

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

APPLICANT: Clare Chimel & Jonathan Peterson

LOCATION: Old and Historic Alexandria District
326 A Commerce Street

ZONE: RM/Residential Townhouse Zone

STAFF RECOMMENDATION

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

1. The applicant must submit window specifications with the building permit to confirm that the proposed windows meet the Alexandria New and Replacement Window Performance Specifications in the Historic District;
2. The applicant must submit product specifications for the new asphalt shingle roof proposed for the dormer; and,
3. The fiber cement siding must have a smooth finish, the applicant must submit product specifications with the building permit.

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, Permit Center, 4850 Mark Center Drive, Suite 2015, 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 for further information.
5. **EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B), 10-206(B) and 10-307 of the Zoning Ordinance, any Board of Architectural Review approval will expire 12 months from the date of issuance if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.
6. **HISTORIC PROPERTY TAX CREDITS:** Applicants performing extensive, certified rehabilitations of historic properties may separately be eligible for state and/or federal tax credits. Consult with the Virginia Department of Historic Resources (VDHR) prior to initiating any work to determine whether the proposed project may qualify for such credits.



Note: Staff coupled the applications for a Permit to Demolish (BAR2025-00018) and Certificate of Appropriateness (BAR2025-00017) for clarity and brevity. The Permit to Demolish requires a roll call vote.

I. APPLICANT'S PROPOSAL

The applicant requests a Permit to Demolish/Capsulate (partial) and Certificate of Appropriateness to construct a dormer window on the gable roof, at 326 A Commerce Street. The proposed demolition/encapsulation will include approximately 91 ft² of the south (rear) facing portion of the existing shingle roof and chimney.

The proposed dormer window will be 10' high and 11' wide with three 6/6 double hung wood clad windows. The dormer will have an asphalt shingle roof, painted 6" fiber cement siding on the walls and painted PVC trim. The roof will also be repaired in-kind where the chimney will be removed. The materials selected are appropriate for this later building.



Photo 1: View of south elevation from Duke St.
Highlighted area is proposed location of dormer window.

II. HISTORY

The two-story, two bay vernacular dwelling with Colonial Revival features was built in **1978** according to the Real Estate Assessment webpage. The subject property is the end unit of a row of five townhouses. The buildings are set back approximately 30 feet from the street.

Previous BAR Approvals

BAR2018-00050 – Administrative approval for window replacement (2/7/2018)

BAR2016-00190 – Administrative approval for roof replacement (6/7/2016)

III. ANALYSIS

Permit to Demolish/Capsulate

In considering a Permit to Demolish/Capsulate, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-105(B), which relate only to the subject property and not to neighboring properties. The Board has purview of the proposed demolition/capsulation regardless of visibility.

Standard	Description of Standard	Standard Met?
(1)	Is the building or structure of such architectural or historical interest that its moving, removing, capsulating or razing would be to the detriment of the public interest?	No
(2)	Is the building or structure of such interest that it could be made into a historic shrine?	No
(3)	Is the building or structure of such old and unusual or uncommon design, texture and material that it could not be reproduced or be reproduced only with great difficulty?	No
(4)	Would retention of the building or structure help preserve the memorial character of the George Washington Memorial Parkway?	No
(5)	Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?	No
(6)	Would retention of the building or structure promote the general welfare by maintaining and increasing real estate values, generating business, creating new positions, attracting tourists, students, writers, historians, artists and artisans, attracting new residents, encouraging study and interest in American history, stimulating interest and study in architecture and design, educating citizens in American culture and heritage, and making the city a more attractive and desirable place in which to live?	No

The analysis of the standards indicated above relate only to the portions of the roof area proposed for demolition/capsulation. In the opinion of staff, none of the criteria for demolition and capsulation are met and the Permit to Demolish/Capsulate should be granted. The areas proposed for demolition/capsulation are not of unusual or uncommon design and can easily be replicated. The total amount of demolition is 91ft².

Certificate of Appropriateness

The *Design Guidelines* state that “Dormers provide light and ventilation to the top floor of a building and can increase the usable floor area. At the same time, dormers are particularly visible elements of a roof and can have adverse impacts on a building if not properly designed and sited.

As a general rule, dormers should not be too large for the structure.” Furthermore, “The style of the dormer should be appropriate to the architectural style of the existing structure.”



Photo 2: Proposed design of rear dormer window.

The proposed rear dormer will be minimally visible from the adjacent streets but will not affect the composition of the overall block face. It is the opinion of staff that the proposed work will not have a detrimental effect on the existing structure. Given the age of the existing building and visibility of the rear roof, the proposed work is very similar to other dormer windows previously approved by the Board on later buildings in the Old and Historic Alexandria District.

The proposed wood clad windows, fiber cement siding and asphalt roof are appropriate materials for the proposed work. The applicant must submit product specifications for all proposed materials with the building permit to confirm compliance with the BAR’s design guidelines and policies. With the conditions noted above, staff recommends approval of the proposed dormer.

