

BAR Case # \_\_\_\_\_

ADDRESS OF PROJECT: \_\_\_\_\_

TAX MAP AND PARCEL: \_\_\_\_\_ ZONING: \_\_\_\_\_

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: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail : \_\_\_\_\_

**Authorized Agent** *(if applicable)*: ☐ Attorney ☐ Architect ☐ \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Legal Property Owner:**

Name: \_\_\_\_\_

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 type="checkbox"/> fence, gate or garden wall | <input type="checkbox"/> HVAC equipment             | <input type="checkbox"/> shutters |
| <input type="checkbox"/> doors               | <input type="checkbox"/> windows                    | <input type="checkbox"/> siding                     | <input type="checkbox"/> shed     |
| <input checked="" type="checkbox"/> lighting | <input type="checkbox"/> pergola/trellis            | <input type="checkbox"/> painting unpainted masonry |                                   |
| <i>Other Signs</i>                           |   |   |                                   |
- ☐ ADDITION  
☐ DEMOLITION/ENCAPSULATION  
☒ SIGNAGE

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

- (2) painted wall logo signs - (1) per elevation
- (1) painted white text sign - not considered 'special advertising' at staff level
- swap 15 existing light fixture in same location (uplights)
- change color of existing exterior painted brick

**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
- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Survey plat showing the extent of the proposed demolition/encapsulation.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation.                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished. |
| <input type="checkbox"/> | <input type="checkbox"/> | Description of the reason for demolition/encapsulation.   |
| <input type="checkbox"/> | <input type="checkbox"/> | 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: 128.39 Secondary front (if corner lot): 38.93
  - ☒ ☐ Square feet of existing signs to remain: 0
  - ☒ ☐ 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:

Mailed  
8-3

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

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

**APPLICANT OR AUTHORIZED AGENT:**

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

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Alexandra Stoller  
8-3-15



## 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
<sup>1.</sup> Jamie Leeds	1624 Q Street NW Washington DC 20009	100
<sup>2.</sup> Jamie Leeds		
<sup>3.</sup> Jamie Leeds		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 600 Montgomery Street (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
<sup>1.</sup> Jamie Leeds	1624 Q Street NW Washington DC 20009	100
<sup>2.</sup> Jamie Leeds		
<sup>3.</sup> Jamie Leeds		

**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 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. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicate 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.)
<sup>1.</sup> Jamie Leeds		
<sup>2.</sup> Jamie Leeds		
<sup>3.</sup> Jamie Leeds		

**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.

8/11/15

Date

Jamie Leeds

Printed Name

Signature



**SWATCHROOM**

1527 9TH STREET NW // DC 20001

APPLICATION MATERIAL  
BAR2015-00244  
600 Montgomery St.  
8/3/2015



CURRENT BUILDING PHOTOS - APPROACH PHOTOS



existing brick painted - proposal to repaint brick, excluding any existing stonework

