

BAR Meeting
February 18, 2015

ISSUE: Permit to Demolish/Capsulate and Addition/Alterations

APPLICANT: Chris and Nancy Marzilli

LOCATION: 222 South Fairfax Street

ZONE: RM / Residential

STAFF RECOMMENDATION

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

1. The historic windows on the side elevation shall be retained and repaired, including the cylinder glass. Should any of the historic windows require replacement, the applicant must prepare a window condition inventory and meet with staff on-site to determination which windows may be replaced.
2. The front windows shall be one-over-one instead of two-over-two. The applicant shall submit specifications for final approval by staff in conformance with the BAR's adopted Window Policy.
3. The applicant shall submit specifications for the replacement front door for final staff approval in conformance with the BAR's adopted policy.
4. The front stoop shall be revised to only encroach four feet into the public right-of-way, or the owner may obtain an encroachment from City Council prior to issuance of a building permit for a greater encroachment.
5. Include the following archaeology comments on all construction documents relating to ground disturbing activity, 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.



BAR2015-00012 & BAR2015-00013



Note: Staff coupled the reports for BAR #2015-0012 (Permit to Demolish/Capsulate) and BAR #2015-0013 (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 to construct a rear addition and make alterations to the house at 222 South Fairfax Street.

Permit to Demolish/Capsulate:

- Demolish existing front stoop
- Demolish existing brick garden wall
- Demolish bay window on south elevation
- Remove rear porch roof
- Demolish portions of east wall on rear ell for new doorways and capsulate remaining area on east wall of rear ell
- Capsulate portion of first floor on south elevation rear ell
- Demolish below-grade areas for enlarged basement windows on south side elevation

Alterations

- Replace all windows
- Relocate front door from center bay to side bay and remove pediment
- Construct new stone front stoop at relocated door that will encroach 5 feet into the public right-of-way
- Remove door on side porch and replace with window
- Replace shutters
- Replace panels on side porch and rebuild railings and posts
- Construct a new 6' brick garden wall and gate in side yard
- Add a painted wood pergola behind wall
- Install two rooftop HVAC units

Addition

- Construct a one-story addition on south elevation of rear ell with glass doors and windows
- Construct a two-story rear addition on east elevation of rear ell with first-story screened porch and second story stucco
- Connect the two additions with a one-story loggia across the south elevation of the rear ell.

Materials

- Stucco
- Wood
- Brick
- Stone
- Wood windows, shutters, panels and doors

II. HISTORY

The freestanding, two-and-one-half story, three-bay brick townhouse at 222 South Fairfax Street was built in **1899** for Joseph Rogers at a cost of \$2,400 (Application for Permit to Build, No. 108, January 10, 1899). City records also indicate that building permits were obtained in 1938, 1956, 1957, and 1969. It is likely that the relocation of the door from the side to the center bay occurred circa 1938 when the house was converted to a boarding house and what was once the entry hall was reconfigured as a kitchen (Permit #2765, August 25, 1938). An undated early photograph, below, shows changes in the unpainted brick work where the door had previously been. Additionally, the interior framing and changes to the brick work seen in the basement further confirm the original location of the front door.



Figure 1: Area of original front door. Note changes in brick work below window and absence of stone facing at foundation. Photo provided by applicant from obituary for Robert McCaslin, previous owner.

In 1969, the Board approved an application in concept to alter entranceways with the condition that the “railing at top and bottom are to be of same material, preferably wood.” This likely refers to changes to the side porch as well as the doors on the side elevation at the second story above the side porch.

Since originally constructed, the house always had a one-story open side porch off the south elevation though the current enclosed side porch configuration first appeared by 1941, according to Sanborn Fire Insurance Maps.

III. ANALYSIS

The proposed alterations and addition comply with the zoning ordinance by using both of the historic lots. While this property is comprised of what was once two separate lots, the existing side porch and proposed basement steps cross the property line. Additionally, the second lot provides the required open space for the lot the house is on, permitting the proposed addition to be constructed in conformance with zoning ordinance requirements and precluding separate future development on the adjacent lot. As proposed, the new front stoop will encroach five feet into the public right-of-way. The stoop may only encroach four feet without having to obtain an encroachment from City Council.

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. 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.

Alterations

As additional research has been done over the years and the community has gained a better understanding and respect for late 19th- and early 20th-century architecture, the BAR has seen many proposals to undo insensitive alterations that were done in the middle of the 20th-century to make a building appear older than it actually was. This is one such example where a late 19th-century house was “Colonialized” by creating a center entrance with a pronounced pediment and the addition of multi-light windows on the front elevation. A later 1969 addition added some

multi-pane doors on the side elevation as well as a multi-paned bow window. Therefore, staff fully supports the proposal to return the front entrance to the side bay and to construct a new stoop. The proposed door, trim and matching stone lintel are all appropriate. Staff finds that one-over-one windows would be more appropriate than two-over-two. Historically, property owners installed smaller panes of glass on side elevations and the largest—and most expensive—panes on the front elevation. As this house appears to have had one-over-one windows on the side elevation of the main block and two-over-two windows on the rear ell, it seems most appropriate that the front elevation have one-over-one windows. This is also consistent with the higher style possessed by this house with its pronounced stepped pediment within a mansard roof, an unusual element on this Victorian building. Therefore, staff conditions approval on the condition that the front windows have a one-over-one light configuration and that the specifications meet the Board's adopted Window Policy.

The changes to the side porch and bay window are all appropriate to these later additions. Enclosed side porches are a common feature on houses in a range of styles and the proposed changes improve upon the existing porch.

The proposed rooftop HVAC units will be located on the main block and will be entirely screened by the existing parapet. The applicant must ensure that they are located so as to render them not visible from a public way.

