

Docket Item # 6 and 7
BAR CASE # 2015-0114 &
BAR2015-0115

BAR Meeting
May 20, 2015

ISSUE: Permit to Demolish and Certificate of Appropriateness

APPLICANT: Miguel Estrada

LOCATION: 312 Queen Street

ZONE: RM/Townhouse Zone

STAFF RECOMMENDATION: Staff recommends denial of the Permit to Demolish the masonry wall and approval of a Certificate of Appropriateness for a new fireplace, with the option to install easily reversible wood or metal lattice or trellis, no more than 1'-6" tall, on top of the existing masonry wall.

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@alexandriava.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



BAR2015-00114 & BAR2015-00115



Note: Staff coupled the reports for BAR #2015-00114 (Permit to Demolish) and BAR #2015-00115 (Certificate of Appropriateness and Waiver of Fence Height Requirement) for clarity and brevity. This item requires a roll call vote.

I. ISSUE

The applicant requests approval of a Permit to Demolish a 7'-6" brick garden wall and fountain at the rear of 312 Queen Street. The applicant requests a Certificate of Appropriateness to build a new and taller brick wall in its place with an attached outdoor brick fireplace. The proposed materials will match the existing in color, design, size, and shape; however the new wall will be an additional 1'-8" tall for additional privacy. Because the proposed wall exceeds six feet in height, the Board must approve a waiver of the fence height requirement, set forth in the zoning ordinance section 7-202(B) and 7-202(C). The wall is minimally visible through the open portion of the gate facing Queen Street.

II. HISTORY

Staff completed a site visit and based on the physical characteristics of the wall proposed for demolition, it was likely constructed in the **19th century**. The bricks appear to be handmade and are set in a four course common bond with lime mortar. Staff's experience is that four-course common bond is consistent with 18th and early 19th-century building construction. There are some patches of new mortar, but the wall is largely intact and in good condition.

Additional History on the Dwelling and Past BAR Approvals

The two-and-one-half story brick townhouse was built by William Summers in **1798**, according to Ethelyn Cox in *Historic Alexandria, Virginia, Street by Street*. Cox also notes that the house was "advertised as having 'with the back building,...ten good rooms, neatly finished, and a large dry cellar.' Richard Marshall Scott of 'Bush Hill' bought it in November 1816. Scott was president of the Farmers' Bank of Alexandria." The main block and rear ell appear on G. M. Hopkins' *City Atlas of Alexandria* from 1877. The 1902 Sanborn Fire Insurance Map depicts a one-story rear porch attached to the south elevation of the rear ell. A one-story garage attached to the east elevation of the main block and a two-story porch attached to the rear ell first appear on the 1941 Sanborn Fire Insurance Map. A 1976 photograph from *Historic Alexandria, Virginia, Street by Street* shows the garage as one-story with a flat roof, indicating that the second-story and gable roof are recent additions.

The Board reviewed and approved a proposal in 1985; however, no records exist of the project (BAR Case #85-81, 5/15/1985). In 1987, the Board approved an addition and alterations (BAR Case #86-11, 1/20/1987 and BAR Case #87-194, 11/18/1987). The swimming pool was installed in 1973. In 2012, the BAR approved additions and alterations to the house (BAR CASE #2012-0196 & 2012-0197).

III. ANALYSIS

Permit to Demolish

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?

Staff finds that criteria 3, 5, and 6 are met and that the wall should not be demolished. The wall likely dates to the 19th century and is constructed of materials and craftsmanship that could only be duplicated with difficulty. Additionally the wall is physical evidence of historic patterns of development on this block. The interior of the block contains a large number of accessory structures and walls of varying ages that can help researchers, residents, and the public better understand not only the physical appearance of the block throughout history, but also how its historic residents lived and interacted.

The Board recently discussed the importance of brick garden walls as character-defining features of the historic district. The Board found that walls constructed of brick or stone are important to the setting of Old Town and their demolition or replacement with lesser materials should be carefully reviewed at a full public hearing.

Staff believes that there are other alternatives the applicant can use to achieve additional privacy without demolishing the historic masonry, noting that the existing wall is already above six feet in height. One solution would be to use dense plantings as screening, which the BAR does not review. Another option would be to install an easily reversible metal or wood lattice or trellis on top of the existing wall. This feature could relate to the existing fountain attached to the rear of the wall, while preserving the historic wall. Staff notes that a waiver of the fence height requirement at this location would not negatively affect the streetscape or integrity of the site, as the wall is minimally visible from the street and is surrounded by masonry walls and buildings of varying height.

Outdoor Fireplace

The *Design Guidelines* state that “free-standing accessory structures [such as garages, pool and patio structures, garden and yard structures] should complement and not

compete with the architecture of the main building and its materials should not detract from the main materials of the building.”

The Board commonly reviews and approves requests for garden structures such as fences, walls, arbors, and trellises within the historic districts; however, an outdoor fireplace has not been a common occurrence. Staff has found a few similar brick garden structures visible from a right of-way that the Board has recently reviewed and approved. One was the project at the corner of Wilkes and South Lee Street in 2010, where the applicant installed a sculptural garden wall faced with brick, which extended approximately 2’- 4” above the existing brick perimeter fence. Another project was an extensive tiered garden and trellis at 113 South Lee Street. Finally, in 2015 the BAR approved a similar stone fireplace and landscape features at 723 South Lee Street. In these three cases, the Board found that the designs were appropriate and compatible with the surrounding streetscape while enabling the owner to individualize their property without negatively impacting the existing house’s historic fabric.

