

Docket Item # 9 & 10  
BAR CASE # 2015-00093 &  
2015-00094

BAR Meeting  
May 6, 2015

**ISSUE:** Permit to Demolish and Certificate of Appropriateness for Alterations

**APPLICANT:** IGP Enterprises, LLC by Jeffery Broadhurst, AIA

**LOCATION:** 205 South Fayette Street

**ZONE:** CL/Commercial Low

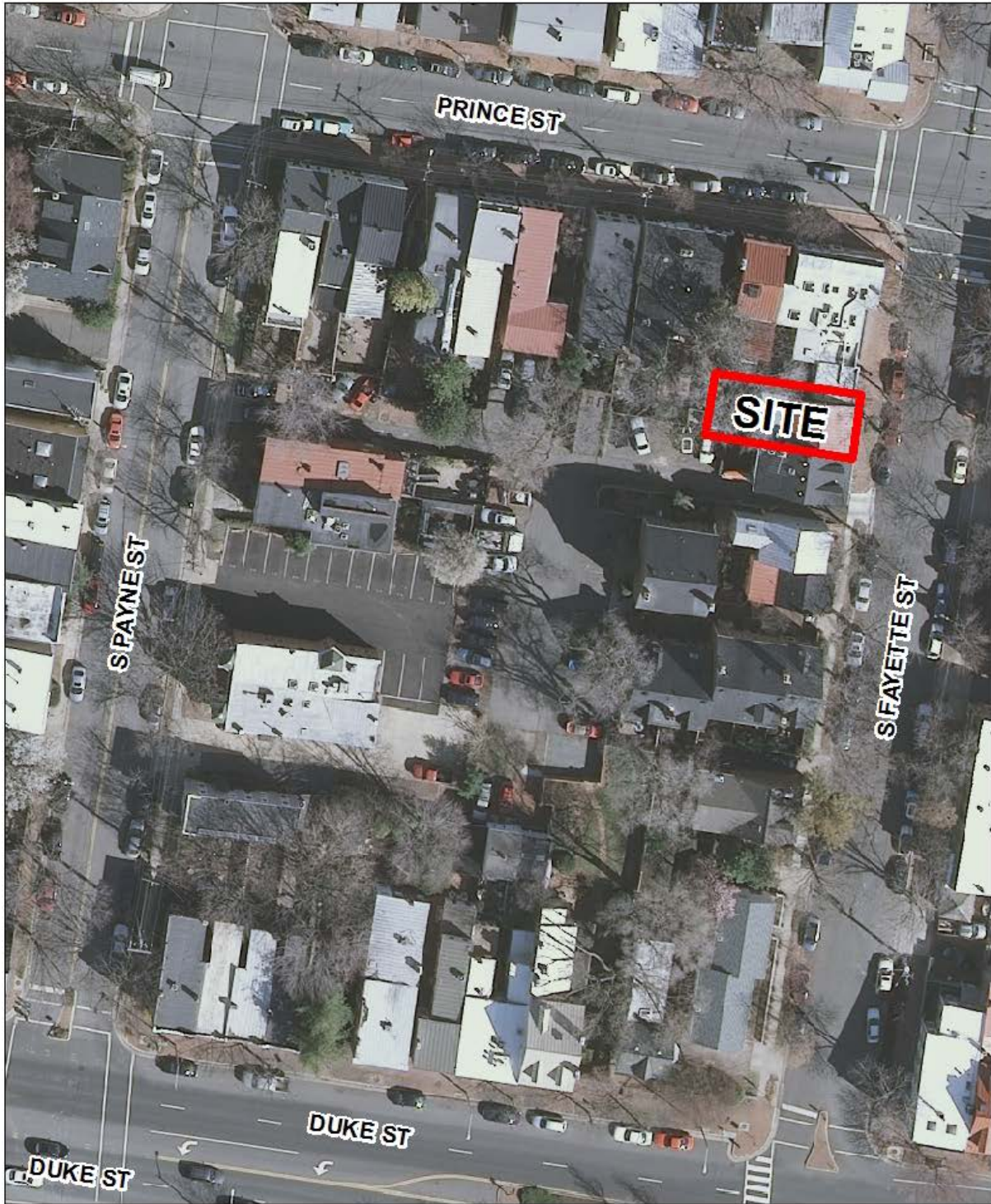
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### **STAFF RECOMMENDATION**

Staff recommends approval, with the condition that the French doors be wood, aluminum clad wood, fiberglass, or high quality wood composite, in compliance with the BAR's adopted policies for new construction.

### **GENERAL NOTES TO THE APPLICANT**

1. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a stamped copy of the Certificate of Appropriateness or Permit to Demolish PRIOR to applying for a building permit. Contact BAR Staff, Room 2100, City Hall, 703-746-3833, or [preservation@alexandriav.gov](mailto:preservation@alexandriav.gov) for further information.
2. **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.
3. **COMPLIANCE WITH BAR POLICIES:** All materials must comply with the BAR's adopted policies unless otherwise specifically approved.
4. **BUILDING PERMITS:** 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.
5. **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.
6. **HISTORIC PROPERTY TAX CREDITS:** Applicants performing extensive, certified rehabilitations of historic properties may separately be eligible for state and/or federal tax credits. Consult with the Virginia Department of Historic Resources (VDHR) prior to initiating any work to determine whether the proposed project may qualify for such credits.



BAR2015-00093 & BAR2015-00094



**Note:** Staff coupled the reports for BAR #2015-00093 (Permit to Demolish) and BAR #2015-00094 (Certificate of Appropriateness) for clarity and brevity. This item requires a roll call vote.

## **I. ISSUE**

The applicant requests a Permit to Demolish the first story bay window, door, and portion of masonry wall on the west elevation (rear) in order to install French doors, centered beneath the second story window. In addition, the applicant proposes a new sloped door hood covered with hand-formed standing seam metal and supported by two wood brackets. There will be a new lamp fixture beneath the proposed door hood.

The alley that runs east-west behind the house is a public right-of-way. The alley that runs north-south is privately owner. Only the upper portions of the proposed alterations will be visible from the public alley, as there is a privacy fence located in the rear yard.

## **II. HISTORY**

The subject property was likely constructed in the **early 19<sup>th</sup>** century. This particular block was not mapped until 1902, which shows a two story dwelling with a one-story rear addition. It is likely the second floor on the rear addition was added between 1961 and 1979. Building permits indicate the house was substantially remodeled in 1979. Staff believes that the existing bay window and door are not original features of the house.

## **III. ANALYSIS**

### **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 contains minimal historic fabric, if any, and is located on a secondary elevation so that it does not compromise the historic or design integrity of the building.

Certificate of Appropriateness

The Design Guidelines encourage thoughtful and deliberate placement of new openings, which the applicant has achieved by centering the proposed French doors beneath the second story window.

While the proposed door hood is not a typical feature for an early 19<sup>th</sup> century house, as staff has previously noted, the rear elevation has been so substantially altered that it does not and should not read as an original component of the building. Staff notes that with the placement of the proposed door hood directly under the second story window sill, the hood and door will likely be visible from the public alley. However, the applicant has chosen high quality materials, consistent with the BAR policies and *Design Guidelines*.

The proposed doors are high quality, painted wood but staff recommends that any high quality material found in the BAR's policy on Minor Architectural Features for portions of a building constructed after 1965 be used. This permits wood, fiberglass, aluminum clad wood, or wood composite to be utilized, as this a new opening that will be minimally visible and it should be differentiated from the historic fabric of the house. Staff similarly recommends that the glass in the French doors conform with glazing specified in the Window Policy for late 20<sup>th</sup> century windows, so that simulated divided light, insulated glass may be used.

**STAFF**

Mary Catherine Collins, Historic Preservation Planner, Planning & Zoning  
Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

**IV. CITY DEPARTMENT COMMENTS**

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

**Zoning Comments**

F-1 No open space is required for commercial uses in the CL zone. The property is currently used for residential, which required 40% open space (40% of 900), 360 square feet. The property currently provides 360 square feet of open space, 30 square feet less than what is required. The applicant is proposing to reconfigure, but not reduce the open space (shed is to be removed).