Addition

The construction of an addition to any building within a 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.” The proposed side addition will be visible from South Fairfax Street over the new garden wall. It will read as an enclosed porch which is an appropriate design vocabulary. The proposed two-story rear addition is appropriately scaled and will read as a background element. The use of stucco will also differentiate the new from the old. The loggia along the south elevation of the rear ell connects the two proposed additions into a cohesive design while respecting the historic ell form and materials. Staff has no objection to the additions.

Garden Elements and Site Improvements

The new brick wall, simple wood gate and pergola are all appropriate garden elements. The Guidelines note that “walls of brick or stone are generally appropriate throughout the historic districts.” The BAR's policy is to review paving areas over 150 square feet in area that may be used for parking on private property. The use of brick pavers is appropriate in this location. While it is unfortunate to create a larger parking area in open space, the amount of open space remaining exceeds the ordinance requirements and the garden wall and new pergola will add visual interest along the street.

STAFF

Catherine K. Miliaras, 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

- F-1 The following comments are for BAR2015-00012. Once the applicant has filed for a building permit and additional information has been provided, code requirements will be based upon that information and the building permit plans. If there are any questions, the applicant may contact Charles Cooper, Plan Review Division at Charles.cooper@alexandriava.gov or 703-746-4197.
- C-1 Building, trade permits and inspections are required for this proposed construction. Five sets of construction documents that fully detail the construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s).

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 storm water drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)
- C-4 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C-5 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

- C-6 All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)

Alexandria Archaeology

Archaeology Finding

1. Historic maps suggest that this lot remained vacant throughout much of the nineteenth century. A detailed map of Alexandria in the late 1870s depicts the vacant lot as owned by James Green. The dwelling that presently stands on the property was built around 1900. The Independent Meeting House Cemetery was located immediately to the north. It is extremely unlikely that graves associated with the Meeting House Cemetery would be located on this property, but caution is recommended.

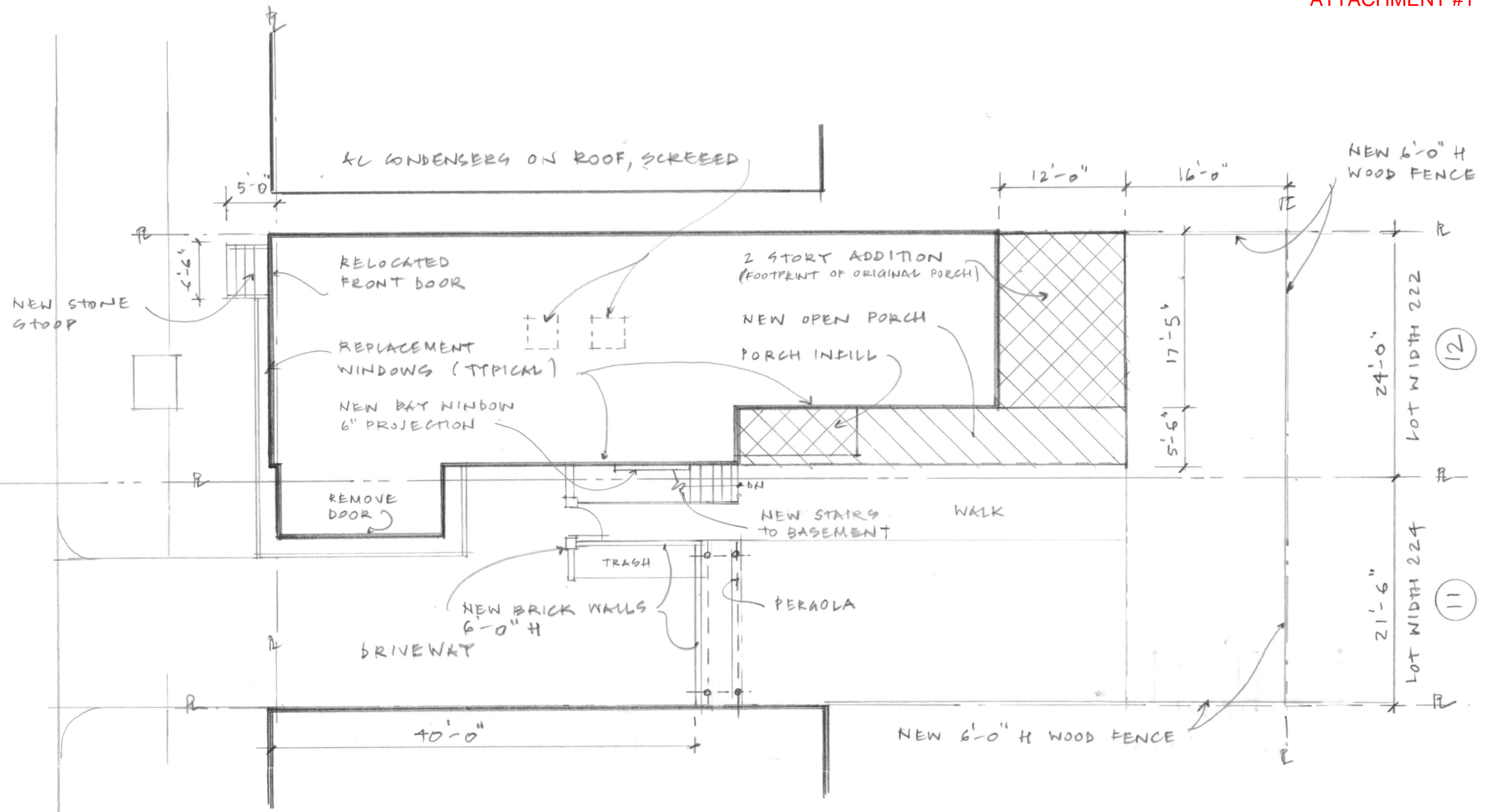
Archaeology Recommendations

- *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 to be conducted on the property, unless authorized by Alexandria Archaeology.
- *3. It is illegal to disturb human remains without obtaining appropriate legal authorization. If burials are found during the project and need to be moved, the burials will be removed archaeologically, and appropriate legal authorization will be obtained, including a permit from the Virginia Department of Historic Resources for the archaeological removal of burials.
4. 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 BAR2015-0012 & BAR2015-0013 at 222 South Fairfax Street



