

Docket Item # 6 & 7
BAR CASE # 2014-0417 &
2014-0418
BAR Meeting
January 7, 2015

ISSUE: Partial Demolition/Capsulation and Alterations/Addition

APPLICANT: Christopher & Eileen Montoni

LOCATION: 223 North Royal Street

ZONE: RM/Residential

STAFF RECOMMENDATION

Staff recommends approval, as submitted, provided that the applicant provide the correct lot area to the City's Office of Real Estate Assessments prior to submission of the building permit.

****EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B) and 10-206(B) of the Zoning Ordinance, any official Board of Architectural Review approval will expire 12 months from the date of issuance if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.

****BUILDING PERMIT NOTE:** Most projects approved by the Board of Architectural Review require the issuance of one or more construction permits by Building and Fire Code Administration (including signs). The applicant is responsible for obtaining all necessary construction permits after receiving Board of Architectural Review approval. Contact Code Administration, Room 4200, City Hall, 703-838-4360 for further information.

****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.



BAR2014-00417 & BAR2014-00418



Note: Staff coupled BAR #2014-0417 (Permit to Demolish/Capsulate) and BAR #2014-0418 (Certificate of Appropriateness) for clarity and brevity. This item requires a roll call vote.

I. ISSUE

The applicant requests approval of a Permit to Demolish/Capsulate and a Certificate of Appropriateness for alterations to the first floor rear addition windows and doors, and a second-story rear addition for a closet. The applicant requests approval of the following:

Permit to Demolish/Capsulate

- Demolition of 83 square feet of existing wall area, including an existing window, on the second floor of the rear addition, as well as a portion of the existing roof, in order to construct the new addition.
- Demolition of minimal areas of brick around the first floor windows on the north and east elevations in order to install larger windows.

Certificate of Appropriateness (Alterations)

- Replace the existing single door on the north elevation of the rear addition with a new multi-light single wood door.
- Replace the six-over-six window on the first floor (north elevation) of the rear addition with a wood double casement window.
- Replace the six-over-six window on the first floor (east elevation) with two pairs of multi-light wood casement windows.
- All of the new casement windows and the new door will be manufactured by Jeld-Wen.

Certificate of Appropriateness (Addition)

- New second floor rear addition measuring approximately 2'- 5" by 12'- 6" (roughly 30 square feet). The addition will enlarge the rear addition's second floor but will not encompass the entire footprint, maintaining a setback in order to allow for the differentiation of the new construction from the older brick two-story ell to the west. The addition will be clad with wood siding to match the existing siding and the new standing seam metal roof will match the existing roof slope, but will be located on a different plane so that the existing roof can be retained.

II. HISTORY

The late Victorian, two-bay, three-story end-unit brick townhouse was constructed in the **mid-to-late 19th century**. The house has a two-story rear ell, with a later two-story rear addition constructed of brick on the first floor and with frame construction on the second floor.

Staff could not locate any recent BAR approvals.

II. ANALYSIS

The project is in compliance with zoning ordinance requirements. The lot area provided by the applicant differs from the information recorded in the City's real estate records and the discrepancy should be corrected prior to submission of a building permit.

Permit to Demolish/Capsulate

In considering a Permit to Demolish, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-105(B):

- (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?
- (2) Is the building or structure of such interest that it could be made into a historic house?
- (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?
- (4) Would retention of the building or structure help preserve the memorial character of the George Washington Memorial Parkway?
- (5) Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?
- (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?

While Staff could not determine the exact date for the rearmost two story addition, Sanborn Fire Insurance Map research indicates that there was a two story rear addition in this location as early as 1912. However, photographs provided by the applicant suggest that there have been numerous alterations to this portion of the property over the years and the amount of existing historic fabric may be limited. Visibility of the area proposed for demolition is limited to the top 2-3 feet of the first floor of the rear addition, which is visible only front the sidewalk across North Union Street. The area proposed for demolition/capsulation on the historic portion of the building is minimal in scope, located on a secondary elevation, does not remove any portion of the building containing character defining features of uncommon design or historic merit, and does not compromise the integrity of the building as a whole. Staff finds that the request meets none of the above criteria and that a Permit to Demolish/Capsulate should be granted.

Certificate of Appropriateness

The proposed alterations are minor, minimally visible, and historically appropriate. This type of window enlargement is not uncommon in Old Town, as residents seek to improve their properties and gain additional natural light into interior spaces. The Board routinely approves the enlargement of existing masonry openings for doors and windows on secondary elevations.

Staff finds that the proposed architectural character of the addition generally meets the BAR *Design Guidelines* for residential new construction, as it does not detract from the historic house, is clearly differentiated, and reflects the same vernacular style of the addition. The applicant proposes to use historically appropriate materials and, by minimizing the size of the closet addition, retain the setback between the two-story ell and the later addition which will help to differentiate the new construction from the historic house. Visibility of the addition will be limited, as it can only be viewed from across North Royal Street in the break between 223 and 225 north Royal Street.

Staff recommends that the Board approve the application, as submitted.

STAFF

Stephanie Sample, Historic Preservation Planner, Planning & Zoning
Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

III. CITY DEPARTMENT COMMENTS

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

Zoning Comments

- C-1 Applicant must correct lot area discrepancy with Real Estate Records prior to submitting a building permit. Discrepancy can usually be corrected by submitting a current plat to real estate.
- C-2 Proposed addition complies with zoning.

Code Administration

No comments received.

Transportation and Environmental Services

- R-1 Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R-2 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)
- 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)

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR2014-0417 & 2014-0418: 228 North Royal Street



DEPARTMENT OF PLANNING AND ZONING FLOOR AREA RATIO AND OPEN SPACE CALCULATIONS

A. Property Information

A1. Street Address 223 N. ROYAL ST Zone RM
 A2. 1672 SF x 1.5 = 2508 S.F.
 Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	304	Basement**	304
First Floor	964	Stairways**	
Second Floor	924.4	Mechanical**	
Third Floor		Other**	
Porches/ Other	29.27	Total Exclusions	304
Total Gross *	2221.67		

B1. Existing Gross Floor Area *
2221.67 Sq. Ft.

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

B3. Existing Floor Area minus Exclusions
1917.67 Sq. Ft.
 (subtract B2 from B1)

C. Proposed Gross Floor Area (does not include existing area)

Proposed Gross Area*		Allowable Exclusions	
Basement		Basement**	
First Floor		Stairways**	
Second Floor	30.2	Mechanical**	
Third Floor		Other**	
Porches/ Other		Total Exclusions	
Total Gross *	30.2		

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

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

C3. Proposed Floor Area minus Exclusions
30.2 Sq. Ft.
 (subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 1614.4 Sq. Ft.
 D2. Total Floor Area Allowed by Zone (A2) 2475 Sq. Ft.

*Gross floor area is the sum of all gross horizontal areas under roof, 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.

If taking exclusions other than basements, floor plans with excluded areas must be submitted for review. Sections may also be required for some exclusions.