**Acknowledged.**

C-1 Proposed conversion of residential use to a commercial office use complies with zoning. Applicant must label all rooms for commercial use. Remove residential labels (ex- living room, dining room).

**Corrected.**

C-2 Replacement/repairs to windows, doors, light fixtures and gutters complies with zoning.

**Acknowledged.**

C-3 Removal of the rear bay window and shed comply with zoning.

**Acknowledged.**

- C-4 Proposed rear canopy exceeds the maximum allowable floor area and does not comply with zoning. Applicant may reduce the height under the canopy to less than 7' 6", allowing the area under the awning to be excluded from FAR or the size of the awning must be reduced, not to exceed 14 square feet (same size as the shed that is to be removed).  
**Reduced height of canopy now allows the area to be excluded from FAR. Revise FAR form must be revised, but project now complies with zoning.**

**Code Administration**

No comments received

**Transportation and Environmental Services**

- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)
- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-3 Roof, surface and sub-surface drains be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)
- C-4 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C-5 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-6 All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)
- R-1 The building permit must be approved and issued prior to the issuance of any permit for demolition. (T&ES)
- R-2 Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R-3 No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)
- F-1 After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)

- F-2 If the alley located at the rear of the parcel is to be used at any point of the construction process the following will be required:  
For a Public Alley - The applicant shall contact T&ES, Construction Management & Inspections at (703) 746-4035 to discuss any permits and accommodation requirements that will be required. (T&ES)

**Alexandria Archaeology**

- F-1. There is low potential for significant archaeological resources to be disturbed by this project. No archaeological action is required.

**V. ATTACHMENTS**

*1 – Supplemental Materials*

*2 – Application for BAR2015-00093&2015-00094 : 205 S Fayette Street*





# DEPARTMENT OF PLANNING AND ZONING

## FLOOR AREA RATIO AND OPEN SPACE CALCULATIONS

### A. Property Information

A1. Street Address 205 South Lafayette St, Alexandria, VA 22314

Zone CL

A2.  $\frac{1200 \text{ SF}}{\text{Total Lot Area}} \times 0.75 = 900 \text{ SF}$   
 $\text{Floor Area Ratio Allowed by Zone}$   $\text{Maximum Allowable Floor Area}$

### B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	0	Basement**	
First Floor	818	Stairways**	
Second Floor	818	Mechanical**	
Third Floor	0	Other**	
Porches/ Other	15	Total Exclusions	0
<b>Total Gross *</b>	<b>1651</b>		

B1. Existing Gross Floor Area \*  
1651 Sq. Ft.

B2. Allowable Floor Exclusions\*\*  
0 Sq. Ft.

B3. Existing Floor Area minus Exclusions  
1651 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		Stairways**	
Second Floor		Mechanical**	
Third Floor	0	Other**	22 (shed & bay removed)
Porches/ Other	37	Total Exclusions	22
<b>Total Gross *</b>	<b>37</b>		

C1. Proposed Gross Floor Area \*  
1673 Sq. Ft.

C2. Allowable Floor Exclusions\*\*  
22 Sq. Ft.

C3. Proposed Floor Area minus Exclusions  
1651 Sq. Ft.  
 (subtract C2 from C1)

### D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 1651 Sq. Ft.

D2. Total Floor Area Allowed by Zone (A2) 900 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	358
Required Open Space	n/a
Proposed Open Space	380

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

Signature: 

Date: 6 APRIL 2015

**DESCRIPTION OF PROPOSED WORK:**

The proposed exterior work on this project is limited to the approximately 100 square feet of the surface area of the rear façade which is adjacent to and visible from a public ally. We understand from Historic Preservation staff that the existing rear façade appears to be a later addition and was likely part of a substantial 1979 renovation. Our proposal seeks to provide a more organized arrangement of fenestration on the rear façade as exhibited on the historic front façade: The new door is located directly below the existing pair of second floor windows. The head height of the proposed new doors is scheduled to align with the existing first floor windows. The character of the shed porch roof is similar to that of the neighbor to the north and west.

The proposed architectural work includes the following components:

1. Remove the existing 2'-8" x 6'-8" painted wood and glass door and the associated metal and glass storm door.
2. Remove the existing non-original light fixture above the door, patch stucco wall.
3. Remove the existing non-original wood framed bay window with its two wood double-hung windows, aluminum storm windows, and metal roof.
4. Create a new rough/masonry opening for a 6'-0" x 7'-6" painted wood and glass French door pair (Jeld-Wen Custom Series with 7/8" simulated divided lites). Install new structural lintel/header as required for new opening. Install retractable Phantom Screen door system at exterior of new doors. The doors and the associated wood trim will be painted an off-white similar to Benjamin Moore #OC-117 "Simply White".
5. Fabricate and install new wood framed shed roof on brackets above new exterior doors per the details in the submission package. The exposed wood trim, ceiling material and brackets will be painted an off-white similar to Benjamin Moore #OC-117 "Simply White". The roof material shall be traditional hand-formed standing seam metal to match the appearance, color (red oxide, Benjamin Moore #2088-10) and seam spacing as the existing main roof. A new light fixture (Restoration Hardware 12" Carson Gooseneck #A2949 in Carbon (black) with 16" diameter shade #B0813 in Gloss White) shall be installed on the stucco wall above the door and under the new roof.
6. Paint the existing stucco a color similar to Benjamin Moore #1094 "Barbados Sand".
7. Remove the existing painted gutters and downspout.
8. Install new painted gutter and single downspout as indicated in the drawings. Paint color to be match the trim color, Benjamin Moore #OC-117 "Simply White".

The proposed landscape work adjacent to the rear façade includes the following components:

1. Relocate the rear garden gate within the existing wood fence and fabricate and hang a new gate to match the existing gate.
2. Repair the existing common fence as required.
3. Replace the wood landing outside of the gate with new brick pavers.
4. Remove the concrete patio and replace with natural stone pavers on stone dust.
5. Install a sub-grade drainage system.
6. Add on Crepe Myrtle and several smaller plants.
9. Paint the existing masonry garden wall a color similar to Benjamin Moore #1094 "Barbados Sand".



**PROPOSED EXTERIOR PAINT COLORS FOR REAR FACADE:**

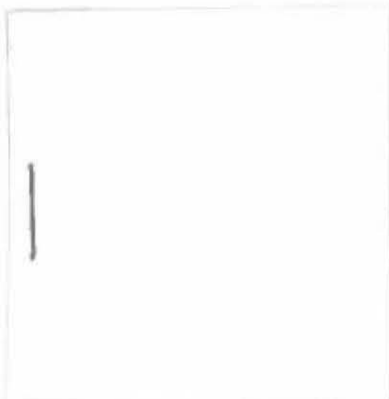
**Stucco: Benjamin Moore "Barbados Sand" #1094**



**Metal Roof: Benjamin Moore "Red Oxide" #2088-10**



**Door and Trim: Benjamin Moore "Simply White" #OC-117**





CASE NAME: YOUNGFLESH  
TO HOPPIN/LILLEY (OTA1502017)

NO TITLE REPORT FURNISHED.  
PLAT SUBJECT TO RESTRICTIONS & EASEMENTS OF RECORD OR OTHERWISE.  
FENCE LOCATIONS, IF SHOWN, ARE APPROXIMATE ONLY  
AND DO NOT CERTIFY AS TO OWNERSHIP.

