

**ISSUE:** Certificate of Appropriateness for alterations

**APPLICANT:** Kulinski Group Architects, PC

**LOCATION:** Parker-Gray District  
1014 Queen Street

**ZONE:** RM/Residential Townhouse Zone

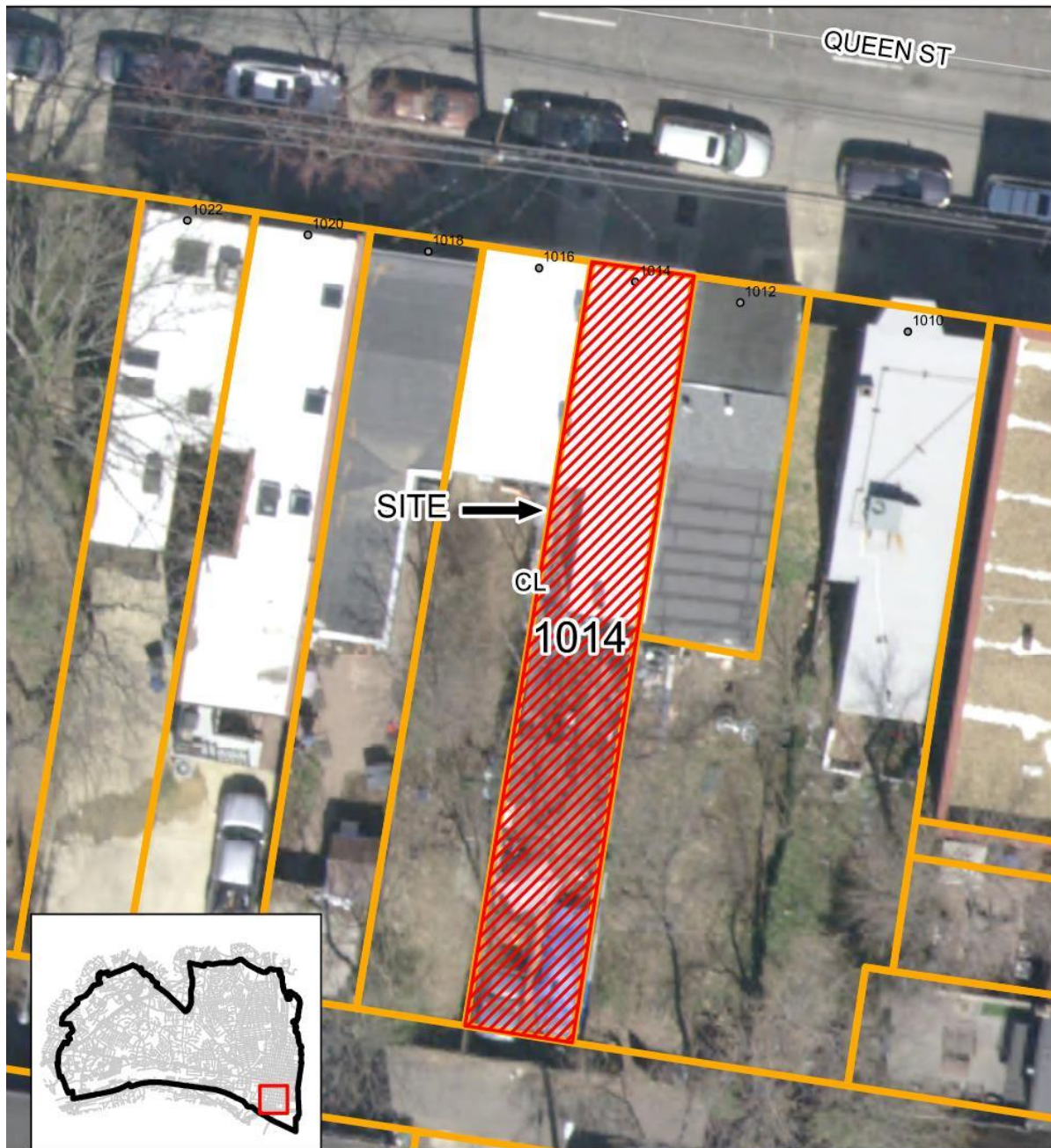
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**STAFF RECOMMENDATION**

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, 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 #2023-00205**  
**1014 Queen Street**



0 5 10 20 Feet

## **I. APPLICANT'S PROPOSAL**

The applicant requests a Certificate of Appropriateness to increase the openings of three (3) existing windows, at 1014 Queen Street. The window openings will be restored to the original size and aligned with the window opening height of the neighboring property. The total demolition is 13.5 sq. ft. and does not require a permit to demolish. The replacement windows will be one-over-one wood windows, which comply with the *Board's Administrative Policy*.