Staff finds that the proposed fireplace generally meets the intent of the *BAR Design Guidelines* and is consistent with other approvals for garden structures. It will not be visible from the public way. Further, staff recommends that if the fireplace is constructed adjacent to the historic wall, that special care be taken so as not to damage the historic wall.

For the reasons stated above, staff recommends denial of the Permit to Demolish the 19th century masonry wall and approval of a Certificate of Appropriateness for a new outdoor fireplace, as shown in the application, with an option to install lattice or trellis on top of the historic wall.

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

C-1 Applicant must request a waiver of height for the proposed wall that exceeds 6’ in height (ranges from 6’- 6” to 8’- 2”).

C-2 Proposed installed outdoor fireplace and chimney must comply with the required rear yard setback of 16’ in the RM zone.

Code Administration

F-1 The following comments are for BAR review only. Once the applicant has filed for a building permit and additional information has been provided, code requirements will be based upon the building permit plans and the additional information submitted. 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 A Building permit is required for this project. Five sets of *construction documents* that fully detail the construction as well as layout and schematics of the trade and construction components with the permit application(s).

C-2 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).

C-3 When construction reaches a stage of completion that requires an inspection, the permit holder shall notify the building official.

C-4 The signature of the building official or authorized representative shall be on or affixed to every permit. A copy of the permit shall be posted on the construction site for public inspection until the work is completed.

C-5 Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work.

C-6 Construction hours are Monday thru Friday 7:00 a.m. 6:00 p.m., Saturdays 9:00 a.m.to 6:00 p.m. Work is prohibited on Sundays.

Transportation and Environmental Services

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 Previously reviewed under BAR2012-00196 & BAR2012-00197. (T&ES)

F-2 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 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)

C-4 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

C-5 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 Comments

1. 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. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities.

2. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failure to comply shall result in project delays. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities.

Archaeology Findings

F-1 The two-and-one-half story brick townhouse was built by William Summers in **1798**, according to Ethelyn Cox in *Historic Alexandria, Virginia, Street by Street*. Cox also notes that the house was “advertised as having ‘with the back building,...ten good rooms, neatly finished, and a large dry cellar.’ Richard Marshall Scott of ‘Bush Hill’ bought it in November 1816. Scott was president of the Farmers’ Bank of Alexandria.” The main block and rear ell appear on G. M. Hopkins’ *City Atlas of Alexandria* from 1877.

Because of the date of construction of the main house, the property retains a high level of archaeological significance. However, the proposed undertaking will have minimal impact on the archaeological footprint.

C-1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

V. ATTACHMENTS

1 – *Supplemental Materials*

2 – *Application for BAR2015-0114 & BAR2015-0115: 312 Queen Street*



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

A. Property Information

A1. Street Address 312 QUEEN ST Zone RM
 A2. 4254 SF x 1.5 = 6381 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	864	Basement**	864
First Floor	1821	Stairways**	158
Second Floor	1697	Mechanical**	—
Third Floor	504	Other**	—
Porches/ Other	146	Total Exclusions	1022 SF
Total Gross *	5032 SF		

B1. Existing Gross Floor Area *
5032 Sq. Ft.
 B2. Allowable Floor Exclusions**
1022 Sq. Ft.
 B3. Existing Floor Area minus Exclusions
4010 Sq. Ft.
 (subtract B2 from B1)

(NO CHANGE TO
 BLDG. FLOOR AREA.
 DEMOLITION AND
 RECONSTRUCTION OF
 GARDEN WALL ONLY)

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

Proposed Gross Area*		Allowable Exclusions	
Basement	0	Basement**	—
First Floor	0	Stairways**	—
Second Floor	0	Mechanical**	—
Third Floor	0	Other**	—
Porches/ Other	0	Total Exclusions	0
Total Gross *	0		

C1. Proposed Gross Floor Area *
0 Sq. Ft.
 C2. Allowable Floor Exclusions**
— Sq. Ft.
 C3. Proposed Floor Area minus
 Exclusions 0 Sq. Ft.
 (subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 5032 Sq. Ft.
 D2. Total Floor Area Allowed by Zone (A2) 6381 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	2217 SF
Required Open Space	1489 SF
Proposed Open Space	2217 SF

