**APPLICATION  
BOARD OF ZONING APPEALS****SPECIAL EXCEPTION FOR ADDITIONS****Section of zoning ordinance from which request for special exception is made:**

Section 7-2502(A)(1)(c) - looking to obtain special exception to install an attached private 1 car garage without setting back the front wall of garage 8' from the front building wall facing the primary front yard. Converting the existing dining room (which used to be a carport), into 1 car garage, without changing existing footprint.

**PART A**

1. Applicant: ☒ Owner ☒ Contract Purchaser ☒ Agent

Name Lauren Gagne

Address [REDACTED]

Daytime Phone [REDACTED]

Email Address [REDACTED]

2. Property Location 605 E Timber Branch Pkwy

3. Assessment Map # 042.04 Block 03 Lot 15 Zone R8

4. Legal Property Owner Name Lauren J. Gagne, Langdon G. Gagne

Address [REDACTED]



# 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. Lauren J. Gagne		50%
2. Langdon G. Gagne		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 605 E Timber Branch Pkwy, Alexandria, VA 22302 (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. Lauren J. Gagne		50%
2. Langdon G. Gagne		50%
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 require 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 indicated 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. Lauren J. Gagne	None	None
2. Langdon G. Gagne	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.

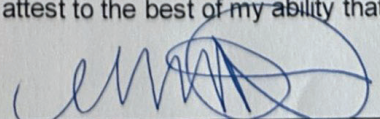
As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

5/29/25

Date

Lauren J. Gagne

Printed Name



Signature



**5. Describe request briefly:**

I would like to convert my existing dining room into a 1 car garage. The dining room was previously a car port, per my discussions with the county. Because I have a pergola located behind this space in my rear yard, I am seeking a Special Exception to install this front loading garage without having to set it back 8' from the front of my property, nor change the existing footprint.

**6. If the property owner or applicant is being represented by an authorized agent, such as an attorney, realtor or other person for which there is a form of compensation, does this agent or the business in which they are employed have a business license to operate in the City of Alexandria, Virginia?**

☐ Yes — Provide proof of current City business license.

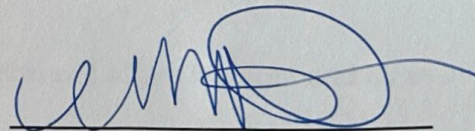
☐ No — Said agent shall be required to obtain a business prior to filing application.

**THE UNDERSIGNED HEREBY ATTESTS** that all of the information herein provided including the site plan, building elevations, prospective drawings of the projects, etc., 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 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:**

Lauren Gagne  
Print Name

Telephone

  
Signature

5/29/25  
Date

Pursuant to Section 13-3-2 of the City Code, the use of a document containing false information may constitute a Class 1 misdemeanor and may result in a punishment of a year in jail or \$2,500 or both. It may also constitute grounds to revoke the permit applied for with such information.



**NOTE TO APPLICANT:** Only one special exception per dwelling shall be approved under the provisions of Section 11-1302(B)(4).

**PART B** (SECTION 11-1304)

**APPLICANT MUST EXPLAIN THE FOLLOWING:**

(Please use additional pages where necessary.)

- 1. Explain how the special exception for the proposed addition, if granted, meets the applicant's needs.**

By building the garage within the existing building walls, I will not have to expand the property foot print, or create additional space to reach my goal of building a garage, will just use the existing structure to do so. Additionally, by building this garage within the existing space, I would not need to relocate any French drainage systems currently surrounding this part of my house- as there are French drains and a pergola located behind and along the side of these dining room walls.

- 2. Explain if the special exception, if granted, will harm adjoining properties or impact the neighborhood in any way.**

It will not harm adjoining properties or impact the neighborhood in any way.

- 3. Explain how the proposed addition will affect the light and air to any**

It will not affect the light and air to any.



**4. Explain how the proposed addition is compatible with other properties in the neighborhood and the character of the neighborhood as a whole.**

More than 50% of my immediate surrounding neighbors currently have attached front loading garages that are flush with their front building wall facing the front of their property.

**5. How is the proposed construction similar to other buildings in the immediate area?**

More than 50% of my immediate surrounding neighbors currently have attached front loading garages that are flush with their front building wall facing the front of their property.