## SCARTZ SURVEYS

LARRY N. SCARZ  
CERTIFIED LAND SURVEYOR  
WOODBIDGE, VIRGINIA  
LOCAL (703) 494-4181  
-AX (703) 494-3333  
LARRY.SCARZ@SCARZ.LC.VA

TAX MAP# 074.01-10-12

JOB# 20150116

MM



# SITE PLAN

SCALE: 1" = 10'



DATE: 4-23-2015 (REV)



DATE: 4-23-2017

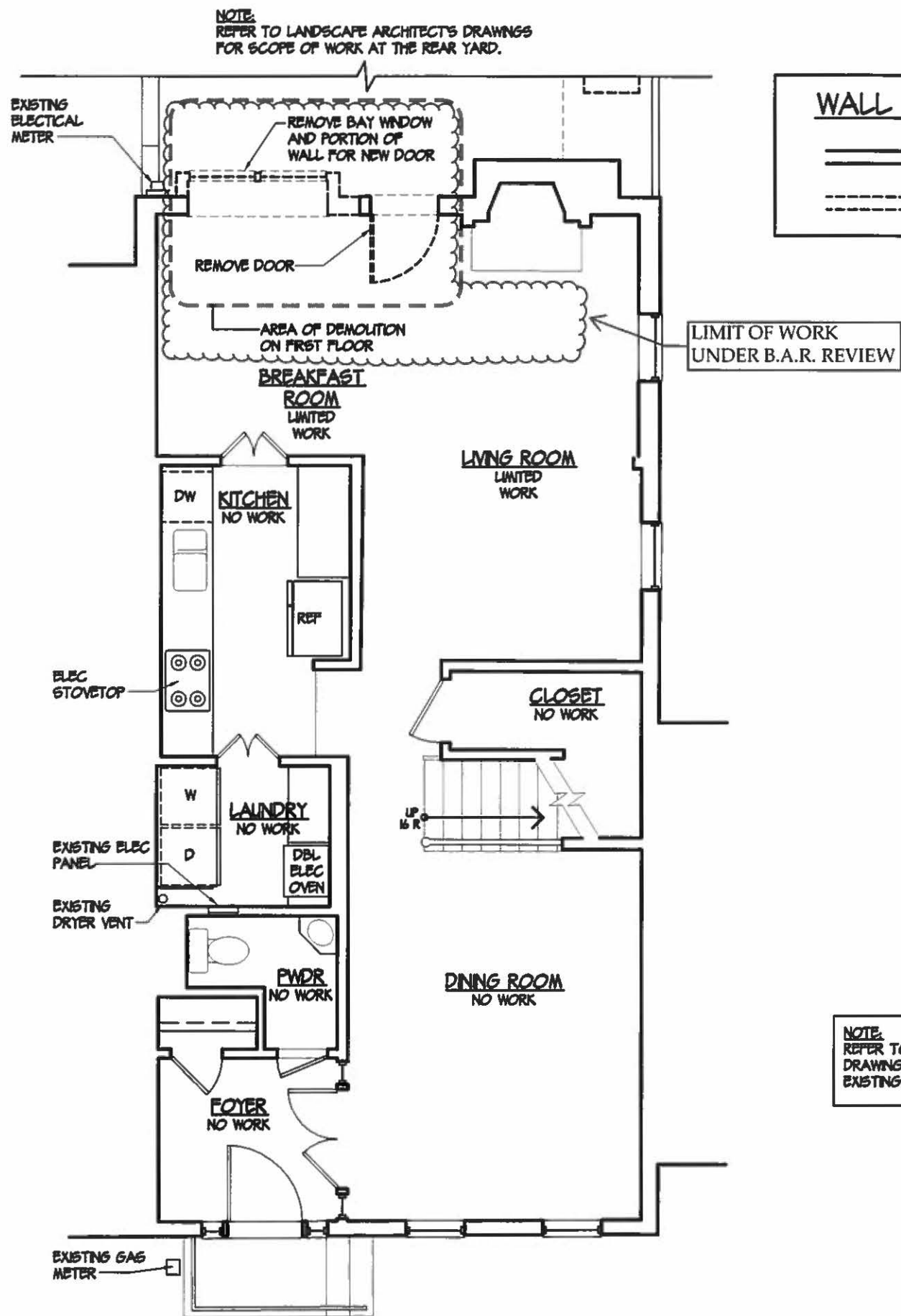
**BROADHURST ARCHITECTS, INC.**  
306 FIRST STREET, ROCKVILLE, MD 20851  
(PH) 301.309.8900 (F) 301.301.309.8915