## **II. HISTORY**

The two-bay, two-story Italianate style frame townhouse was constructed prior to **1891**, when it first appears on Sanborn Fire Insurance Maps.

### *Previous BAR Approvals*

BAR2021-00675 – Staff administratively approved replacement siding.

## **III. ANALYSIS**

Staff has no objection to the proposed alteration. The *Design Guidelines* state that windows are a principal character defining feature of a building and serve both functional and aesthetic purposes. Changes to windows can have a dramatic impact on the historic appearance of a structure. Like many buildings in the historic districts, the windows were changed in an attempt to alter the historic period of the structure. A key feature of Italianate architecture is large windows with either a one-over-one or two-over-two configuration. The proposed openings and wood one-over-one replacement windows will restore the historic appearance of the building.

The proposed window alterations will be architecturally appropriate for the early Italianate building. The application utilizes materials which are compatible with the architectural style of the building and complies with the design intent expressed in the *Design Guidelines*.

## **STAFF**

Amirah Lane, 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 window replacement will comply with zoning.

#### **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 located at the rear of 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 Roof, surface and sub-surface drains be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant

must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)

- C-4 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C-5 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-6 All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)

**Alexandria Archaeology**

No comments received.

**V. ATTACHMENTS**

*1 – Supplemental Materials*

*2 – Application for BAR2023-00205: 1014 Queen Street*



## **APPLICATION BOARD OF ARCHITECTURAL REVIEW**

_____	<b>Filing Fees Paid</b>
<u><b>05/08/2023</b></u>	<b>Date of Submission</b>
<u><b>06/07/2023</b></u>	<b>Board of Architectural Review Hearing Date</b>

Applicants must send written notice of public hearings by regular mail to all abutting property owners at least 10 days prior to the Board of Architectural Review hearing, and not more than 30 days prior to the hearing.

Send notices by first-class U.S. mail between the dates of

**05/08/2022** and **05/30/2022**

BAR Case # \_\_\_\_\_

**ADDRESS OF PROJECT:** 1014 Queen Street

**TAX MAP AND PARCEL:** 064.03-05-21

**ZONING:** CL

**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: Kulinski Group Architects, PC

Address: 104 N West Street

City: Alexandria State: VA Zip: 22314

Phone: 703-836-7243 E-mail: Steve@KulinskiGroup.com

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

Name: STEPHEN W. KULINSKI, AIA

Phone: (703) 836-7243

E-mail: steve@kulinskigroup.com

**Legal Property Owner:**

Name: Alabama Ave LC

Address: 618 South Alfred Street

City: Alexandria State: VA Zip: 22314

Phone: E-mail:

☐ 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.

**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).*

*Remove existing windows and portions of siding to restore original window opening sizes (approximately 14 feet of siding demolition). Provide new wood windows. Replacement windows as shown on drawings.*

**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 12 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 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 # \_\_\_\_\_

**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 12 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: Stephen Kulinski

Type text here

Printed Name: STEPHEN W. KULINSKI, AIA

Date: 05/08/23

# 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. Larry Hirsch	618 South Alfred Street Alexandria, VA 22314	50%
2. Scott Mitchell	618 South Alfred Street Alexandria, VA 22314	50%
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1014 Queen Street (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. Larry Hirsch	618 South Alfred Street Alexandria, VA 22314	50%
2. Scott Mitchell	618 South Alfred Street Alexandria, VA 22314	50%
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. Larry Hirsch	None	None
2. Scott Mitchell	None	None
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.