F. Open Space Calculations

Existing Open Space	<u>475.2 + 176.28 = 651.48 SF</u>
Required Open Space	<u>585.20</u>
Proposed Open Space	<u>651.48 SF</u>

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

Signature: Sahar Curtis

Date: 11.17.14

233 N. Royal Street Renovation

233 North Royal Street
Alexandria, VA 22314

DRAWING LIST

- CS

COVER SHEET
- SITE 1

SCALED SURVEY PLAT
- SITE 2

PHOTOGRAPHS OF SITE 1
- SITE 3

PHOTOGRAPHS OF SITE - 2
- A1

NEW 1ST FLOOR PLAN
- A2

NEW 2ST FLOOR PLAN
- A3

NEW ROOF PLAN
- A4

NEW EAST & NORTH ELEVATION
- AB1

EXSTG 1ST FLOOR PLAN
- AB2

EXSTG 2ST FLOOR PLAN
- AB3

EXSTG ROOF PLAN
- AB4

EXSTG EAST & NORTH ELEVATION

BUILDING CODE:

THE INTERNATIONAL BUILDING CODE, 2009 & 2012

DESIGN STANDARDS:

ACI 318 BUILDING CODE AND COMMENTARY

ASCE 7, MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRCTURES
AISC, MANUAL OF STEEL CONSTRUCTION, ALLOWABLE STREET DESIGN
ANSI/NFoPA NDS, NATIONAL DESIGN SPRECIFICATION OF WOOD CONSTRUCTION
ACI 530/ASCE 6/TMS/602, BUILDING CODE REQUIREMENTSFOR MASONRY CONSTRUCTION



ORIGINAL SET IS ON 24" X36". IF THIS IS ON
11" X 17" SHEETS ALL DRAWINGS ARE
HALF THE NOTED SCALE

- ABBREVIATION KEY
- AB - AS BUILT
 - ABV - ABOVE
 - AC - ABOVE COUNTER
 - ADJ - ADJUSTABLE
 - AFF - ABOVE FINISHED FLOOR
 - AFG - ABOVE FINISHED GRADE
 - BC - BELOW COUNTER
 - BD - BOARD
 - BDRM - BEDROOM
 - CAB - CABINET
 - CATV - CABLE TV
 - CL - CLOSET
 - CLG - CEILING
 - CMU - CONCRETE MASONRY UNIT
 - CO - CASED OPENING
 - CONC - CONCRETE
 - CSMT - CASEMENT
 - CT - COUNTERTOP
 - CTR - CENTER
 - DBL - DOUBLE
 - DEMO - DEMOLITION
 - DIAM - DIAMETER
 - DR - DOOR
 - DWR - DRAWER
 - EBB - ELECTRIC BASE BOARD HEATER
 - ELEV - ELEVATION
 - ENCL - ENCLOSURE
 - EQ - EQUAL
 - EPB - ELECTRIC PANEL BOX
 - EXT - EXTERIOR
 - EXSTG - EXISTING
 - EXP - EXPOSURE
 - FIN - FINISHED
 - FTG - FOOTING
 - FLR - FLOOR
 - GC - GENERAL CONTRACTOR
 - GD - GARBAGE DISPOSAL
 - GYP - GYPSUM
 - H - HIGH
 - HH - HANDHELD
 - HDWR - HARDWARE
 - HWH - HOT WATER HEATER
 - INT - INTERIOR
 - KIT - KITCHEN
 - L - LONG
 - LAV - LAVATORY
 - LVL - LAMINATED VENEER LUMBER
 - MED CAB - MEDICINE CABINET
 - MLDG - MOLDING
 - MT - MARBLE THRESHOLD
 - MTD - MOUNTED
 - MTL - MATERIAL
 - MW - MICROWAVE
 - N - NEW
 - OA - OVERALL
 - OPNG - OPENING
 - OPP - OPPOSITE
 - P - PANTRY
 - PTD - PAINTED
 - REF - REFRIGERATOR
 - R + S - ROD + SHELF
 - REC'D - RECESSED
 - S - SHELVES
 - SIM - SIMILAR
 - SK - SCHEMATIC
 - SGL - SINGLE
 - SQ - SQUARE
 - T - THRESHOLD
 - TBD - TO BE DECIDED
 - TYP - TYPICAL
 - UC - UNDER CABINET LIGHTS
 - UPR - UPPER
 - W - WIDE
 - W/ - WITH
 - WC - WATER CLOSET

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223 N ROYAL
STREET
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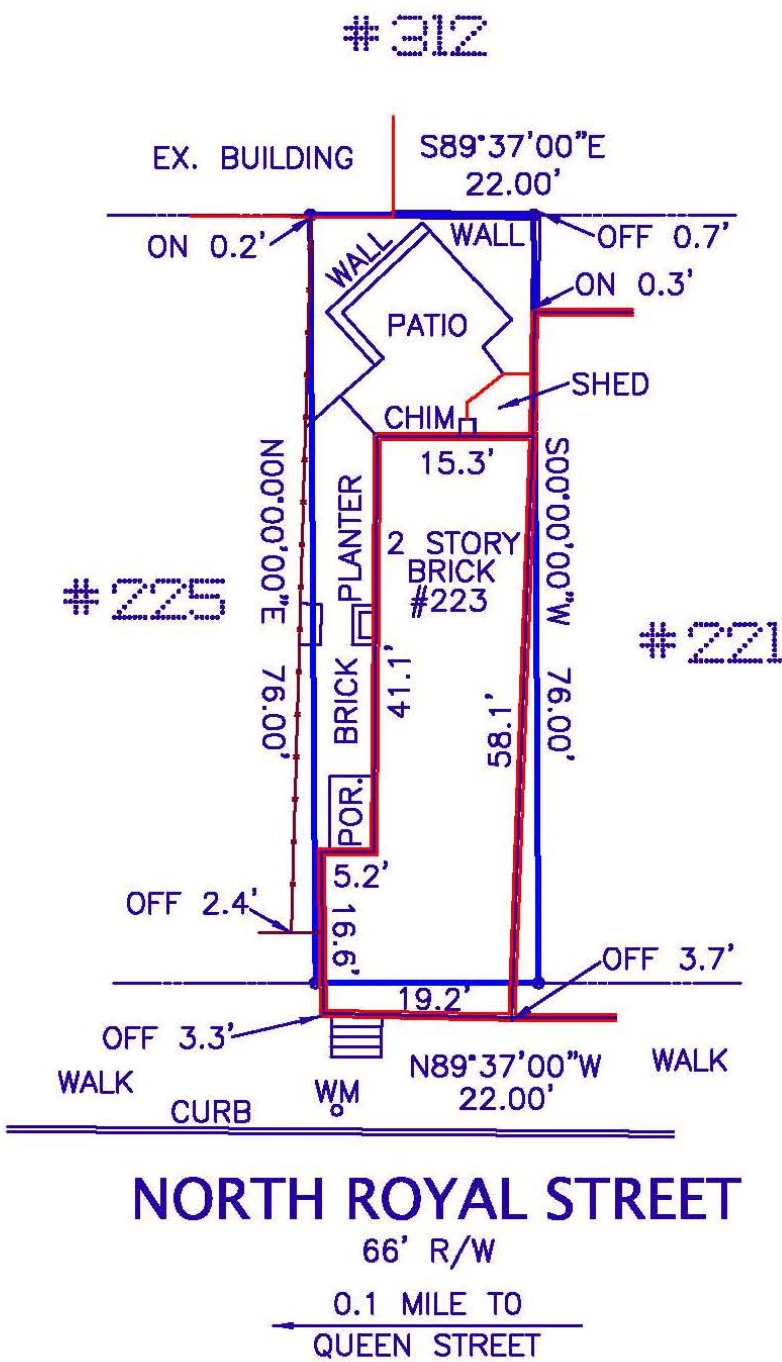
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MONTONI
RESIDENCE
RENOVATION

COVERSHEET

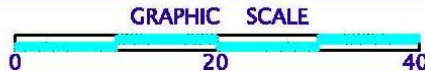
Project number	M.R.914
Date	11.19.2014
Drawn by	WB
Checked by	CC
CS	
Scale	

TOTAL AREA= 1,672 SF



PLAT
SHOWING LOCATION SURVEY ON
THE PROPERTY LOCATED AT
223 NORTH ROYAL STREET
CITY OF ALEXANDRIA, VIRGINIA
SCALE: 1" = 20' NOVEMBER 14, 2014

CASE NAME:



BY PROVISIONS OF THE VIRGINIA CODE: NO CORNER MARKERS SET.
BOUNDARY SURVEY NOT PERFORMED.
PLAT SUBJECT TO RESTRICTIONS OF RECORD, TITLE REPORT NOT FURNISHED.