SITE PLAN - PROPOSED

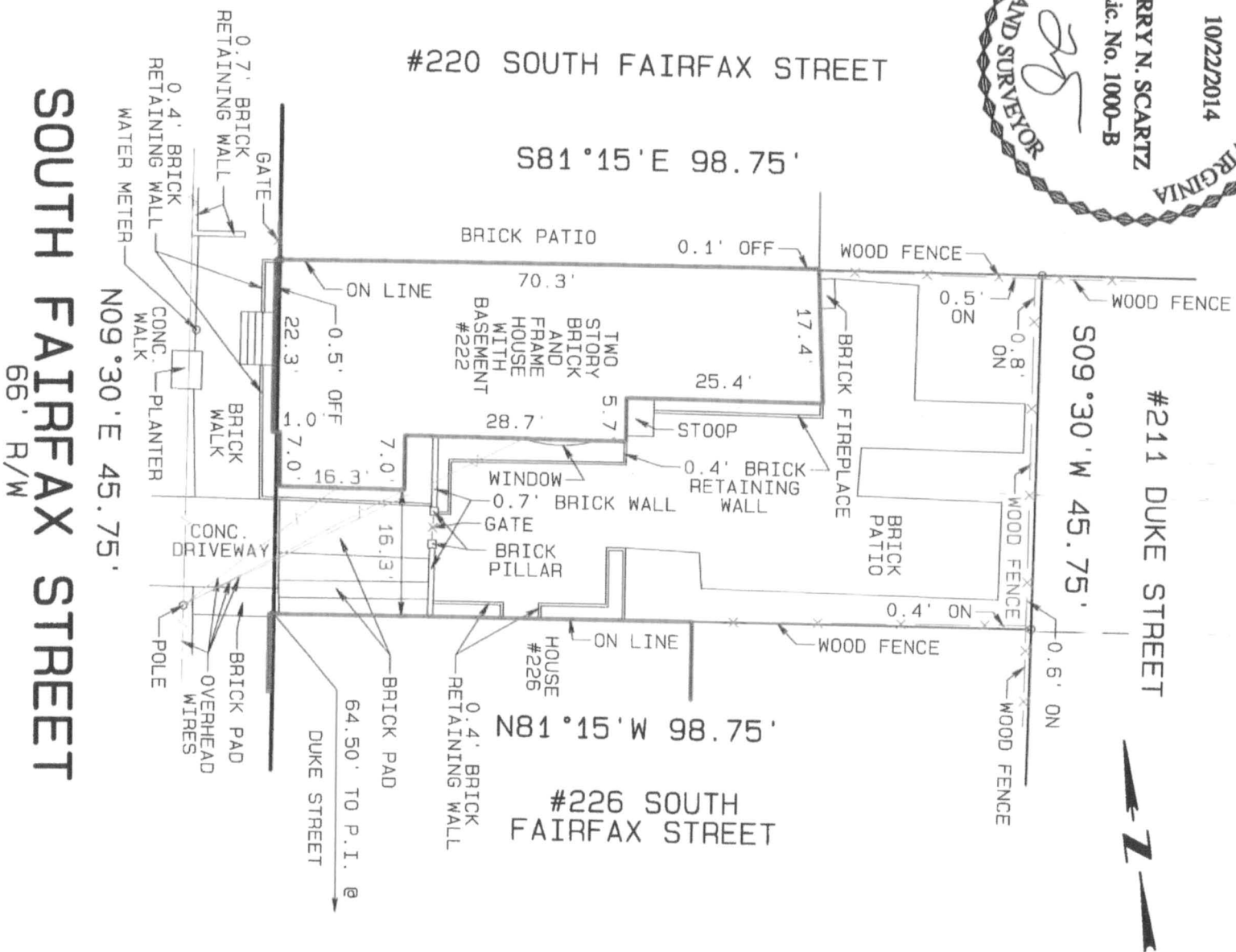
222 - 075-33-01-12

2350 SQ FT - BASIS OF FAR

224 - 075-33-01-11

2124 SQ FT - GRANDFATHERED
VACANT LOT

COPYRIGHT SCARTZ SURVEYS - THIS IS A SERVICE DOCUMENT AND IS VALID FOR SIX MONTHS FROM DATE ISSUED.
THIS SURVEY WAS PERFORMED ACCORDING TO THE STANDARDS SET FORTH IN VIRGINIA CODE SECTION 54.1-407.



PHYSICAL IMPROVEMENTS SURVEY
ON THE PROPERTY LOCATED AT
#222 SOUTH FAIRFAX STREET

CITY OF ALEXANDRIA, VIRGINIA
SCALE: 1"=20' DATE: OCTOBER 22, 2014

CASE NAME: MCCASLIN FAMILY TRUST
TO MARZILLI (OTAW1410046)



SCARTZ SURVEYS

LARRY N. SCARTZ
CERTIFIED LAND SURVEYOR
WOODBRIDGE, VIRGINIA
LOCAL (703) 494-4181
FAX (703) 494-3330
LARRY.SCARTZ@SCARTZ.COM



TAX MAP# 075.03-01-12

JOB# 20141228

MN



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

A. Property Information

A1. Street Address 222 SOUTH FAIRFAX Zone RM
A2. 2350 x 1.5 = 3525
Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	1001	Basement**	1001
First Floor	1443	Stairways**	280
Second Floor	1443	Mechanical**	35
Third Floor		Other** < 7'-6"	186
Porches/ Other	114	Total Exclusions	1502
Total Gross *	4001		

B1. Existing Gross Floor Area *
4001 Sq. Ft.
B2. Allowable Floor Exclusions**
1502 Sq. Ft.
B3. Existing Floor Area minus Exclusions
2499 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	210	Stairways**	
Second Floor	210	Mechanical**	
Third Floor		Other**	
Porches/ Other	205	Total Exclusions	
Total Gross *	830		

