

Docket Item # 2
BAR CASE # 2015-00238

BAR Meeting
September 2, 2015

ISSUE: Certificate of Appropriateness for Alterations

APPLICANT: James C. Heffner, III

LOCATION: 604 Montgomery Street

ZONE: CDX/Commercial

STAFF RECOMMENDATION

Staff recommends approval of the Certificate of Appropriateness, as submitted.

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.



BAR2015-00238



I. ISSUE

The applicant is requesting approval of a Certificate of Appropriateness for window replacement on the side and rear of the building located at 604 Montgomery Street. The existing windows are a combination of vinyl 1/1, wood 6/6 and metal 1/1 sash windows.

The Marvin Infinity fiberglass, double glazed 1/1 replacement window unit is being proposed.

II. HISTORY

According to real estate records, 604 Montgomery Street was constructed in **1946** and was included as part of the Old and Historic District during the district expansion in 2000.

The building is a two story brick building with a hipped roof, sheathed in slate, and detailed with a cupola. The building features classic Colonial Revival detailing including brick arches with cast keystones, a slate roof, and molded wood trim.

Previous Approvals

In August 2007 the BAR approved the replacement of the existing wood windows, doors, and transoms on the first floor of the front elevation with new aluminum metal storefront door, transoms, and windows (BAR2017-0095.)

III. ANALYSIS

During a site visit, Staff observed that the existing windows on the side elevation are minimally visible from the public ROW and only the rear elevation windows are visible from the public alley accessed from North St. Asaph Street. Staff was initially concerned about changing the historic light configuration from 6/6 to 1/1 light. However, the proposed 1/1 windows are compatible with the previously approved front elevation aluminum storefront windows previously approved by the Board on this building in 2007. In addition the Board has approved 1/1 aluminum-clad windows on the second floor of the building at 600 Montgomery Street in 2012, which was constructed during the same period (c1941.)

The Board's adopted *Window Policy* permits "high-quality aluminum-clad wood, fiberglass or wood composite replacement windows on buildings constructed after 1969." While it is not normal to approve synthetic materials of any kind on a building built prior to 1969, in some specific circumstances, such as minimally visible secondary elevations, the Board has approved their use on a case-by-case basis.

In this particular case, the five windows to be replaced are on the building's second floor side elevation only slightly visible from the public right-of-way (one window) and on the rear elevation (four-windows) which is located down a utilitarian public alley. The location of these windows on the building suggests that a low maintenance modern material, such as fiberglass, could be appropriate. Therefore, staff recommends that the Board find fiberglass windows to be appropriate in this instance and approve the Certificate of Appropriateness, as submitted.

STAFF

Michele Oaks, 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

C-1 Proposed replacement windows comply with zoning.

Code Administration

No comments received.

Transportation & 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)

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.

For a Private Alley - The applicant must provide proof, in the form of an affidavit at a minimum, from owner of the alley granting permission of use. (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 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)