STAFF

Amirah Lane, Historic Preservation Planner, Planning & Zoning

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

IV. CITY DEPARTMENT COMMENTS

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

Zoning

C-1 Proposed dormer will comply with Zoning.

Code Administration

C-1 A building permit is required.

Transportation and Environmental Services

Comments pending.

Alexandria Archaeology

F-1 No Archaeology comments required.

V. ATTACHMENTS

Application Materials

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

BAR CASE# _____

(OFFICE USE ONLY)

ADDRESS OF PROJECT: 326A Commerce Street, Alexandria, VA 22314

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

TAX MAP AND PARCEL: 073.02-07-11 **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: Clare Chmiel & Jonathan Peterson

Address: 326A Commerce Street

City: Alexandria **State:** VA **Zip:** 22314

Phone: [REDACTED] **E-mail:** [REDACTED]

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

Name: Stephanie Dimond

Phone: [REDACTED]

E-mail: [REDACTED]

Legal Property Owner:

Name: Clare Chmiel & Jonathan Peterson

Address: 326A Commerce Street

City: Alexandria **State:** VA **Zip:** 22314

Phone: [REDACTED] **E-mail:** [REDACTED]

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 checked="" type="checkbox"/> other <u>Dormer</u> | | | |
- ☐ ADDITION
- ☐ DEMOLITION/ENCAPSULATION
- ☐ SIGNAGE

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

Owner is requesting permission for partial demolition of the rear portion of the gable roof and to allow construction of a dormer with windows at that location.

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.

BAR CASE# _____

(OFFICE USE ONLY)

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: Stephanie DimondDate: 1.22.25

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. Clare Chmiel	326A Commerce Street	100%
2. Jonathan Peterson	326A Commerce Street	100%
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 326A Commerce 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.

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1. Clare Chmiel	326A Commerce Street	100%
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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.

1.22.25

Date

Stephanie Dimond

Printed Name

Stephanie Dimond

Signature

BAR CASE#

(OFFICE USE ONLY)

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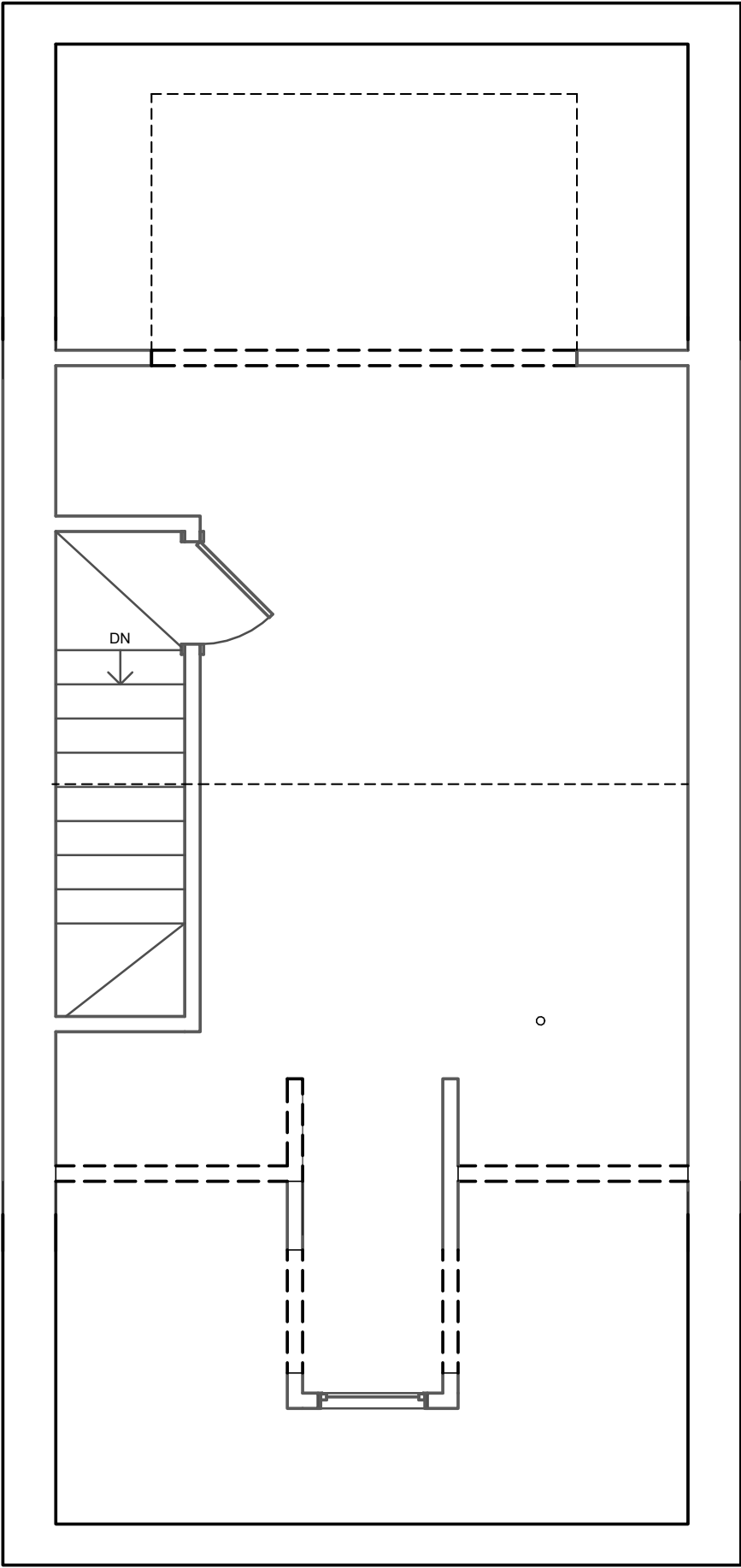
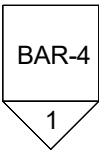
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APPLICANT OR AUTHORIZED AGENT:Signature: Printed Name: Stephanie DimondDate: 1.22.25