### A1.1

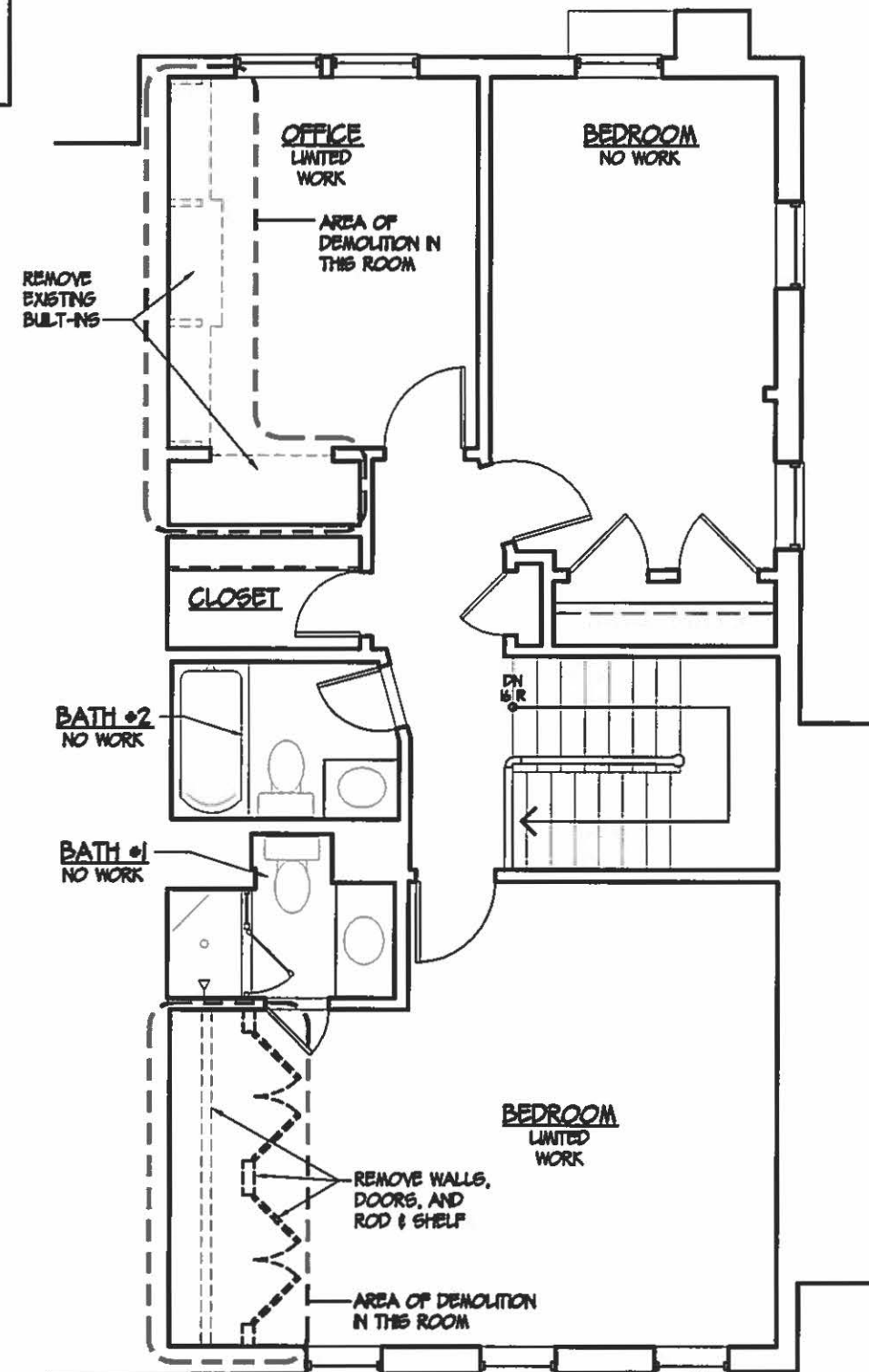
## SITE PLAN

# REVISED



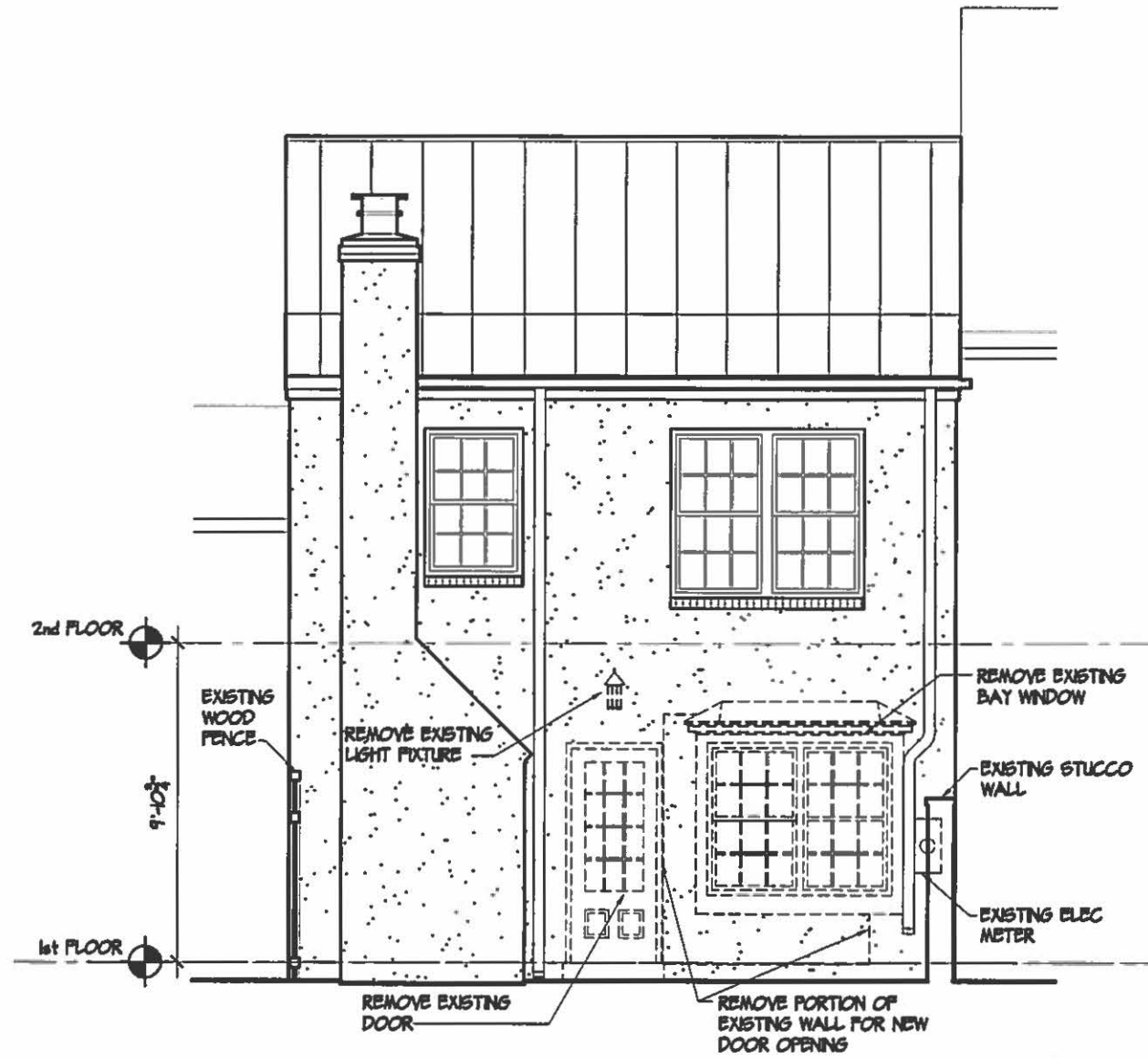


1 FIRST FLOOR DEMOLITION PLAN  
D-1 SCALE: 3/16" = 1'-0"



2 SECOND FLOOR DEMOLITION PLAN  
D-1 SCALE: 3/16" = 1'-0"