05/08/23

Date

STEPHEN W. KULINSKI, AIA

Printed Name

Stephen Kulinski

Signature



**CERTIFICATION OF NOTICE  
BOARD OF ARCHITECTURAL REVIEW**

TO: DIRECTOR OF PLANNING & ZONING  
CITY OF ALEXANDRIA, VIRGINIA

Article XI, Section 11-301(A)(3), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia states:

At least five days prior to the hearing, the applicant shall supply the director of Planning & Zoning with:

- a) a copy of the NOTICE OF PUBLIC HEARING sent;
- b) a copy of the PROPERTY OWNERS LIST; and,
- c) this completed CERTIFICATION OF NOTICE.

The applicant shall use the records and maps maintained by the Department of Real Estate Assessment to determine the proper recipients of notice and reliance upon such records shall constitute compliance with the requirements of this section. §11-301(A)(3).

THE UNDERSIGNED HEREBY CERTIFIES that the notice to adjoining property owners (copy attached), as required pursuant to Article XI, §11-301(A) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia, was **sent** to the attached list of property owners concerning the following issue:

**DATE MAILED: May 25, 2023**

**HEARING DATE: June 7, 2023**

**PROPERTY ADDRESS: 1014 Queen Street**

**ISSUE DESCRIPTION:**

*Remove existing windows and portions of siding to restore original window opening sizes (approximately 14 feet of siding demolition). Provide new wood windows. Replacement windows as shown on drawings.*

\_\_\_\_\_  
STEPHEN W. KULINSKI, AIA

**Print Name**

\_\_\_\_\_  
*Stephen Kulinski*

**Signature**

\_\_\_\_\_  
(703) 836-7243

**Telephone**

\_\_\_\_\_  
05/30/23

**Date**

\_\_\_\_\_  
[steve@kulinskigroup.com](mailto:steve@kulinskigroup.com)

**E-mail address**

**NOTE:** Applicant to return this copy at least 5 days prior to the hearing to: Department of Planning and Zoning, 301 King Street, Room 2100.



## NOTICE OF PUBLIC HEARING

### BOARD OF ARCHITECTURAL REVIEW

Dear Property Owner:

You are hereby notified of the following public hearing to be held on the issue described below by the Board of Architectural Review (**check one**):

**BOARD OF ARCHITECTURAL REVIEW MEETING DATE:** June 7, 2023  
**7:00 P.M., City Hall**  
**301 King Street**  
**City Council Chambers, 2nd Floor**  
**Alexandria, Virginia 22314**

#### ISSUE DESCRIPTION:

*Remove existing windows and portions of siding to restore original window opening sizes (approximately 14 feet of siding demolition). Provide new wood windows. Replacement windows as shown on drawings.*

**PROPERTY ADDRESS: 1014 Queen Street**

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

**TAX ASSESSMENT MAP NUMBER: 064.03-05-21**

As a citizen and party of interest, you are invited to attend these meetings and express your views concerning the above issue. If you have any questions regarding the request, you can reach me at (703) 836-7243 and [steve@kulinskigroup.com](mailto:steve@kulinskigroup.com) (e-mail optional).

