

BAR Meeting  
February 18, 2015

**ISSUE:** Permit to Demolish/Capsulate and Additions/Alterations  
**APPLICANT:** Tom Campbell  
**LOCATION:** 700 South Pitt Street  
**ZONE:** RM / Residential

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**STAFF RECOMMENDATION**

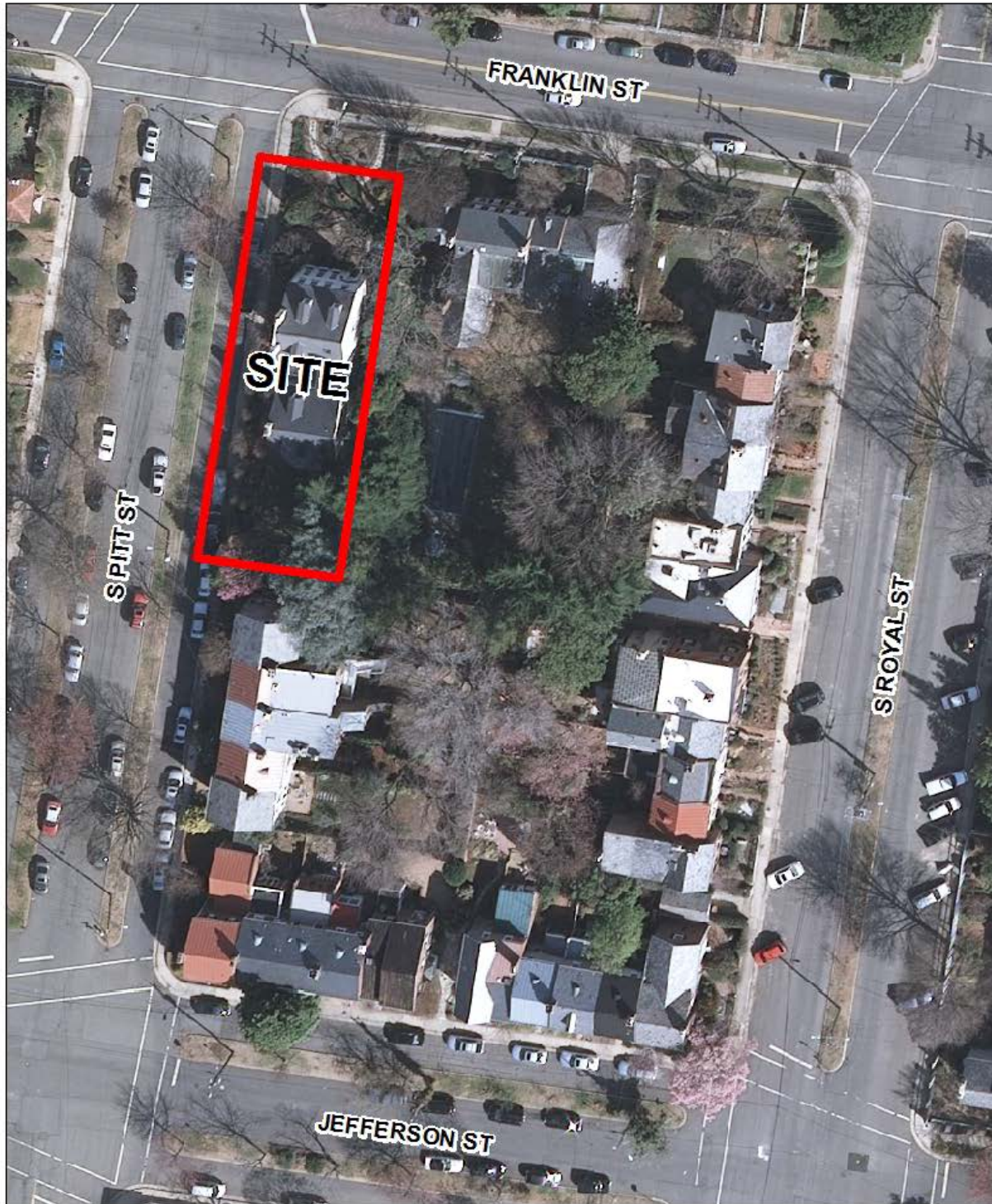
Staff recommends approval of the Permit to Demolish/Capsulate and Certificate of Appropriateness with the conditions that:

1. The new wood windows comply with the Board's Window Policy;
2. Staff approve the details of the proposed steel-frame and retractable wood doors prior to submission of the building permit;
3. Staff approve the proposed metal balustrade around the roof deck prior to submission of the building permit; and,
4. The following archaeology comments be included on all construction documents related to ground disturbance, so that on-site contractors are aware of the requirements:
  - a. The applicant/developer shall call Alexandria Archaeology immediately (703-746-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the area of the discovery until a City archaeologist comes to the site and records the finds.
  - b. The applicant/developer shall not allow any metal detection or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology.

**\*\*EXPIRATION OF APPROVALS:** 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:** 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.



**BAR2015-00014 & BAR2015-00015**





**Note:** Staff coupled the reports for BAR #2015-0014 (Permit to Demolish/Capsulate) and BAR #2015-0015 (Certificate of Appropriateness) for clarity and brevity. This item requires a roll call vote.

## **I. ISSUE**

The applicant is requesting approval of a Permit to Demolish/Capsulate and a Certificate of Appropriateness in order to construct two additions and make alterations at 700 South Pitt Street. The house was constructed in three phases: the historic front portion of the house in the early 19<sup>th</sup> century (originally located at 109 South Pitt Street), the one-story hyphen in the mid-1970s, and the one-and-a-half story rear addition in 2001.



### **Additions/Alterations**

#### ***New one-story addition***

A new one-story addition with a low-slope standing seam metal roof will be constructed in the courtyard area where a trellis is located, between the historic front portion of the house, the one-story 1970s addition and the 2001 rear addition. The footprint of the proposed addition will measure roughly 13' wide by 16' deep and 11' tall. The addition will be set back from the west elevation of the front of the house by approximately 1.5'. The full-height, steel-frame glazing system with simulated-divided-lights will encompass the west elevation, the only exposed elevation of the addition.

#### ***1970s one-story hyphen addition alterations***

A shed-roof dormer window will be added to the west-facing roof slope of the one-story hyphen. The dormer will have three simulated-divided-light wood casement windows in a multi-light configuration. The roof of the dormer will be asphalt shingles to match the existing roof.

### *New rear addition*

A new rear addition will be constructed on the south elevation of the 2001 one-and-a-half story addition. The footprint of the rear addition will measure 17-18' wide by 26' deep. On the first floor, there will be a one-story enclosed porch with a two-story brick portion located to the east. The flat roof of the porch will function as a second floor deck surrounded by a painted metal balustrade. The French doors and windows on the west elevation of the enclosed porch will be constructed of metal to match the glazing on the one-story addition, with the south elevation of the enclosed porch will have a retractable wall system constructed of wood. On the west, the central bay of the enclosed porch have a brick panel. The west elevation of the two-story portion will have a shed roof dormer with three casement windows, similar to the new dormer on the one-story addition, overlooking the roof deck. The gable-end of the rear addition will have a single multi-light wood door with a transom and a single casement window on the second floor. The east elevation of the new addition, which will not be visible from a public right-of-way, will have a triple casement window on the first floor and a single casement window on the 2<sup>nd</sup> floor. The roof material on the addition will be architectural grade shingles to match the existing rear additions.

### *2001 addition alterations*

The single dormer on the north elevation and the two dormers on the south elevation will be replaced with larger shed dormers. The north elevation will have four casement windows. The shed dormer on the south elevation will have a multi-light French door with flanking fixed windows which will provide access to the roof deck over the enclosed porch. On the west elevation, the existing ¼ round windows will be replaced with two double-hung, simulated-divided-light wood windows.

### Permit to Demolish/Capsulate:

- *For the new one-story addition:* demolition of the existing French doors and flanking windows on the south elevation of the historic main block; the west elevation of the one-story hyphen; and, the north elevation of the 2001 addition, as well as capsulation of the surrounding brick on all three elevations.
- *For the dormer window on the one-story hyphen:* demolition of a portion of the roof slope for a shed dormer.
- *For the new rear addition:* Demolition/capsulation of the majority of the south wall of the 2001 rear addition.
- *For the alterations to the 2001 addition:* removal of the gable dormers on the north and south roof slope for the installation of shed dormers.