I HEREBY CERTIFY THAT THE POSITIONS
OF ALL THE EXISTING IMPROVEMENTS
HAVE BEEN CAREFULLY ESTABLISHED BY
A CURRENT FIELD SURVEY, AND UNLESS
OTHERWISE SHOWN, THERE ARE NO
VISIBLE ENCROACHMENTS.

REQUESTED BY:

Christopher + Eileen
Montoni

ALEXANDRIA SURVEYS, LLC

1229 GARRISONVILLE ROAD, STE #104 FAIRFAX, VA 22556
TEL. NO. 703-636-1313 FAX NO. 703-636-4266

#S14-1547

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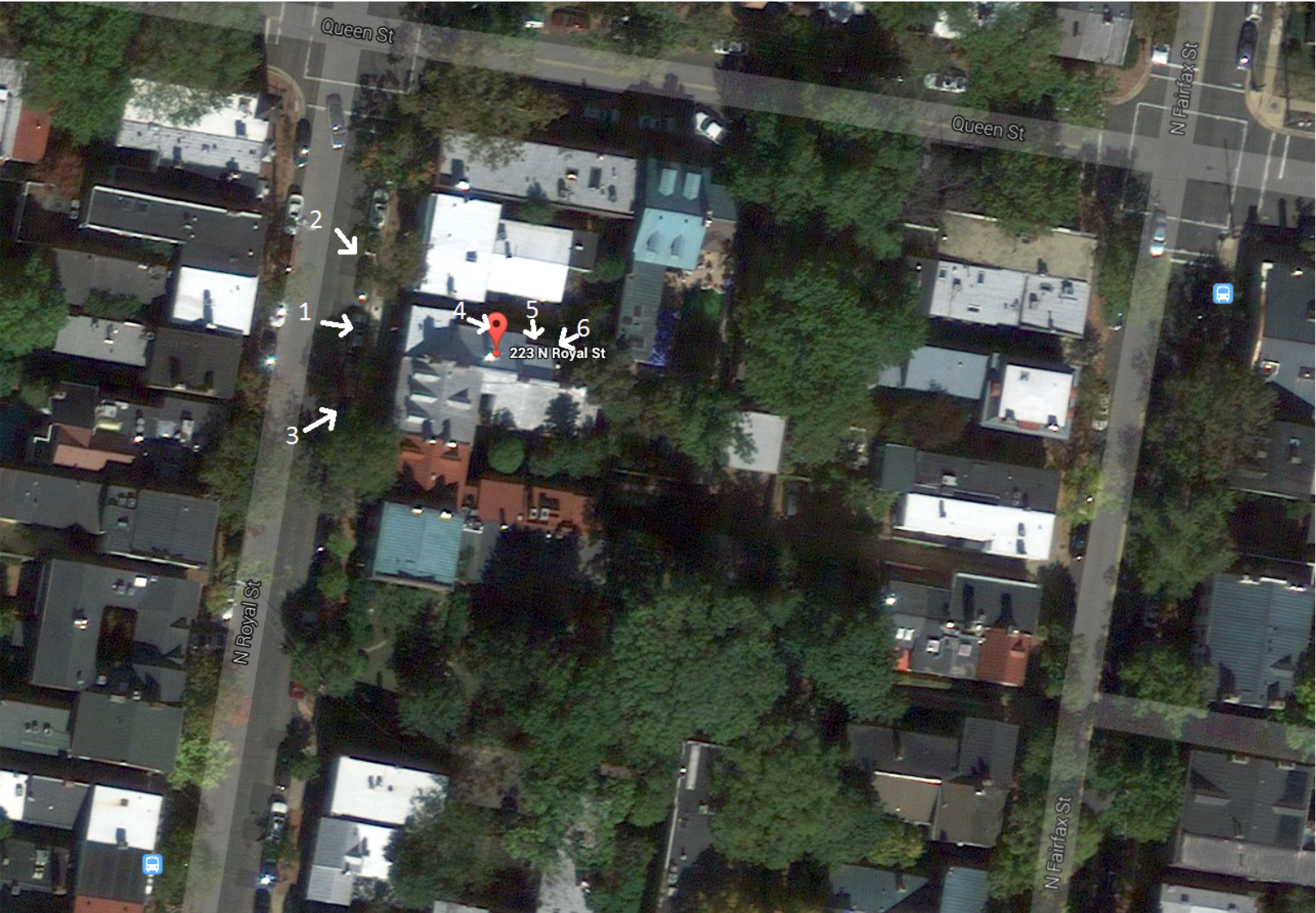
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STREET
ALEXANDRIA, VA
22314**

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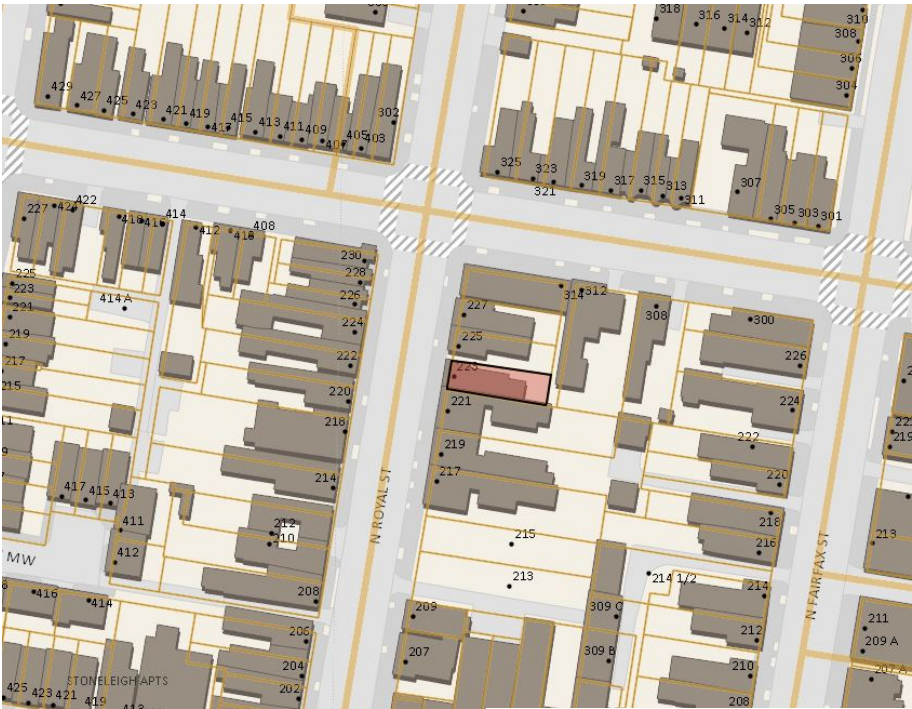
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PLAT

Project number	M.R.914
Date	11.19.2014
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223 N. Royal Steet Alexandria, VA 22314