1 Attic and Roof Demolition Plan BAR
1/4" = 1'-0"

DADA

1026 KING STREET
ALEXANDRIA, VIRGINIA

CHMIEL RESIDENCE

326A COMMERCE STREET
ALEXANDRIA, VIRGINIA

17

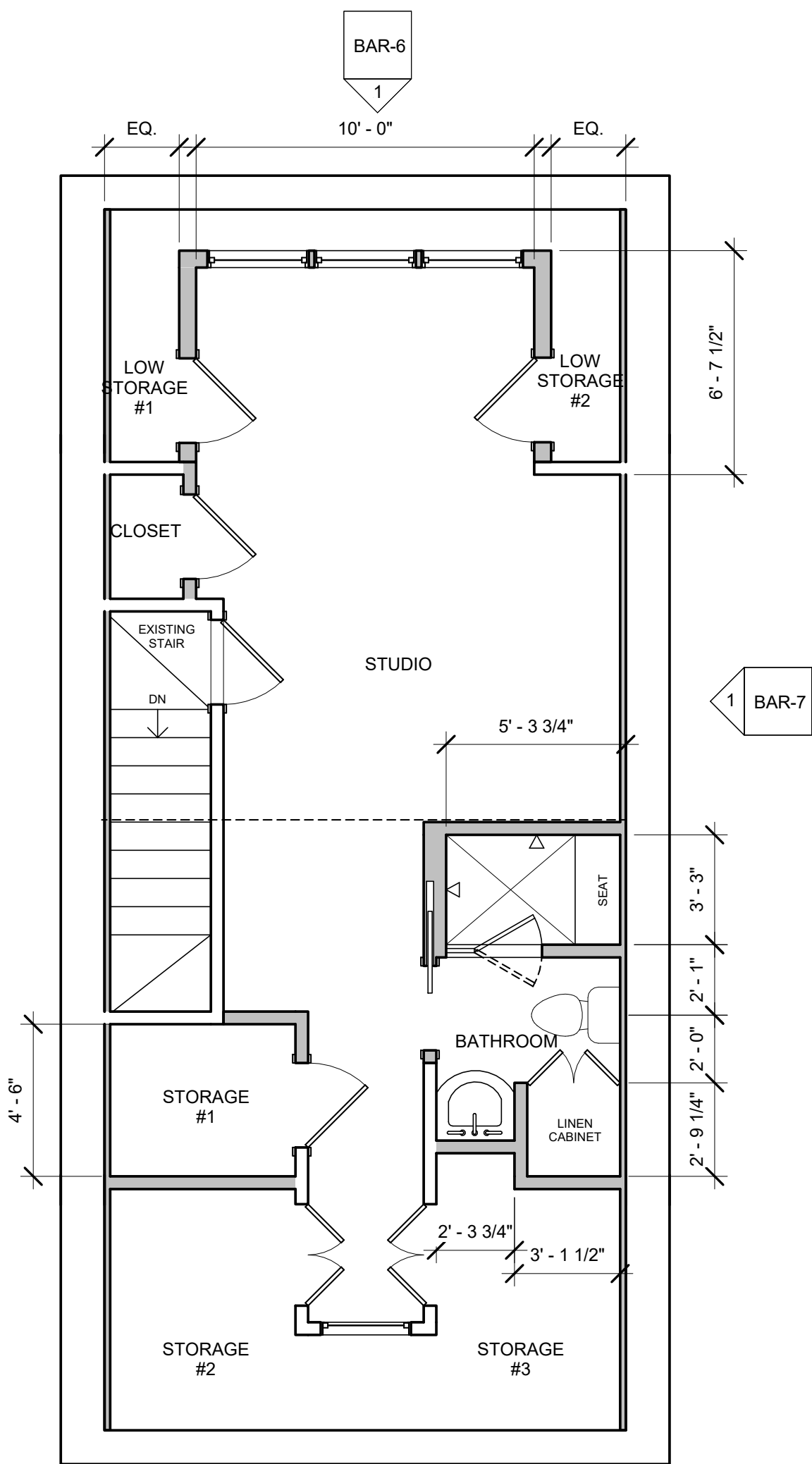
EXISTING PLAN

ISSUE DATE 01/09/2025

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

BAR-1

SHEET NO.