## **II. HISTORY**

The two-story, four-bay brick Federal style house at 700 South Pitt Street, the Taylor-Fraser House, was originally erected at 109 South Pitt Street during the **early nineteenth century**. It was relocated to its current site in 1975 as a result of the urban renewal clearance of the 400 block of King Street where the Holiday Inn now stands. The City of Alexandria provided more

than \$100,000 to relocate the building and subsequently placed the covenant upon the structure. On June 16, 1976, the BAR approved a one-story rear addition and other alterations to the building. More recently, in 1999 and 2000, the Board approved, and re-approved, the existing one-and-a-half rear addition (BAR-99-0068 & BAR-99-0069 and BAR Case #2000-0092 & 0093).



**Figure 1: Taylor-Fraser House at 109 South Pitt Street, HABS, Library of Congress.**





Figure 2: Photo showing house at its new location following the move, 700 S. Pitt Street (Special Collections)



Figure 3: Photo showing rear elevation of the house during the move (Special Collections)

### **III. ANALYSIS**

The proposed additions comply with the zoning ordinance.

#### **Covenant**

As part of the relocation of the Taylor-Fraser House, a covenant between the City and the property owner at the time was placed on the property, which states that the owner “shall maintain unchanged the present exterior architectural form of the structure”. It is the finding of the Director of the Department of Planning and Zoning that the proposed additions and alterations meet the terms of the covenant. The proposed one-story addition impacts the first floor of the historic main block of the house, but the amount of demolition is limited to first floor where it is minimally visible from the public right-of-way and where it does not adversely affect the “form of the historic structure.” The area of demolition on this elevation is limited to the removal of non-historic French doors; the surrounding historic brick will be capsulated but not demolished. The one-story addition, as well as the proposed rear addition, will have an impact on the 1970s one-story addition and the 2001 addition, but they do not compromise the original structure. An additional term of the covenant states that “the outside surface of at least the front of the Structure, together with as many sides of the Structure as possible, (shall remain) accessible to the unobstructed view of the public”. An existing 6’ brick wall and open trellis already partially obstruct views to the area where the new one-story addition will be constructed. The addition will be set back from the west elevation of the historic house so as not to compromise the massing of the historic portion of the house.

#### **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?

In the opinion of Staff, none of the criteria for demolition and capsulation are met and the Permit to Demolish/Capsulate should be granted. While a portion of the first floor rear wall of the historic house will be capsulated, it has already been substantially altered by the addition of a pair of French doors with sidelights. No additional masonry will be removed. The other

elevations of the house impacted by the one-story addition and the rear addition are not historic and have no cultural or architectural significance. 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.

#### New construction

The construction of an addition to any building within the historic district must be evaluated not only for its impact on the building to which it is being attached, but also for its impact on the district as a whole. The *Design Guidelines* encourage “designs that are respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure.” Staff finds that the proposed architectural character of the addition generally meets the BAR *Design Guidelines* for residential new construction, as it is compatible with the existing structure yet does not detract from it. The well-detailed additions and alterations compliment the Federal style townhouse yet are subtly differentiated through the use of different materials – the architectural grade shingle roof, the steel framed doors and the retractable porch doors, and the casement style windows with simulated-divided-lights. While the overall mass of the house is quite large, it is well within the zoning requirements and the height and scale of the later additions are subservient to the main three-story structure.

BAR staff has worked with the applicant’s architect throughout the design process and the project has improved through that relationship. Initially a two-story addition was proposed behind the main block of the house, but Staff felt that it adversely affected the south wall and overall massing of the historic house and was inconsistent with the terms of the covenant. Staff commends the architect for the redesign of this feature; the one-story addition will be transparent and delicate and will allow for limited views to the rear wall of the house on the first floor. Furthermore, the one-story addition will have a similar architectural vocabulary to the one-story enclosed porch on the rear.

Staff recommends that the Board approve the application for new construction and alterations, with a few details described below delegated to staff.

#### *Doors*

The materials provided by the applicant show a variety of door materials and configurations, from a single multi-light wood door on the brick section of the rear addition, to steel frame doors on the west elevation of both additions, as well as a retractable wood door system on the south elevation of the rear addition. The applicant has indicated that all doors will all have simulated-divided-lights but no additional details, such as the muntin profile and width, were included in the application materials. Staff assumes that these doors will be of the same high quality as the materials on the rest of the house, but recommends that these details be supplied prior to approval of the building permit. Though the applicant has not yet identified a manufacturer of the steel frame doors, one brand under consideration is Hope Windows. The Board may remember that they approved Hope Windows on the kitchen addition at 207 Prince Street in 2013 (BAR Case #2013-0066 & 0067).



*Windows*

The majority of the windows on the new additions will be wood casement style windows with simulated-divided-lights, with the exception of the two double-hung windows on the second floor west elevation of the 2001 addition. As with the doors, additional information is needed to ensure that the windows comply with the Board's window policy.

*Metal Balustrade*

The drawings depict a metal balustrade around the second floor roof deck of the rear addition. While a detail has not yet been provided, Staff expects that the architect will design a tastefully detailed railing. As this portion of the rear addition will be especially visible, Staff recommends approval of this feature prior to submission of the building permit.

Alterations

Staff supports the proposed alterations because they are located on the non-historic portions of the house and are compatible with the style of the historic main block, as well as the later additions.

**STAFF**

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

#### **IV. CITY DEPARTMENT COMMENTS**

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

##### **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)
- F1. 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 Parcel is not in the Floodplain
- C-3 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-4 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-5 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C-6 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-7 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**

### **Archaeology Finding**

1. Much of the block bounded by Franklin, Jefferson, S. Royal, and S. Pitt streets was owned by William Yeates in the early 1800s. Known as Yeates Gardens, the area served as a park throughout much of the nineteenth century and included the structure that is still extant at 414 Franklin Street. In 1841 William Yeates, Jr., who had inherited the structure and garden from his father in 1826, advertised the area as a botanical garden where visitors could stroll among the trees and greenhouse plans or partake of ice cream and other refreshments. Archaeological resources relating to the nineteenth-century use of the land may remain buried on the block.

### **Archaeology Recommendations**

\*1. The applicant/developer shall call Alexandria Archaeology immediately (703-746-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the area of the discovery until a City archaeologist comes to the site and records the finds.

\*2. The applicant/developer shall not allow any metal detection or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology.

3. The statements in archaeology conditions above marked with an asterisk “\*” shall appear in the General Notes of all site plans and on all site plan sheets that involve demolition or ground disturbance (including Basement/Foundation Plans, Demolition, Erosion and Sediment Control, Grading, Landscaping, Utilities, and Sheeting and Shoring) so that on-site contractors are aware of the requirements.

## **V. ATTACHMENTS**

*1 – Supporting Materials*

*2 – Application for BAR2015-0014 & BAR2015-0015 at 700 South Pitt Street*



FRONT (FRANKLIN STREET) FACADE, 700 SOUTH PITT STREET

No changes are proposed to the front facade.

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WASHINGTON, DC 20017  
(202) 635-8087





VIEW OF 700 SOUTH PITT FROM CORNER OF PITT & FRANKLIN

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[www.chevyCHASEarchitect.com](http://www.chevyCHASEarchitect.com)

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V  
VIEW TO NORTHEAST (ACROSS SOUTH PITT STREET)

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VIEW OF 'NOTCH' FROM WEST (ACROSS SOUTH PITT STREET)

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# DEPARTMENT OF PLANNING AND ZONING

## FLOOR AREA RATIO AND OPEN SPACE CALCULATIONS FOR SINGLE AND TWO-FAMILY RESIDENTIAL OUTSIDE HISTORIC DISTRICTS

### A. Property Information

A1. Street Address 700 S. Pitt St. Alexandria VA 22314 Zone RM

A2. 9787 x 1.5 = 14680.5 SF  
 Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

### B. Existing Gross Floor Area

Existing Gross Area *		Allowable Exclusions	
Basement	150	Basement**	150
First Floor	1740	Stairways**	207
Second Floor	1670	Mechanical**	-
Third Floor	440	Porch/ Garage**	115.5
Porches/ Other	115.5	Attic less than 5'***	
Total Gross *	4115.5	Total Exclusions	472.5

B1. Existing Gross Floor Area \*

Sq. Ft.

B2. Allowable Floor Exclusions\*\*

Sq. Ft.

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

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

Proposed Gross Area*		Allowable Exclusions	
Basement	0	Basement**	-
First Floor	664	Stairways**	-
Second Floor	387	Mechanical**	-
Third Floor	-	Porch/ Garage**	-
Porches/ Other	-	Attic less than 5'***	-
Total Gross *	1051	Total Exclusions	0

C1. Proposed Gross Floor Area \*

Sq. Ft.

C2. Allowable Floor Exclusions\*\*

Sq. Ft.