223 N. Royal Street Site view

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No.	Description	Date

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SITE
PHOTOGRAPHS

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S 2	
Scale	



1- Front view of 223 N. Royal St



2- Side view of 223 N. Royal st from right away



3- Side view of 223 N. Royal St from right away



4- View down private alley



5- Side detail of property



6- Side view of property

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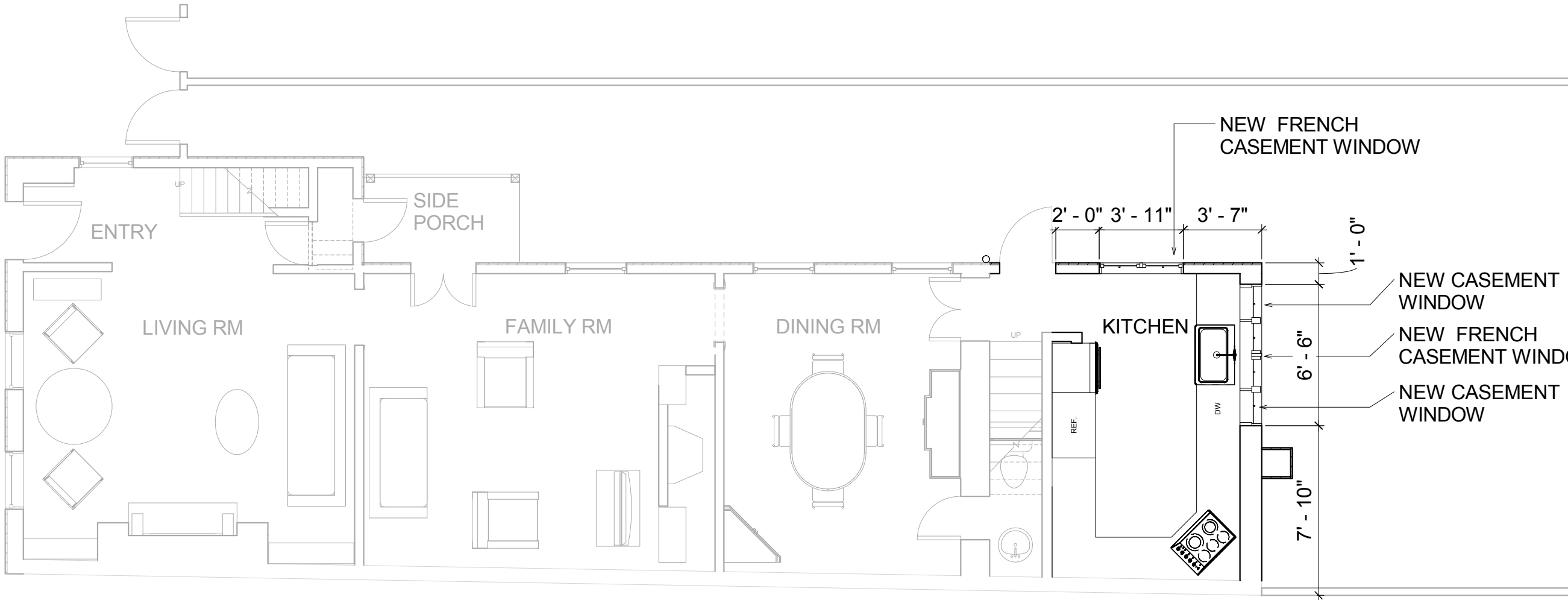
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**SITE
PHOTOGRAPHS**

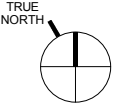
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S 3

Scale



① NEW 1ST FLOOR PLAN
3/8" = 1'-0"



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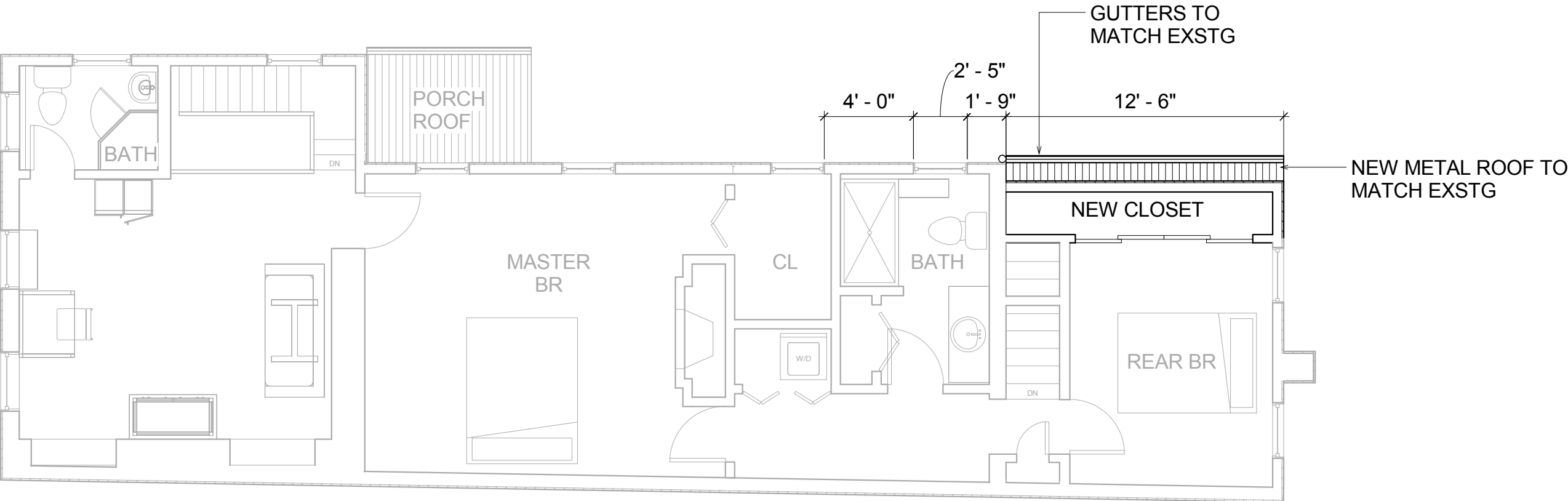
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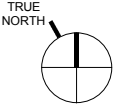
A 1

Scale 3/8" = 1'-0"

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① NEW 2ND FLOOR PLAN
3/8" = 1'-0"



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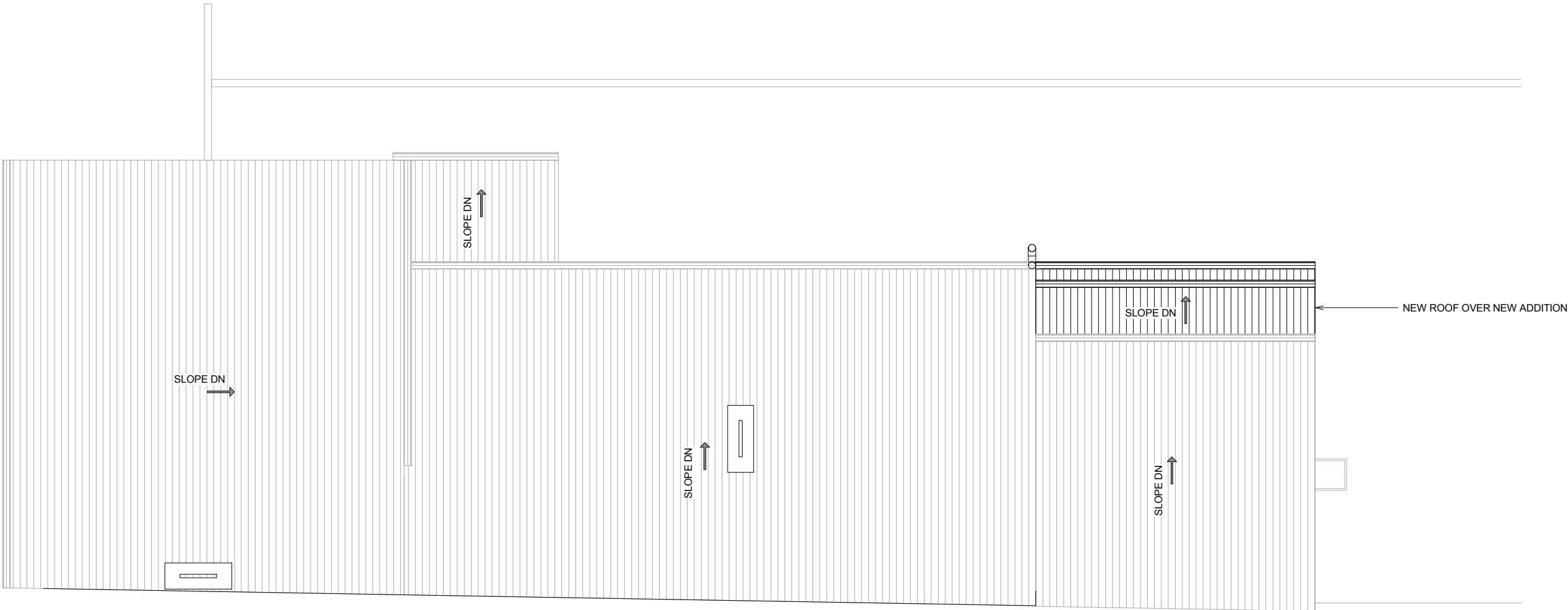
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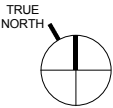
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① NEW ROOF PLAN
3/8" = 1'-0"