**6. Explain how this plan represents the only reasonable location on the lot to**

The dining room was previously a carport, years prior to my ownership. Using the existing structure of my dining room walls, avoiding the 8' setback from the front building wall, is the only reasonable location to create this 1 car garage because pushing back the garage entry point would cause unreasonable burden and harm relocate and remove the current French drainage system the runs along the entire long outer wall and back wall of the dining room, that faces the rear yard. The footprint of the property would not change or be disturbed as a result of this modification. Patio pavers, pergola, and roof lines would remain in tact as well, otherwise would have to be removed to meet setback.

**7. Has the applicant shown the plans to the most affected property owners? Have any neighbors objected to the proposed special exception, or have any neighbors written letters of support? If so, please attach the letter.**

Certified letters were issued too early, but we did receive a text message of support from one of our neighbors so far. Certified letters will be reissued between 6/14/25- 7/4/25. No additional letters of support on hand at the time this application was filed.



**\*\*\*ATTENTION APPLICANTS\*\*\***

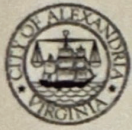
At the time of application for a Special Use Permit, Rezoning, Vacation, Encroachment, Variance, Special Exception or Subdivision, you must provide a draft of the description of your request you intend to use in the property owner's notice. You must be thorough in your description. Staff will review the draft wording to confirm its completeness.

The example illustrates a detailed description:

"Special exception to construct a one-story addition in the required side yard on \_\_\_\_\_ Street."

If you fail to submit draft language at the time of the application filing deadline, the application will be determined to be incomplete and may be deferred by staff.





Department of Planning and Zoning  
Floor Area Ratio and Open Space Calculations for  
Single and Two-Family Residential Outside Historic Districts

A

A. Property Information

A1. 605 E Timber Branch Pkwy, Alexandria, VA 22302  
Street Address

R-8

Zone

A2. 12,895.00  
Total Lot Area

x 0.35

Floor Area Ratio Allowed by Zone

= 4,513.25

Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area

Basement 705.00

First Floor 1,304.00

Second Floor 710.00

Third Floor 503.00

Attic 459.00

Porches 156.00

Balcony/Deck

Garage 100.00

Other\*\*\* 195.00

Allowable Exclusions\*\*

Basement\*\*

Stairways\*\* 251.00

Mechanical\*\*

Attic less than 7'\*\*\*

Porches\*\*

Balcony/Deck\*\* 156.00

Garage\*\*

Other\*\*\* 100.00

Other\*\*\*

B1. 4,132.00 Sq. Ft.

Existing Gross Floor Area\*

B2. 507.00 Sq. Ft.

Allowable Floor Exclusions\*\*

B3. 3,625.00 Sq. Ft.

Existing Floor Area Minus Exclusions  
(subtract B2 from B1)

Comments for Existing Gross Floor Area

B1. Total Gross

4,132.00

B2. Total Exclusions

507.00

C. Proposed Gross Floor Area

Proposed Gross Area

Basement

First Floor

Second Floor

Third Floor

Attic

Porches

Balcony/Deck

Garage

Other\*\*\*

Allowable Exclusions\*\*

Basement\*\*

Stairways\*\*

Mechanical\*\*

Attic less than 7'\*\*\*

Porches\*\*

Balcony/Deck\*\*

Garage\*\*

Other\*\*\*

Other\*\*\*

C1. 0.00 Sq. Ft.

Proposed Gross Floor Area\*

C2. 0.00 Sq. Ft.

Allowable Floor Exclusions\*\*

C3. 0.00 Sq. Ft.

Proposed Floor Area Minus Exclusions  
(subtract C2 from C1)

C1. Total Gross

0.00

C2. Total Exclusions

0.00

D. Total Floor Area

D1. 3,625.00 Sq. Ft.

Total Floor Area (add B3 and C3)

D2. 4,513.25 Sq. Ft.

Total Floor Area Allowed  
by Zone (A2)

E. Open Space (RA & RB Zones)

E1. Existing Open Space

E2. Required Open Space

E3. Proposed Open Space

Notes

\*Gross floor area for residential single and two-family dwellings in the R-20, R-12, R-8, R-5, R-2-5, RB and RA zones (not including properties located within a Historic District) is the sum of all areas under roof of a lot, measured from exterior walls.