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

### D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 4694 Sq. Ft.

D2. Total Floor Area Allowed by Zone (A2) 14680.5 Sq. Ft.

\*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 on 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.

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

### F. Open Space Calculations Required in RA & RB zones

Existing Open Space	7932 (812)
Required Open Space	5138 (352)
Proposed Open Space	7261 (742)

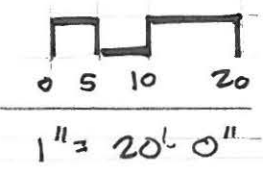
The undersigned hereby certifies and attests that, to the best of his/her knowledge, the above computations are true and correct.

Signature: \_\_\_\_\_

Date: 1/20/2015




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1<sup>st</sup> 20<sup>th</sup> 0<sup>th</sup>

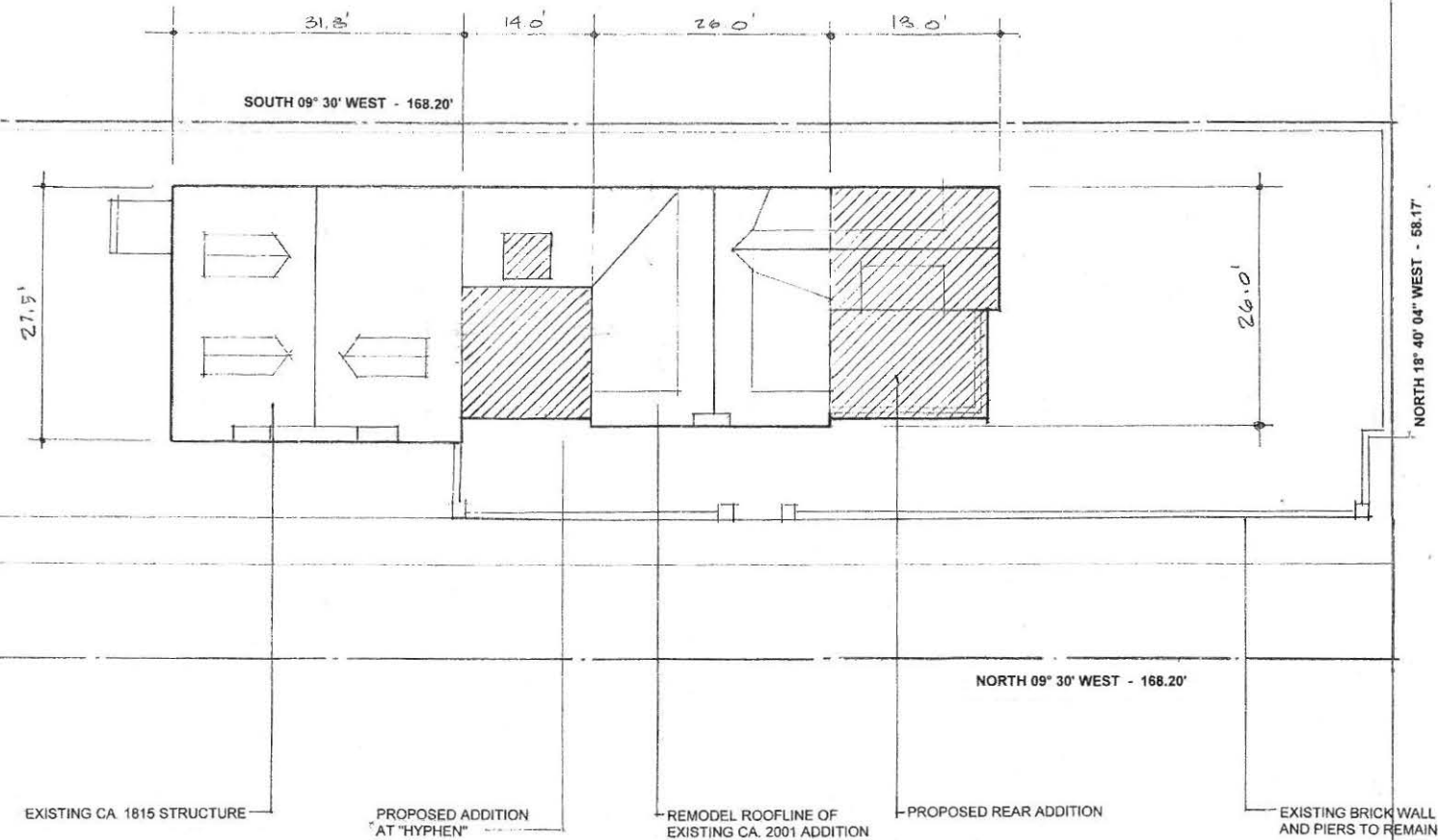
**PLAT**  
SHOWING HOUSE LOCATION ON  
LOT 600, BLOCK 1, SECTION ONE  
OF A PLAT OF CONSOLIDATION  
LOTS 16, 517, 518 & 10' ALLEY  
**YATES GARDENS**  
(DEED BOOK 1196, PAGE 381)  
**CITY OF ALEXANDRIA, VIRGINIA**  
SCALE: 1" = 20'      JANUARY 16, 2014

01/16/2014  
 GEORGE M. O'QUINN  
 LICENSE NO.  
 2069  
 LAND SURVEYOR  
*George M. O'Quinn*

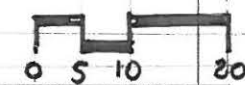
 **SITE PLAN**  
1" = 10'-0"

FRANKLIN STREET  
100.04' WIDE

SOUTH 80° 47' EAST - 58.17'



SOUTH PITT STREET  
66.04' WIDE



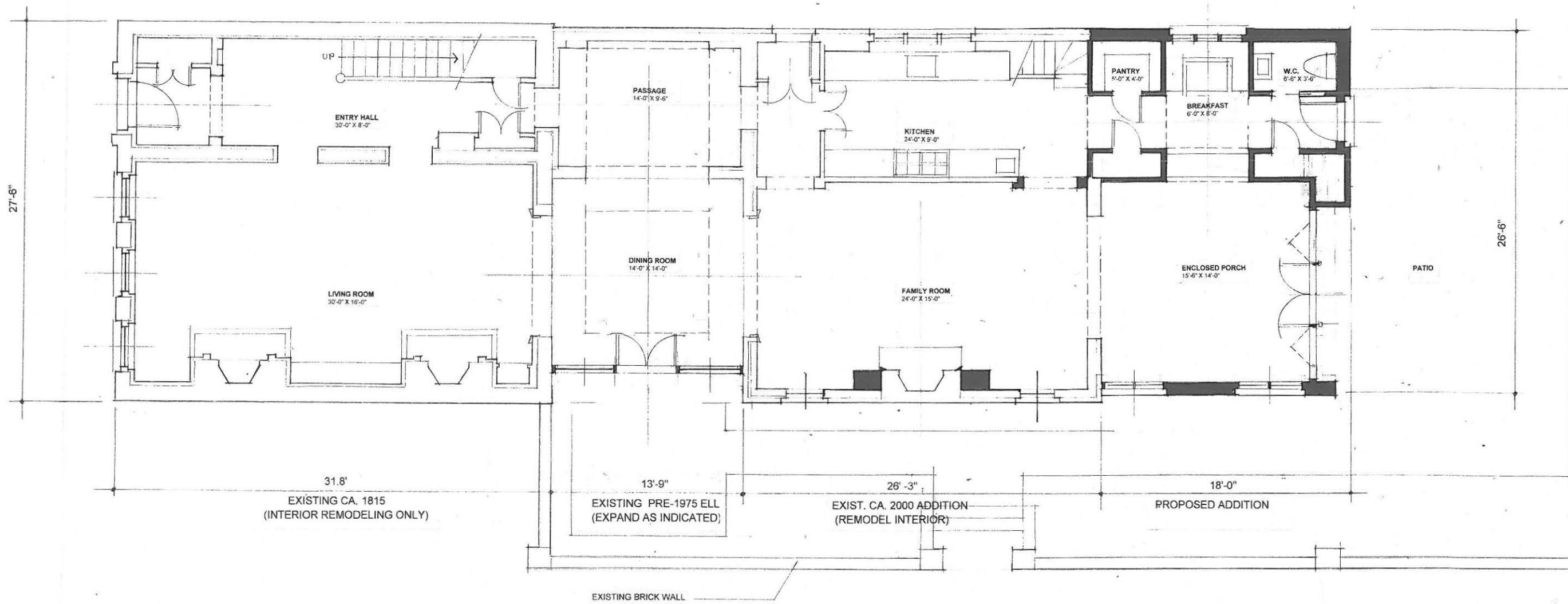
**PROPOSED SITE PLAN**  
1" = 10'-0"