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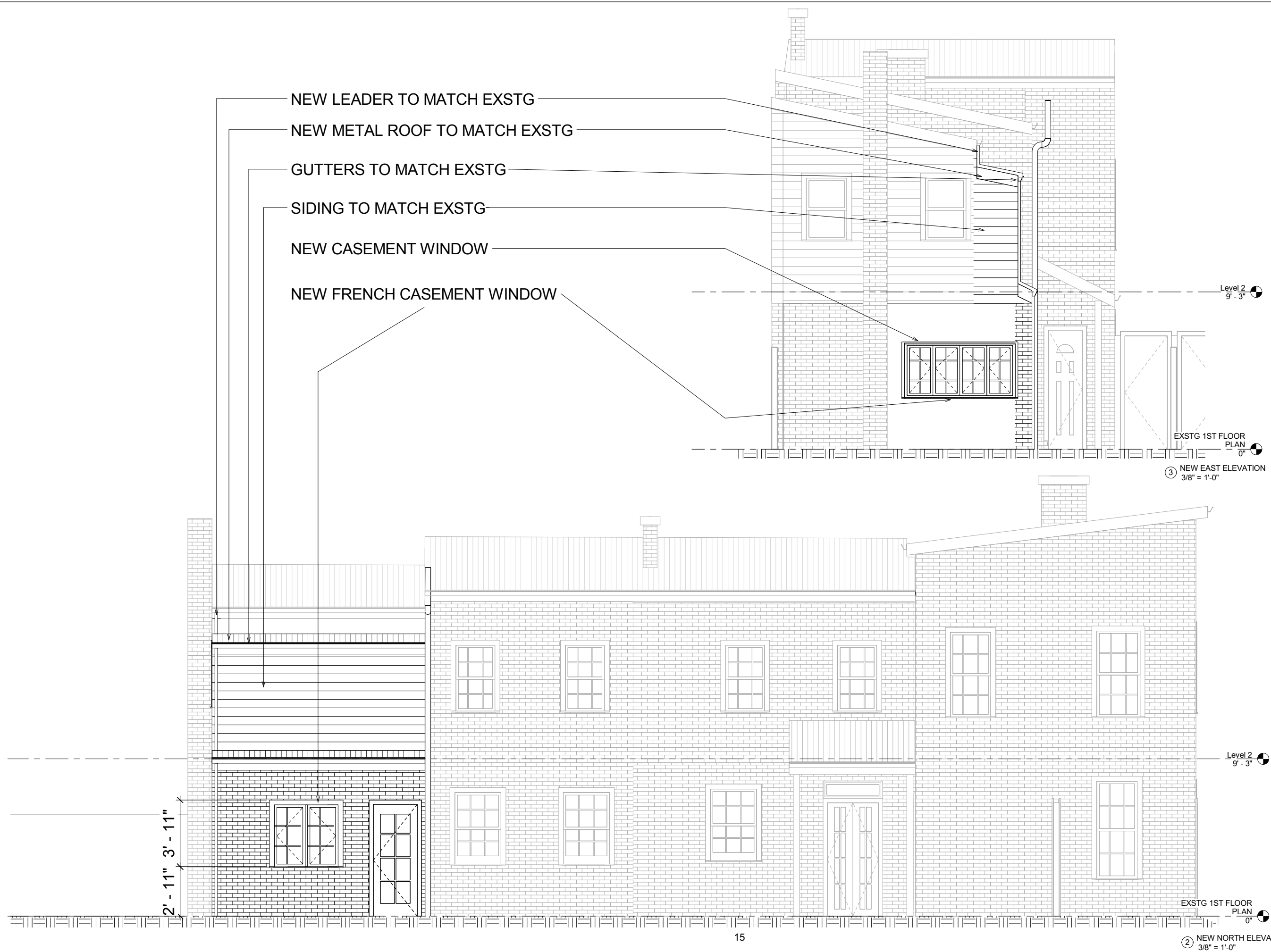
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**NEW ROOF
PLAN**

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A 3

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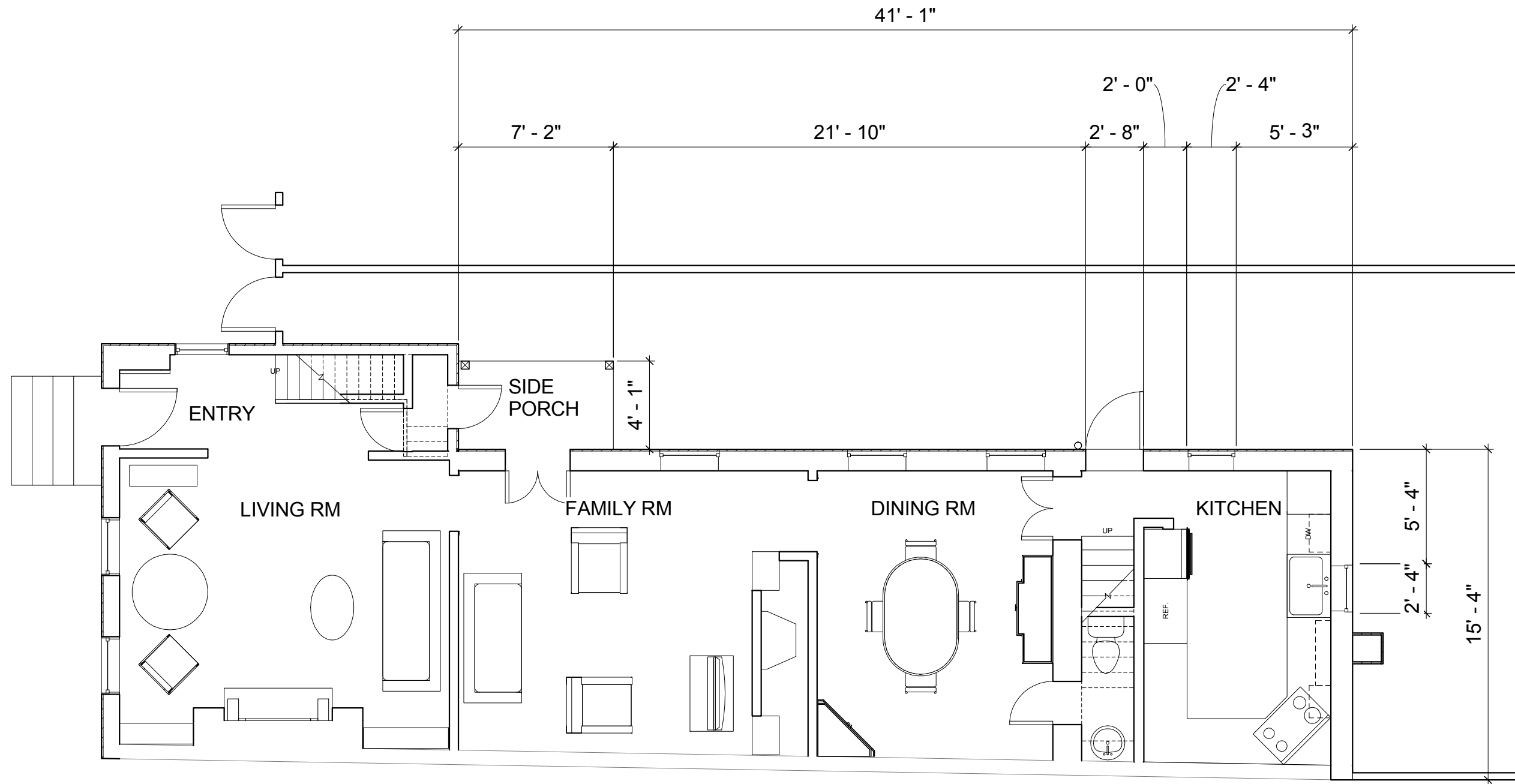
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RENOVATION