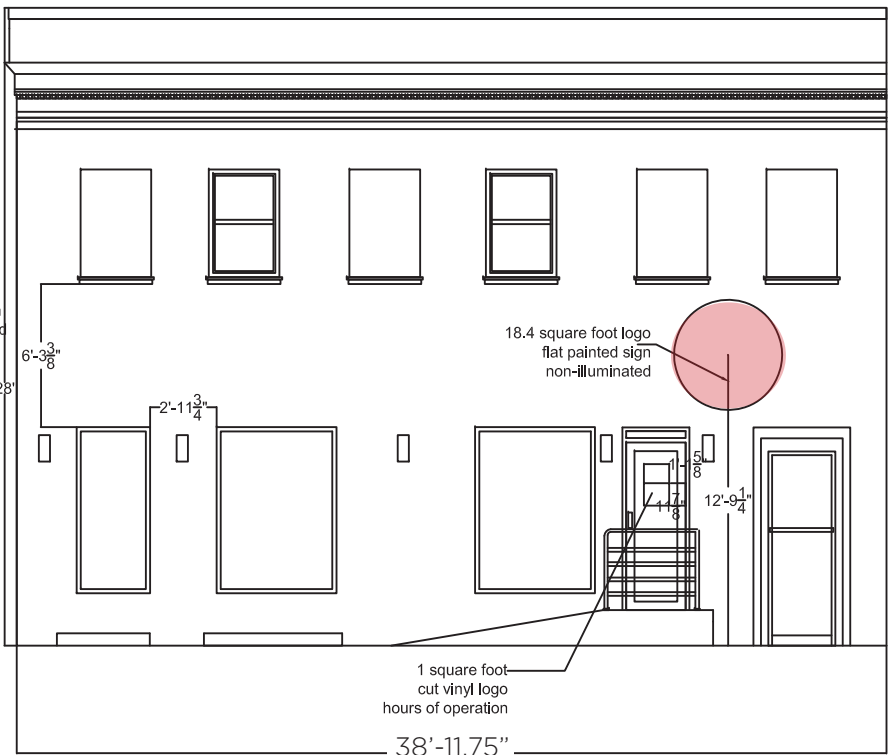
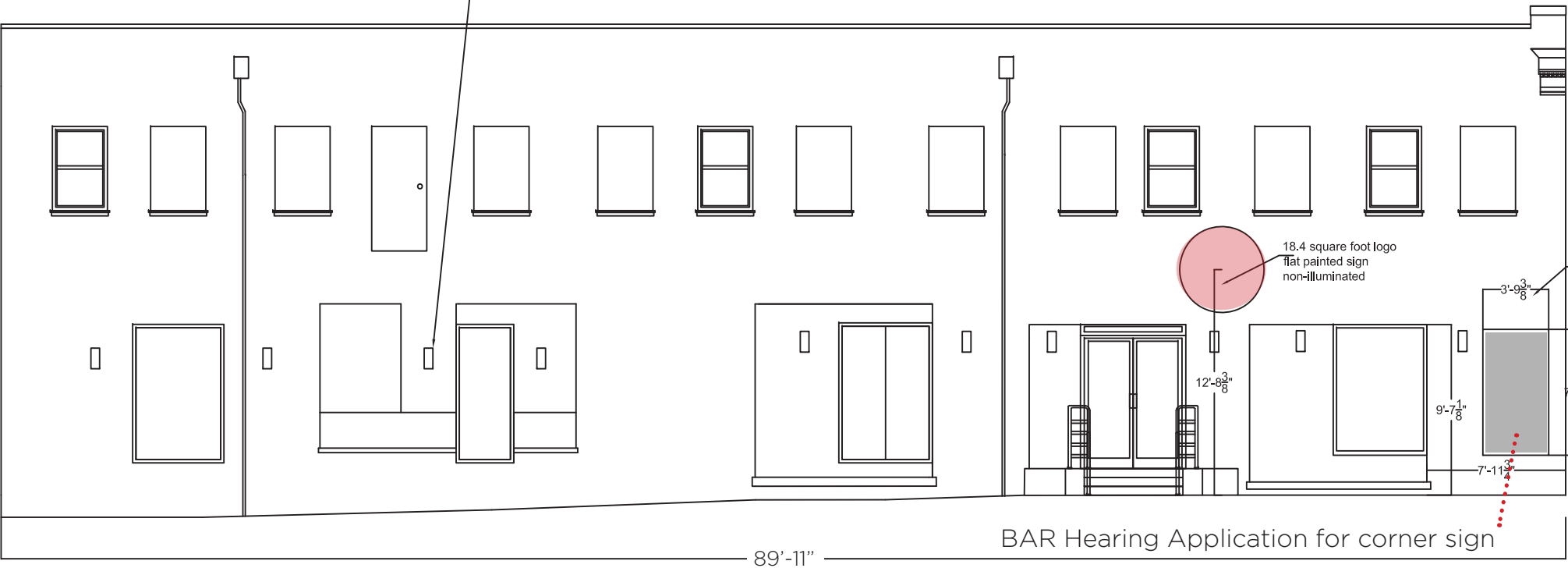