**CAMPBELL RESIDENCE**  
700 SOUTH PITT STREET  
ALEXANDRIA, VIRGINIA 22314

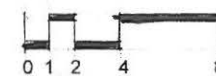
**THORSEN CONSTRUCTION**  
5700 GENERAL WASHINGTON DR.  
ALEXANDRIA, VA 22312  
(703) 501-1506  
www.thorsenconstruction.us

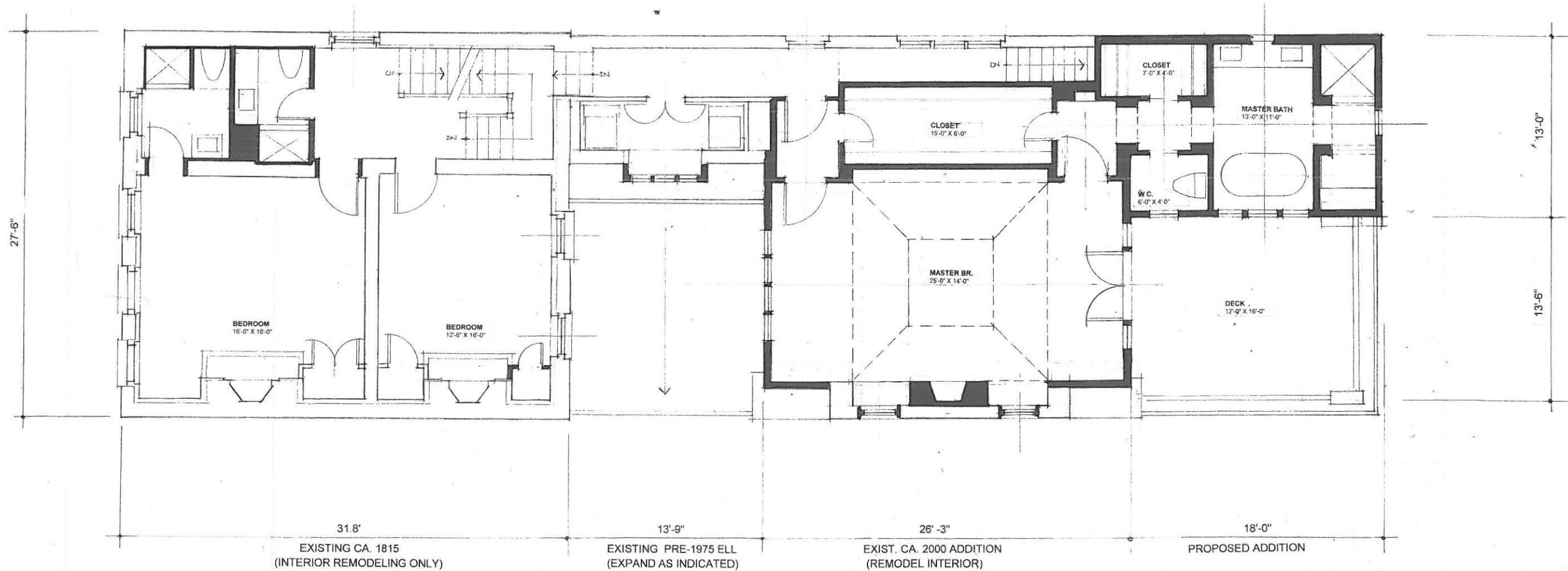
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WASHINGTON DC, 20017  
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**A1.0**

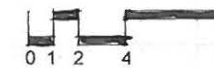


**FIRST FLOOR PLAN - CONCEPT**  
 1/4" = 1'-0"

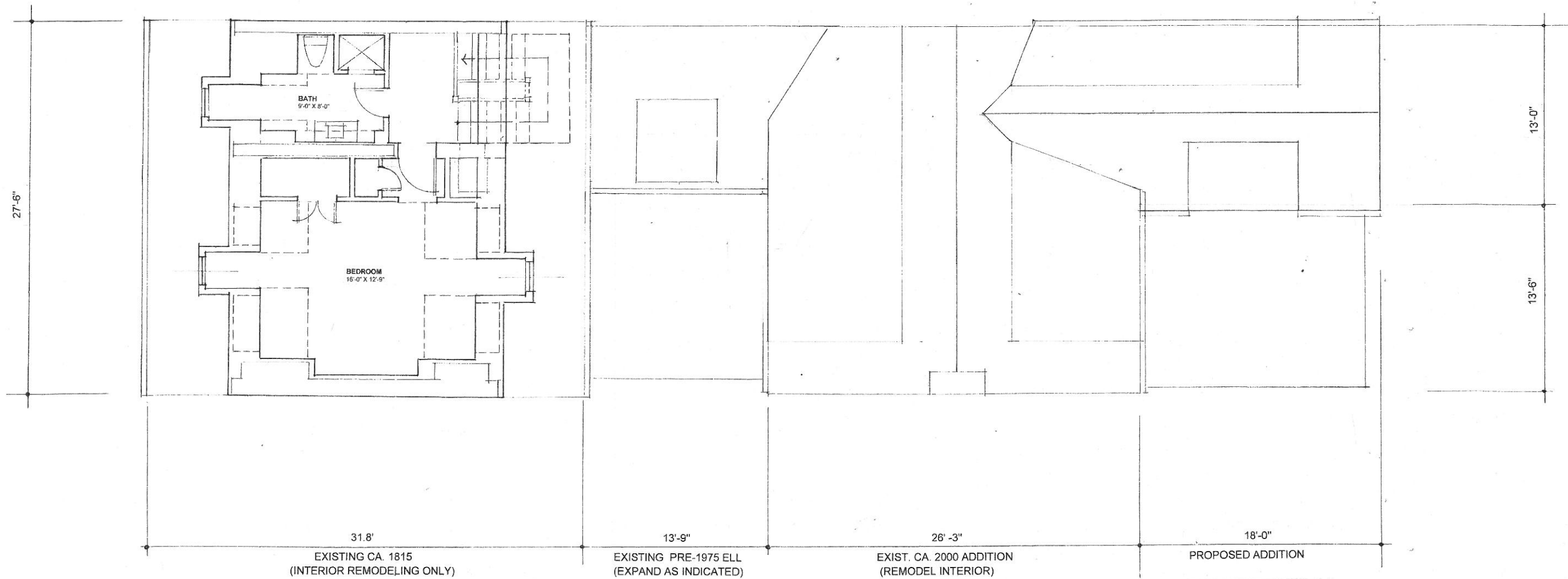




SECOND FLOOR PLAN - CONCEPT  
1/4" = 1'-0"







THIRD FLOOR PLAN - CONCEPT  
1/4" = 1'-0"



PROPOSED 3RD FLR. PLAN  
1/4" = 1'-0"

**CAMPBELL RESIDENCE**  
700 SOUTH PITT STREET  
ALEXANDRIA, VIRGINIA 22314

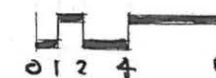
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**A2.3**



WEST ELEVATION -- CONCEPT  
1/4" = 1'-0"