1 Attic New Construction Plan BAR
1/4" = 1'-0"

DADA

1026 KING STREET
ALEXANDRIA, VIRGINIA

CHMIEL RESIDENCE

326A COMMERCE STREET
ALEXANDRIA, VIRGINIA

18

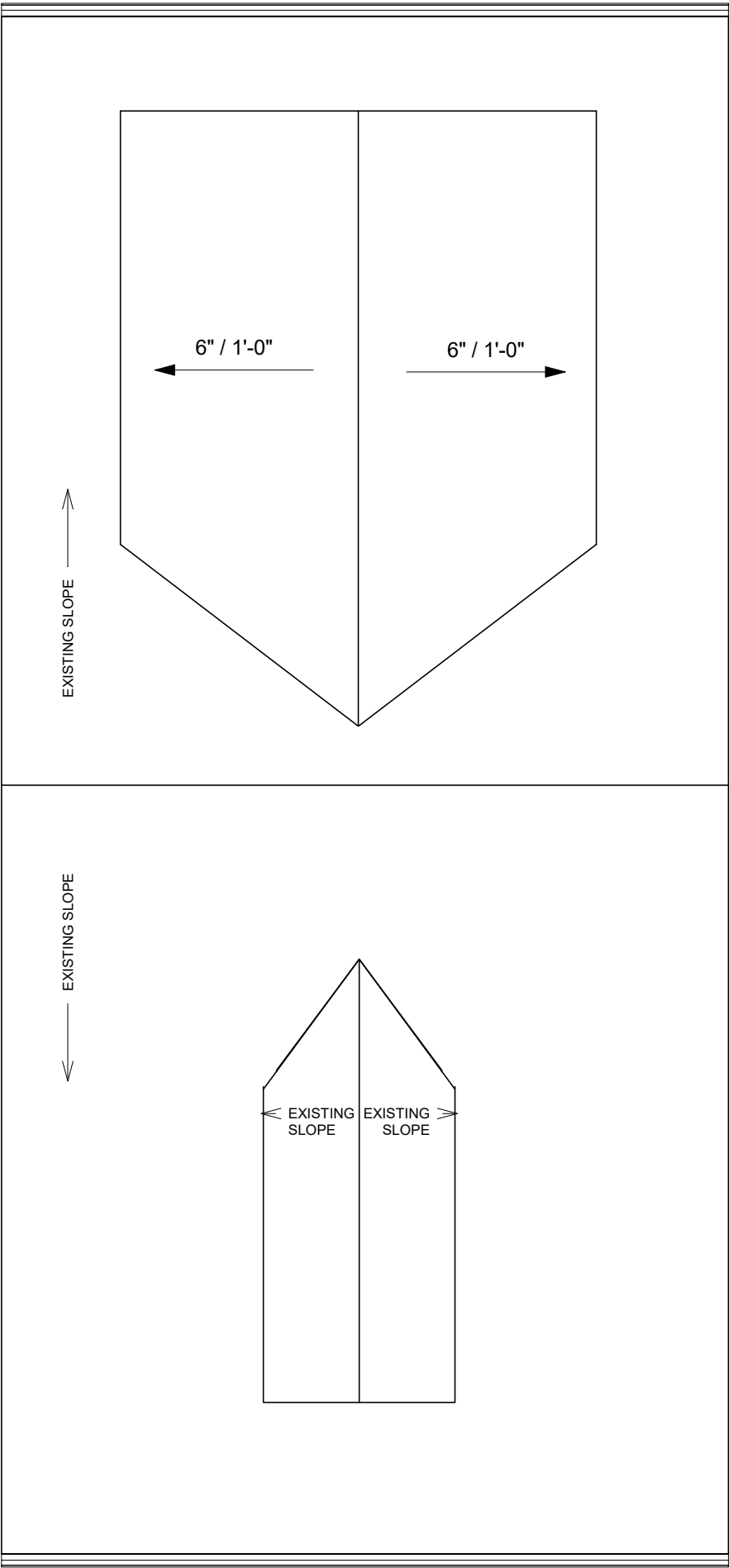
PROPOSED ATTIC PLAN

ISSUE DATE 01/09/2025

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

BAR-2

SHEET NO.



1 Roof New Construction BAR
1/4" = 1'-0"

DADA

1026 KING STREET
ALEXANDRIA, VIRGINIA

CHMIEL RESIDENCE

326A COMMERCE STREET
ALEXANDRIA, VIRGINIA

19

PROPOSED ROOF PLAN

ISSUE DATE 01/09/2025

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

SHEET NO.