C1. Proposed Gross Floor Area *
830 Sq. Ft.
C2. Allowable Floor Exclusions**
— Sq. Ft.
C3. Proposed Floor Area minus
Exclusions 830 Sq. Ft.
(subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 3329 Sq. Ft.
D2. Total Floor Area Allowed by Zone (A2) 3525 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	2756	61%
Required Open Space	1581	35%
Proposed Open Space	2361	52%

INC PARKING

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

Signature: [Signature]

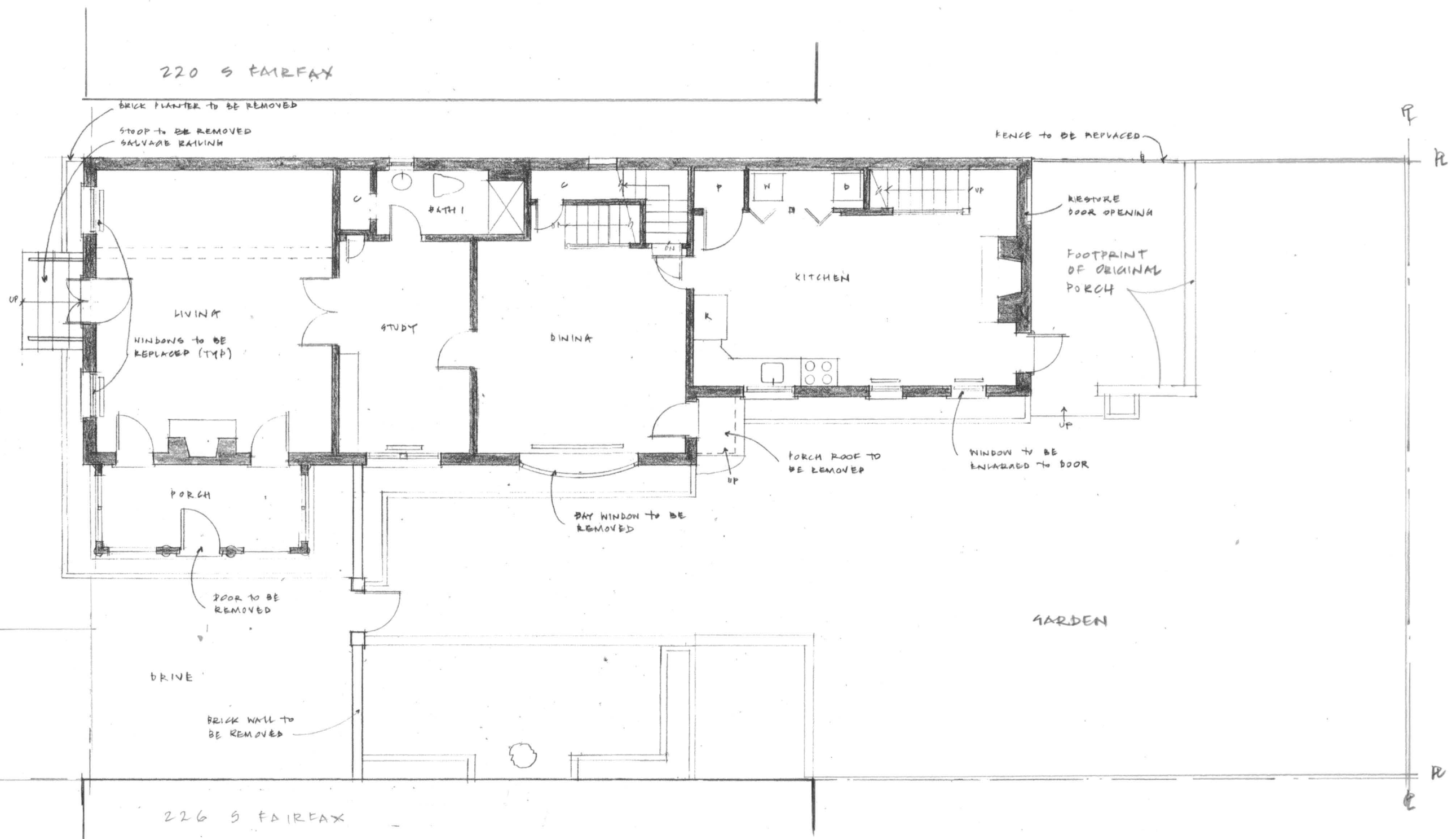
Date: 18 JAN 15



STUDIO CAMUS LLC
225 North Pitt Street Alexandria Virginia 22314
studiocamus@comcast.net
Lynnette 703 989 3777 Patrick 703 626 1984