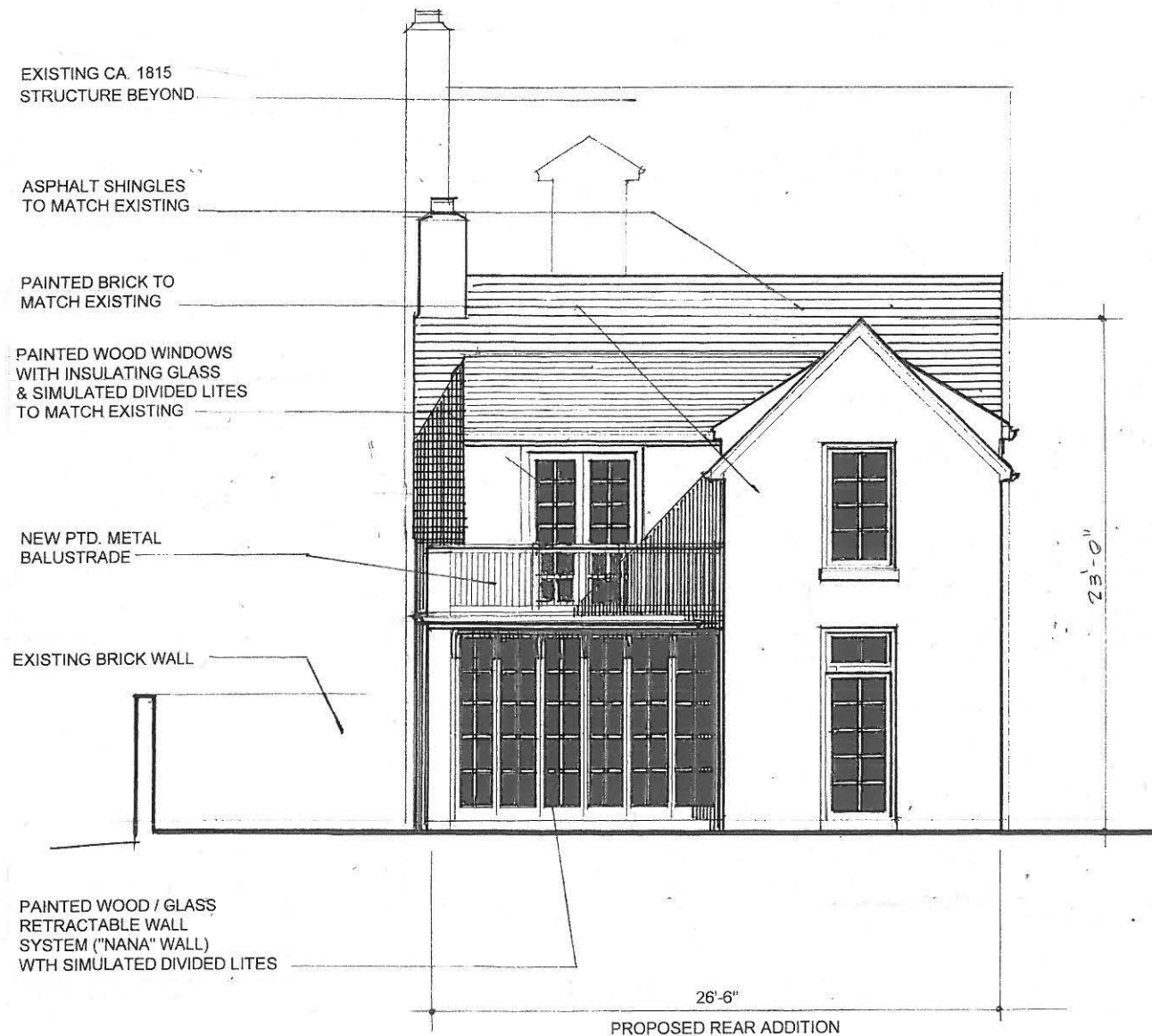
PROPOSED WEST ELEV.  
1/4" = 1'-0"

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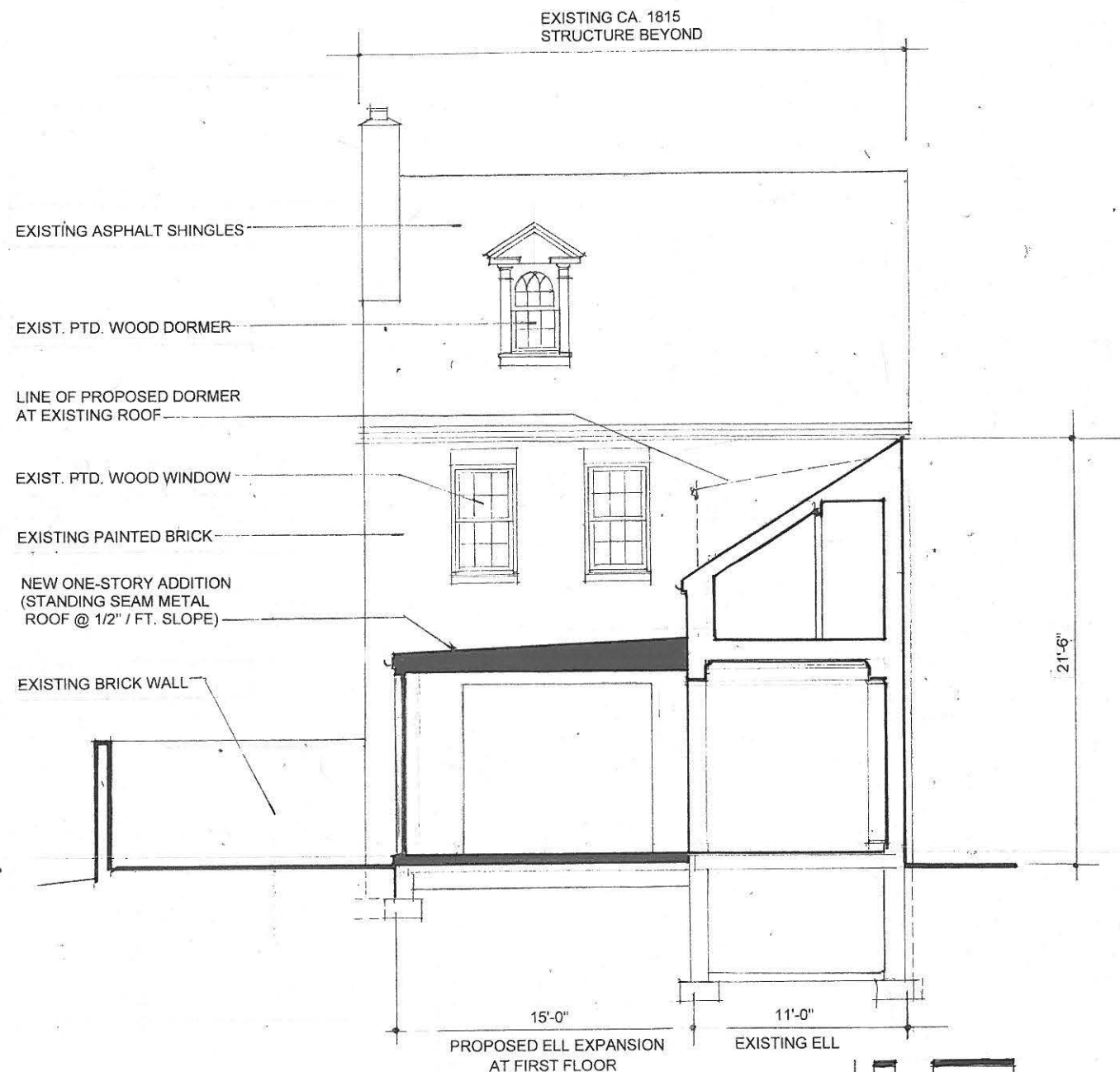
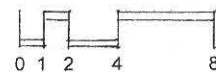
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**A3.1**



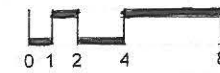
PROPOSED SOUTH (REAR) ELEVATION

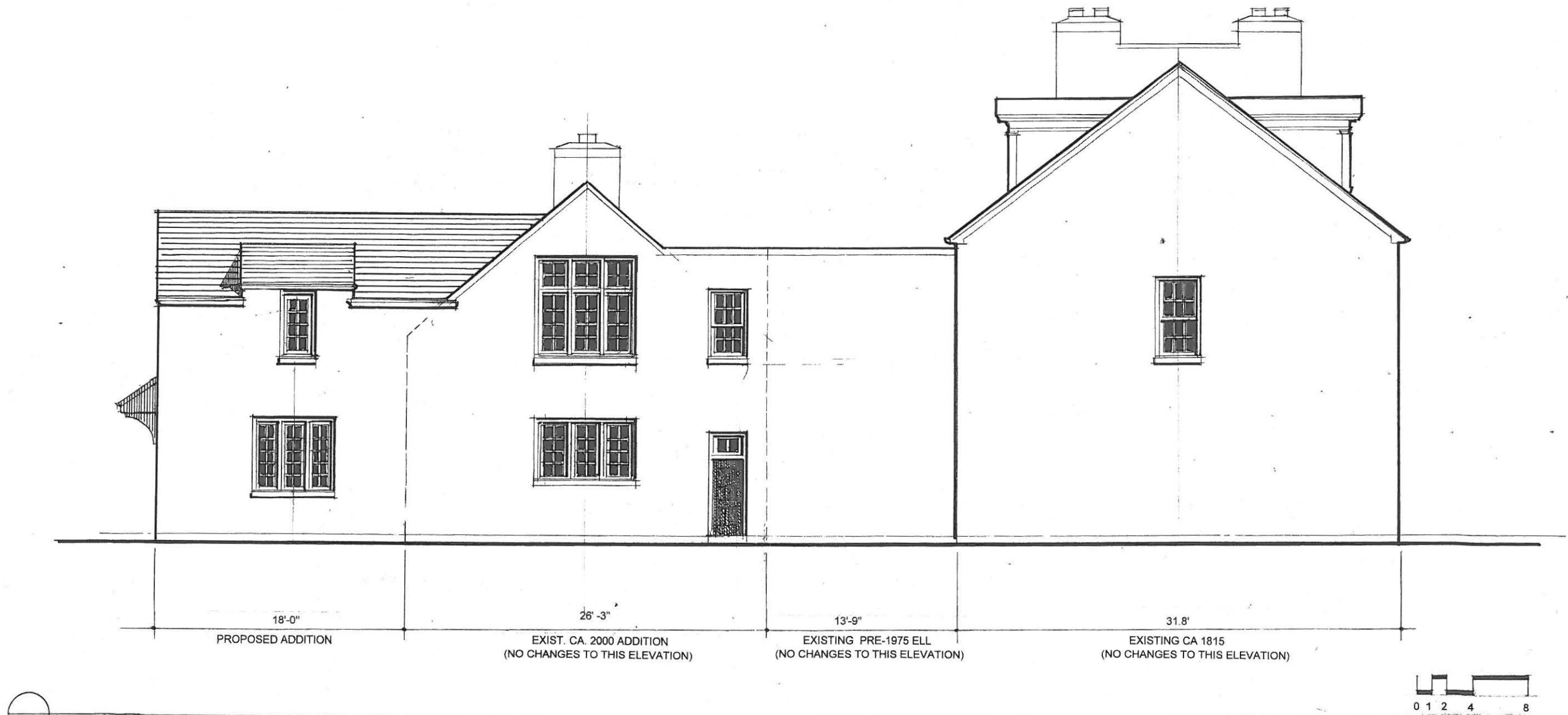
1/4" = 1'-0"