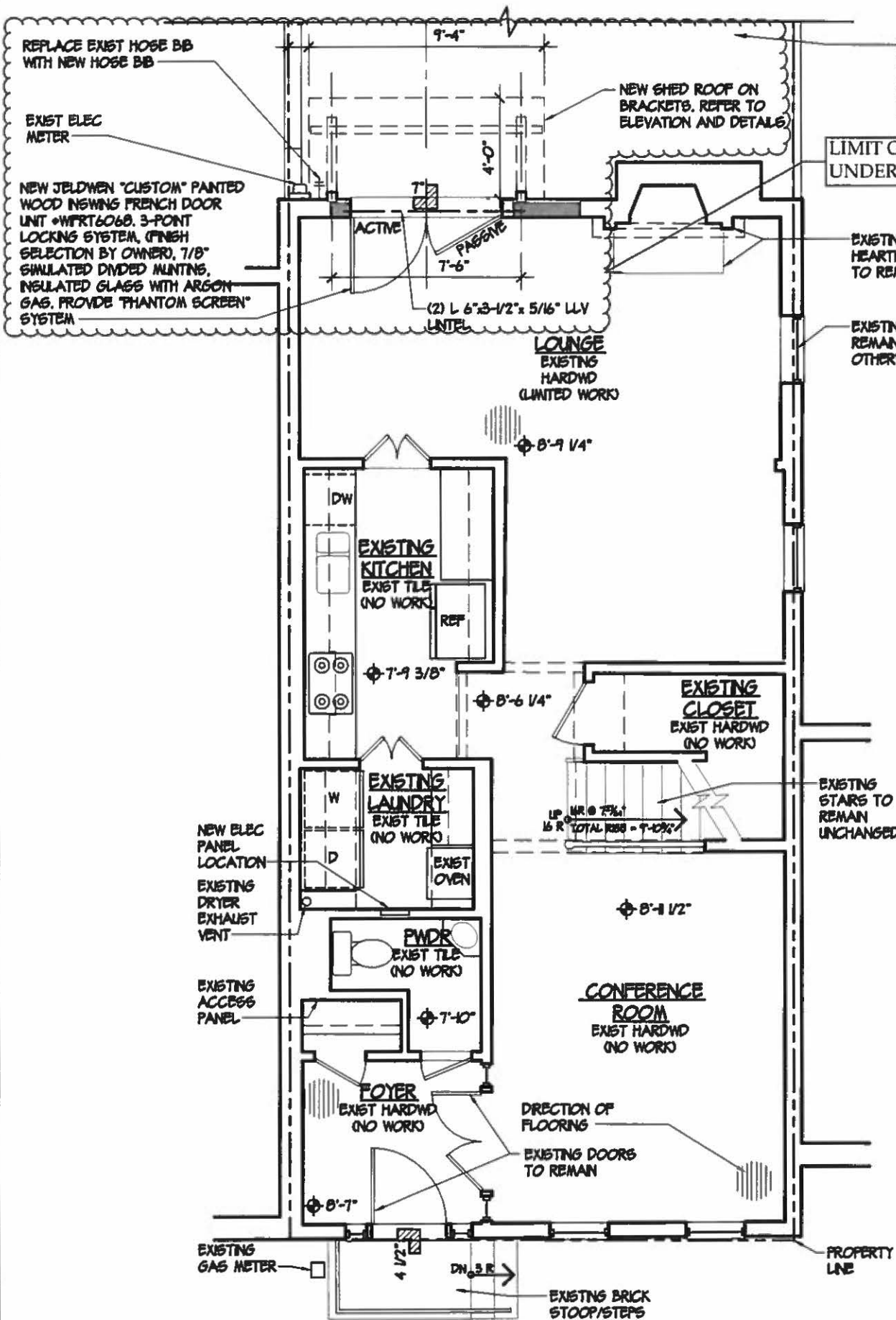




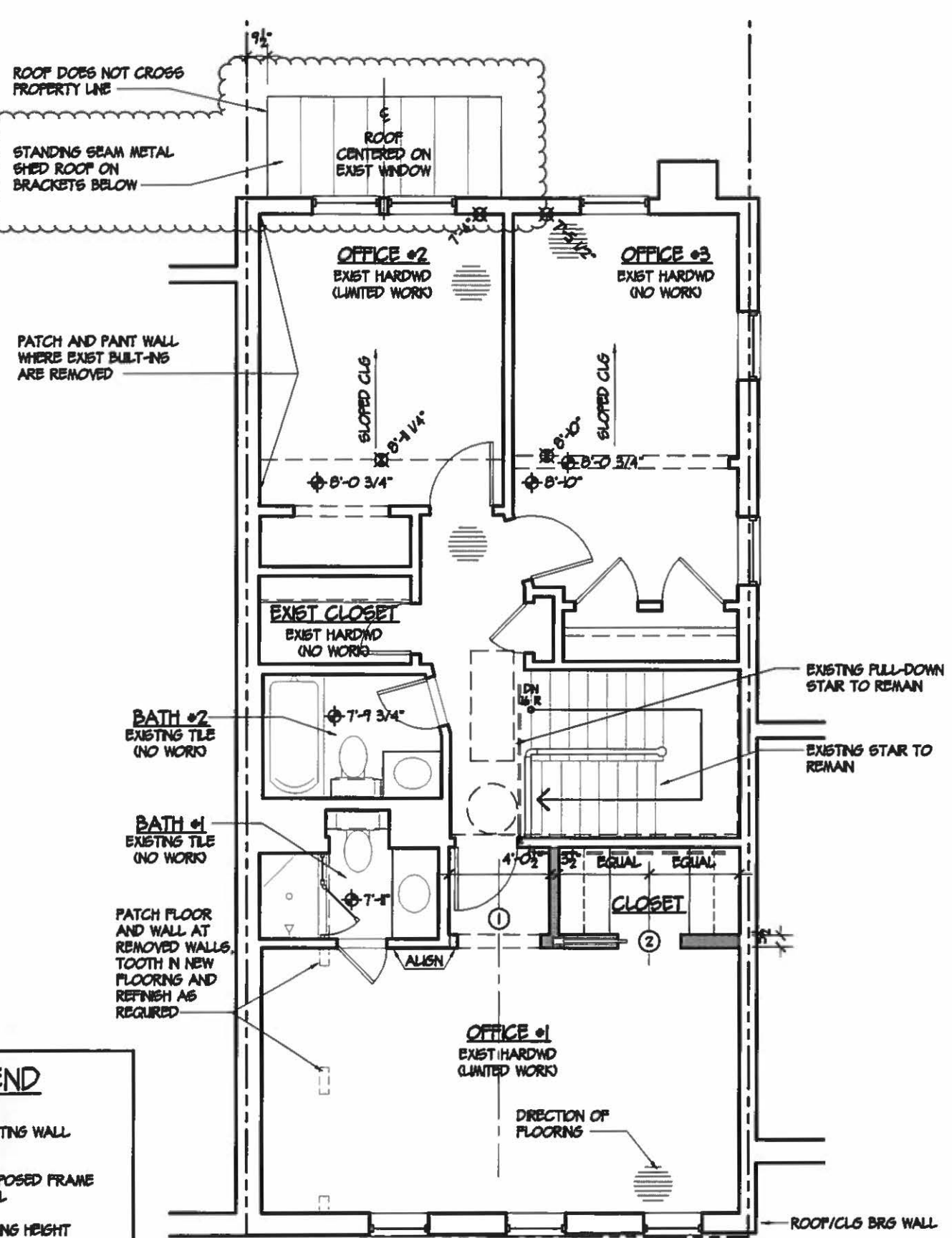
1  
D-2 DEMOLITION ELEVATION  
SCALE: 3/16" = 1'-0"



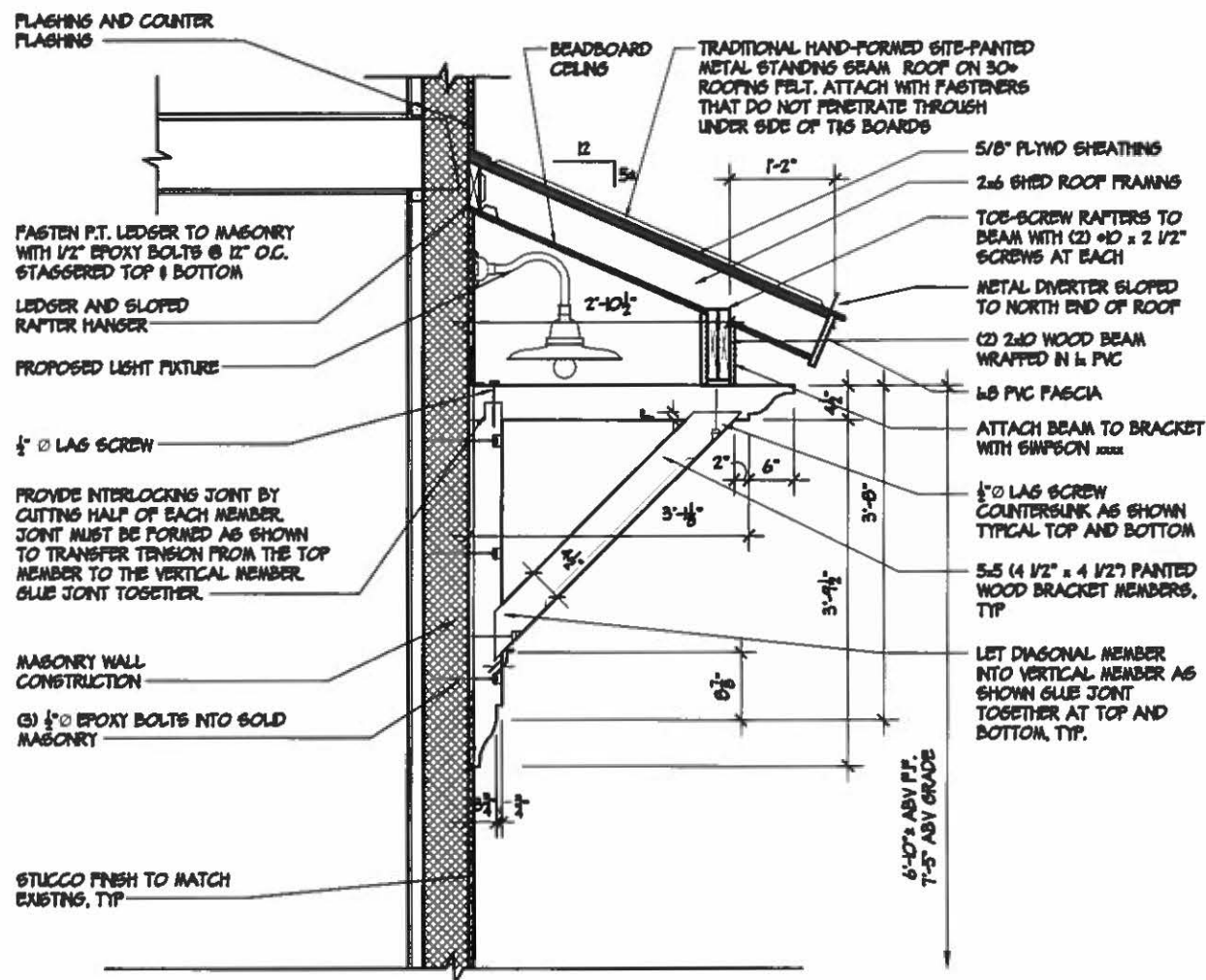




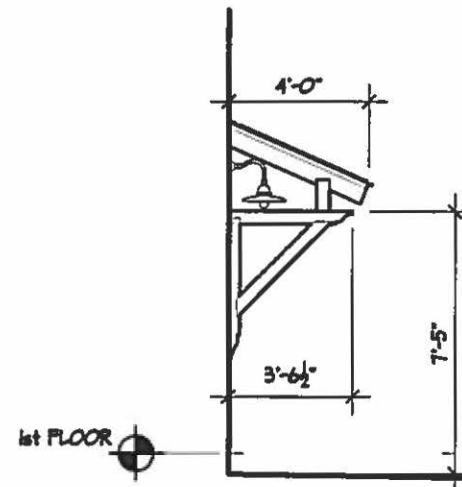
**1 FIRST FLOOR PLAN**  
A2.1 SCALE: 3/16" = 1'-0"