NEW EAST &
NORTH
ELEVATIONS

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A 4

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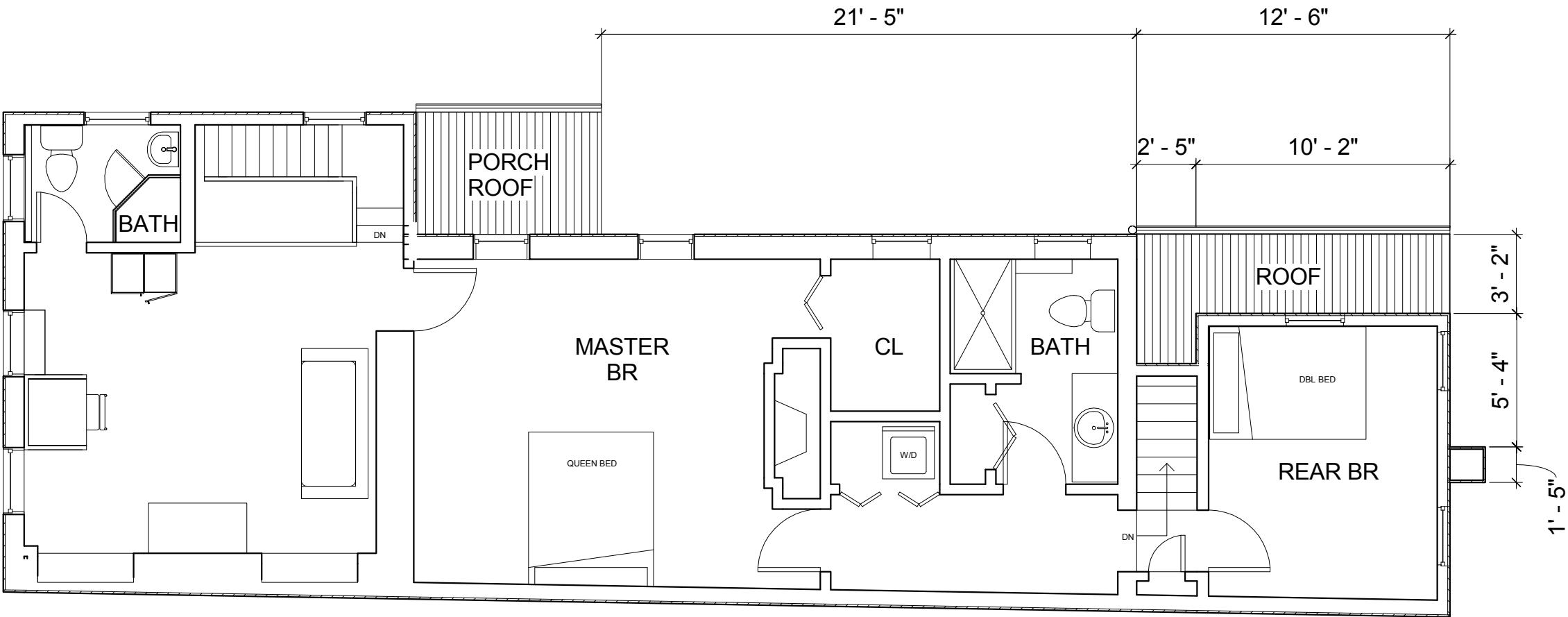
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**EXSTG 1ST
FLOOR PLAN**

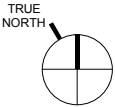
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AB 1

Scale 3/8" = 1'-0"



① EXSTG 2ND FLOOR PLAN
3/8" = 1'-0"



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22314**

No.	Description	Date

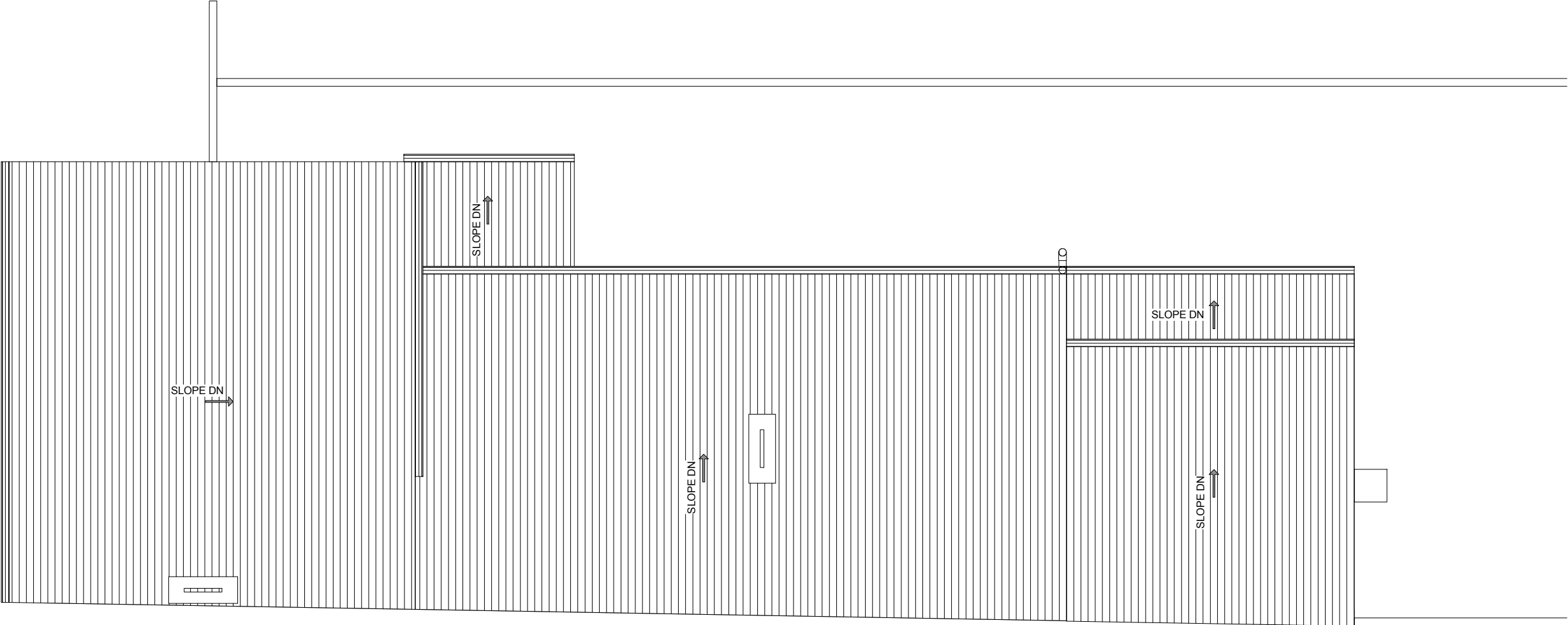
**MONTONI
RESIDENCE
RENOVATION**

**EXSTG 2ND
FLOOR PLAN**

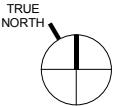
Project number	M.R.914
Date	11.19.2014
Drawn by	WB
Checked by	CC

AB 2

Scale	3/8" = 1'-0"
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① EXSTG ROOF PLAN
3/8" = 1'-0"



