

BAR Meeting
February 3, 2016

ISSUE: Permit to Demolish/Capsulate and Certificate of Appropriateness for Addition and Alterations

APPLICANT: 115 LLC by Thomas French, Architect

LOCATION: 115 North Fairfax Street

ZONE: CD/ Commercial Zone

STAFF RECOMMENDATION

1. **Denial** of the proposed Permit to Demolish/Capsulate.
2. **Denial** of the Certificate of Appropriateness for the following proposed alterations:
 - a. New dormers on the front and rear roof slope; and
 - b. Replacement of the historic window on the first floor of the front façade.
3. **Approval** of a Certificate of Appropriateness for the following items:
 - a. Installation of new windows on the front, side and rear elevations which comply with the BAR's *Window Policy*;
 - b. Installation of a new 16" x 60" fixed glass skylight between the existing historic rafters;
 - c. Installation of a new window in the previously bricked-in door opening on the north (side) elevation. The new window will be a painted wood, simulated divided light window in conformance with the Board's *Window Policy*;
 - d. Restoration of the historic window on the first floor of the front elevation;
 - e. Removal of an existing coal chute on the basement level of the front elevation and the installation of a window below grade. The window will be capped with a metal grate flush with the sidewalk grade level, subject to T&ES approval;
 - f. Installation of a pair of gas coach lights at the main entrance;
 - g. Replacement of the existing fence at the rear of the property in-kind; and
 - h. Installation of an externally illuminated wall-mounted sign above the front door which complies with the *Sign Policy*.

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.



BAR2015-00390 & BAR2015-00391



Note: Staff coupled the applications for a Permit to Demolish/Capsulate (BAR #2015-0390) and Certificate for Appropriateness (BAR #2015-0391) for clarity and brevity.

Update Since the Previous Hearing

At the January 6, 2016 hearing, the Board deferred a decision, finding the original proposal to be inconsistent with the criteria that must be met in order to grant a Permit to Demolish/Capsulate, stating that the design was inconsistent with the BAR's adopted *Design Guidelines*. The applicant's architect has studied alternatives suggested by the Board since that time.

The proposal now consists of a single new gable dormer on the front elevation, and enlargement of the existing gable dormer and a new flat skylight on the rear (east) elevation. The new gable dormer on the east elevation will be connected with the existing gable dormer by a shed-roof hyphen. The elaborate front door surround is no longer proposed.

I. ISSUE

The applicant now requests:

- a. Demolition of approximately 76 total square feet of the roof structure on the front and rear roof slopes (28 on the front and 48 on the rear) to construct a new gabled dormer on the front roof slope and a gable dormer with hyphen connection with the existing gable dormer on the rear roof slope.
- b. Installation of a 16" wide by 60" long, low profile fixed glass skylight between the existing rafters on the east slope of the roof. The flashing and frame will match the metal roof color.
- c. Removal of an existing coal chute on the basement level of the front elevation and the installation of an egress window below grade. The window will be capped with a metal grate at grade level.
- d. Restoration of the historic window on the first floor of the front elevation.
- e. Restoration or replacement of on all windows on the front, rear and side elevations with new painted wood windows.
- f. Repointing existing brick, as required.
- g. Installation of a new window in the previously bricked-in door opening on the north (side) elevation. The new window will be a painted wood, simulated divided light window in conformance with the Board's *Window Policy*.
- h. Removal of the existing fence at the rear of the property and replacement in-kind.
- i. Installation of a pair of gas coach lights at the main entrance.

- j. Demolition of the existing bulkhead entry at the rear of the property and the construction of a new basement areaway. The areaway will be surrounded by a simple black wrought iron balustrade (this work is not visible from the public right of way.)
- k. Installation of a wall-mounted sign above the front entry door measuring 3' x 5'. The wall-mounted sign will be illuminated with two light fixtures mounted on the top of the proposed door surround.

II. HISTORY

115 North Fairfax Street is a three-story, three-bay Federal style townhouse originally constructed ca. **1796-1797** by Guy Atkinson according to Ethelyn Cox in Alexandria Street by Street (p. 39). The front and side elevations are visible from a public right of way. The adjacent alley to the north is private and leads to a parking lot in the rear.

Based on research provided by Talmage Day, 113 and 115 N Fairfax were independently constructed at approximately the same time and a one bay wide addition was added to the north side of 115 N Fairfax ca 1805. This addition is reflected in the wider pier between the north bay of windows and the two bays to the south, as well as the offset chimney stack above.