exterior building to change to Benjamin Moore HC-166 Kendall Charcoal

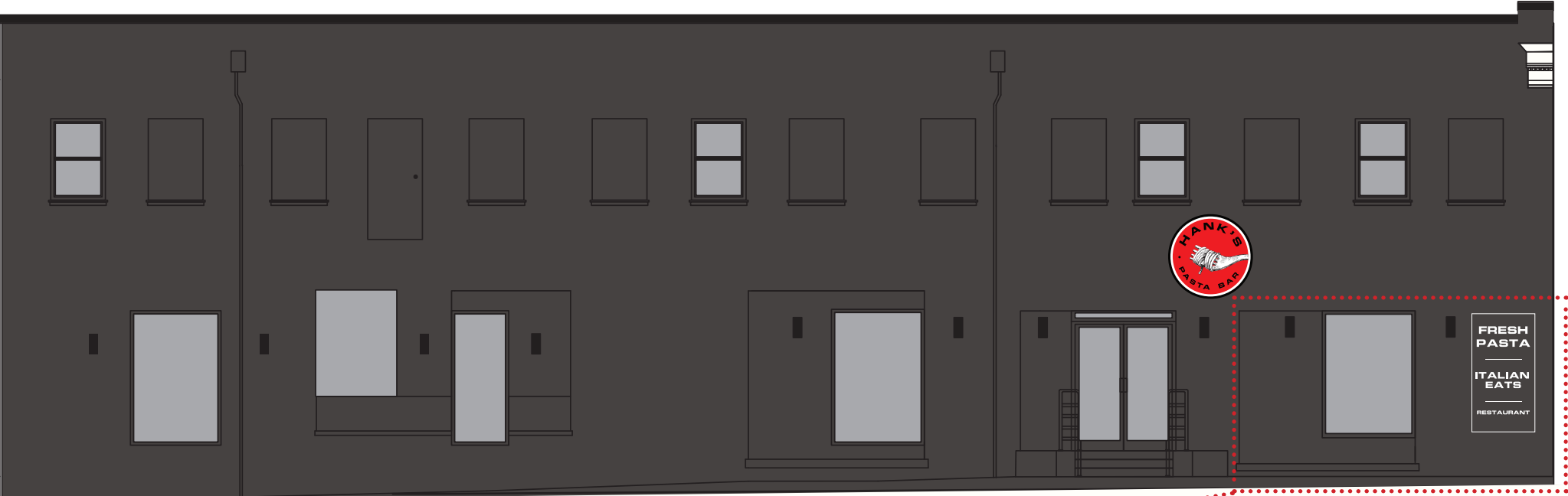


existing menu holder to be repainted facade color; display one copy of menu on solid background

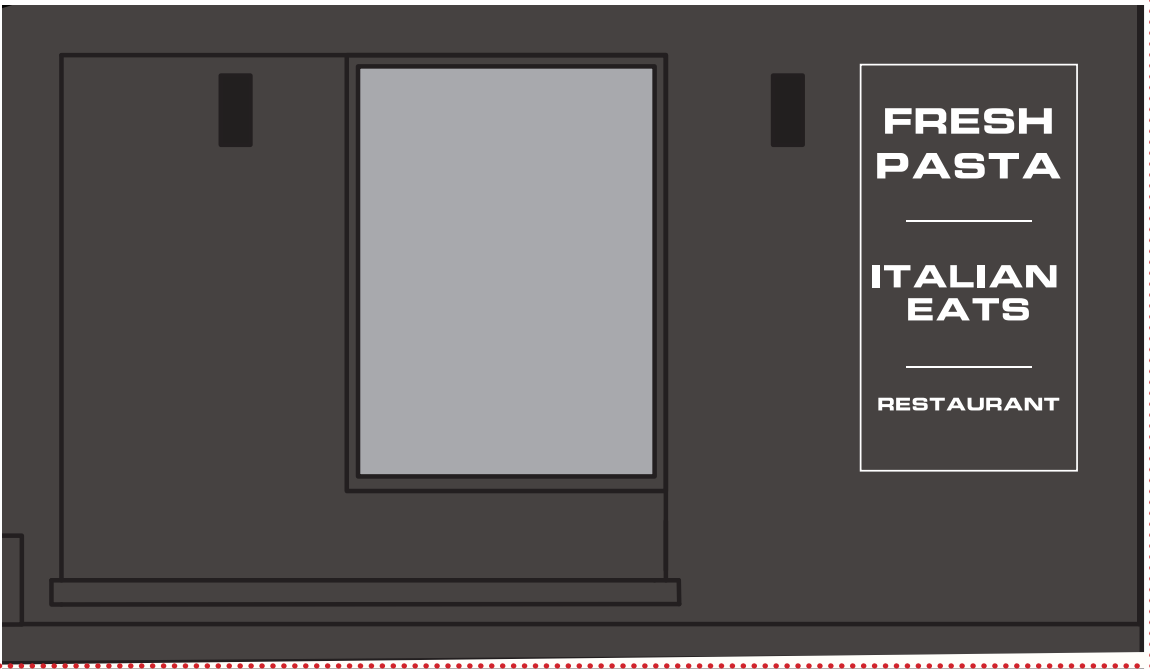
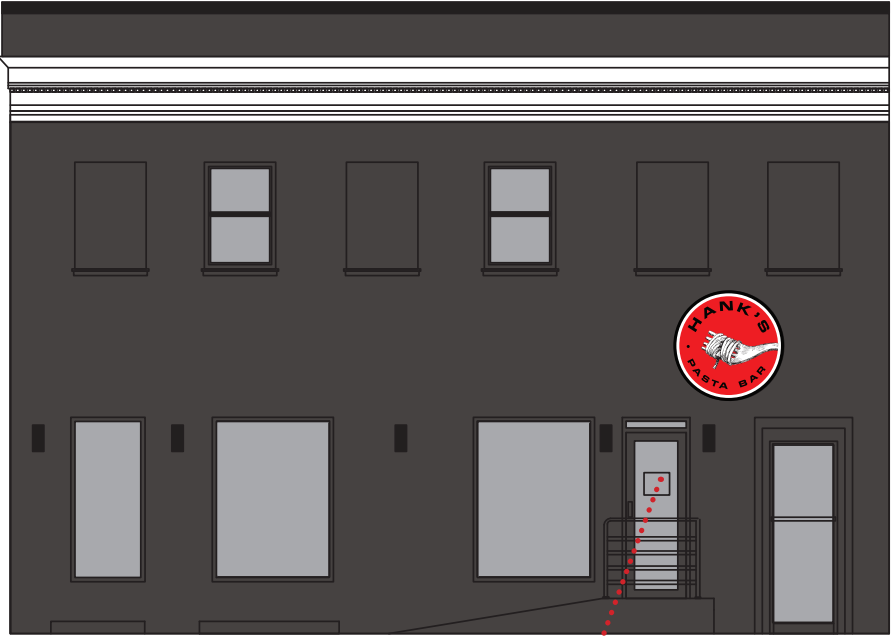
ALL LIGHTING SHOWN  
IN EXISTING FIXTURE  
LOCATION ABOVE SIDEWALK  
AND HORIZONTAL PLACEMENT



