pergola will be visible from the alley. Also, the proposed design is simple and does not detract from the historic integrity of the main building, as it is detached. Lastly, the use of wood

for the pergola is appropriate. Notably, the Board approved a rear yard pergola with a similar design at neighboring 318 North Alfred Street on July 6, 2023 (BAR2023-00242 & BAR2023-00243). Therefore, staff recommends **approval** of the Certificate of Appropriateness for alterations as submitted.

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 pergola will comply with Zoning with conditions.

C-2 Proposed pergola must meet the conditions of Sec. 7-202(A)(5) of the Zoning Ordinance.

F-1 A pergola that meets the conditions of Sec. 7-202(A)(5) of the Zoning Ordinance is excluded from FAR and doesn't count against the RB 35% open space.

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 If the alley adjacent to the parcel is to be used at any point of the construction process, the following will be required:

For a Public Alley - The applicant shall contact T&ES, Construction Permitting & Inspections at (703) 746-4035 to discuss any permits and accommodation requirements that will be required.

For a Private Alley - The applicant must provide proof, in the form of an affidavit at a minimum, from owner of the alley granting permission of use. (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 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

Alexandria Archaeology

Archaeology Findings

- F-1 According to historic maps and aerial photographs, the house at this address was built in the mid-nineteenth century, the end unit of a series of row houses on this block. During the Civil War the Union Army built a complex of stables and an ambulance shed to the north of this property. The property has the potential to contain significant archaeological deposits that pertain to mid-nineteenth century domestic life in Alexandria.

Archaeology Conditions

1. Call Alexandria Archaeology immediately (703-746-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease temporarily in the area of the discovery until a City archaeologist comes to the site and records the finds. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities.
2. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failure to comply shall result in project delays. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities.

Code

- C-1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

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: 320 N Alfred St Alexandria VA 22314

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

TAX MAP AND PARCEL: 50628320 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: Allen Moore

Address: [REDACTED]

City: [REDACTED]

Phone: [REDACTED]

Authorized Agent *(if applicable)*: Attorney Architect Permit Consultant

Name: FASTRAK 2 PERMIT / Sean D. Williams

Phone: [REDACTED]

E-mail: [REDACTED]

Legal Property Owner:

Name: Allen Johathan Moore

Address: [REDACTED]

City: [REDACTED]

Phone: [REDACTED]

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

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

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

Construct 12'x13' detached open pergola.

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: Sean D. Williams

Printed Name: Sean D. Williams

Date: 4/10/2026

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.	Sean D. Williams	[REDACTED]	0%
2.			
3.			

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at _____ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than 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.	Allen Jonathan Moore	[REDACTED]	100%
2.			
3.			

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are 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. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicate each person or entity and "None" in the corresponding fields).**

For a list of current council, commission and board members, as well as the definition of business and financial relationship, [click here](#).

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.

4/16/2026	Sean D. Williams	<i>Sean D. Williams</i>
Date	Printed Name	Signature



Department of Planning and Zoning

Floor Area Ratio and Open Space Calculations

B

A. Property Information

A1. Street Address RB
 Zone

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

B. Existing Gross Floor Area

Existing Gross Area	Allowable Exclusions**	
Basement <input type="text"/>	Basement** <input type="text"/>	B1. <input type="text" value="0.00"/> Sq. Ft. Existing Gross Floor Area*
First Floor <input type="text"/>	Stairways** <input type="text"/>	B2. <input type="text" value="0.00"/> Sq. Ft. Allowable Floor Exclusions**
Second Floor <input type="text"/>	Mechanical** <input type="text"/>	B3. <input type="text" value="0.00"/> Sq. Ft. Existing Floor Area Minus Exclusions (subtract B2 from B1)
Third Floor <input type="text"/>	Attic less than 7'*** <input type="text"/>	Comments for Existing Gross Floor Area <div style="border: 1px solid black; height: 60px; margin-top: 5px;"></div>
Attic <input type="text"/>	Porches** <input type="text"/>	
Porches <input type="text"/>	Balcony/Deck** <input type="text"/>	
Balcony/Deck <input type="text"/>	Lavatory*** <input type="text"/>	
Lavatory*** <input type="text"/>	Other** <input type="text"/>	
Other** <input type="text"/>	Other** <input type="text"/>	
B1. Total Gross <input type="text" value="0.00"/>	B2. Total Exclusions <input type="text" value="0.00"/>	