\*\* Refer to the Zoning Ordinance (Section 2-145(A)) and consult with Zoning Staff for information regarding allowable exclusions. Sections may also be required for some exclusions.

\*\*\* Refer to the Zoning Ordinance (Section 2-145(A)) and consult with Zoning Staff for additional allowable exclusions. Additional exclusions may include space under balconies, retractable awnings, etc.

The undersigned hereby certifies and attests that, to the best of his/her knowledge, the above computations are true and correct.

Signature:

Date:

5/29/25



## LINE TYPES:

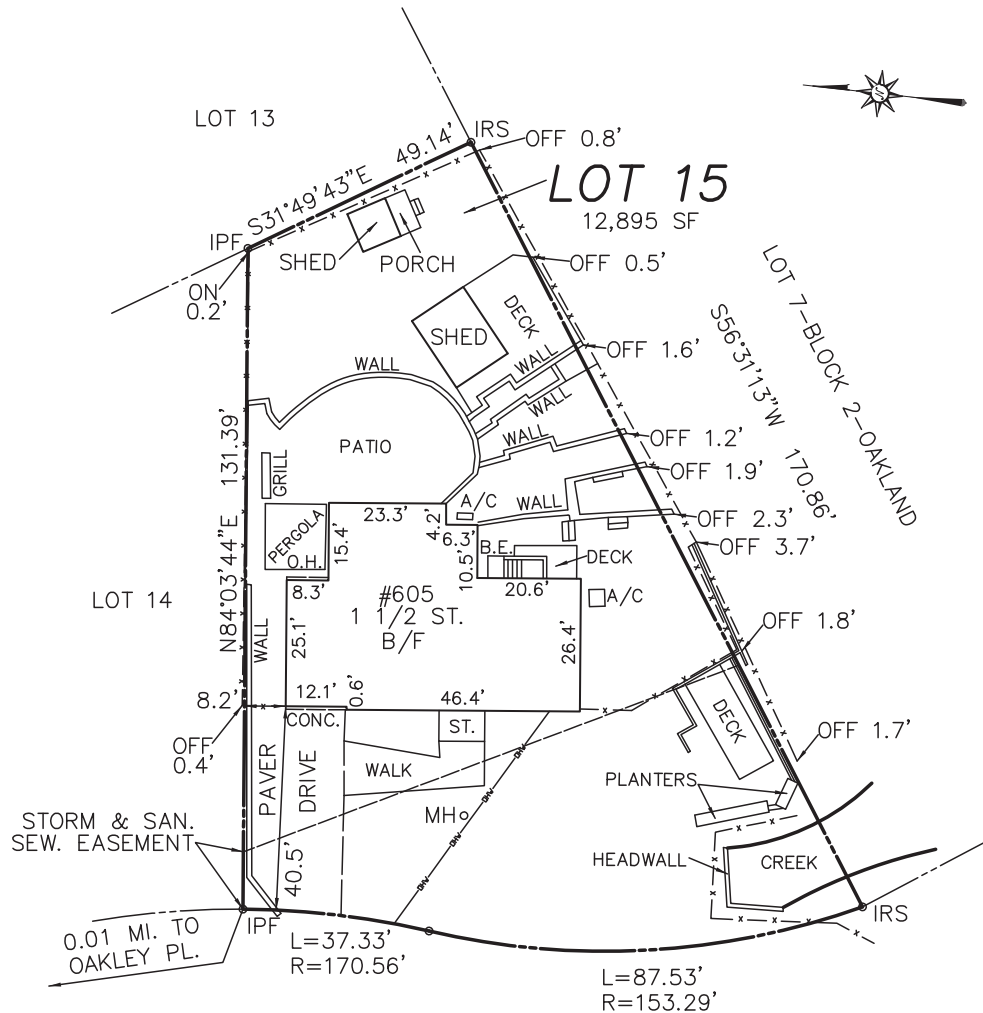
————— BOUNDARY LINE  
 - - - - - EASEMENT  
 ——— DRIVEWAY/ROAD  
 - x - x - FENCING  
 ——— OVERHEAD WIRE  
 ——— STRUCTURE