Sincerely,

Stephen Kulinski  
Applicant Signature

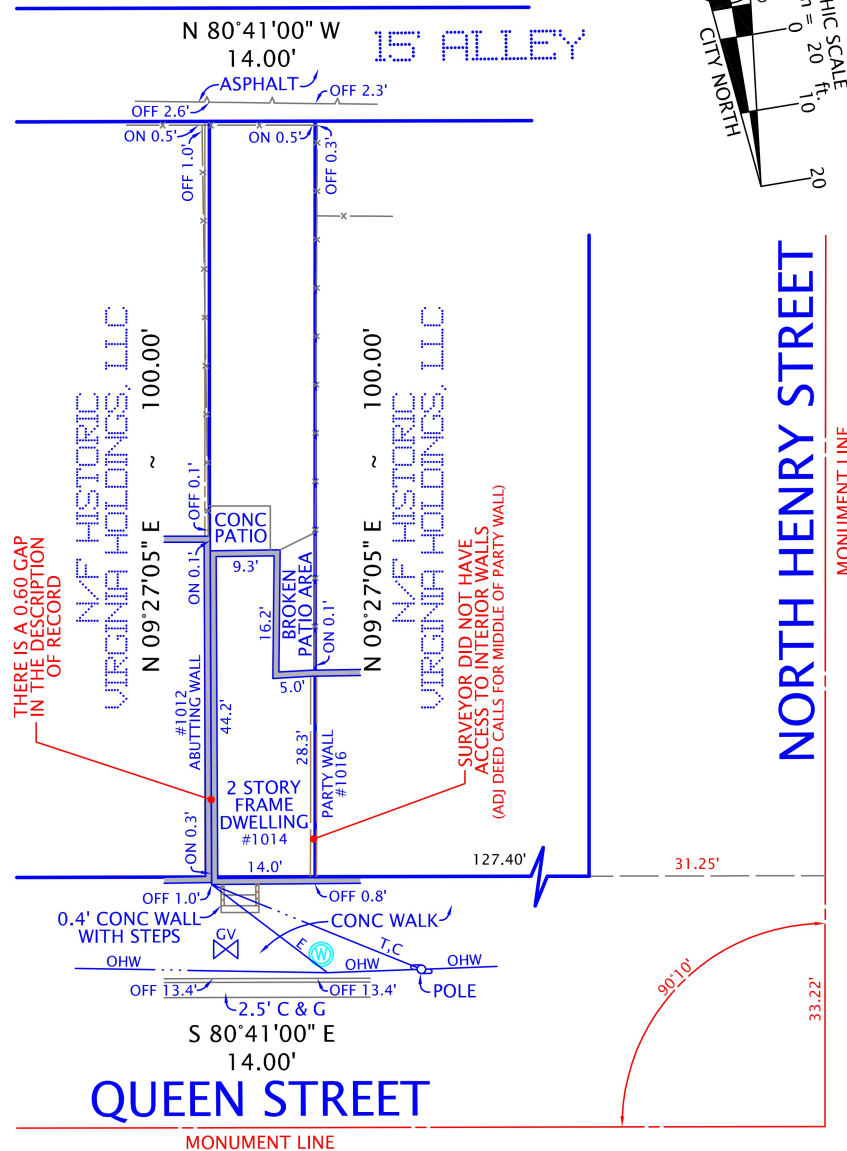
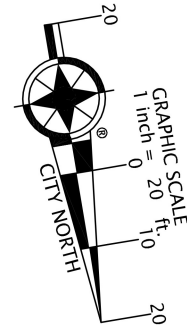
STEPHEN W. KULINSKI, AIA  
Applicant Printed Name

\*Date Mailed: 05/25/23

**\*Applicant to mail this notice to adjoining and abutting property owners at least ten but no more than thirty days prior to the hearing.**

**NOTE:** Applicant to return this copy at least five days prior to the hearing to: Department of Planning and Zoning, 301 King Street, Room 2100.

- NOTES: 1. FENCES ARE FRAME.  
2. TOTAL AREA = 1,400 SF.



PLAT  
SHOWING HOUSE LOCATION ON  
ON THE PROPERTY LOCATED AT  
**#1014 QUEEN STREET**  
(INST. #010009124)  
CITY OF ALEXANDRIA, VIRGINIA  
SCALE: 1" = 20' MARCH 13, 2023

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:



3251 Blenheim Blvd.  
Suite 408  
Fairfax, VA 22030  
Phone: 703-865-4999  
Fax: 703-995-0722

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





FRONT IMAGE "A"  
NORTH ELEVATION



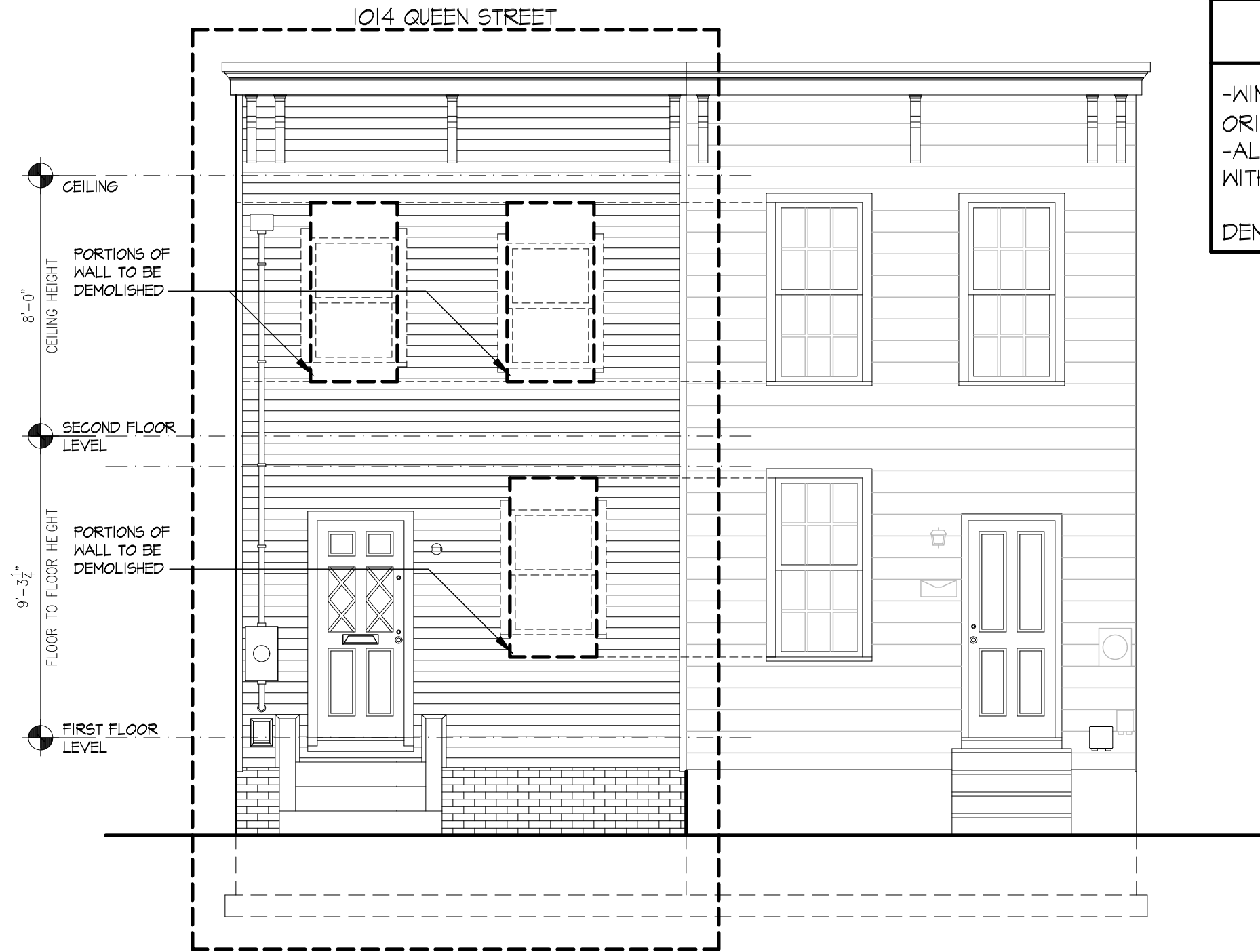
FRONT IMAGE "B"  
NORTH ELEVATION



FRONT IMAGE "C"  
NORTH ELEVATION

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1 FRONT ELEVATION (EXISTING)  
A2 SCALE: 1/4" = 1'-0"