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

Signature: Margaret A. Gungor Date: 4/22/2015

WALL TO BE
REMOVED
& REPLACED

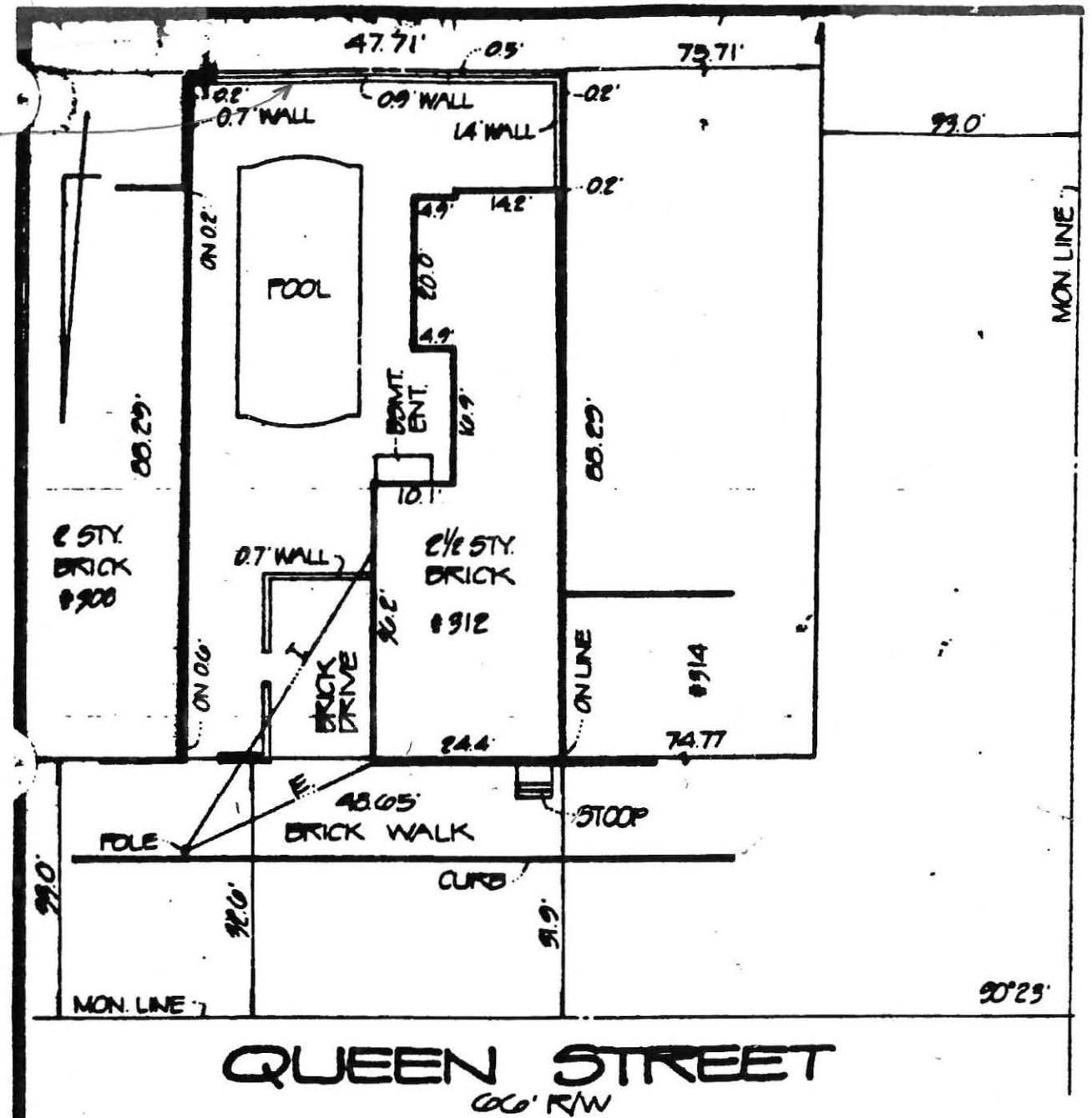
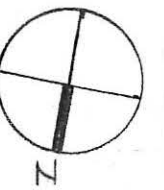


Fig. 55 Burke Survey Plat, 312 Queen Street, September, 1979.

FLAT
SHOWING HOUSE LOCATION ON
#312 QUEEN STREET
ALEXANDRIA, VIRGINIA
SCALE: 1" = 20'
SEPT. 28, 1979

SITE PLAN
1" = 20'-0"