The BAR approved changes to signage in 1999 (BAR #99-187) and 2000 (BAR #2000-0115, 06/08/00).



Figure 1: photo taken in 1971

From Tax Assessor's Handiwork Collection at Alexandria Library

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):

Standard	Description of Standard	Standard Met?
(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	Yes

	the public interest?	
(2)	Is the building or structure of such interest that it could be made into a historic house?	No
(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?	Yes
(4)	Would retention of the building or structure help preserve the memorial character of the George Washington Memorial Parkway?	N/A
(5)	Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?	Yes
(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?	Yes

In the opinion of Staff, Criteria 1, 3 and 5 are met and the Permit to Demolish/Capsulate should not be granted. Staff finds that the proposed demolition of original roof framing materials and the capsulation of part of the original historic brick façade for the new door surround compromises the integrity this 18th-century Federal townhouse, located in the heart of the historic district directly across the street from Market Square and City Hall. **Staff recommends denial of the request for a Permit to Demolish/Capsulate** for the dormers.

Certificate of Appropriateness

Dormers

As mentioned in the previous staff report, this house is one half of a significant pair of townhouses with a high degree of historic architectural integrity and a prominently visible location across from Market Square. The front elevations of both this house and its twin are virtually unaltered since the addition was constructed on the north side over 210 years ago. The Board must consider that whatever is approved here will likely be requested for the sister property next door and could set a precedent for other 18th and early 19th century resources century in the district.

In this case, staff's objection to the dormers is not one of design but of historic preservation. While staff readily acknowledges that virtually all buildings change over time to respond to new technology and uses, and that the amount of roof framing proposed for demolition here is relatively small, the Board's adopted *Guidelines* for demolition state that there must be a "compelling reason to demolish existing historic fabric of the historic districts and strongly discourages the demolition of any portion of an 18th or early 19th century structure." Under any

alternative, demolition or capsulation, especially on an 18th century structure should be the absolute minimum amount necessary.

The Board's *Design Guidelines* further state that any alteration must clearly read as an unobtrusive, secondary, background element that does not overwhelm the existing structure or obscure historic features of the building, as viewed from a public way. The rear slope of this roof is clearly visible from historic Ramsey Alley to the south. Conceptually, the proposed dormers are well-detailed and their scale and location are generally appropriate for the building. The single front dormer generally aligns with the existing dormer on the adjacent building at 113 N Fairfax. The rear dormer expands upon the single existing gable dormer with a matching dormer linked by a 5' wide shed dormer, much like the design of the dormers recently reviewed by the BAR on the rear of 515 N Washington Street.

Staff, therefore, has no objection to the proposed flat glass, fixed skylight on the rear if it is installed between the existing historic rafters and demolition is limited to 6.5 square feet of roof decking. Staff notes that there is an existing flat glass skylight immediately south of the existing dormer at 113 S Fairfax that is minimally visible. However, the two proposed dormers will demolish hand hewn and sawn 18th century roof framing and decking and will potentially create the public impression that dormers are historic and a common feature or early Alexandria buildings. **Therefore, Staff continues to recommend denial of the dormers on both the front and rear elevations.**

Windows

Based on a site visit to the subject property, staff determined that the first floor window on the front elevation was historic, but not original to the building's first period of construction. However, the second and third floor windows have been replaced with modern, single-glazed wood windows. Until Staff is able to gain access to the interior of the building to determine whether the front elevation's first floor window is reasonably repairable, staff recommends that this window be rehabilitated and not replaced, as proposed. The north (side) elevation windows have also been replaced with single-glazed, wood windows.



Rear (east) Elevation of 113/115 N Fairfax from Ramsey Alley

However, the windows on the rear (east) elevation are clearly visible from Ramsey Alley and were previously replaced with windows having sandwich muntins. Staff is unable to locate any records of BAR approval of these inappropriate windows. Since the windows on the north and east elevations either do not comply with the Board's adopted *Policy* or are replacement windows, and are visible from the right-of-way, staff recommends replacement of all of these with SDL wood windows in conformance with the *Policy*. Staff supports appropriate replacement windows for the entire building per the Board's *Window Policy* except for the historic window on the first floor of the front elevation, which must be rehabilitated if reasonably repairable.