BAR-3

DADA

1026 KING STREET
ALEXANDRIA, VIRGINIA

CHMIEL RESIDENCE

326A COMMERCE STREET
ALEXANDRIA, VIRGINIA

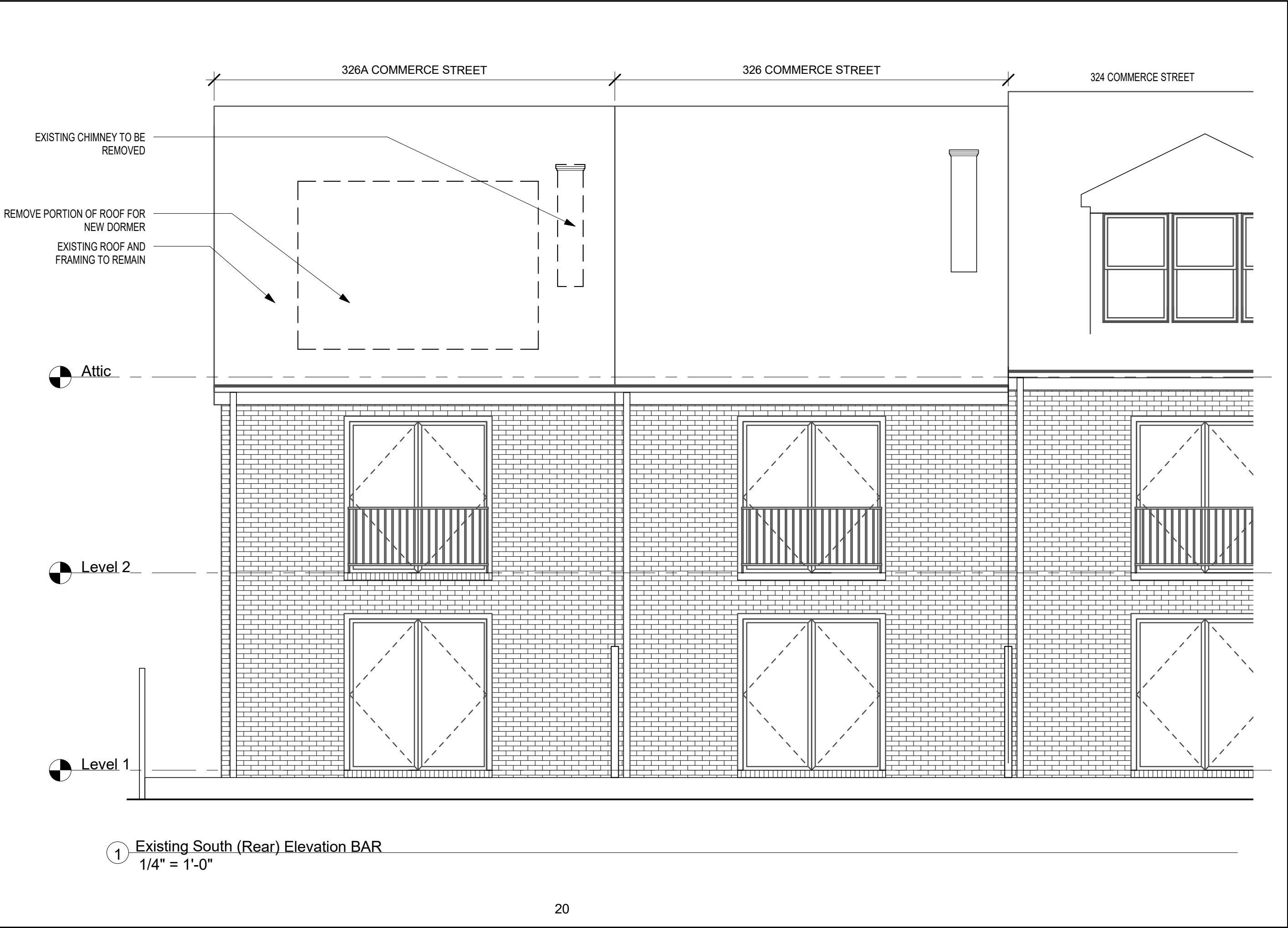
EXISTING ELEVATION

ISSUE DATE01/09/2025

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

SHEET NO.