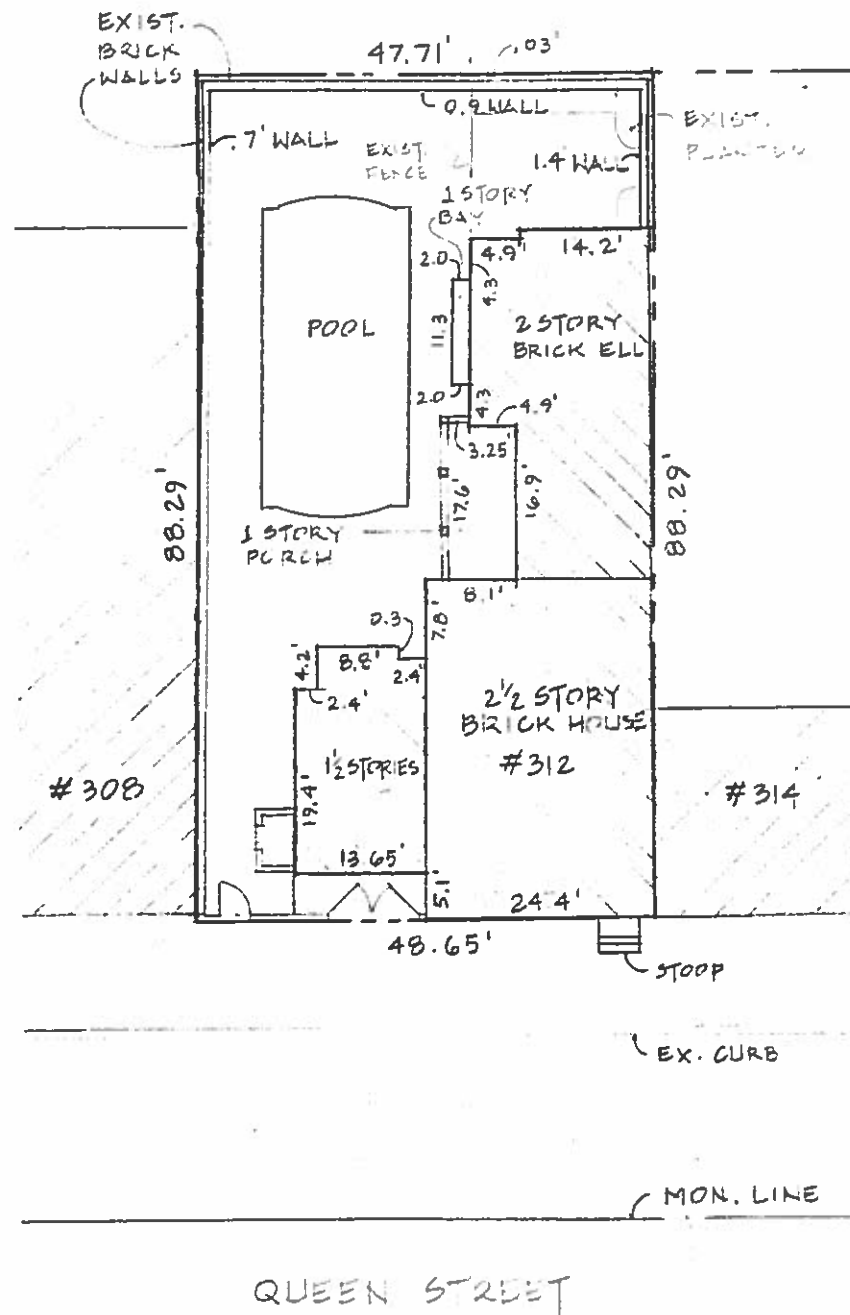
Additions & Alterations
Estrada Residence
312 Queen Street
Alexandria, Virginia

DATE:
20 April 15

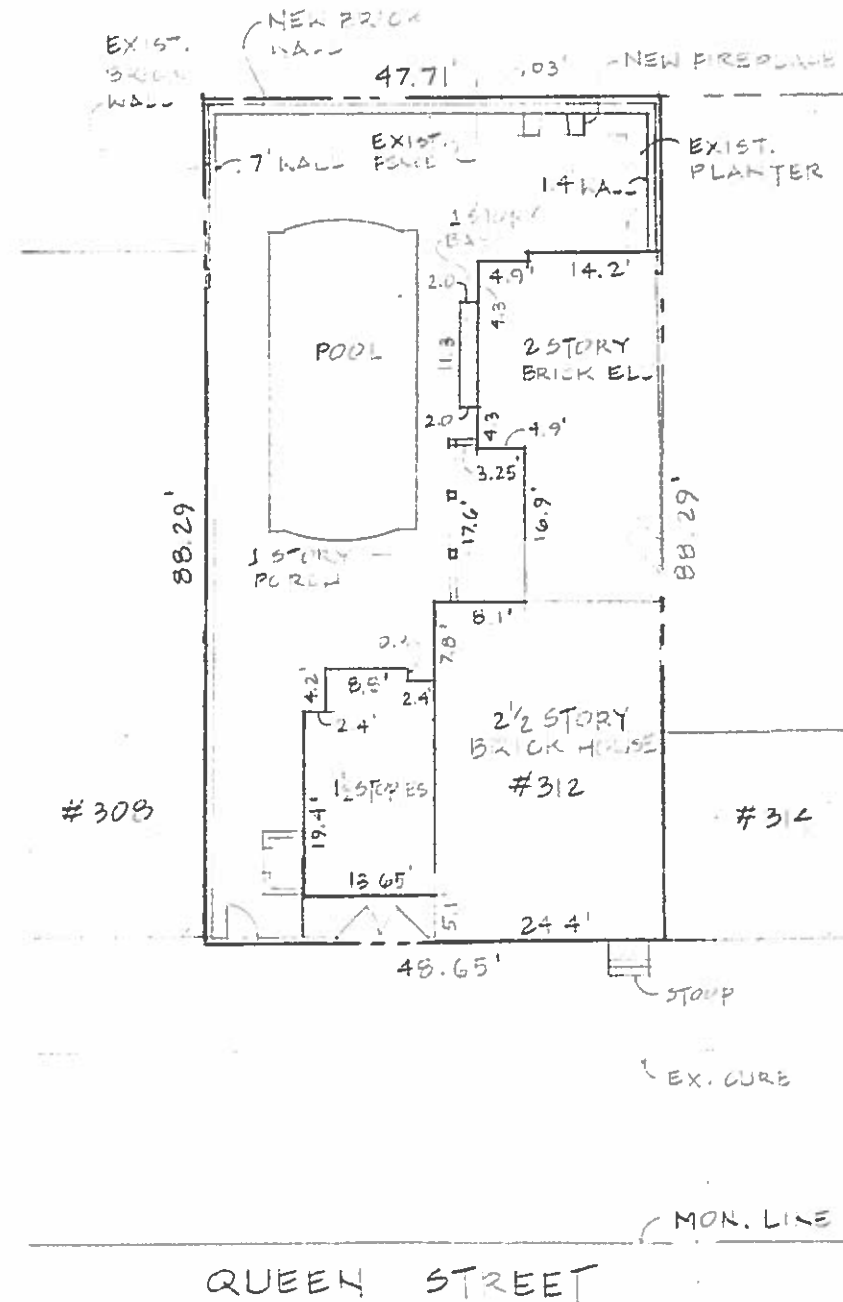
SHEET:
1
OF 5

ROBERT BENTLEY ADAMS & ASSOCIATES P.C.
405 South Washington Street Alexandria Virginia 22314
Tel. 703 549 0650 © Fax. 703 549 3125
ADAMS ARCHITECTURE PLANNING INTERIORS