**CATHLEEN CURTIN
AIA
ARCHITECT PLC**

**501 PRINCESS STREET
ALEXANDRIA VA 22314**

TEL 703 836 8276

WWW.CATHLEENCURTINARCHITECTS.COM

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22314
TEL 703 548
3403
FAX 703 548
3715

**223 N ROYAL
STREET
ALEXANDRIA, VA
22314**

No.	Description	Date

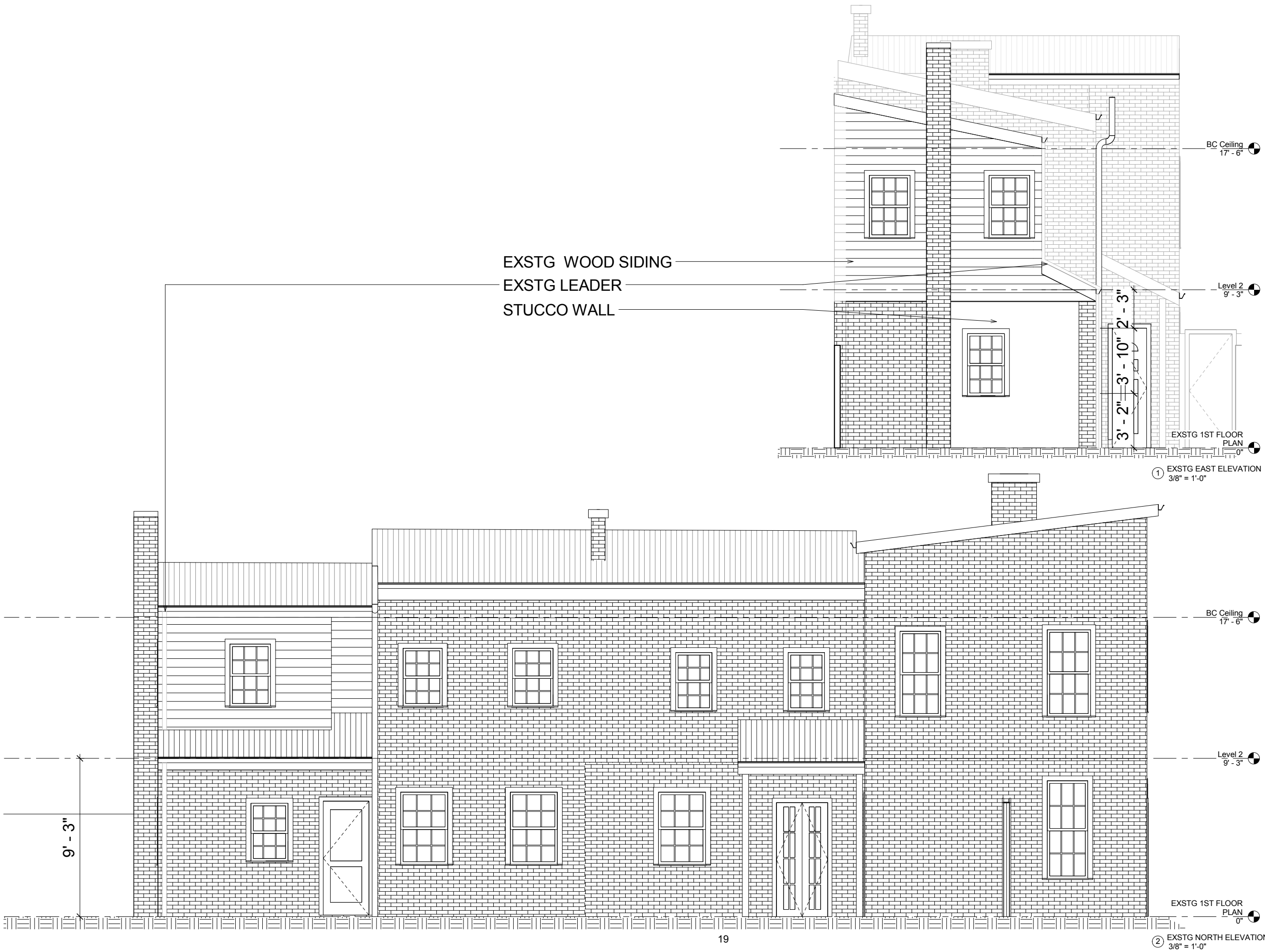
**MONTONI
RESIDENCE
RENOVATION**

**EXSTG ROOF
PLAN**

Project number	M.R.914
Date	11.19.2014
Drawn by	WB
Checked by	CC

AB 3

Scale 3/8" = 1'-0"



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FAX 703 548
3715

**223 N ROYAL
STREET
ALEXANDRIA, VA
22314**

No.	Description	Date

**MONTONI
RESIDENCE
RENOVATION**

**EXSTG EAST &
NORTH
ELEVATION**

Project number	M.R.914
Date	11.19.2014
Drawn by	WB
Checked by	CC

AB 4

Scale	3/8" = 1'-0"
-------	--------------



CUSTOM WOOD CASEMENT WINDOW

Like 0

38 Share

+ ADD TO MY PROJECT + PRINT



Price Range: \$\$\$

Options
ModelFrench
Pushout
Exterior

Grille Designs

Colonial Grille

Exterior Color
Options

Brilliant White



Looking for more frame, glass, and grille options?
DESIGN YOUR OWN

[Product Overview](#)
[Design Options](#)
[Glass Options](#)
[Build & Installation](#)
[Tech Documents](#)

Hinged at the side and swings outward to open for full ventilation. Built from AuraLast® Wood (Pine) and available in multiple wood species and 41 clad colors.

FEATURES

- **Custom Capabilities:** size, shape, design, finish, texture, wood species, glass, grille designs
- **Color Options:** 41 clad exterior colors, copper cladding, 10 wood interior finishes
- **Wood Options:** pine, knotty alder, douglas fir, mahogany, oak, walnut, cherry or custom options
- **Trim Options:** exterior clad and wood trim profiles, interior wood trim profiles, distressing options
- **Glass Options:** energy efficient, protective, textured, tinted, decorative
- **Hardware Options:** Window Opening Control Device (W OCD) option available
- **Maintenance Level:** moderate
- **Project Type:** new construction and replacement
- **ENERGY STAR® Qualified Options:** yes
- **Sustainable Solutions:** AuraLast® Wood (pine) with reduced VOCs is standard. Two wood-source certification options are available on AuraLast® Wood: Sustainable Forestry Initiative® (SFI) or Forest Stewardship Council™ (FSC®).
- **Warranty:** 20 year general warranty & lifetime limited warranty against rot and termites

HAVE A QUESTION?

Our customer service team is happy to assist you

[CONTACT US](#)

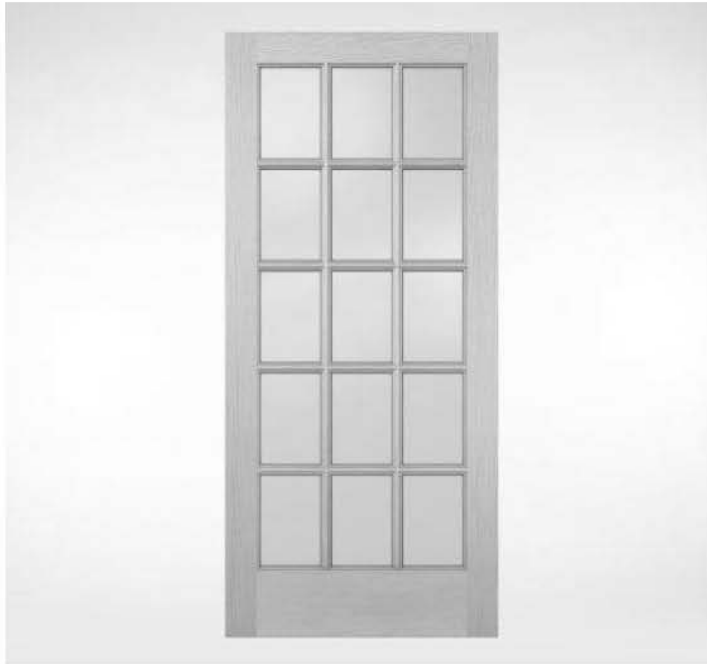



AUTHENTIC WOOD GLASS PANEL EXTERIOR DOOR

Like 5

4 Share

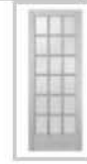
+ ADD TO MY PROJECT + PRINT



Price Range: \$\$

Options

Group Model All ▼

Model
5015

Wood Options

Hemlock



Glass Options



Options

Build & Installation

Tech Documents

An engineered wood core that is better suited for climate changes. A wide range of choices in door designs will help you make your house a home.