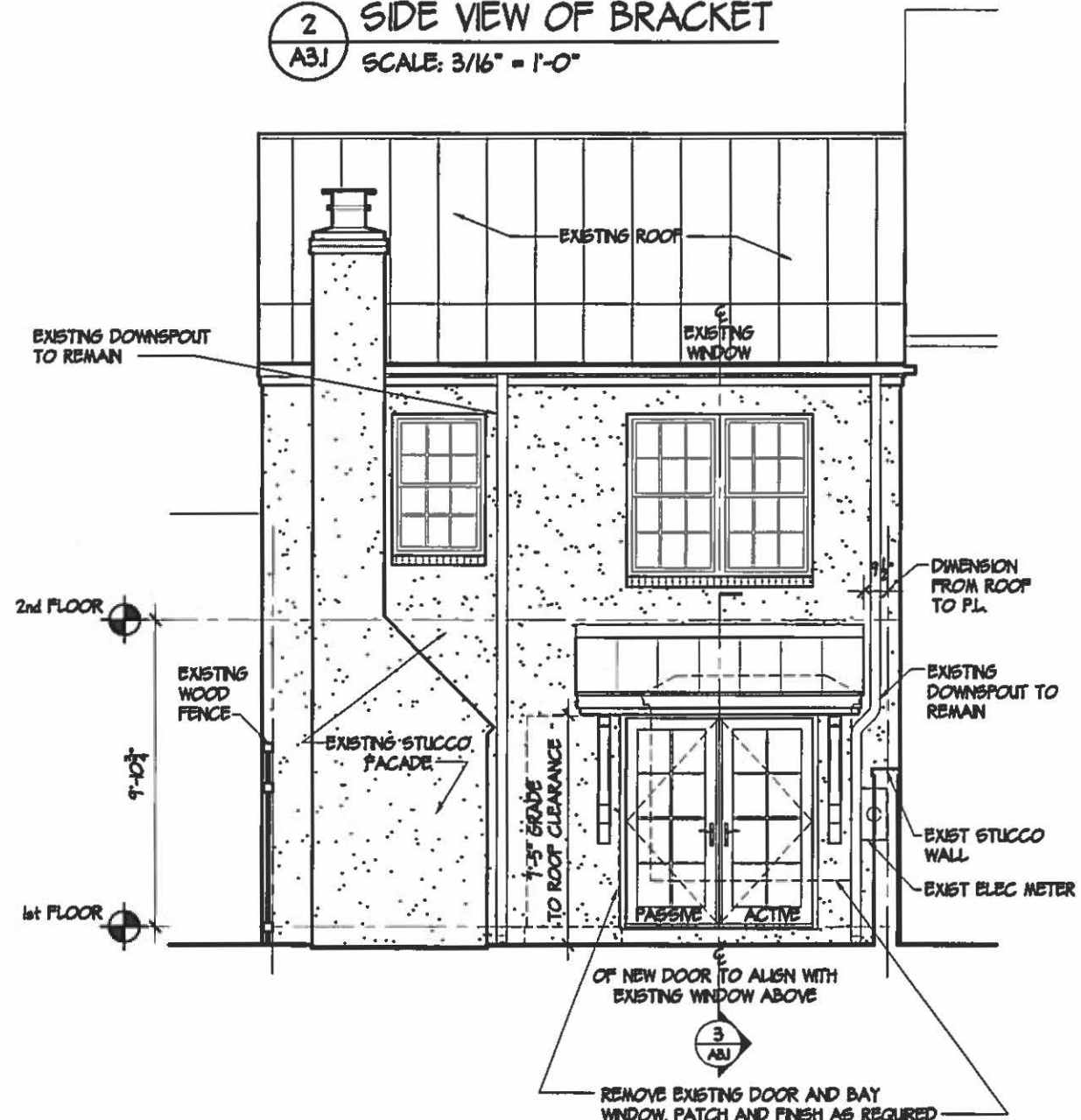
**2 SECOND FLOOR PLAN**  
A2.1 SCALE: 3/16" = 1'-0"



**3**  
A3.1  
**BRACKET DETAIL**  
SCALE: 3/16" = 1'-0"



**2**  
A3.1  
**SIDE VIEW OF BRACKET**  
SCALE: 3/16" = 1'-0"



**1**  
A3.1  
**WEST ELEVATION**  
SCALE: 3/16" = 1'-0"

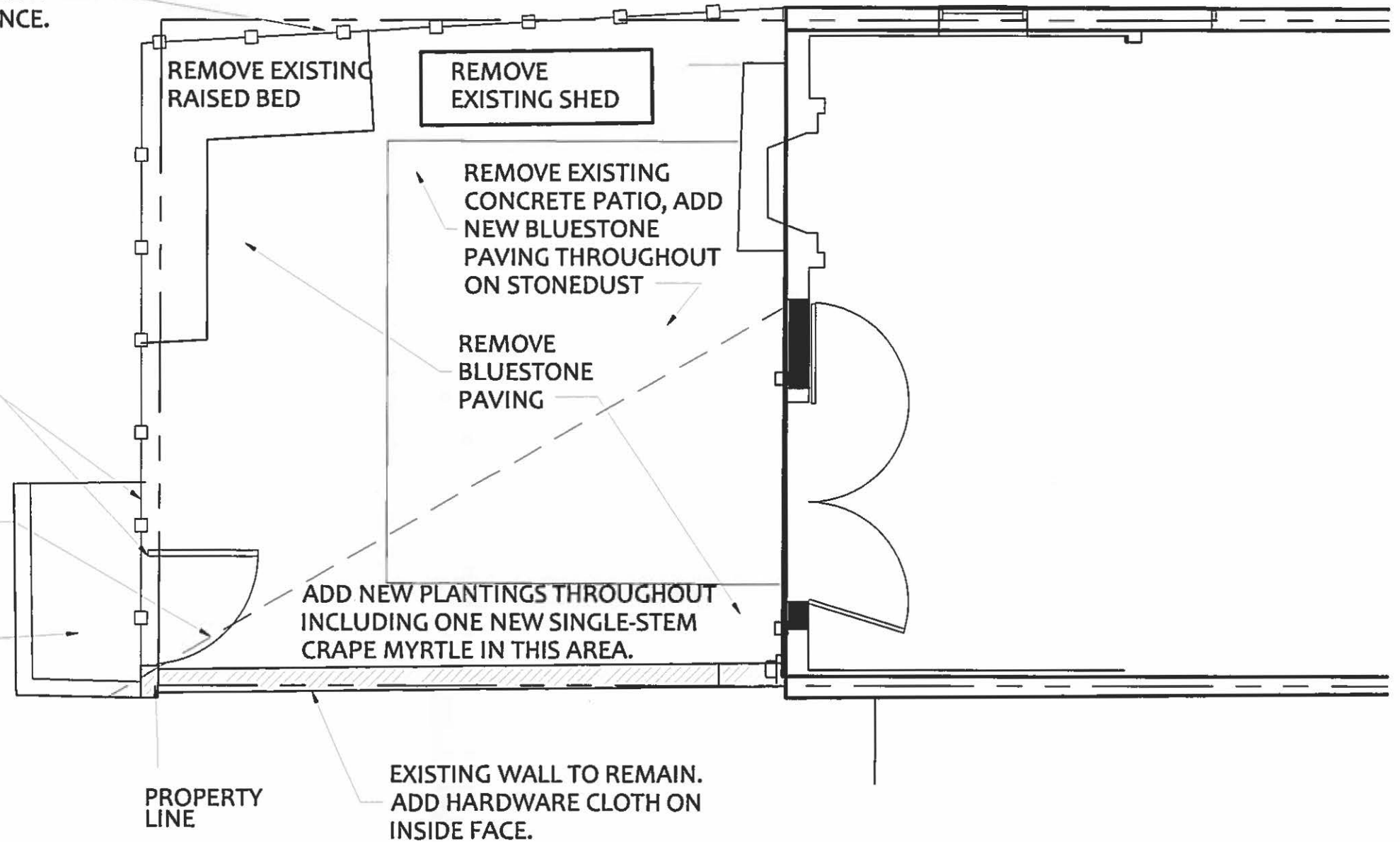
EXISTING FENCE TO REMAIN. REPAIR AS NECESSARY. ADD HARDWARE CLOTH TO ALLOW VINES TO GROW ON SAFELY ON FENCE.