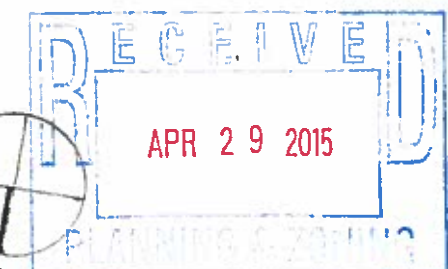
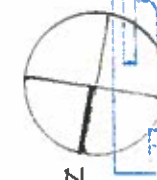
REVISED



EXISTING SITE PLAN
SCALE: 1" = 20'



PROPOSED SITE PLAN
SCALE: 1" = 20'

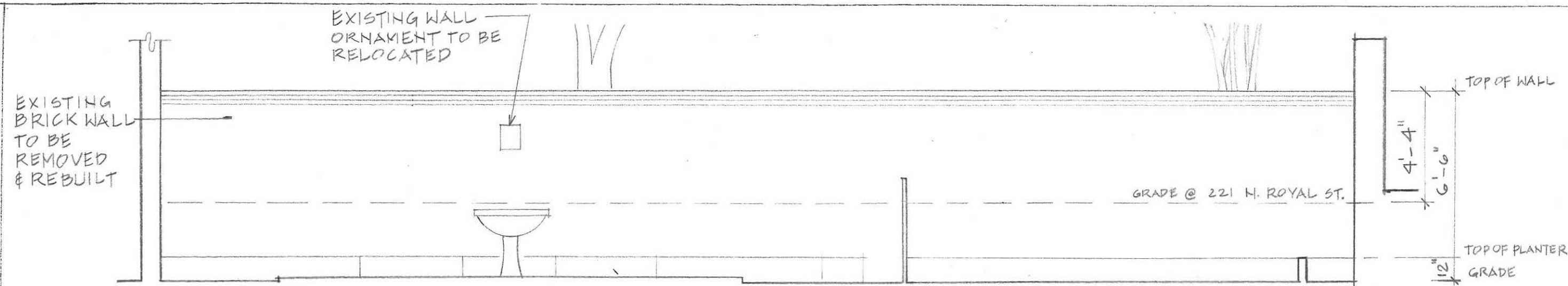


Additions & Alterations
Estrada Residence
312 Queen Street
Alexandria, Virginia

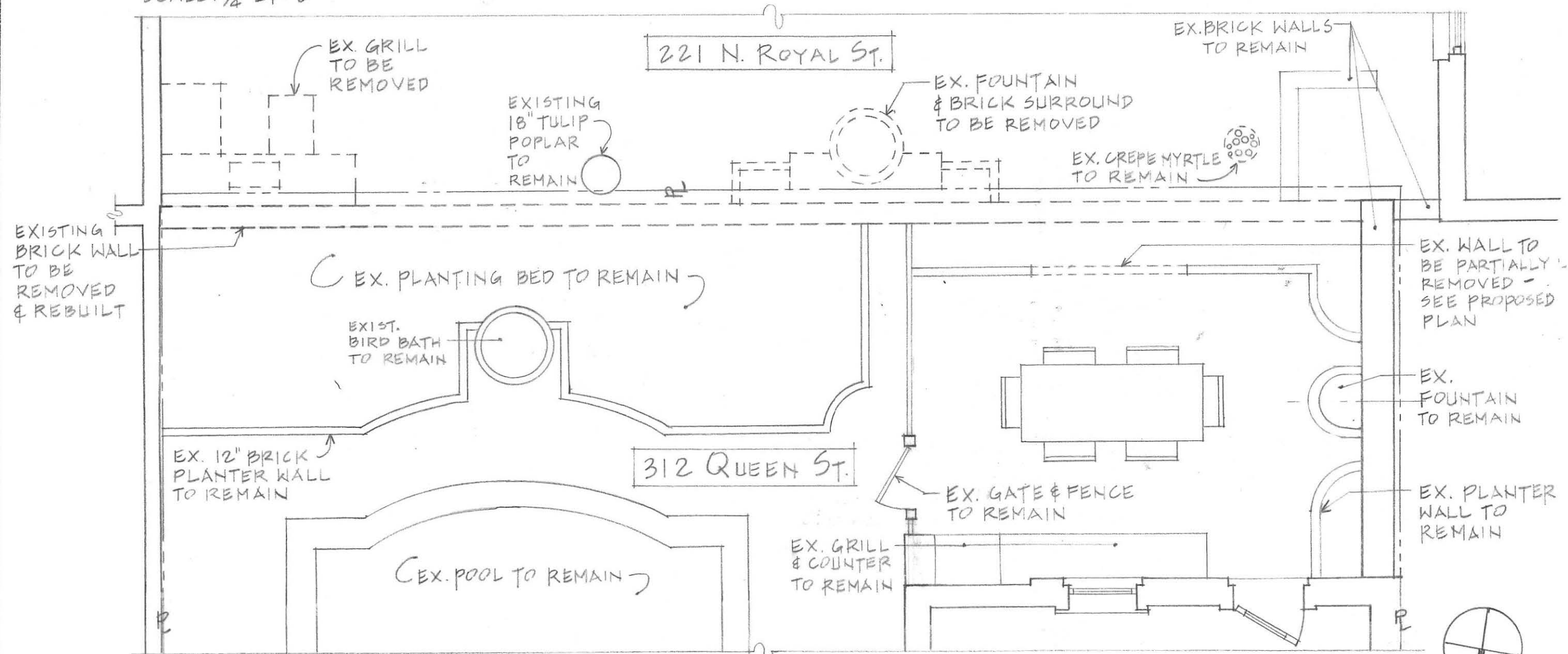
ROBERT BENTLEY ADAMS & ASSOCIATES P.C.
405 South Washington Street Alexandria Virginia 22314
Tel. 703 549 0650 © Fax. 703 549 3125