PROPOSED SECTION @ "HYPHEN"

1/4" = 1'-0"





PROPOSED EAST ELEV.  
1/4" = 1'-0"

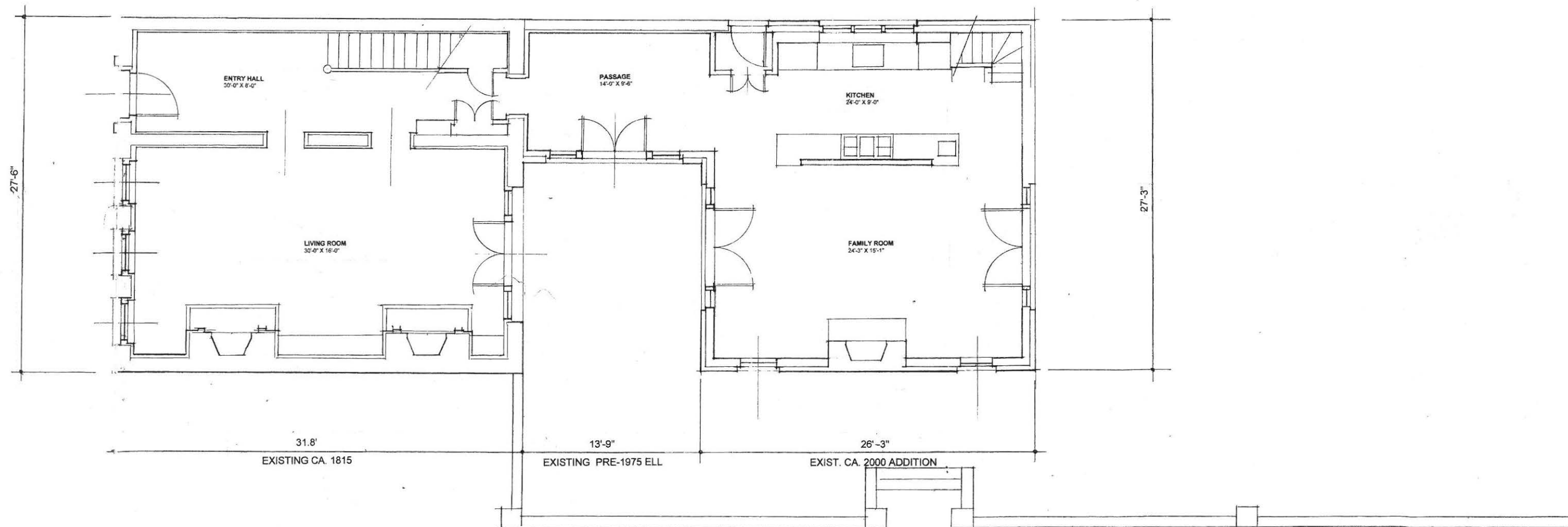
A3.3

CAMPBELL RESIDENCE  
700 SOUTH PITT STREET  
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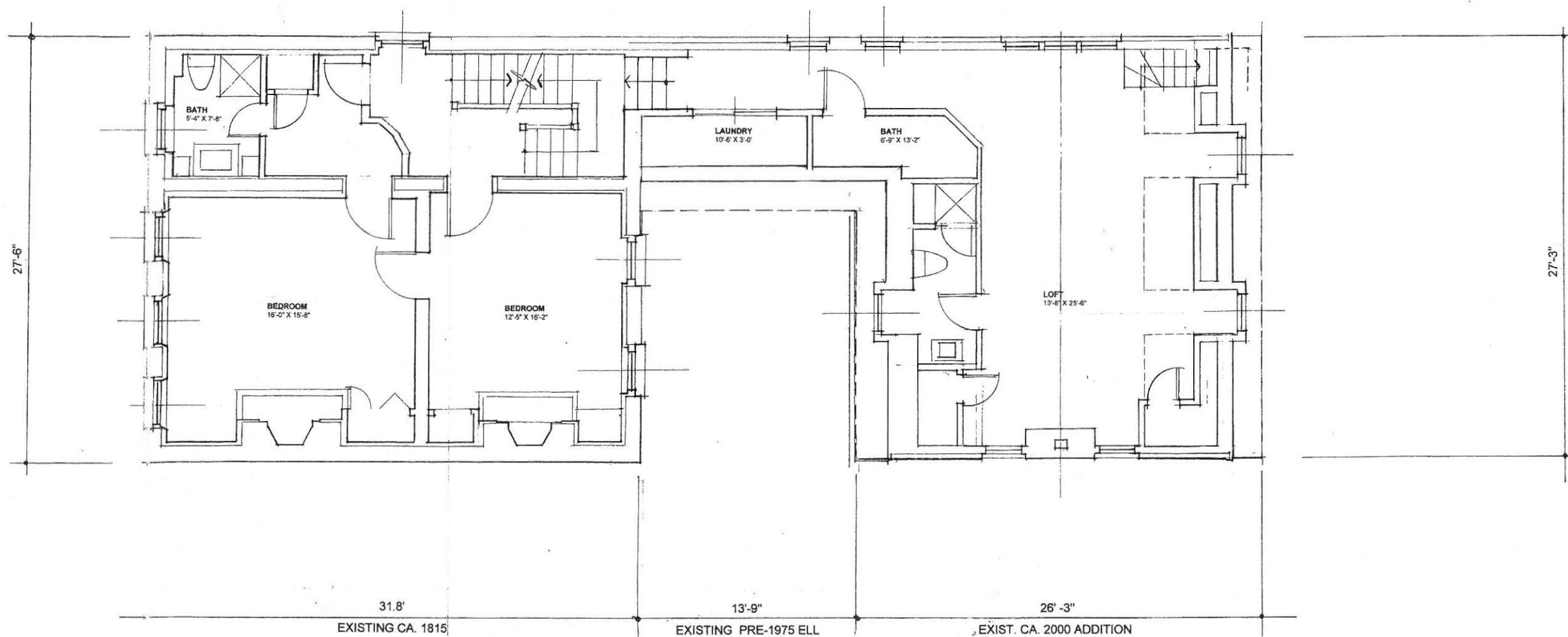
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(202) 635-8087  
www.cherychasearchitect.com