Signage

Staff supports the proposed new painted wood, externally illuminated wall sign above the entry, so long as the mounting bolts are set in the mortar joints per the BAR's sign policy. A cast iron reproduction fire mark is also proposed for the front elevation. While there is no evidence that these were ever used in Alexandria, reproductions are common in Old Town and it is within the one square foot of sign area that is exempt from BAR review and staff has no objection as long as it is anchored through the mortar joints.

Finally, staff supports the replacement in-kind of a 6' high wood fence that is either painted or stained and supports necessary repointing of the existing masonry with the existing mortar to be removed with hand tools and replaced with mortar which matches the color, composition, profile and texture of the original, historic mortar, to be verified by staff in the field.

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 Comments

F-1 Proposed building will continued to be occupied commercially.

C-1 Proposed front and rear dormers comply with zoning.

Code Administration

No Comments Received.

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 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 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)

Alexandria Archaeology

- F-1 According to Ethelyn Cox's *Historic Alexandria, Street by Street, A Survey of Existing Early Buildings*, the house on this lot was constructed in the late 1790s by Guy Atkinson and functioned as an artist's studio in the first decade of the nineteenth century. An earlier house owned by William Ramsey may have stood on the lot prior to the Atkinson

dwelling. The property therefore has the potential to yield archaeological resources that could provide insight into residential life in early Alexandria.

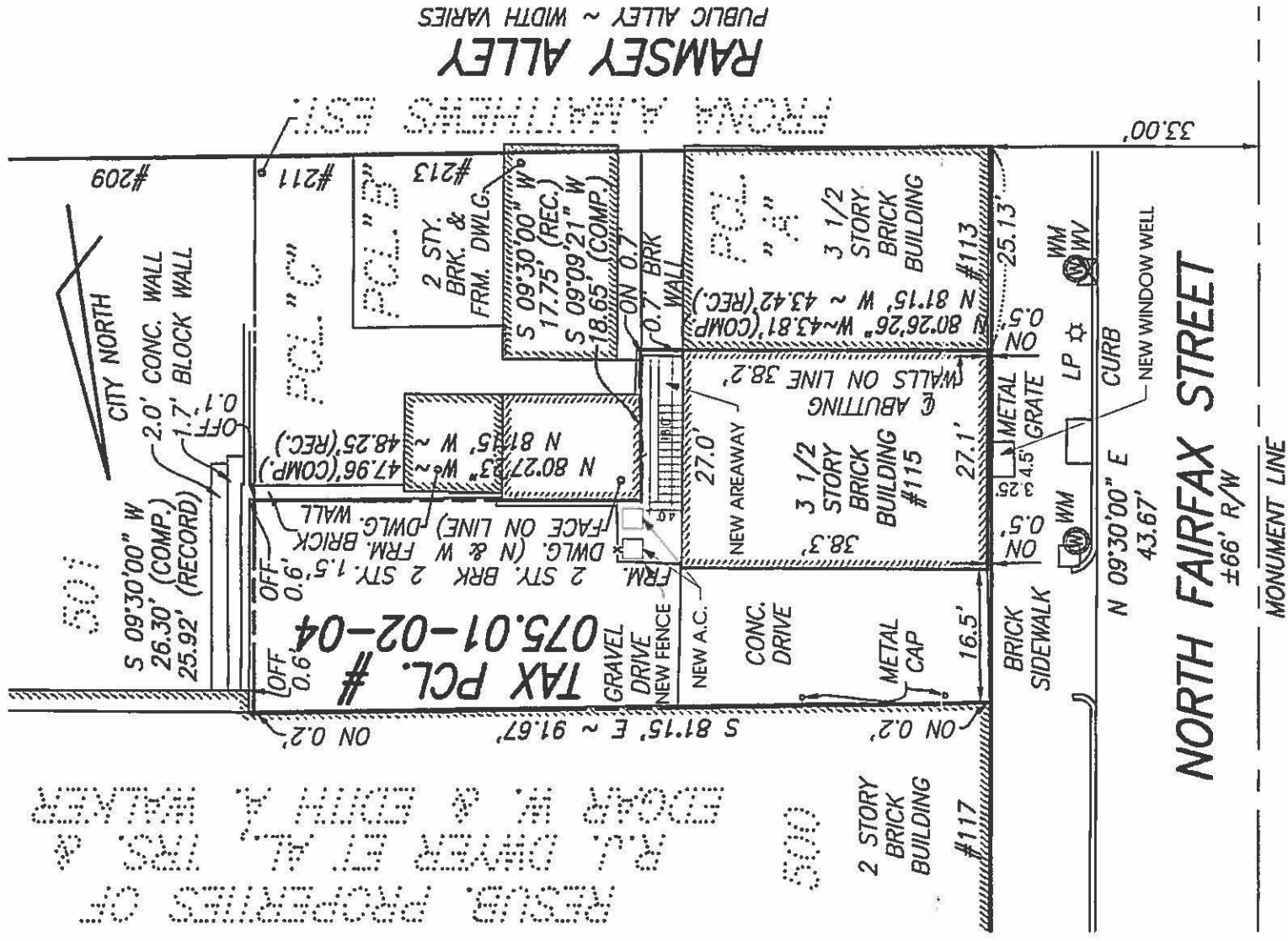
- R-1* Contact Alexandria Archaeology (703-746-4399) two weeks prior to any ground disturbing activity (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of The Zoning Ordinance) on this property, so that a monitoring and inspection schedule for city archaeologists can be arranged.
- R-2* 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.
- R-3* The applicant/developer shall not allow any metal detection or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology.
- R-4 The statements in archaeology conditions above marked with an asterisk "*" shall appear in the General Notes of all site plans and on all site plan sheets that involve demolition or ground disturbance (including Basement/Foundation Plans, Demolition, Erosion and Sediment Control, Grading, Landscaping, Utilities, and Sheeting and Shoring) so that on-site contractors are aware of the requirements.