BAR-4



DADA

1026 KING STREET
ALEXANDRIA, VIRGINIA

CHMIEL RESIDENCE

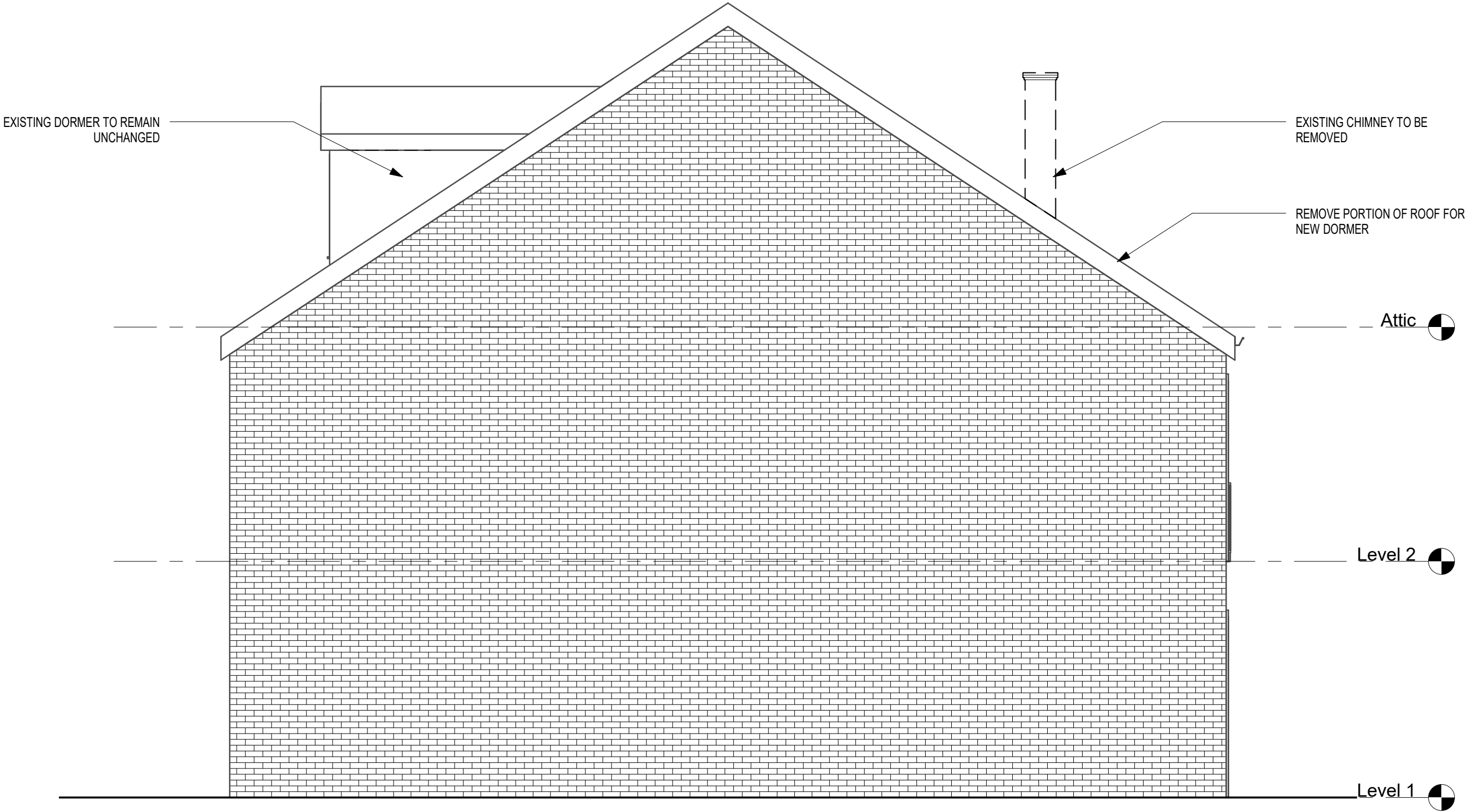
326A COMMERCE STREET
ALEXANDRIA, VIRGINIA