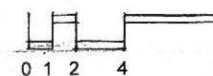


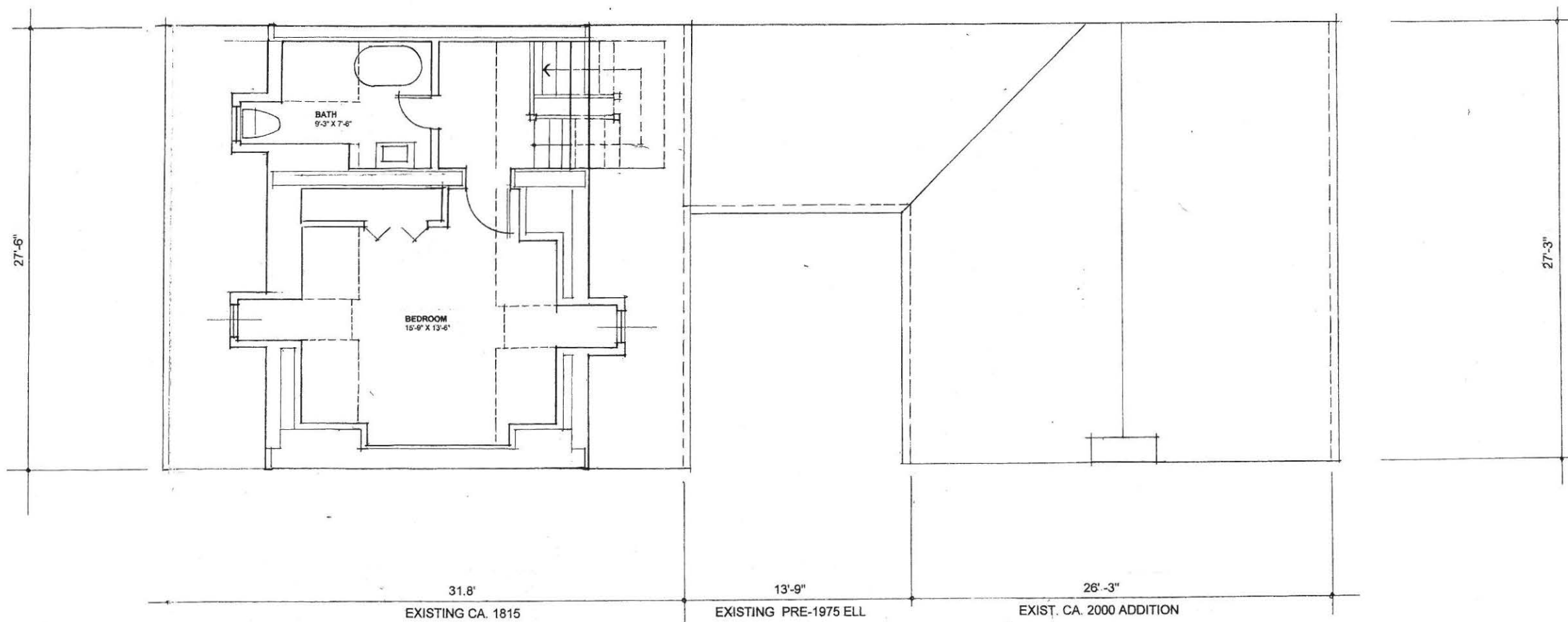


FIRST FLOOR PLAN - EXISTING CONDITIONS  
1/4" = 1'-0"

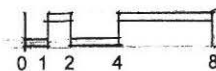


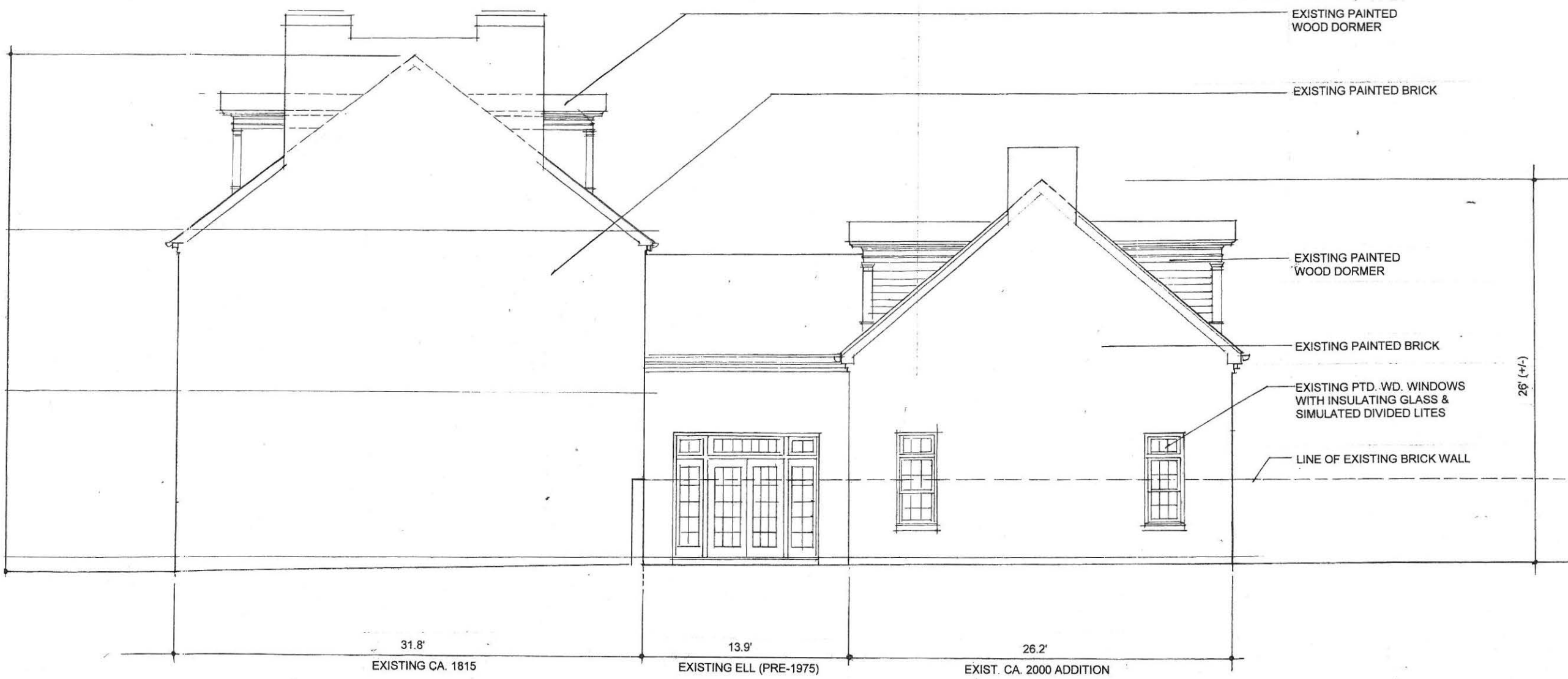
SECOND FLOOR PLAN - EXISTING CONDITIONS  
1/4" = 1'-0"






THIRD FLOOR PLAN - EXISTING CONDITIONS  
1/4" = 1'-0"






**WEST ELEVATION -- EXISTING CONDITIONS**  
 1/4" = 1'-0"

EXISTING WEST ELEV.  
 1/4" = 1'-0"