MARZILLI RESIDENCE
222 South Fairfax Street Alexandria Virginia

DATE 20 JAN 15 SHEET C52
SCALE —



① FIRST FLOOR PLAN - EXISTING & DEMOLITION

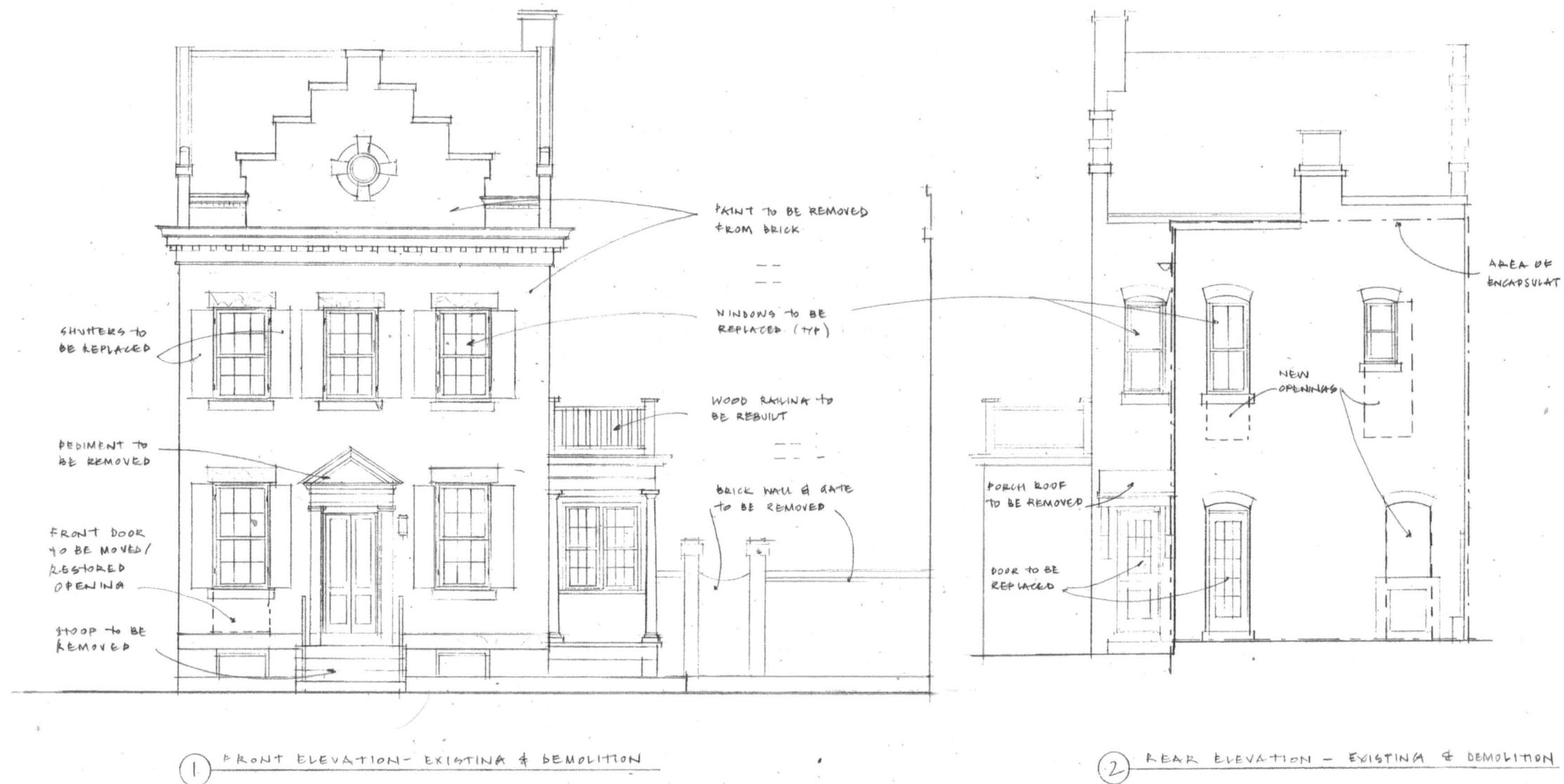
C²

STUDIO CAMUS LLC
 225 North Pitt Street Alexandria Virginia 22314
 studiocamus@comcast.net
 Lynnette 703 989 3777 Patrick 703 626 1984

MARZILLI RESIDENCE
 222 South Fairfax Street Alexandria Virginia

DATE
 20 JAN 15
 SCALE
 1/8" = 1'-0"

SHEET
 A1





STUDIO CAMUS LLC
 225 North Pitt Street Alexandria Virginia 22314
 studiocamus@comcast.net
 Lynnette 703 989 3777 Patrick 703 626 1984

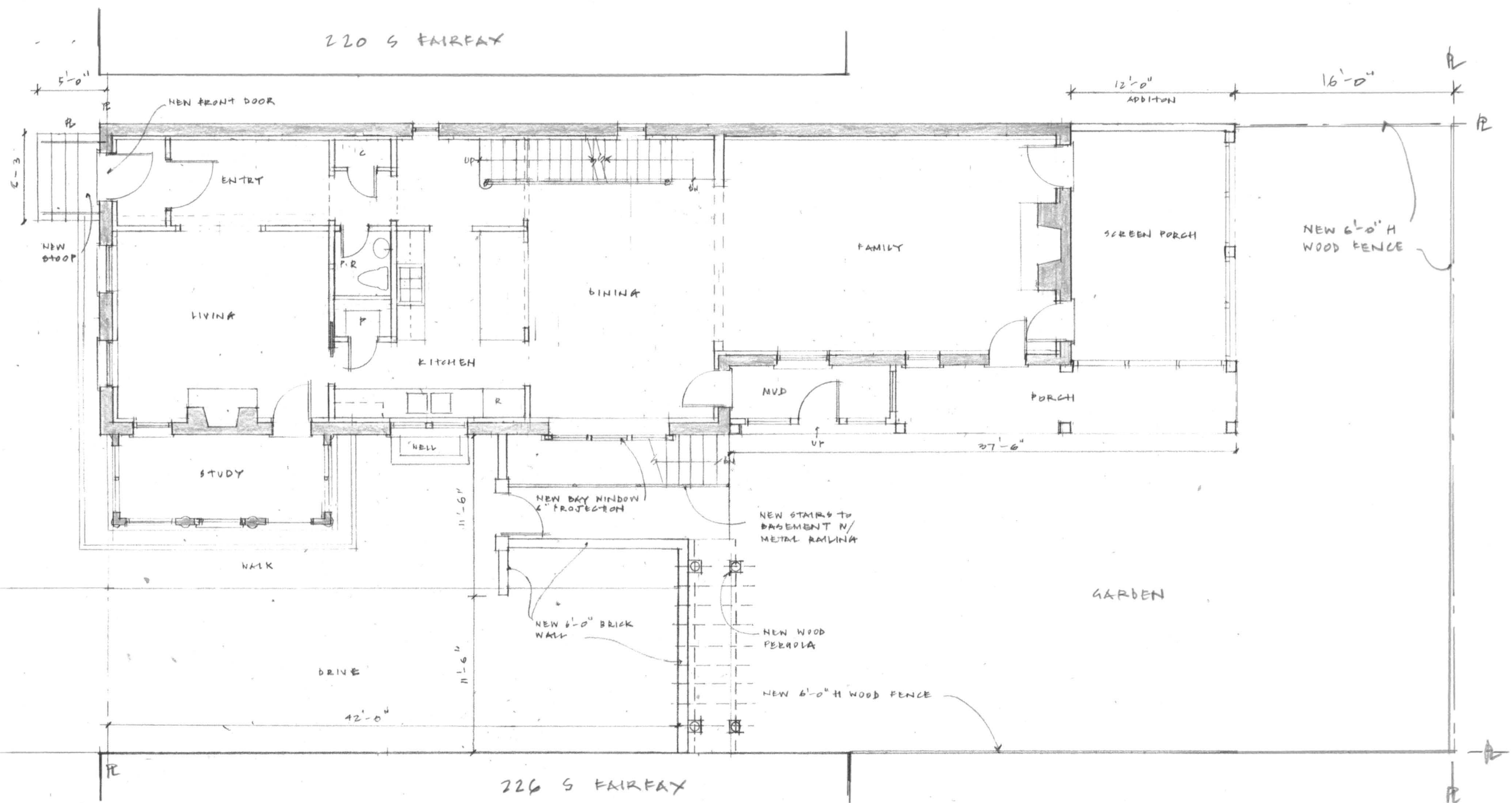
MARZILLI RESIDENCE
 222 South Fairfax Street Alexandria Virginia