V. ATTACHMENTS


1 – Supplemental Materials

2 – Application for BAR2015-00390-0091; 115 N Fairfax Street

NOTE: TAX ASSESSMENT MAP NUMBER: 075.01-02-04 LOT AREA = 3,168 S.F. (COMP.)



PLAT
SHOWING PHYSICAL IMPROVEMENT SURVEY
ON THE PROPERTY LOCATED AT
#115 NORTH FAIRFAX STREET
(DB. 1624, PG. 1776)
CITY OF ALEXANDRIA, VIRGINIA

SCALE: 1" = 20'	CASE NAME: THE DELANEY FAMILY, LLC
DATE: MAY 7, 2015	 RCF & ASSOCIATES, inc.
DEED BOOK REF: 1624/1776 PLAT SUBJECT TO RESTRICTIONS OF RECORD. TITLE REPORT NOT FURNISHED, THUS ALL EASEMENTS MAY NOT BE SHOWN.	
ENGINEERING • LAND SURVEYING • PLANNING 730 S. Washington Street www.rcfassoc.com Alexandria, Virginia 22314 (703) 549-6422	
I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A TRANSIT TAPE SURVEY AND/OR WITH CALIBRATED ELECTRONIC DISTANCE MEASURING EQUIPMENT AND, UNLESS OTHERWISE SHOWN, THERE ARE NO VISIBLE ENCROACHMENTS.	

SURVEY PLAT
SCALE: 1" = 20'