Archaeology Finding

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

V. ATTACHMENTS

1 – Supporting Materials

2 – Application for BAR2015-0238 for 604 Montgomery St

ATTACHMENT #1



MARVIN INTEGRITY

ULTREX (FIBERGLASS) EXTERIOR

APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St.
7/30/2015



MARVIN INTEGRITY

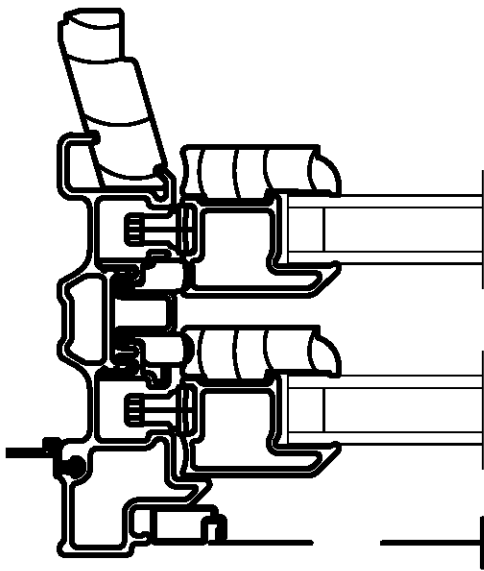
WOOD INTERIOR

APPLICATION MATERIALS

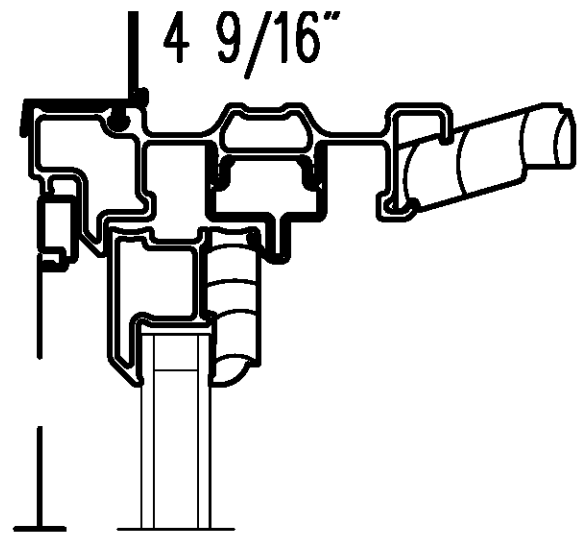
BAR2015-00238

604 Montgomery St.

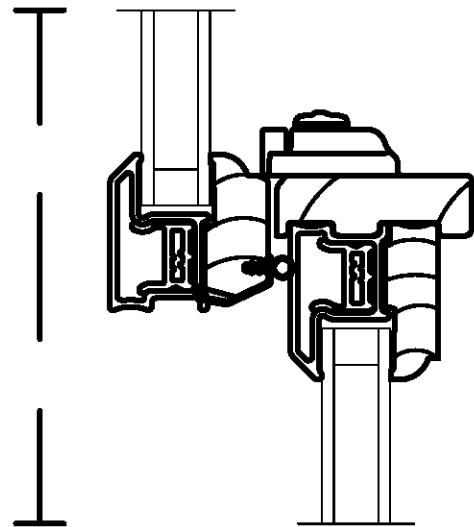
7/30/2015



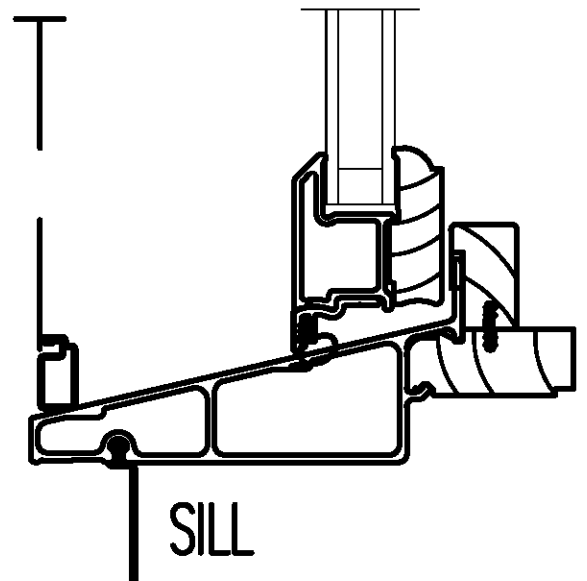
JAMB



HEAD



CHECKRAIL



SILL

APPLICATION MATERIALS

BAR2015-00238

604 Montgomery St

7/30/2015

MARVIN INTEGRITY WINDOW DETAILS



MARVIN INTEGRITY WINDOW INSTALLATION IN CITY OF ALEXANDRIA

APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St.
7/30/2015



FRONT
604 MONTGOMERY ST
(NORTH ELEVATION)

APPLICATION MATERIALS

BAR2015-00238

604 Montgomery St

7/30/2015

APPLICATION MATERIALS

BAR2015-00238

604 Montgomery St

7/30/2015

**WINDOWS #2,3,4,5,6
CANNOT BE SEEN
FROM STREET OR
PUBLIC ALLEY IN
REAR**

WINDOW #1

FRONT
604 MONTGOMERY ST
(WEST ELEVATION)



EAST ELEVATION
600 MONTGOMERY ST
(604 CANNOT BE SEEN)

APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St.
7/30/2015



REAR
604 MONTGOMERY ST
(VIEW OF PUBLIC ALLEY FROM N. ST. ASAPH)

APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St
7/30/2015

WINDOWS #7,8,9

WINDOW #10

APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St
7/30/2015

WINDOWS #7,8,9



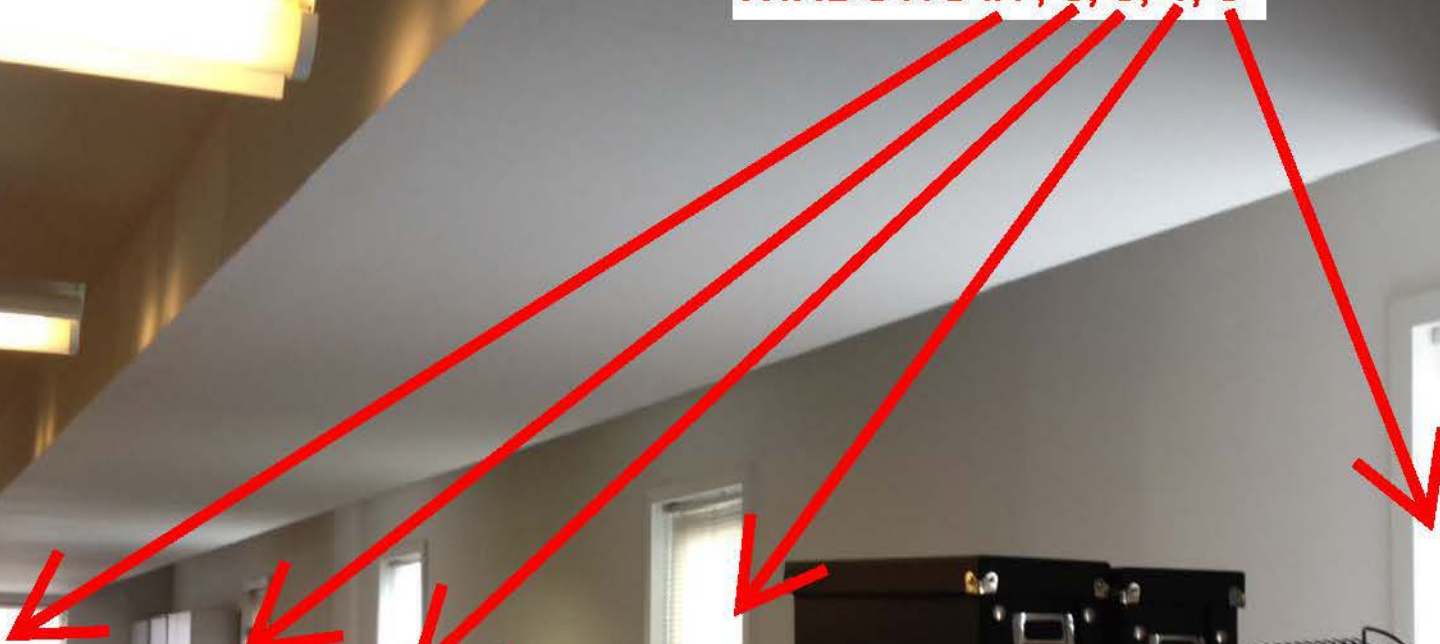
APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St
7/30/2015



WINDOW #10

APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St
7/30/2015

WINDOWS #7, 6, 5, 4, 3



APPLICATION MATERIALS
BAR2015-00238
604 Montgomery St
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WINDOWS #9, 8, 7



APPLICATION MATERIALS
BAR2015-00238
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WINDOW #3 - ORIGINAL TYPE

APPLICATION MATERIALS

BAR2015-00238

604 Montgomery St

7/30/2015



WINDOW #5 - REPLACED TYPE

ADDRESS OF PROJECT: 604 Montgomery St
TAX MAP AND PARCEL: 054.04-03-06 ZONING: CDX

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: Heffner Architects, P.C., James C. Heffner

Address: 604 Montgomery St.

City: Alexandria State: VA Zip: 22314

Phone: 703.549.7766 x 139 E-mail: jheffner@heffnerarch.com

Authorized Agent *(if applicable)*: ☐ Attorney ☐ Architect ☐ _____

Name: _____ Phone: _____

E-mail: _____

Legal Property Owner:

Name: Studio Space, LTD

Address: 604 Montgomery St.

City: Alexandria State: VA Zip: 22314

Phone: 703.549.7766 x 139 E-mail: jheffner@heffnerarch.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).*

Replacement of 10 exterior windows. 7 original (6 wood, 1 steel) with storm sash added at a later date; 3 original windows were previously replaced with new fiberglass widows. Remove all steel security bars from window openings.

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: 

Printed Name: James C. Heffner

Date: 07/30/15

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. James C. Heffner	210 N. Royal St., Alexandria VA	80
2. Shawn C. Glerum	407 Thomas St., Alexandria VA	20
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 604 Montgomery St. (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. James C. Heffner	210 N. Royal St., Alexandria VA	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. N/A	N/A	N/A
2. JAMES C. HEFFNER	N/A	N/A
3. SHAWN C. GLERUM	N/A	N/A

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.

07/30/15
Date

James C. Heffner
Printed Name


Signature