15

DATE
20 JAN 15
 SCALE
1/8" = 1'-0"

SHEET

A3



① FIRST FLOOR PLAN - PROPOSED



STUDIO CAMUS LLC

225 North Pitt Street Alexandria Virginia 22314

studiocamus@comcast.net

Lynnette 703 989 3777

Patrick 703 626 1984

MARZILLI RESIDENCE

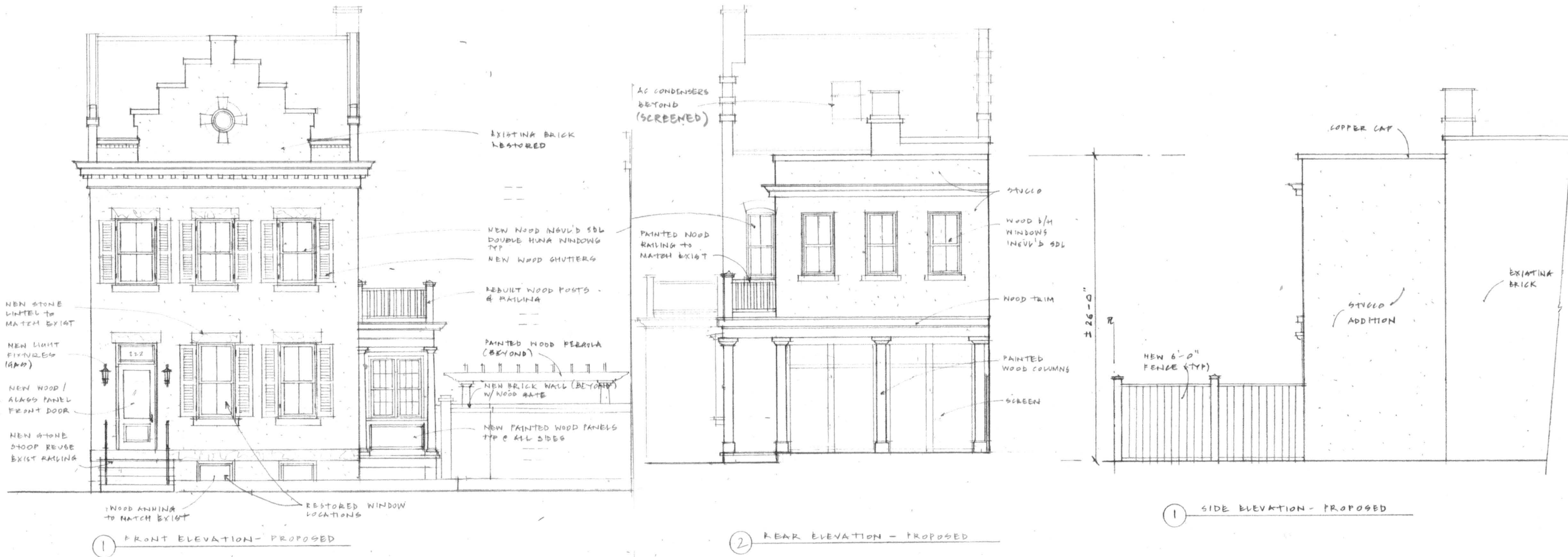
222 South Fairfax Street Alexandria Virginia