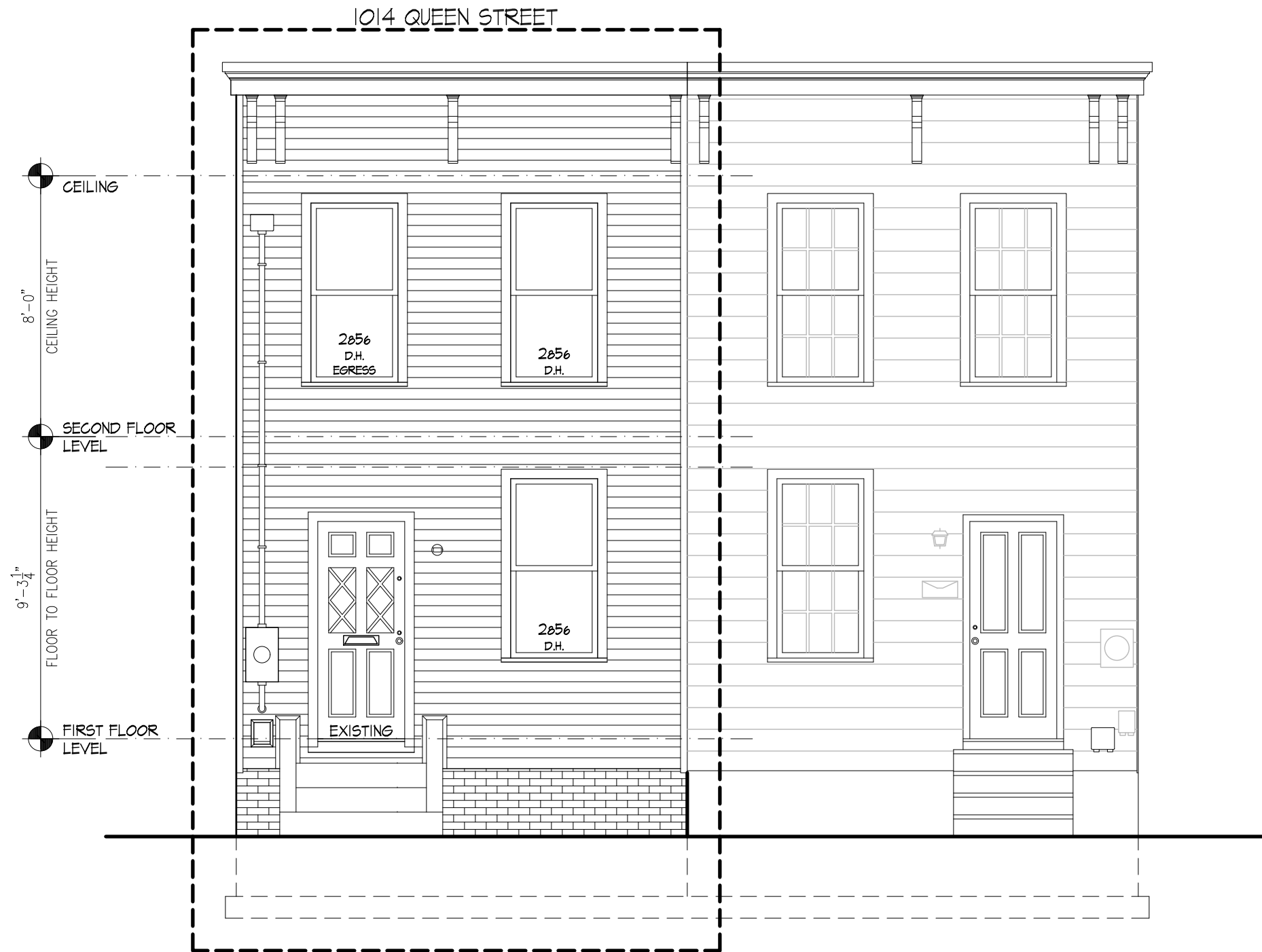
## DEMOLITION NOTES

- WINDOW OPENINGS TO BE RESTORED TO ORIGINAL OPENING SIZE (V.I.F.).
- ALIGN NEW WINDOW OPENING HEIGHT WITH NEIGHBORING PROPERTY.

DEMOLITION SQUARE FOOTAGE: 13.5 SF

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1 FRONT ELEVATION (PROPOSED)  
A3 SCALE: 1/4" = 1'-0"

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KULINSKIGROUP.COM

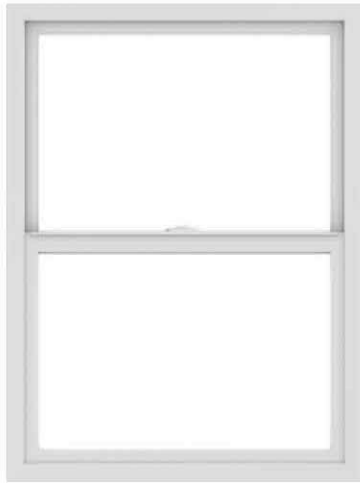
Kulinski Group Architects P.C.  
104 N. West Street  
Alexandria, Va 22314

1014 Queen Street – Parker-Gray Historic District

Windows:

Supplier:	Andersen 400 Series
Material:	Wood
Lite Pattern:	1 Over 1
Exterior Finish:	Match Existing
Window Size:	2'-8" W x 5'-6" H
Glazing:	Low-E

Double Hung



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