## LEGEND:

ADW-ASPHALT DRIVEWAY  
 A/C-AIR CONDITIONING  
 A/W-AREAWAY  
 B.E.-BASEMENT ENTRANCE  
 BRL-BUILDING RESTRICTION LINE  
 CHIM-CHIMNEY  
 CDW-CONCRETE DRIVEWAY  
 CO-CLEANOUT

CONC.-CONCRETE  
 ER-ELECTRICAL RISER  
 FIOS-FIBER OPTICS UTILITY BOX  
 GDW-GRAVEL DRIVEWAY  
 GEN.-GENERATOR  
 IPF-IRON PIPE FOUND  
 IRS-IRON ROD SET  
 IRF-IRON ROD FOUND  
 MH-MANHOLE  
 O.H.-OVERHANG  
 PAD-CONCRETE PAD

PP-POWER POLE  
 R/W-RIGHT OF WAY  
 SMH-SANITARY MANHOLE  
 ST.-STOOP  
 TELE-TELEPHONE PEDESTAL  
 TR/TRANS-TRANSFORMER  
 WM-WATER METER  
 WV-WATER VALVE  
 WW-WINDOW WELL



## EAST TIMBER BRANCH PARKWAY (30' R/W)

### LOCATION SURVEY

LOT 15

ADDITION TO OAKLAND

CITY OF ALEXANDRIA, VIRGINIA

SCALE 1"=30' DATE 09-18-24

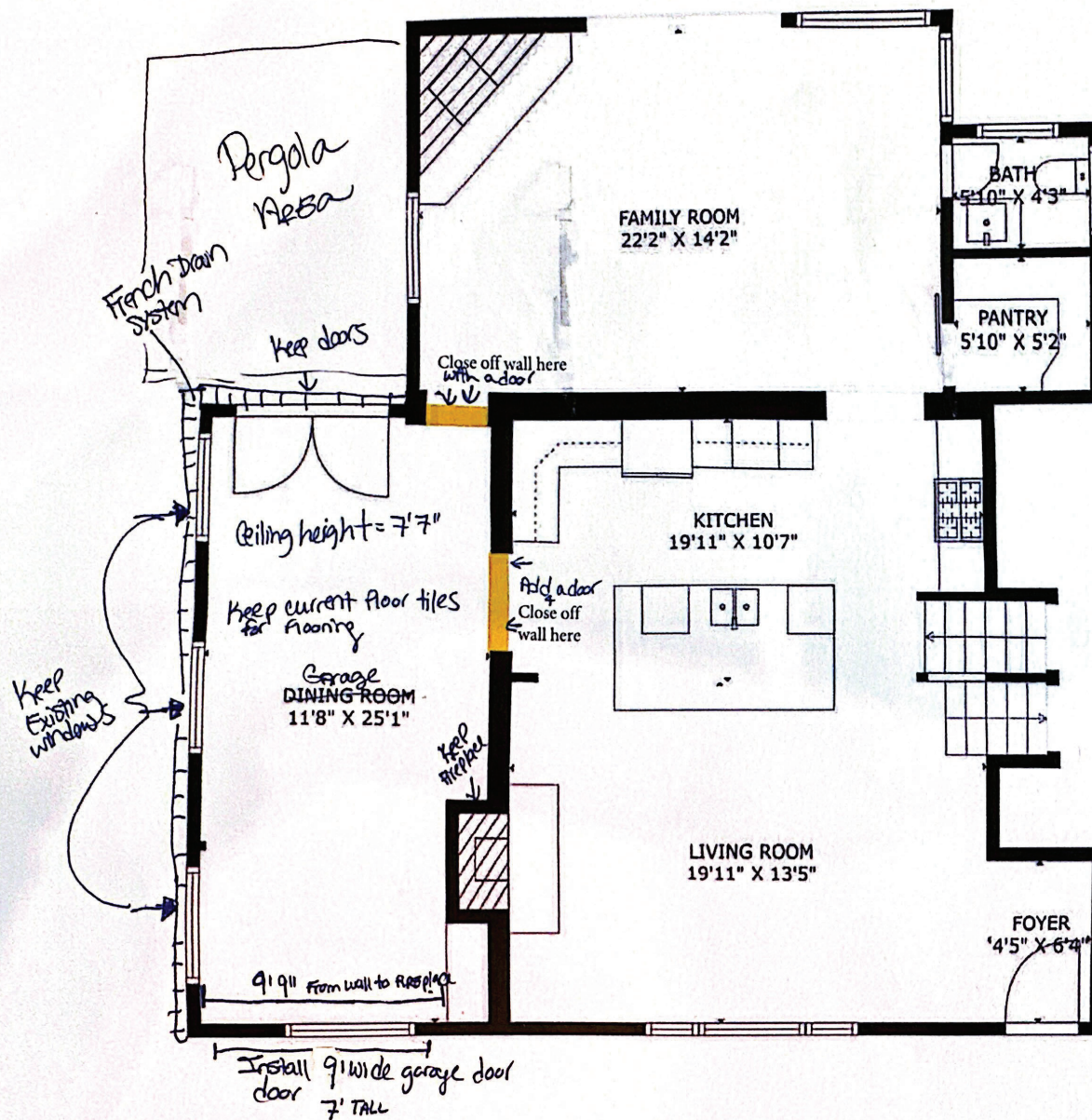


- 1.) TITLE REPORT FURNISHED.
- 2.) PLAT SUBJECT TO RESTRICTIONS OF RECORD.
- 3.) FENCE LOCATIONS, IF SHOWN, ARE APPROXIMATE AND DO NOT CERTIFY AS TO OWNERSHIP.