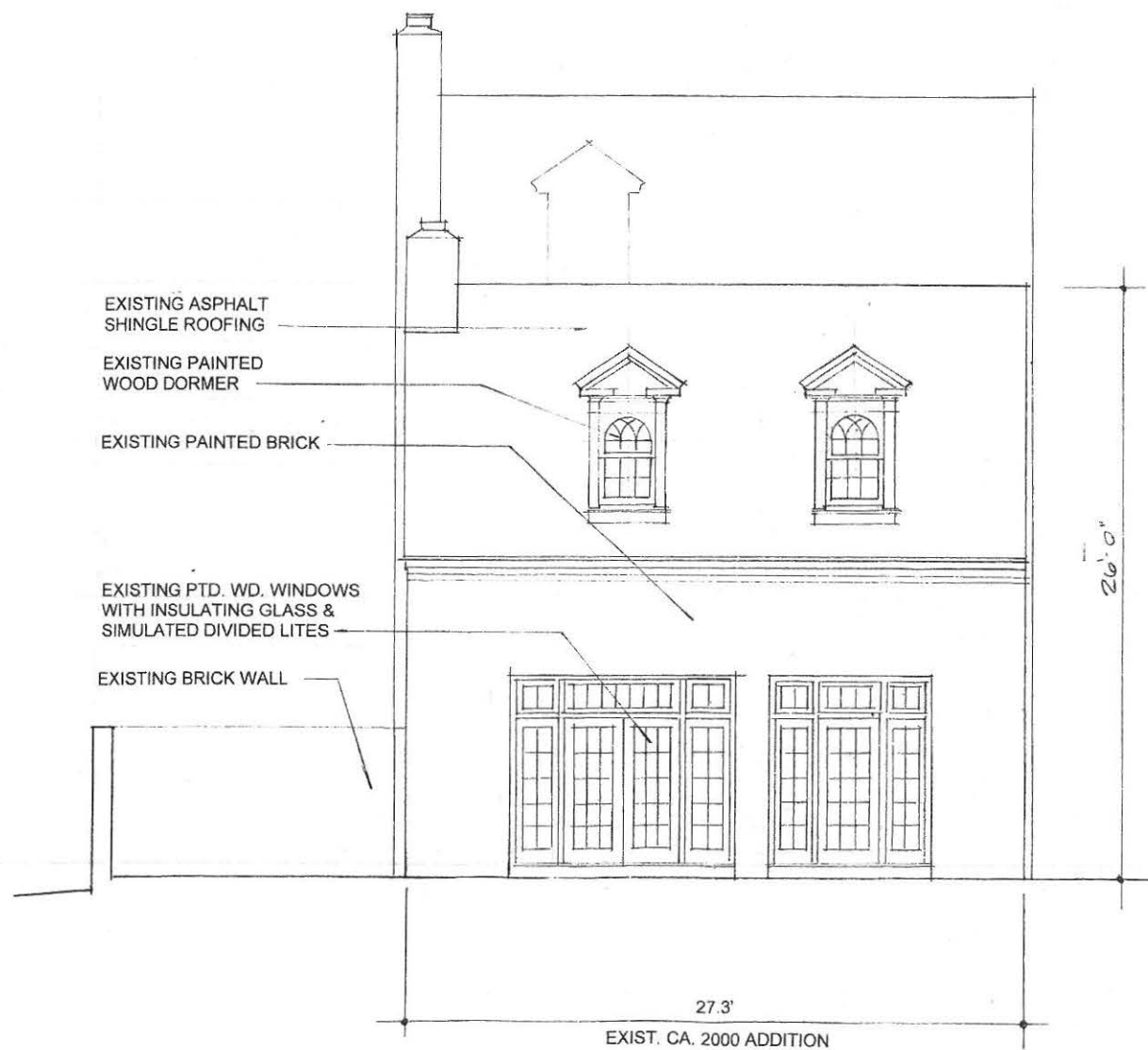
**E3.1**

**CAMPBELL RESIDENCE**  
 700 SOUTH PITT STREET  
 ALEXANDRIA, VIRGINIA 22314

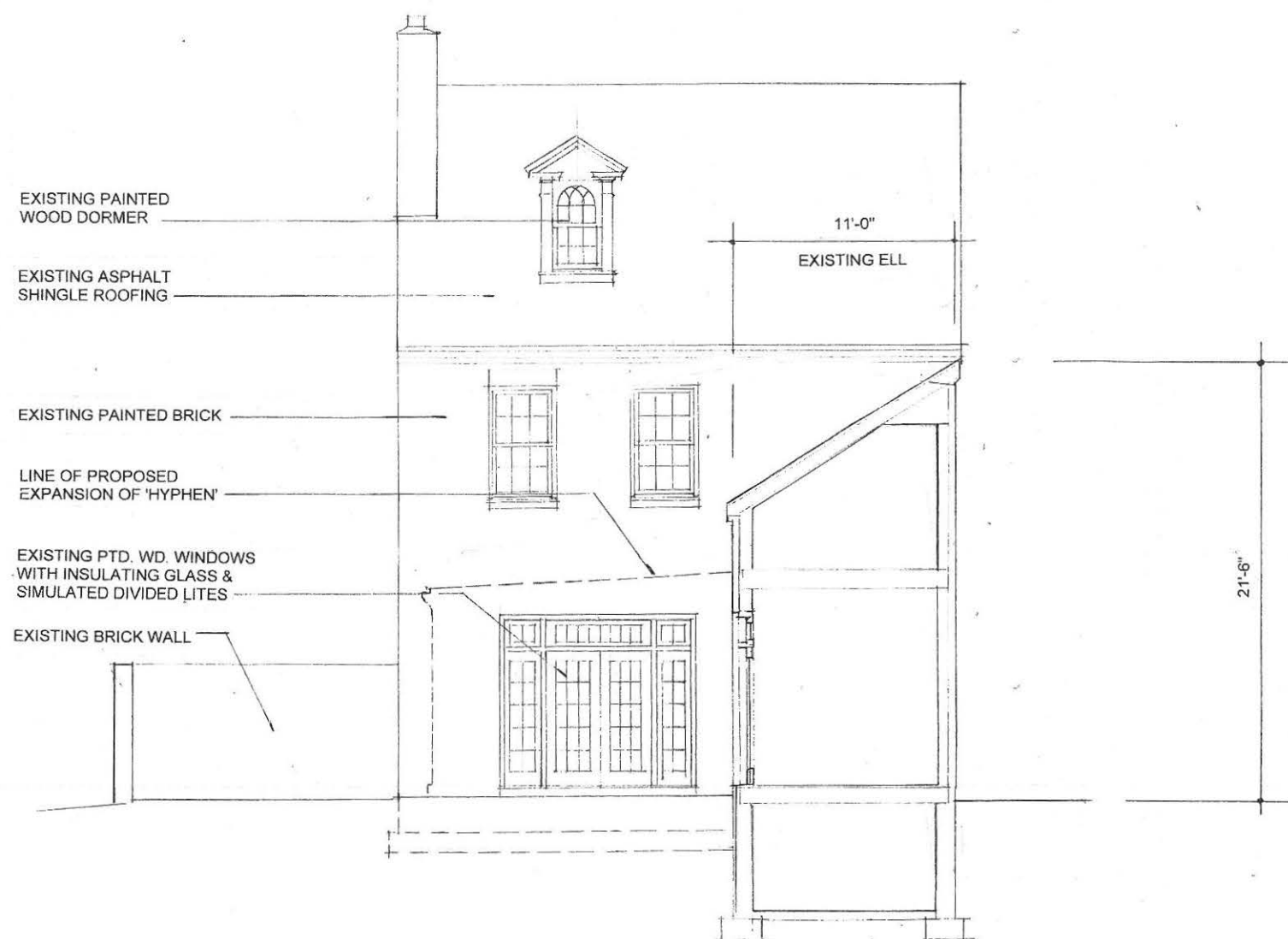
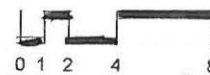
THO. CONSTRUCTION  
 5700 GLENN ROAD, SUITE 100  
 ALEXANDRIA, VA 22312  
 (703) 501-1506  
 www.thoconstruction.us

FREDERICK TAYLOR, AIA  
 1433 OTIS STREET NE  
 WASHINGTON DC, 20017  
 (202) 635-8087  
 www.chrychasearchitect.com

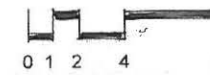




○ SOUTH ELEVATION -- EXISTING CONDITIONS  
1/4" = 1'-0"



○ SECTION THRU "HYPHEN" LOOKING NORTH  
1/4" = 1'-0"



ADDRESS OF PROJECT: 700 SOUTH PITT ST. ALEXANDRIA VA 22314TAX MAP AND PARCEL: \_\_\_\_\_ 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: Tom CampbellAddress: 700 S. Pitt St.City: Alexandria VA State: VA Zip: 22314Phone: (202) 737.5221 E-mail: tcampbell@dccapitalpartners.com**Authorized Agent** *(if applicable):* ☐ Attorney ☒ Architect ☐ \_\_\_\_\_Name: FREDERIC TAYLOR AIAPhone: (202) 277 8087E-mail: fetaylor@aia@cs.com**Legal Property Owner:**Name: Tom CampbellAddress: 700 S. Pitt StreetCity: Alexandria State: VA Zip: 22314Phone: (202) 737.5221 E-mail: tcampbell@dccapitalpartners.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? **(SEE DESCRIPTION)**  
☐ 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).

- ① REAR ADDITION OF 2 STO. TO EXISTING SINGLE FAMILY DETACHED DWELLING OF MASONRY & WOOD CONSTRUCTION. ADDITION TO INCLUDE A NEW MASTER BATH ON 2ND FLOOR AND A BREAKFAST RM & ENCLOSED PORCH ON 1ST.
- ② INFLU ADDITION BETWEEN CA 1815 WING & CA 2000 REAR WING OF STRUCTURE. ADDITION TO CREATE DINING ROOM ON 1ST FLOOR AND ADD A FULL BATH & EXPANDED LAUNDRY ROOM ON 2ND. MATERIALS OF ADDITION TO MATCH EXIST. AS CLOSELY SUBMITTAL REQUIREMENTS: AS POSSIBLE THROUGHOUT.

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.



# 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.		
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 700 S. Pitt 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. THOMAS J. CAMPBELL	11 Canal Center Plaza Suite 350 Alexandria, VA 22314	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.		
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.

2-4-2015  
Date

THOMAS J. CAMPBELL  
Printed Name

  
Signature

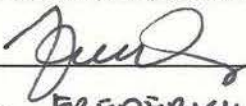
**ALL APPLICATIONS:** *Please read and check that you have read and understand the following items:*

- ☐ 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.

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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: FREDERICK TAYLOR

Date: 1/20/2015