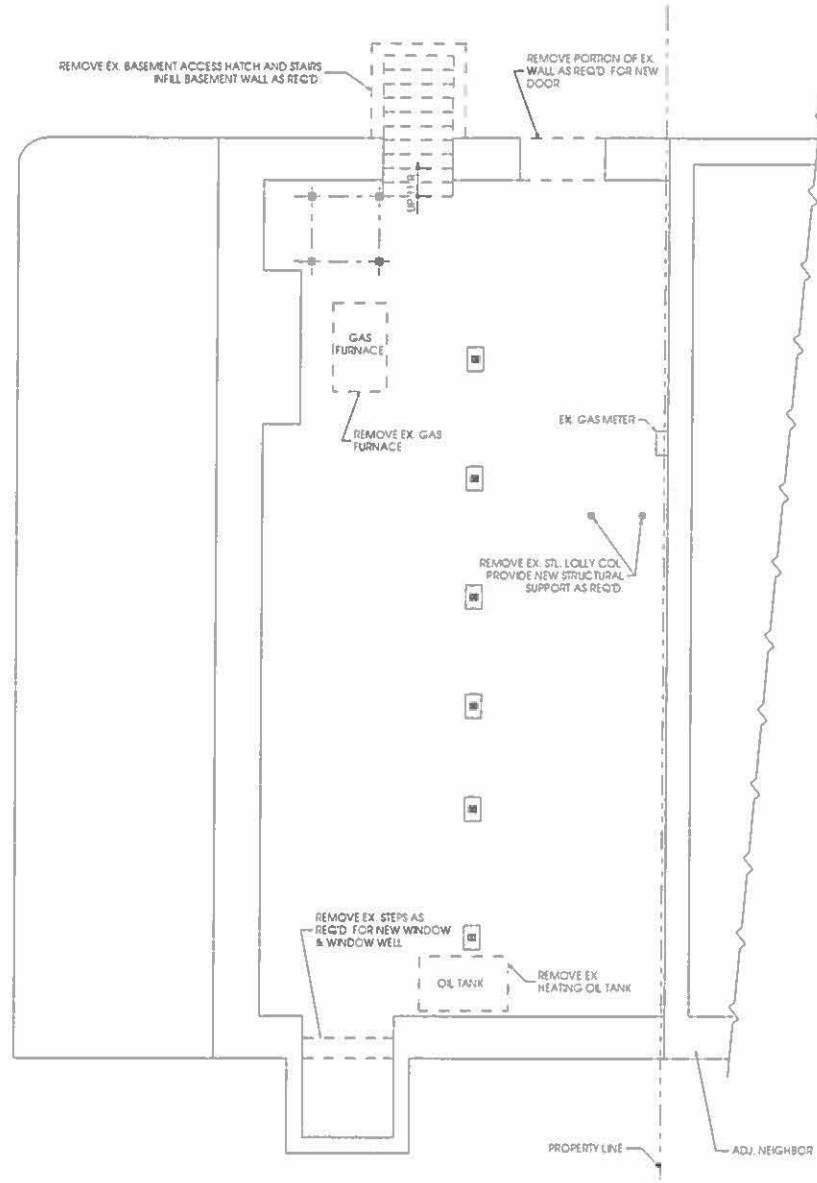
SHEET:
1A
Plat

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

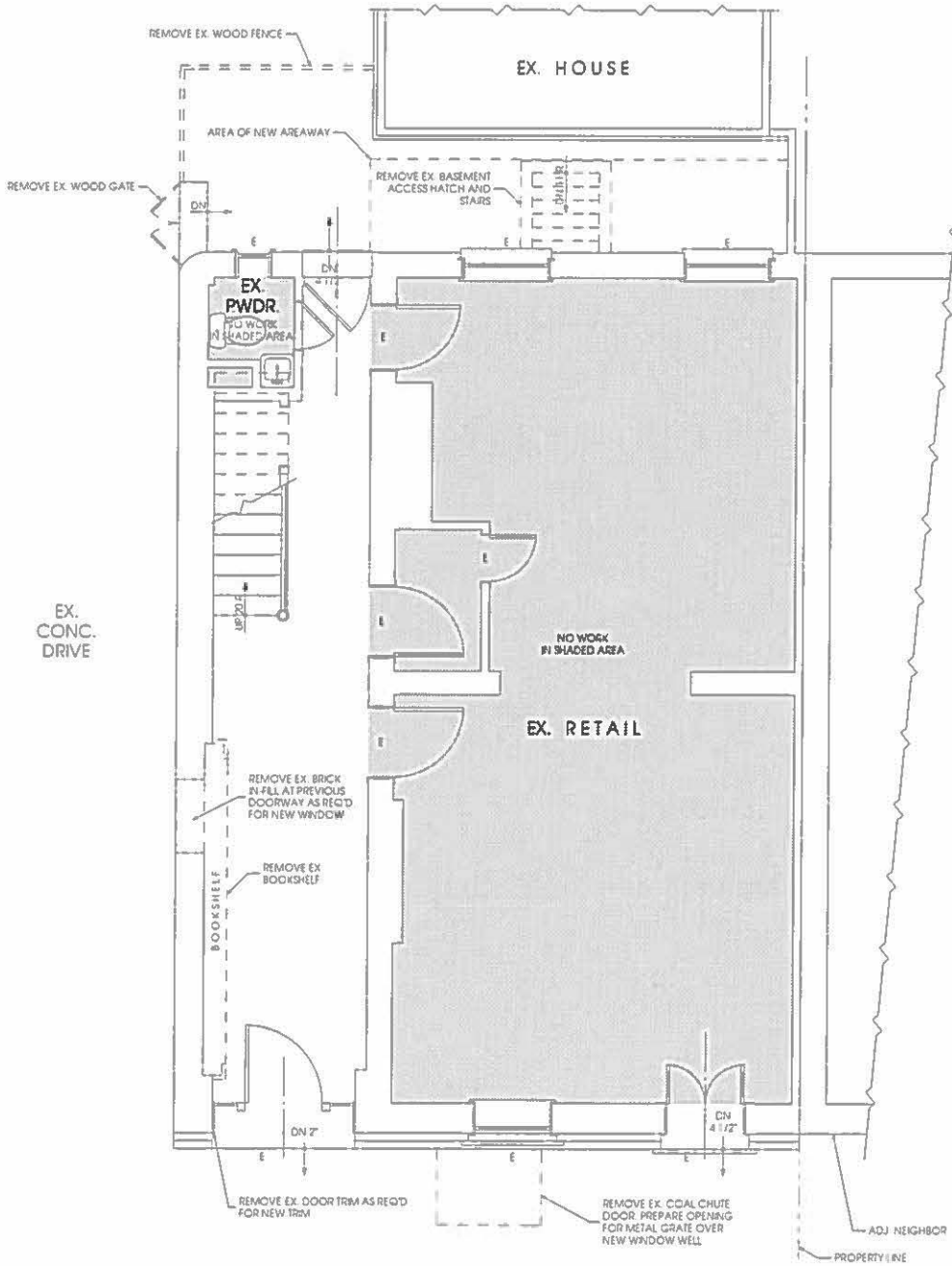
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McLean VA 22101-4632
Tel 703 734-9064
Fax 703 734-1964