EXISTING ELEVATION

ISSUE DATE
01/09/2025

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

SHEET NO.
BAR-5



1 Existing West (Side) Elevation BAR
1/4" = 1'-0"

DADA

1026 KING STREET
ALEXANDRIA, VIRGINIA

CHMIEL RESIDENCE

326A COMMERCE STREET
ALEXANDRIA, VIRGINIA

PROPOSED ELEVATION

ISSUE DATE
01/09/2025

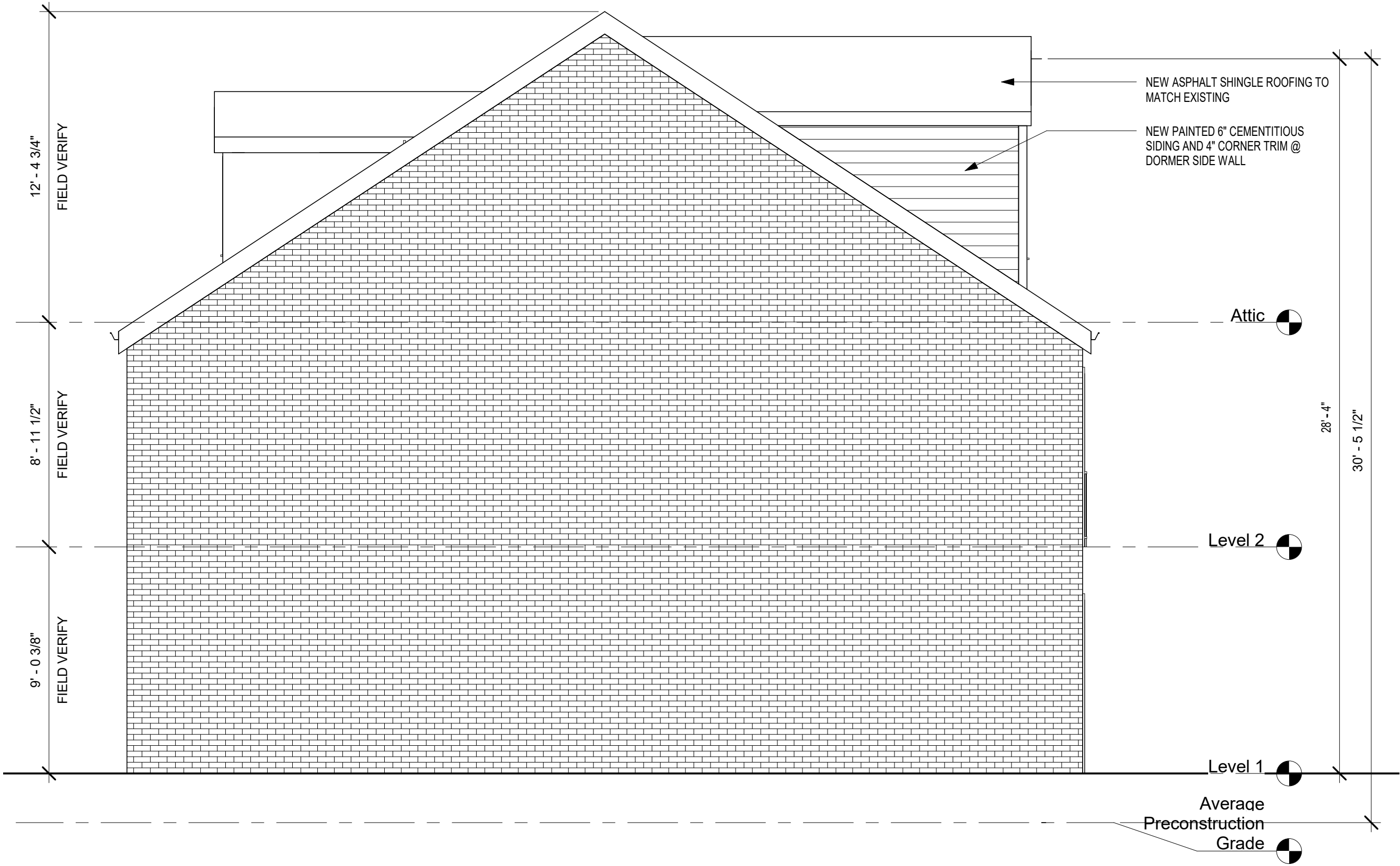
SCALE
1/4" = 1'-0"

SHEET NO.