C. Proposed Gross Floor Area

Proposed Gross Area	Allowable Exclusions**	
Basement <input type="text"/>	Basement** <input type="text"/>	C1. <input type="text" value="0.00"/> Sq. Ft. Proposed Gross Floor Area*
First Floor <input type="text"/>	Stairways** <input type="text"/>	C2. <input type="text" value="0.00"/> Sq. Ft. Allowable Floor Exclusions**
Second Floor <input type="text"/>	Mechanical** <input type="text"/>	C3. <input type="text" value="0.00"/> Sq. Ft. Proposed Floor Area Minus Exclusions (subtract C2 from C1)
Third Floor <input type="text"/>	Attic less than 7'*** <input type="text"/>	
Attic <input type="text"/>	Porches** <input type="text"/>	
Porches <input type="text"/>	Balcony/Deck** <input type="text"/>	
Balcony/Deck <input type="text"/>	Lavatory*** <input type="text"/>	
Lavatory*** <input type="text"/>	Other** <input type="text"/>	
Other <input type="text" value="0.00"/>	Other** <input type="text"/>	
C1. Total Gross <input type="text" value="0.00"/>	C2. Total Exclusions <input type="text" value="0.00"/>	

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: Sean D. Williams

Date: 4/10/2026



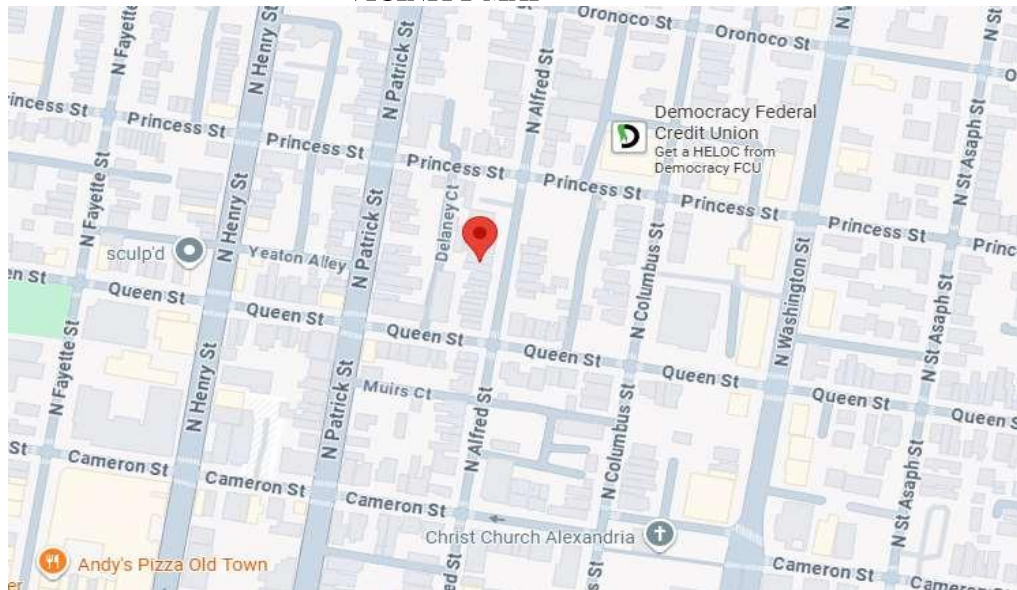




Wood Pergola Concept

Allen Moore Residence
 320 N Alfred St.
 Alexandria, VA 22314

VICINITY MAP



SHEET INDEX

CS001	COVER SHEET
A001	Pergola Plans

**FASTRACK
 2 PERMIT**

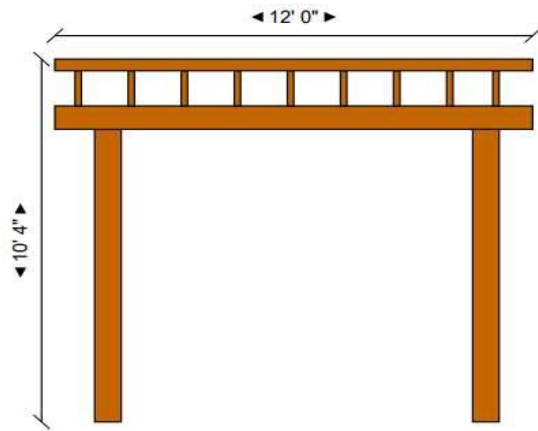
Designer:
 FASTRACK 2 PERMIT
 2511 Farrier Lane Reston, VA 20191
 571-353-5902

Project:
 Allen Moore Residence
 320 N Alfred St.
 Alexandria, VA 22314

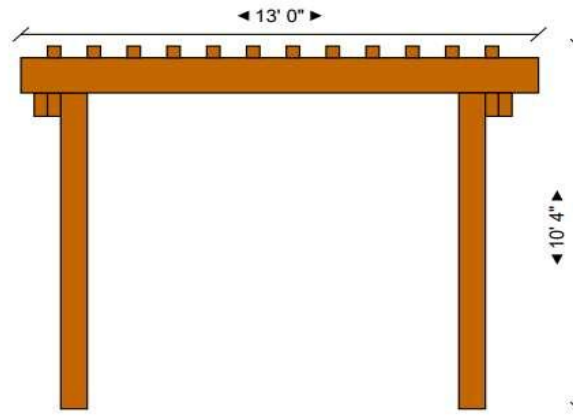
Sheet No.
CS001

Date 4/10/2026

Not to scale



**PERGOLA
FRONT ELEVATION**



**PERGOLA
SIDE ELEVATION**

Pergola Plans



Designer:
 FASTRAK 2 PERMIT LLC
 2511 FARRIER LANE RESTON, VA 20191
 571-353-5902

Project:
 Allen Moore Residence
 320 N Alfred St.
 Alexandria, VA 22314

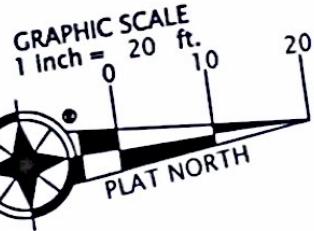
Sheet No.