REMOVE EXISTING GATE AND PART OF FENCE, REVERSE GATE SWING AND MOVE TO THE NORTH OF THE LANDING. MATCH EXISTING

NEW UNDERGROUND DRAIN, CONNECT TO DOWNSPOUT AND DAYLIGHT

EXISTING BRICK LANDING EGRESS WITH TIMBER EDGE REMOVE TIMBERS AND REPLACE WITH MORTARED BRICK EDGE. REPAIR BRICK FILL

**NOTE:**  
EXISTING DRAINAGE FLOWS TO RETAINING WALL AND THEN OUT GATE. NEW PAVING WILL SLOPE AWAY FROM WALL, TO PROTECT IT, AND WILL BE MORE PERMEABLE. OVERFLOW WILL OUTLET INTO PARKING.







**EXISTING FRONT VIEW**  
NO PROPOSED CHANGE



**EXISTING FRONT VIEW**  
NO PROPOSED CHANGE





EXISTING REAR VIEW



EXISTING REAR VIEW FROM ALLEY

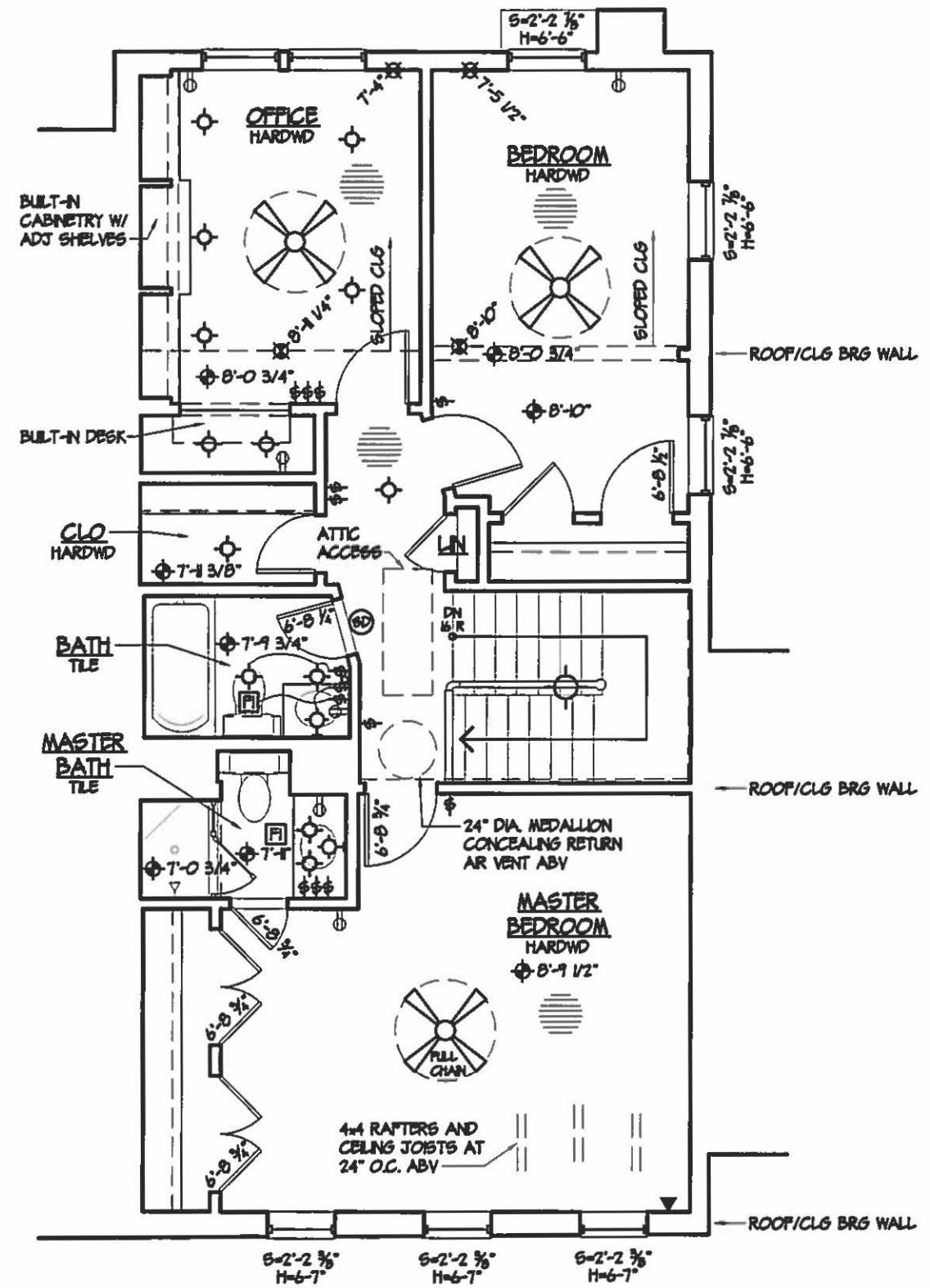
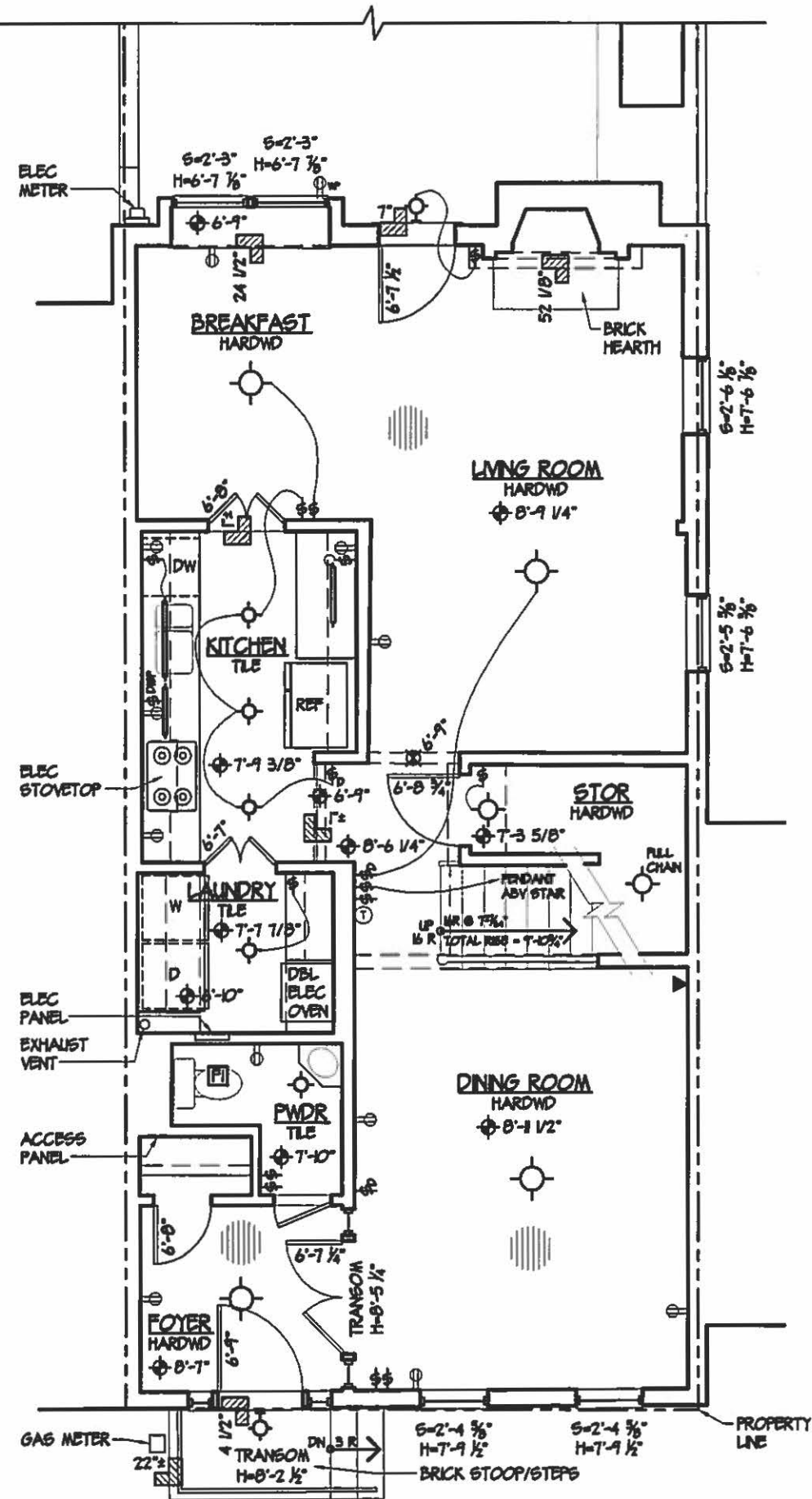