GENERAL NOTES:

- 1. AREAS OUTSIDE OF THE SCOPE OF WORK ARE SHADED AS FOLLOWS: [shaded box]
- 2. REMOVE ALL CARPET, FLOOR TILE, WALL, & CEILING FINISHES IN AFFECTED AREAS U.N.O.
- 3. REMOVE OF ALL ELECTRICAL FIXTURES, OUTLETS, & WIRING IN AFFECTED AREAS U.N.O.
- 4. REMOVE OF ALL MECHANICAL FIXTURES & DUCTS IN AFFECTED AREAS U.N.O.
- 5. REMOVE OF ALL PLUMBING FIXTURES & LINES IN AFFECTED AREAS U.N.O.



EXISTING LOWER FLOOR PLAN
SCALE: 1/8" = 1'-0"



EXISTING FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"


REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

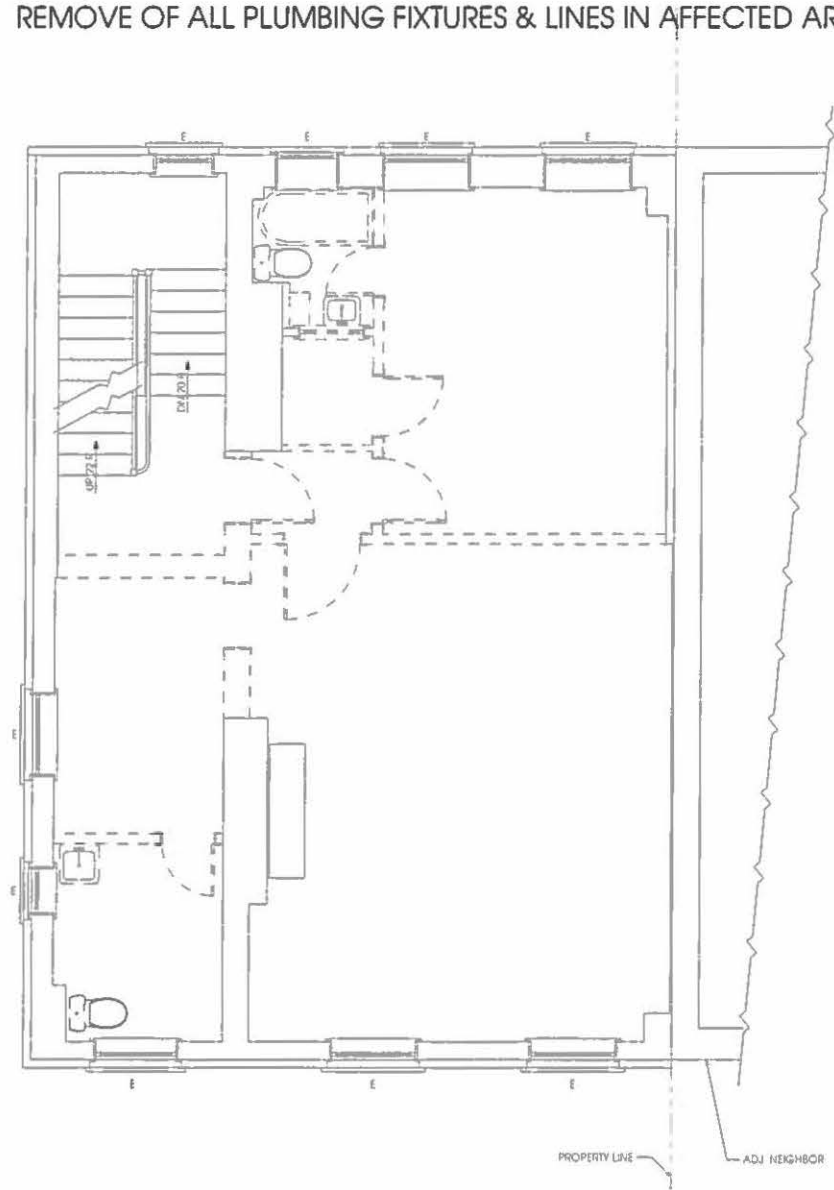
SHEET:
1
Existing Lower
and First Floor
Plans