A001

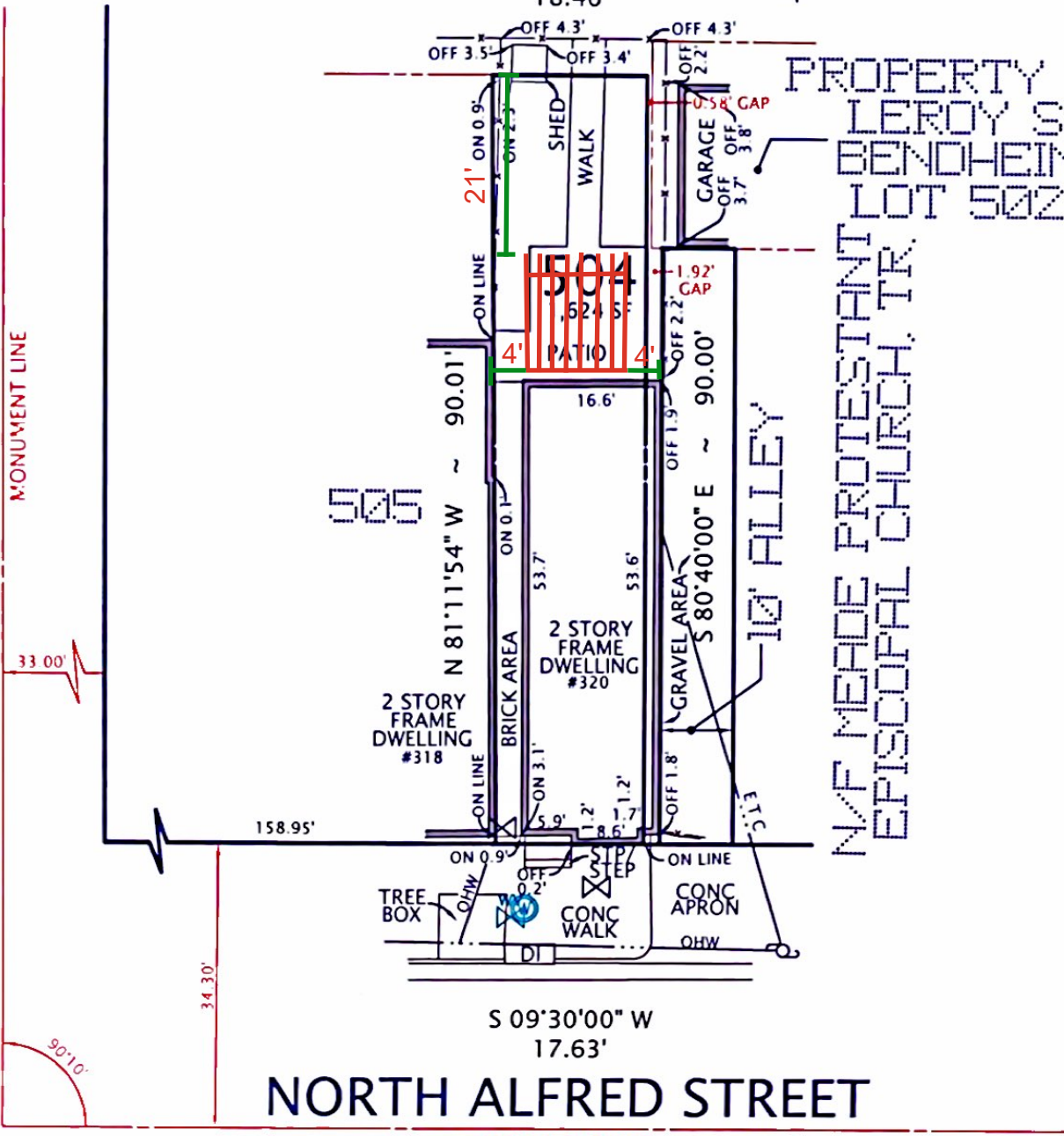
Date 4/10/2026

Not to scale

NOTES: 1. FENCES ARE FRAME.



QUEEN STREET



PROPERTY OF
LEROY S.
BENDHEIM
LOT 502

N/F MEADE PROTESTANT
EPISCOPAL CHURCH, TR

NORTH ALFRED STREET

PLAT
SHOWING HOUSE LOCATION ON
LOT 504
OF A RESUBDIVISION OF
318 & 320 NORTH ALFRED STREET
(DEED BOOK 1437, PAGE 389)
CITY OF ALEXANDRIA, VIRGINIA
SCALE: 1" = 20' OCTOBER 31, 2024

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I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE:

THIS PLAT IS SUBJECT TO RESTRICTIONS OF RECORD.
A TITLE REPORT WAS NOT FURNISHED.
NO CORNER MARKERS SET.



Ordered by:
MBH Settlement Group
228 S. Washington Street
Suite 100
Alexandria, VA 22314
PH: 703-739-0100
Fax: 703-997-6202

DOMINION Surveyors Inc.
8808-H PEAR TREE VILLAGE COURT
ALEXANDRIA, VIRGINIA 22309
703-619-6555
www.dominionsurveyors.com