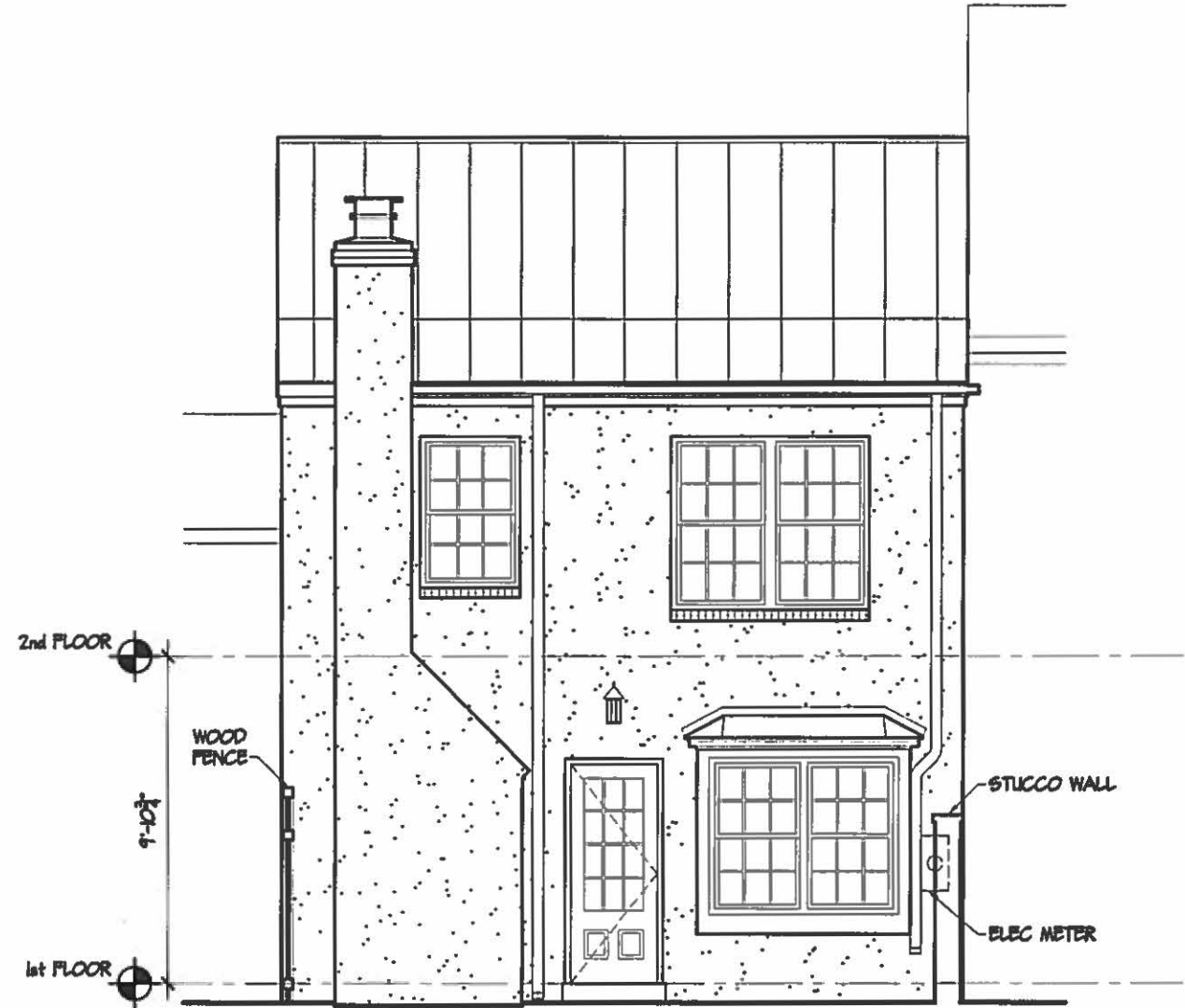
EXISTING REAR VIEW



VIEW OF EXISTING REAR FENCE







1 EXISTING WEST ELEVATION  
EX-2 SCALE: 3/16" = 1'-0"

BAR Case # 2015-00093/00094ADDRESS OF PROJECT: 205 SOUTH FAYETTE STREETTAX MAP AND PARCEL: 074.01-10-12 ZONING: CL

APPLICATION FOR: (Please check all that apply)

☒ CERTIFICATE OF APPROPRIATENESS☒ PERMIT TO MOVE, REMOVE, ENCAPSULATE OR DEMOLISH  
(Required if more than 25 square feet of a structure is to be demolished/impacted)☐ WAIVER OF VISION CLEARANCE REQUIREMENT and/or YARD REQUIREMENTS IN A VISION  
CLEARANCE AREA (Section 7-802, Alexandria 1992 Zoning Ordinance)☐ WAIVER OF ROOFTOP HVAC SCREENING REQUIREMENT  
(Section 6-403(B)(3), Alexandria 1992 Zoning Ordinance)Applicant: ☒ Property Owner ☒ Business (Please provide business name & contact person)Name: IGP Enterprises LLC (Contact: Robert C. Hoppin)Address: 2433 Davis Ave.City: Alexandria State: VA Zip: 22302Phone: (703) 889-8504 E-mail: igp@hillenby.comAuthorized Agent (if applicable): ☐ Attorney ☒ Architect ☐ \_\_\_\_\_Name: JEFFERY BROADHURST, AIA Phone: 301.309.8900E-mail: JBROADHURST@BROADHURSTARCHITECTS.COM

Legal Property Owner:

Name: IGP Enterprises LLCAddress: 2433 Davis Ave.City: Alexandria State: VA Zip: 22302Phone: (703) 889-8504 E-mail: igp@hillenby.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 checked="" type="checkbox"/> awning/roof | <input checked="" type="checkbox"/> fence, gate or garden wall | <input type="checkbox"/> HVAC equipment             | <input type="checkbox"/> shutters |
| <input checked="" type="checkbox"/> doors       | <input checked="" 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).*

PLEASE SEE ATTACHED SHEET.

**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.*

- ☐ <sup>N/A</sup>
- ☐ 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: Robert C. HoppinPrinted Name: Robert C. HoppinDate: April 3, 2015

**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. Robert C. Hoppin	2433 Davis Ave. Alexandria, VA 22302	50%
2. Katherine D. Lilley	2223 40th St., NW Washington, D.C. 20007	50%
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 205 S. Fayette St. Alexandria, VA 22314 (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. Robert C. Hoppin	2433 Davis Ave. Alexandria, VA 22302	50%
2. Katherine D. Lilley	2223 40th St., NW Washington, D.C. 20007	50%
3.		

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

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

April 3, 2015  
Date

Robert C. Hoppin  
Printed Name

  
Signature