BAR-6



1 New South (Rear) Elevation BAR
1/4" = 1'-0"

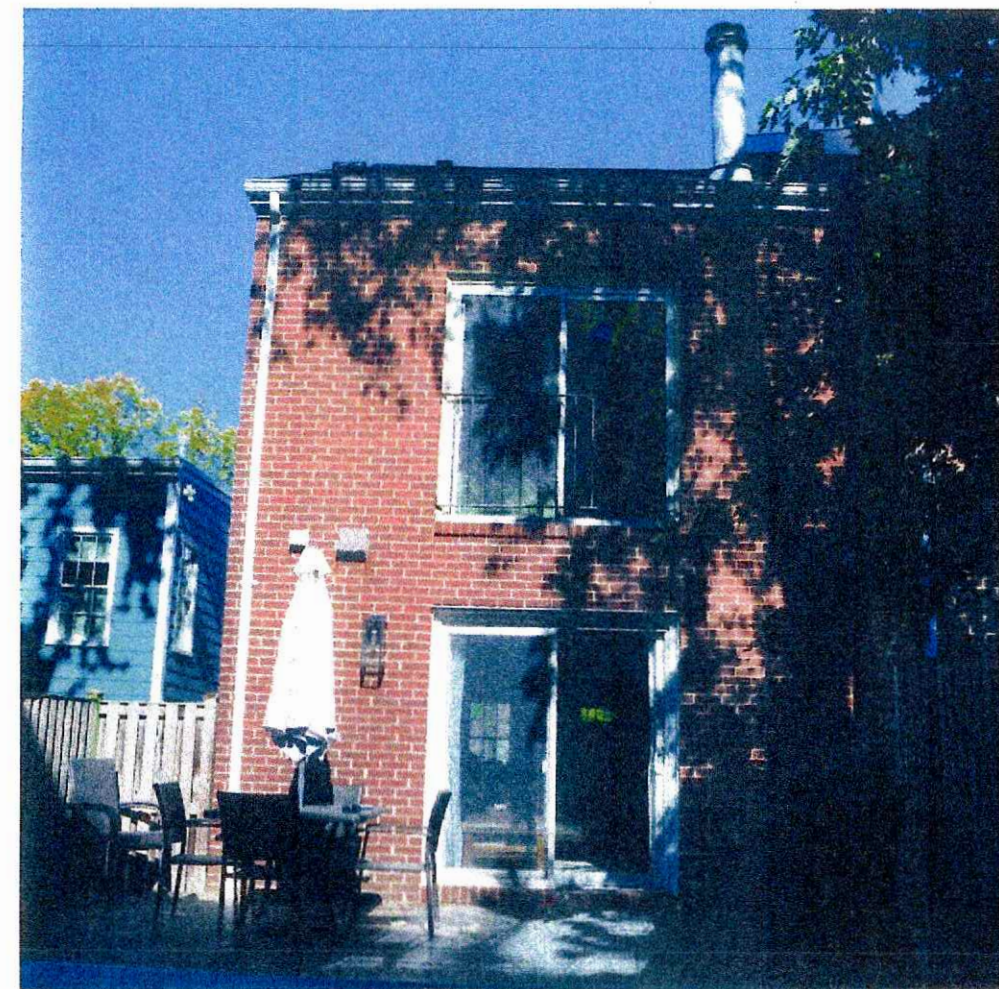


① New West (Side) Elevation BAR
1/4" = 1'-0"

<div>DADA</div> <div>1026 KING STREET</div> <div>ALEXANDRIA, VIRGINIA</div>		<div>CHMIEL RESIDENCE</div> <div>326A COMMERCE STREET</div> <div>ALEXANDRIA, VIRGINIA</div>	
<div>PROPOSED ELEVATION</div>		<div>ISSUE DATE</div> <div>01/09/2025</div>	<div>SHEET NO.</div> <div>BAR-7</div>
		<div>SCALE:</div> <div>1/4" = 1'-0"</div>	



Front Elevation



Rear Elevation

Chmiel
326A Commerce Street
Alexandria, VA 22314



Oblique Rear & Side Elevation

Chmiel
BAR Submission
Wednesday, March 5, 2025
BAR Hearing



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

B

A. Property Information

A1. 326 A Commerce Street
Street Address

A2. 1929 x 1.5
Total Lot Area Floor Area Ratio Allowed by Zone

RM

Zone

= 2893.5
Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area

Basement 0
First Floor 621.03
Second Floor 621.03
Third Floor
Attic 621.03
Porches
Balcony/Deck
Lavatory***
Other**

Allowable Exclusions**

Basement**
Stairways** 136
Mechanical**
Attic less than 7'*** 323.4
Porches**
Balcony/Deck**
Lavatory*** 50
Other**
Other**

B1. **Total Gross** 1863.09 B2. **Total Exclusions** 509.4

B1. 1863.09 Sq. Ft.
Existing Gross Floor Area*

B2. 509.4 Sq. Ft.
Allowable Floor Exclusions**

B3. 1353.69 Sq. Ft.
Existing Floor Area Minus Exclusions
(subtract B2 from B1)

Comments for Existing Gross Floor Area

C. Proposed Gross Floor Area

Proposed Gross Area

Basement
First Floor
Second Floor
Third Floor
Attic 71.5
Porches
Balcony/Deck
Lavatory***
Other

Allowable Exclusions**

Basement**
Stairways**
Mechanical**
Attic less than 7'***
Porches**
Balcony/Deck**
Lavatory*** 47.25
Other**
Other**

C1. **Total Gross** 71.5 C2. **Total Exclusions** 47.25

C1. 71.5 Sq. Ft.
Proposed Gross Floor Area*

C2. 47.25 Sq. Ft.
Allowable Floor Exclusions**

C3. 24.25 Sq. Ft.
Proposed Floor Area Minus Exclusions
(subtract C2 from C1)

D. Total Floor Area

D1. 1377.94 Sq. Ft.
Total Floor Area (add B3 and C3)

D2. 2893.5 Sq. Ft.
Total Floor Area Allowed
by Zone (A2)

E. Open Space

E1. 1060.18 Sq. Ft.
Existing Open Space

E2. 675.15 Sq. Ft.
Required Open Space

E3. 1060.18 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:

[Signature]

Date:

2.26.25

Madeleine & Bryant Mitchell
324 Commerce Street
Alexandria, VA 22314

To Whom It May Concern:

In regards to the BAR application for 326A Commerce Street, we are writing in support of our neighbor's proposed dormer addition. We are pleased to see thoughtful investment in the properties on our street, with Ms. Chmiel and Mr. Peterson's project at 326A Commerce Street being the latest example.

Thank you for your consideration.

Sincerely,


Madeleine & Bryant Mitchell