### MERESTONE LAND SURVEYING, PLLC.

LAND SURVEYING & G.P.S. SERVICES  
 MERESTONE LAND SURVEYING, PLLC  
 1229 GARRISONVILLE ROAD SUITE 105 STAFFORD, VA 22556  
 (540)752-9197 FAX (540)752-9198

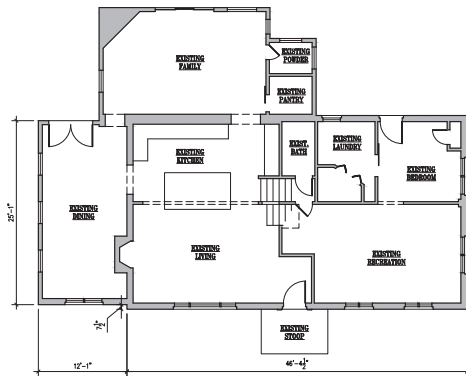




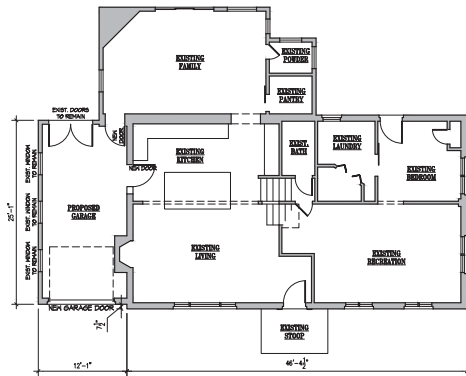
**TOTAL: 2945 sq. ft**  
 BELOW GROUND: 618 sq. ft, MAIN LEVEL: 1225 sq. ft, UPPER SPLIT 1: 597 sq. ft, UPPER SPLIT 2: 334 sq. ft, UPPER SPLIT 3: 171 sq. ft  
 EXCLUDED AREAS: LOW CEILING: 196 sq. ft, " ": 102 sq. ft, STORAGE: 71 sq. ft

Floor Plan Created By Cubicasa App. Measurements Deemed Highly Reliable But Not Guaranteed.





1 EXISTING FLOOR PLAN  
A1 SCALE: 1/8" = 1'-0"



4 PROPOSED FLOOR PLAN  
A1 SCALE: 1/8" = 1'-0"



2 EXISTING FRONT ELEVATION  
A1 SCALE: 1/8" = 1'-0"



3 EXISTING LEFT SIDE ELEVATION  
A1 SCALE: 1/8" = 1'-0"  
NOTES: NO CHANGE TO SIDE ELEVATION.



5 PROPOSED FRONT ELEVATION  
A1 SCALE: 1/8" = 1'-0"