FEATURES

- **Wood Options:** hemlock, meranti mahogany
- **Glass Options:** energy efficient
- **Maintenance Level:** moderate
- **Project Type:** new construction and replacement
- **Warranty:** limited 5-years

HAVE A QUESTION?

Our customer service team is happy to assist you



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RELATED PRODUCTS



Casement window

TRADITION PLUS WOOD CASEMENT WINDOW

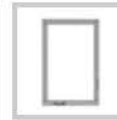
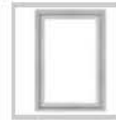
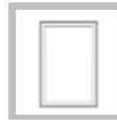
Like < 0

5 Share

+ ADD TO MY PROJECT + PRINT

Price Range: \$\$

Options

Model
Clad
Exterior

Grille Designs

Colonial Grille

Exterior Color
Options

Brilliant White



Options

Build & Installation

Tech Documents

Hinged at the side and swings outward to open for full ventilation. Built from AuraLast® Wood (Pine) and available in 9 clad colors and ENERGY STAR®.

FEATURES

- **Custom Capabilities:** size, shape, glass, grille design
- **Color Options:** 9 clad exterior colors, 10 wood interior finishes
- **Wood Options:** pine exterior and interior
- **Trim Options:** exterior clad and wood trim profiles, interior wood trim profiles
- **Glass Options:** energy efficient, protective, textured, tinted, decorative
- **Hardware Options:** Window Opening Control Device (WOCD) option available
- **Maintenance Level:** moderate
- **Project Type:** new construction and replacement
- **ENERGY STAR® Qualified Options:** yes
- **Sustainable Solutions:** AuraLast® Wood (pine) with reduced VOCs is standard. Two wood-source certification options are available on AuraLast® Wood: Sustainable Forestry Initiative® (SFI) or Forest Stewardship Council™ (FSC®).
- **Warranty:** 20 year general warranty & lifetime limited warranty against rot and termites

HAVE A QUESTION?

Our customer service team is happy to assist you



CONTACT US

BACK TO TOP

ADDRESS OF PROJECT: 223 H. ROYAL ST
 TAX MAP AND PARCEL: 065.03-10.04 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: CHRISTOPHER + EILEEN MONTONIAddress: 223 H ROYAL STCity: ALEXANDRIA State: VA Zip: 22314Phone: 540 797 2774 E-mail: EMONTONI1@gmail.comAuthorized Agent *(if applicable)*: ☐ Attorney ☒ Architect ☐ _____Name: CATHLEEN CURTIN ARCHITECTS Phone: 703 930 9322E-mail: CCURTIN1@comcast.net

Legal Property Owner:

Name: CHRISTOPHER + EILEEN MONTONIAddress: 223 H ROYAL STCity: ALEXANDRIA State: VA Zip: 22314Phone: 540 797 2774 E-mail: EMONTONI1@gmail.com

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

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

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 type="checkbox"/> other _____ | | | |
- ☒ ADDITION
- ☒ DEMOLITION/ENCAPSULATION
- ☐ SIGNAGE

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

NEW ADDITION TO SECOND FLOOR REAR BEDROOM.
 2'-5" x 12'-6" BUMP OUT ONTO EXISTING ROOF.
 DEMOLITION OF 834SF OF EXISTING FRAME WALL +
 ONE SASH WINDOW (30" x 45"). NEW WALL TO BE
 FRAME WITH SIDING TO MATCH EXISTING.
 2 NEW WINDOWS AT REAR FIRST FLOOR TO
 REPLACE 2 EXISTING WINDOWS; NEW REAR
 SIDE DOOR TO REPLACE EXISTING DOOR.

SUBMITTAL REQUIREMENTS:

Items listed below comprise the **minimum supporting materials** for BAR applications. Staff may request additional information during application review. Please refer to the relevant section of the *Design Guidelines* for further information on appropriate treatments.

Applicants must use the checklist below to ensure the application is complete. Include all information and material that are necessary to thoroughly describe the project. Incomplete applications will delay the docketing of the application for review. Pre-application meetings are required for all proposed additions. All applicants are encouraged to meet with staff prior to submission of a completed application.

Electronic copies of submission materials should be submitted whenever possible.

Demolition/Encapsulation : All applicants requesting 25 square feet or more of demolition/encapsulation must complete this section. Check N/A if an item in this section does not apply to your project.

- N/A
- ☒ ☐ Survey plat showing the extent of the proposed demolition/encapsulation.
- ☒ ☐ Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation.
- ☒ ☐ Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished.
- ☒ ☐ Description of the reason for demolition/encapsulation.
- ☐ ☒ Description of the alternatives to demolition/encapsulation and why such alternatives are not considered feasible.

Additions & New Construction: Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. All plans must be folded and collated into 3 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. Check N/A if an item in this section does not apply to your project.

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

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

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

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

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

ALL APPLICATIONS: Please read and check that you have read and understand the following items:

- ☒ I have submitted a filing fee with this application. (Checks should be made payable to the City of Alexandria. Please contact staff for assistance in determining the appropriate fee.)
- ☒ I understand the notice requirements and will return a copy of the three respective notice forms to BAR staff at least five days prior to the hearing. If I am unsure to whom I should send notice I will contact Planning and Zoning staff for assistance in identifying adjacent parcels.
- ☒ I, the applicant, or an authorized representative will be present at the public hearing.
- ☒ I understand that any revisions to this initial application submission (including applications deferred for restudy) must be accompanied by the BAR Supplemental form and 3 sets of revised materials.

The undersigned hereby attests that all of the information herein provided including the site plan, building elevations, prospective drawings of the project, and written descriptive information are true, correct and accurate. The undersigned further understands that, should such information be found incorrect, any action taken by the Board based on such information may be invalidated. The undersigned also hereby grants the City of Alexandria permission to post placard notice as required by Article XI, Division A, Section 11-301(B) of the 1992 Alexandria City Zoning Ordinance, on the property which is the subject of this application. The undersigned also hereby authorizes the City staff and members of the BAR to inspect this site as necessary in the course of research and evaluating the application. The applicant, if other than the property owner, also attests that he/she has obtained permission from the property owner to make this application.

APPLICANT OR AUTHORIZED AGENT:

Signature: _____

Printed Name: _____

Date: _____

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. CHRIS EILEEN MONTOLI	223 N. ROYAL ST	100%
2.		
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 223 N. ROYAL ST. (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. CHRIS EILEEN MONTOLI	223 N. ROYAL ST	100%
2.		
3.		

3. Business or Financial Relationships. Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review.

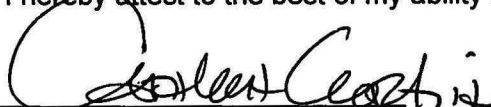
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. CHRIS EILEEN MONTOLI	NA	NA
2. NA	NA	NA
3. NA	NA	NA

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.

11.17.14
Date

Cathleen Cusack
Printed Name


Signature

12.09.14