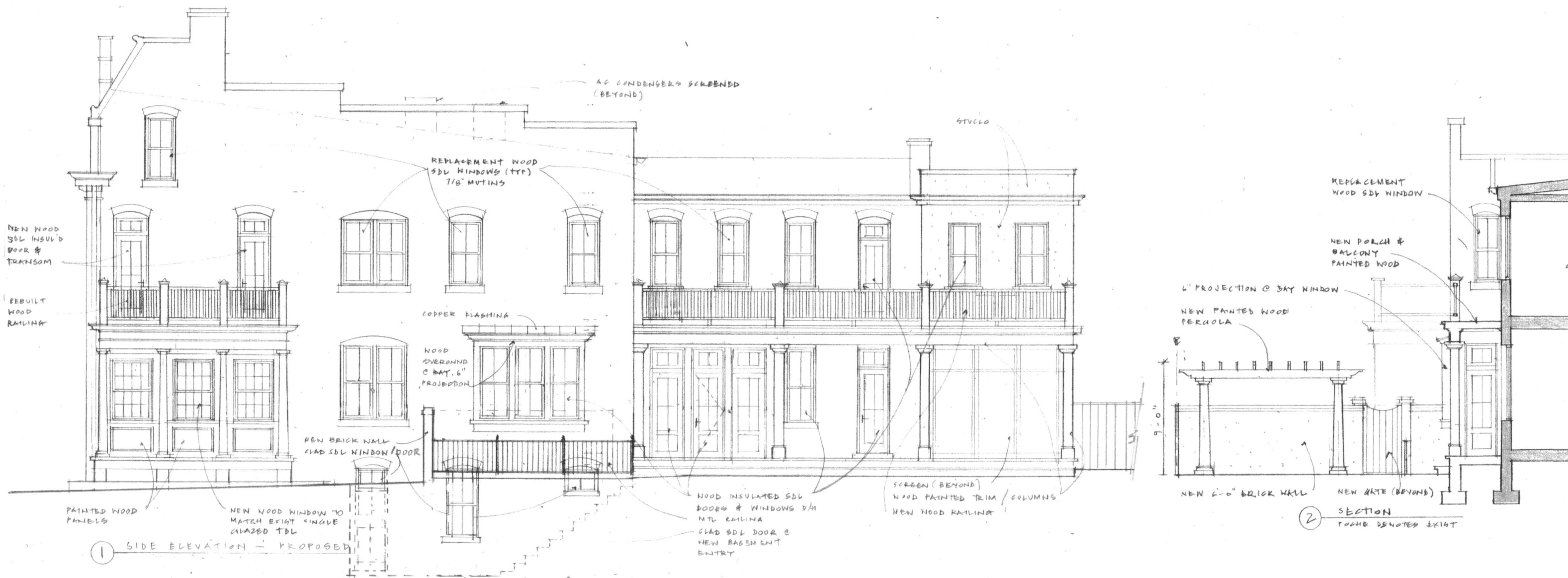
DATE
20 JAN 15

SCALE
1/8" = 1'-0"

SHEET

A4





C²

STUDIO CAMUS LLC

225 North Pitt Street Alexandria Virginia 22314

studiocamus@comcast.net

Lynnette 703 989 3777

Patrick 703 626 1984

MARZILLI RESIDENCE

222 South Fairfax Street Alexandria Virginia

DATE

20 JAN 15

SCALE

1/8" = 1'-0"

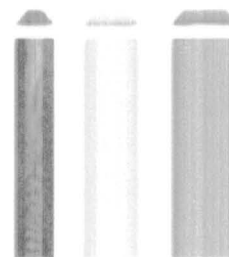
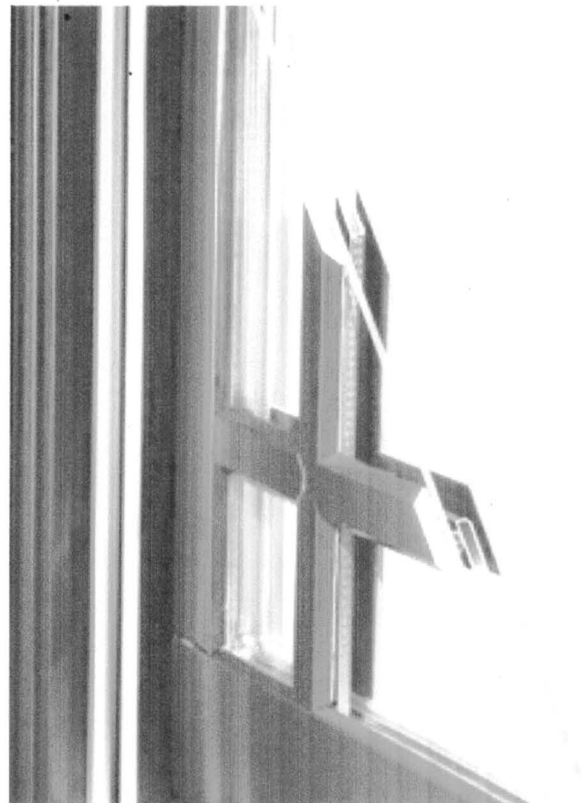
SHEET

A6



Front Light fixtures

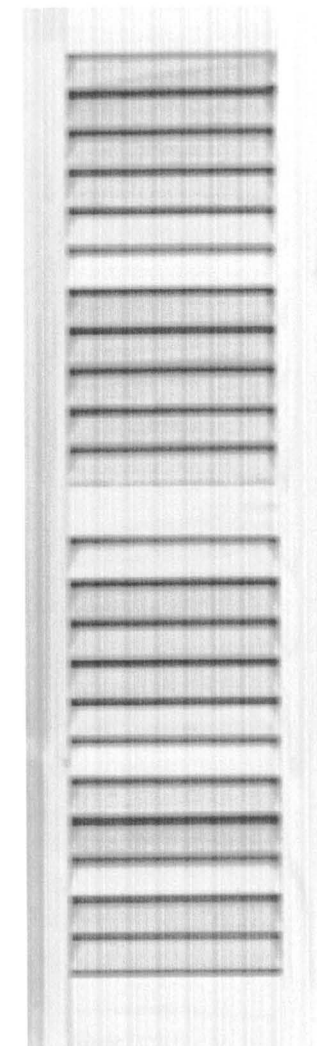
Bevolo 'London Street' Gas
Height 25"
Width 12"
Depth 12"



JELD WEN Simulated Divided Lites

(SDL) grilles that are permanently attached to both the interior and exterior glass (aluminum for clad exteriors, wood for wood exteriors), metal bars placed between the panes of insulating glass to provide design detail.

Grilles 7/8" width in putty profile: These grilles are available in wood for wood exteriors or the color that matches the exterior clad color of the window you choose or a custom color.