BUILDING ELEVATION WITH DIMESIONS - see following page for colorized elevation



COLORIZED BUILDING ELEVATION



DETAIL - BAR HEARING APPLICATION - CORNER PAINTED SIGN



29 ft<sup>2</sup> area professionally painted, sign; inspired by Old Town historic painted signage - application is non-daming and non-permanent

(2) 18.4 ft<sup>2</sup> area professionally painted brand logos applied to each side of building - application is non-daming and non-permanent (staff level submission)

1 ft<sup>2</sup> area white cut vinyl window sign with operational hours and address (staff level submission)

- NOTES:
- 1. awnings to be removed without replacement; see following page for umbrella specifications
  - 2. the building will retain the same number of windows
  - 3. a single, permanent window decall will be located on the front door detailing hours and address; cut white vinyl applied directly to exterior of glass, not exceeding 1 square foot of surface area

APPLICATION MATERIAL  
BAR2015-00244  
600 Montgomery St.  
8/3/2015

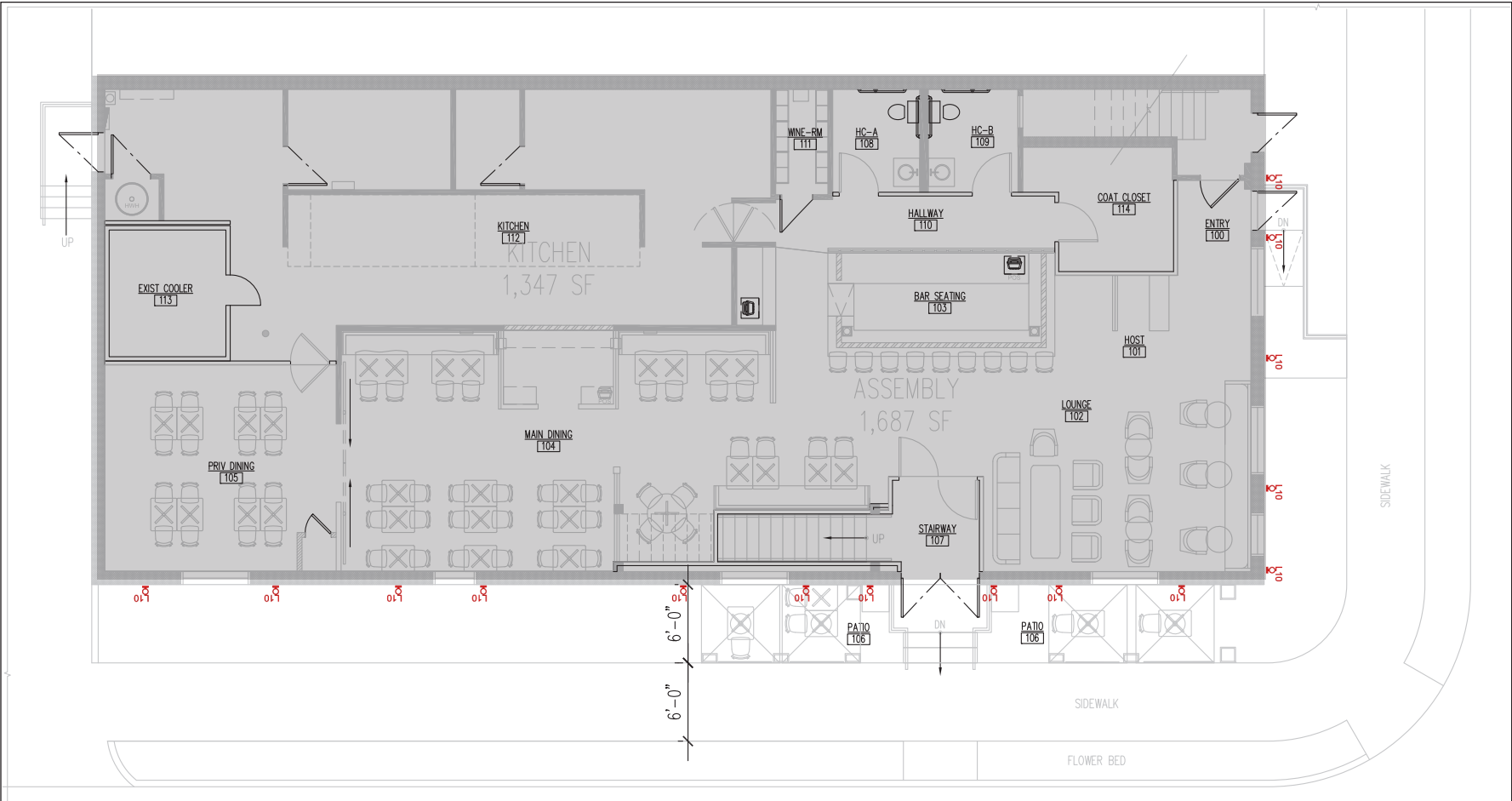




ADDITIONAL EXTERIOR PHOTOS

APPLICATION MATERIAL  
BAR2015-00244  
600 Montgomery St.  
8/3/2015





VENDOR/ MANUFACTURER: FILAMENT DESIGN

ITEM NUMBER: CLI- SS756510/ 205522732

DESCRIPTION: ELDRIDGE 2-LIGHT OUTDOOR WALL LANTERN

FINISH: OIL RUBBED BRONZE

DIMENSIONS: 15”H X 7.13”D X 5”W

FINISHED HEIGHT/ LENGTH: TBD

WEIGHT: 13.9 LBS

ASSEMBLY REQUIREMENTS: TBD