DATE:
29 April 15
(SITE PLAN
SUPERSEDES)
SHEET:
1A



EXIST. ELEV. LOOKING SOUTH - GARDEN WALL @ 312 QUEEN ST.
SCALE: 1/4" = 1'-0"



EXISTING & REMOVALS PLAN
SCALE: 1/4" = 1'-0"

ROBERT BENTLEY ADAMS & ASSOCIATES P.C.
405 South Washington Street Alexandria Virginia 22314
Tel. 703 549 0650 © Fax. 703 549 3125



Additions & Alterations
Estrada Residence
312 Queen Street
Alexandria, Virginia

DATE:
20 April 15

SHEET:
2

ADAMS ARCHITECTURE PLANNING INTERIORS

NEW
BRICK
WALL

GRADE @ 221 N. ROYAL ST.

NEW BRICK
OUTDOOR
FIREPLACE

6'-0"
8'-2"

12"

PROPOSED ELEV. LOOKING SOUTH - GARDEN WALL @ 312 QUEEN ST.
SCALE: 1/4" = 1'-0"

221 N. ROYAL ST.

FIREPLACE
& PLANTER WALL

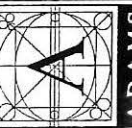
NEW
BRICK
WALL

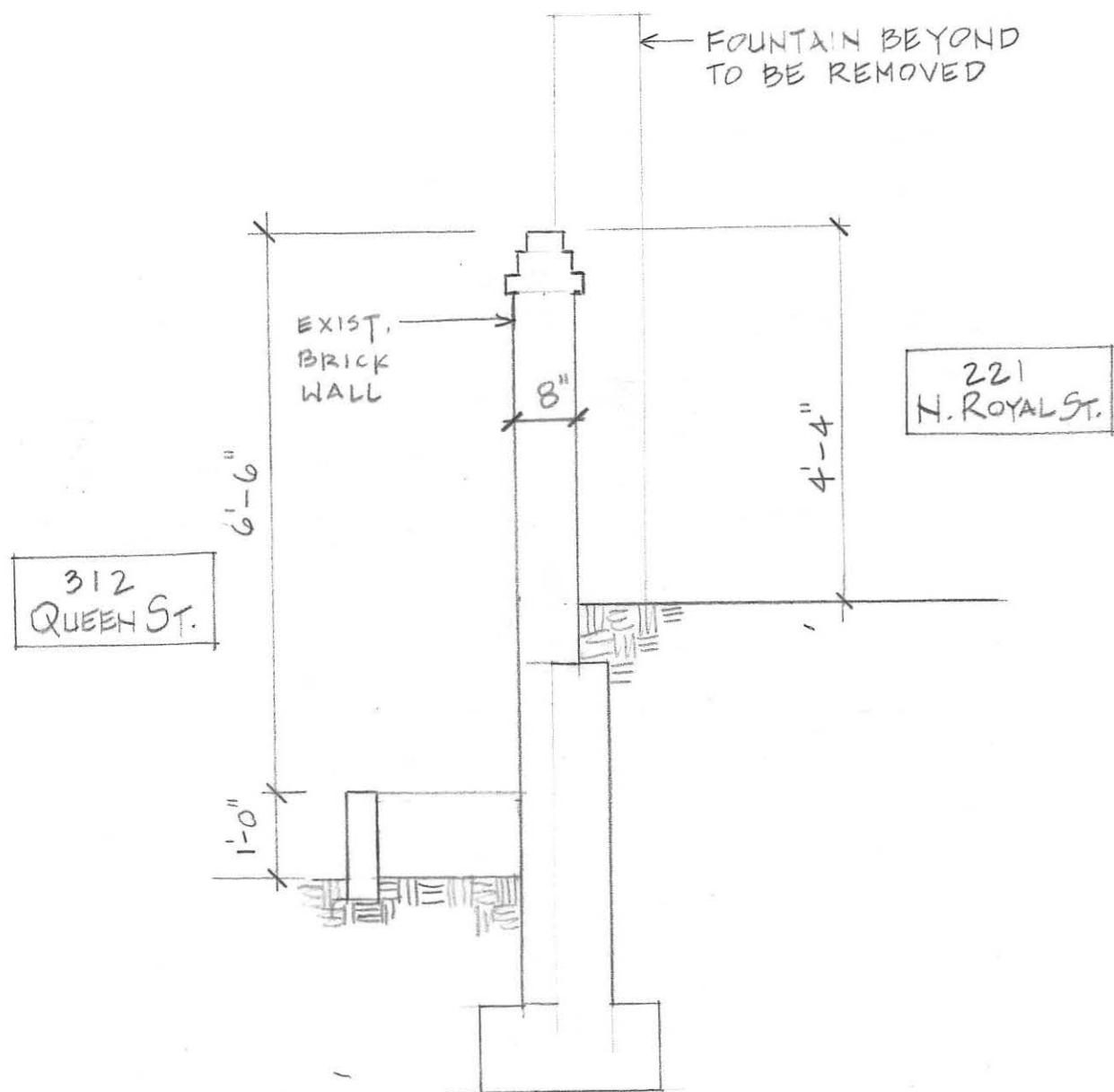
NEW
FIREPLACE

EQ. 1'-6" 1'-6" 1'-6" 1'-6" EQ.

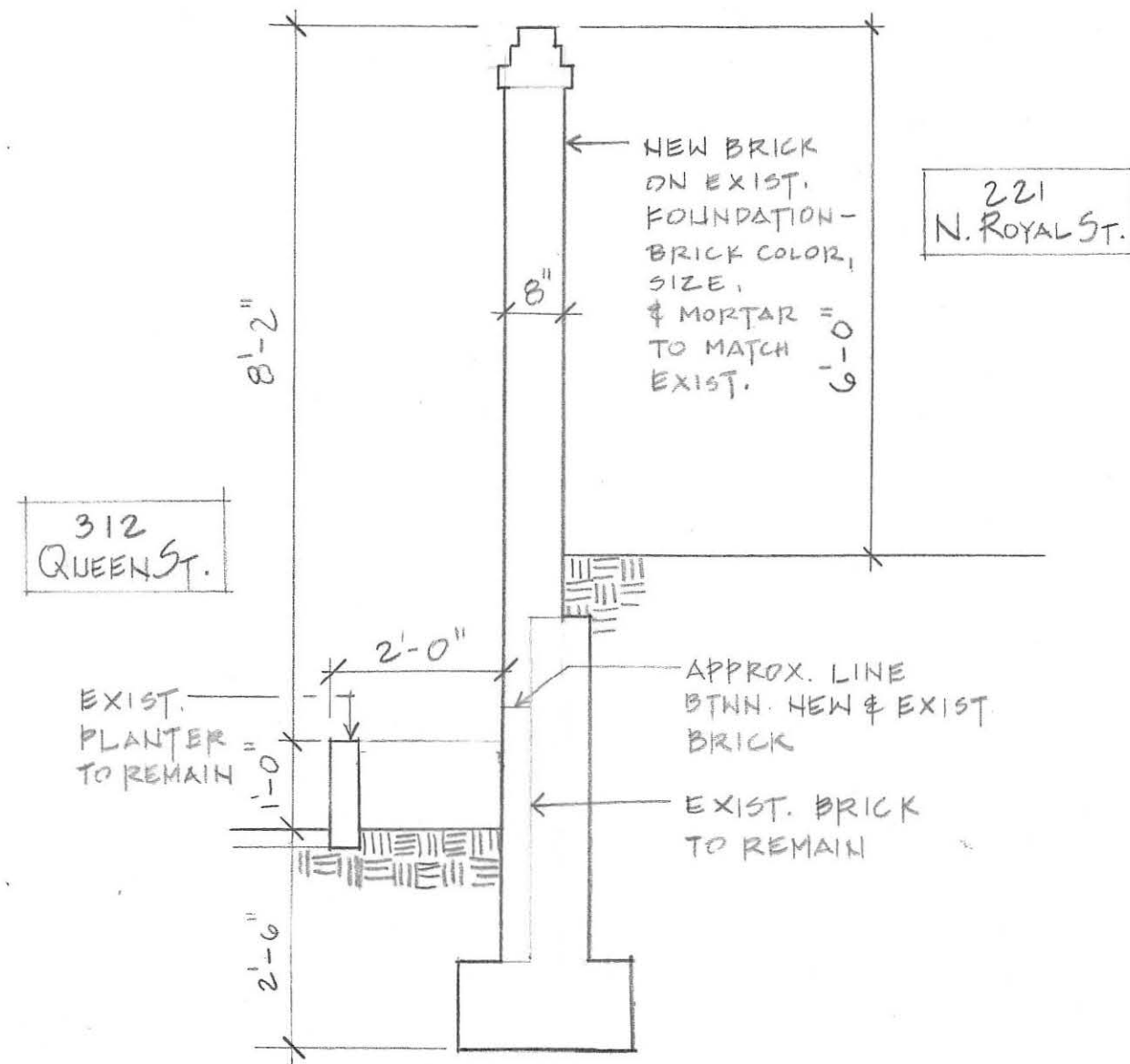
312 QUEEN ST.