Southern Shutter Company
Design Line
1 3/8" Flush Stile & Rail Shutters

Painted



STUDIO CAMUS LLC
225 North Pitt Street Alexandria Virginia 22314
studiocamus@comcast.net
Lynnette 703 989 3777 Patrick 703 626 1984

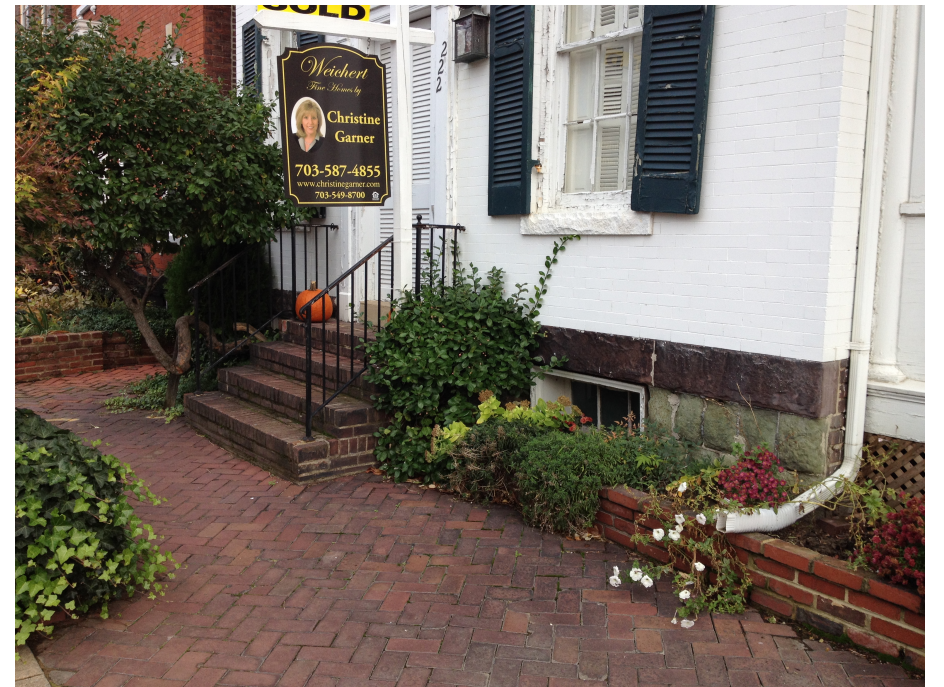
MARZILLI RESIDENCE
222 South Fairfax Street Alexandria Virginia

DATE
20 JAN 15
SCALE
N.T.S.

SHEET
A7



Front Elevation C 1950 Showing bricked in front door



STUDIO CAMUS LLC
225 North Pitt Street Alexandria Virginia 22314
studiocamus@comcast.net
Lynnette 703 989 3777 Patrick 703 626 1984

MARZILLI RESIDENCE
222 South Fairfax Street Alexandria Virginia

DATE	SHEET
SCALE	

BAR Case # 2015-00012/00013

ADDRESS OF PROJECT: 222 SOUTH FAIRFAX ST
 TAX MAP AND PARCEL: 075-33-01-12 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: CHRIS & NANCY MARZILLIAddress: 222 SOUTH FAIRFAX STCity: ALEXANDRIA State: VA Zip: 22314Phone: 480 606 8607 E-mail: _____

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

Name: PATRICK CAMUS Phone: 703 626 1984E-mail: studio@camus.com

Legal Property Owner:

Name: SAME

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

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

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

NATURE OF PROPOSED WORK: *Please check all that apply*

- ☐ NEW CONSTRUCTION
- ☒ EXTERIOR ALTERATION: *Please check all that apply.*
- | | | | |
|--|--|---|--|
| <input type="checkbox"/> awning | <input checked="" type="checkbox"/> fence, gate or garden wall | <input checked="" type="checkbox"/> HVAC equipment | <input checked="" type="checkbox"/> shutters |
| <input checked="" type="checkbox"/> doors | <input checked="" type="checkbox"/> windows | <input type="checkbox"/> siding | <input type="checkbox"/> shed |
| <input checked="" type="checkbox"/> lighting | <input checked="" 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).*

TWO STORY ADDITION AT REAR W/ PORCH
 RESTORE FRONT DOOR TO ORIGINAL LOCATION
 REPLACE ALL WINDOWS. REMOVE PAINT FROM EXIST BRICK
 REMOVE BRICK WALL & REBUILD, AT DRIVENAY
 & NEW AC CONDENSERS AT ROOF. NEW FRONT JDOOP

SUBMITTAL REQUIREMENTS:

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

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

Electronic copies of submission materials should be submitted whenever possible.

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

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

Additions & New Construction: Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. All plans must be folded and collated into 12 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. Check N/A if an item in this section does not apply to your project.

- ☒ ☐ ^{N/A} Scaled survey plat showing dimensions of lot and location of existing building and other structures on the lot, location of proposed structure or addition, dimensions of existing structure(s), proposed addition or new construction, and all exterior, ground and roof mounted equipment.
- ☒ ☐ FAR & Open Space calculation form.
- ☒ ☐ Clear and labeled photographs of the site, surrounding properties and existing structures, if applicable.
- ☒ ☐ Existing elevations must be scaled and include dimensions.
- ☒ ☐ Proposed elevations must be scaled and include dimensions. Include the relationship to 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 12 sets of revised materials.

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

APPLICANT OR AUTHORIZED AGENT:

Signature: 

Printed Name: PATRICK CANUS

Date: 1/20/15

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 & NANCY	222 S FAIRFAX	90.100
2.	MARZILLI		
3.			

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 222 S FAIRFAX (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 & NANCY	222 S FAIRFAX	90.100
2.	MARZILLI		
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](#).

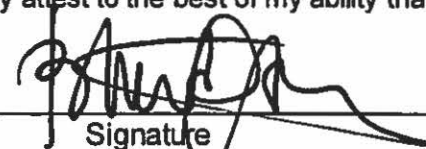
	Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1.			
2.			
3.			

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

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

1/20/15
Date

PATRICK CAMUS
Printed Name


Signature