LIGHT BULBS INCLUDED: NO

WATTAGE: 32 W- FLORESCENT 2 BULBS

NOTES: Original placement retained - fixtures will replace existing downlights of same overall size

EXTERIOR LIGHTING PLAN



EXISTING FIXTURES

APPLICATION MATERIAL  
BAR2015-00244  
600 Montgomery St.

REPLACEMENT LIGHT FIXTURE - 15 existing fixtures replaced with 15 new fixtures that allow for both up + downlighting to illuminate building signage 8/3/2015



Filament Design | Model # CLI-SS756510 | ★★★★★ (0)  
Eldridge 2-Light Oil Rubbed Bronze Outd...

\$98.94 /each



RECOMMENDED ITEMS ▾ | PRODUCT OVERVIEW ▾ | SPECIFICATIONS ▾ | CUSTOMER REVIEWS ▾ | SHIPPING & DELIVERY ▾

SPECIFICATIONS

DIMENSIONS

Assembled Depth (in.)	7.13 in	Product Height (in.)	15
Assembled Height (in.)	15 in	Product Length (in.)	7.13
Assembled Width (in.)	5 in	Product Width (in.)	5

DETAILS

Bulb Type	Fluorescent	Number of Bulbs Required	2
Bulb(s) Included	Yes	Outdoor Lighting Features	Weather Resistant
Dusk to Dawn	No	Power Type	Hardwired
Exterior Lighting Product Type	Outdoor Sconces	Product Weight (lb.)	13.9 lb
Fixture Color/Finish	Oil Rubbed Bronze	Returnable	90-Day
Glass/Lens Type	No glass/lens	Style	Modern
Light Source	Fluorescent	Wattage (watts)	32
Motion Sensor	No	Weather Resistant	Yes

WARRANTY / CERTIFICATIONS

Certifications and Listings	1-UL Listed	Manufacturer Warranty	There is a limited one year warranty on this item
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