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





EXISTING WALL SECTION
SCALE: 1/2" = 1'-0"



PROPOSED WALL SECTION
SCALE: 1/2" = 1'-0"

Additions & Alterations
Estrada Residence
312 Queen Street
Alexandria, Virginia

DATE:
20 April 15

SHEET:
4

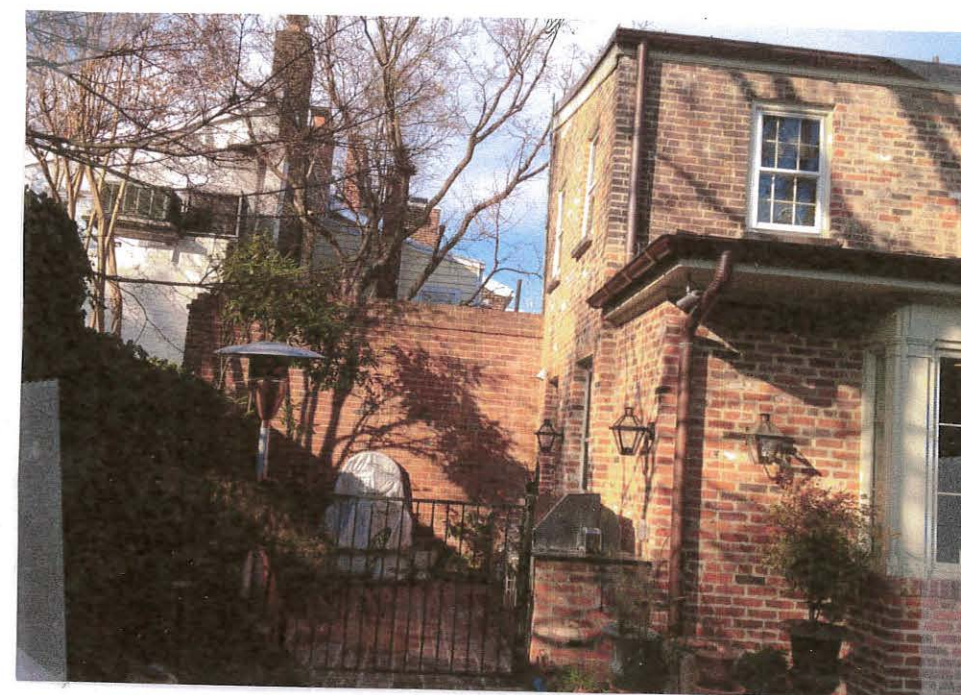


ADAMS ARCHITECTURE PLANNING INTERIORS

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405 South Washington Street Alexandria Virginia 22314
Tel. 703 549 0650 © Fax. 703 549 3125



VIEW OF GARDEN WALL AT 312 QUEEN ST



VIEW OF PATIO AREA @ 312 QUEEN ST.
TO RECEIVE PROPOSED FIREPLACE

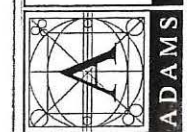


VIEW OF GARDEN WALL @ 221 N. ROYAL ST.



GARDEN WALL @ 221 N. ROYAL ST,
SITE OF PROPOSED CHIMNEY

ROBERT BENTLEY ADAMS & ASSOCIATES P.C.
405 South Washington Street Alexandria Virginia 22314
Tel. 703 549 0650 © Fax. 703 549 3125



INTERIORS

PLANNING

ARCHITECTURE

Additions & Alterations
Estrada Residence
312 Queen Street
Alexandria, Virginia

DATE:
20 April 15

SHEET:
5

BAR Case # 2015-00114/00115ADDRESS OF PROJECT: 312 QUEEN ST.TAX MAP AND PARCEL: 065-03-10-05 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: ADAMS ARCHITECTSAddress: 405 S. WASHINGTON ST.City: ALEXANDRIA State: VA Zip: 22314Phone: (703) 549-0650 E-mail: SCOT@ADAMSARCHITECTS.COMAuthorized Agent (if applicable): ☐ Attorney ☒ Architect ☐Name: ADAMS ARCHITECTSPhone: (703) 549 0650E-mail: SCOT@ADAMSARCHITECTS.COM

Legal Property Owner:

Name: MIGUEL ESTRADAAddress: 312 QUEEN ST.City: ALEXANDRIA State: VA Zip: 22314Phone: (202) 955 8357 E-mail: MEstrada@gibsondunn.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.*
 ☐ awning ☒ fence, gate or garden wall ☐ HVAC equipment ☐ shutters
 ☐ doors ☐ windows ☐ siding ☐ shed
 ☐ lighting ☐ pergola/trellis ☐ painting unpainted masonry
 ☐ other _____
☐ ADDITION
☐ DEMOLITION/ENCAPSULATION
☐ SIGNAGE

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

- DEMOLITION AND RECONSTRUCTION OF EXIST. BRICK GARDEN WALL
- CONSTRUCTION OF NEW OUTDOOR FIREPLACE ALONG WALL

SUBMITTAL REQUIREMENTS:

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

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

Electronic copies of submission materials should be submitted whenever possible.

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

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

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

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

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

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

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

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

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

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

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

APPLICANT OR AUTHORIZED AGENT:Signature: Scot M. BroomPrinted Name: Scot M. BroomDate: 4/20/15

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. ADAMS ARCHTS.	405 S. WASHINGTON ST.	NONE
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 _____ (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. MIGUEL ESTRADA	312 QUEEN ST.	100%
2.		
3.		

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

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. ADAMS ARCHTS.	NONE	BAR
2. MIGUEL ESTRADA	NONE	BAR
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.

4/20/15 Scot McBroom Scot McBroom
Date Printed Name Signature