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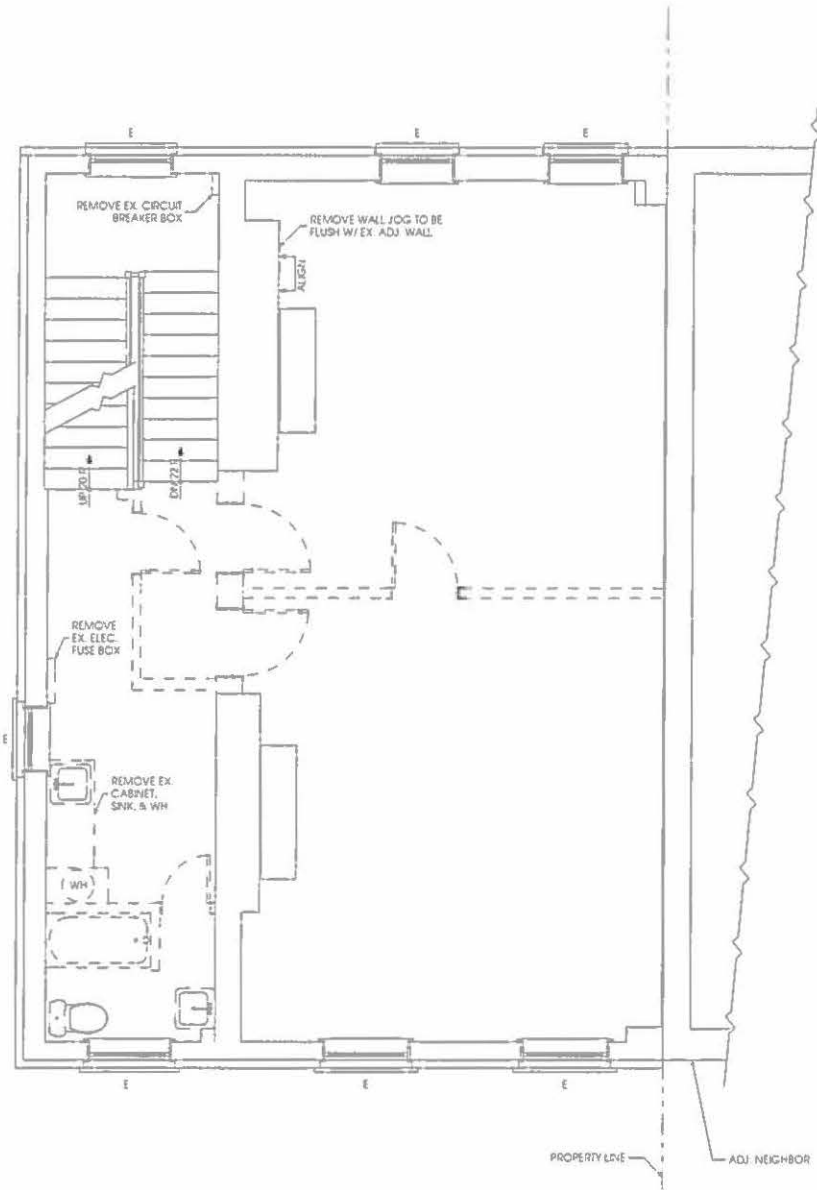
JAN. 19, 2016

GENERAL NOTES:

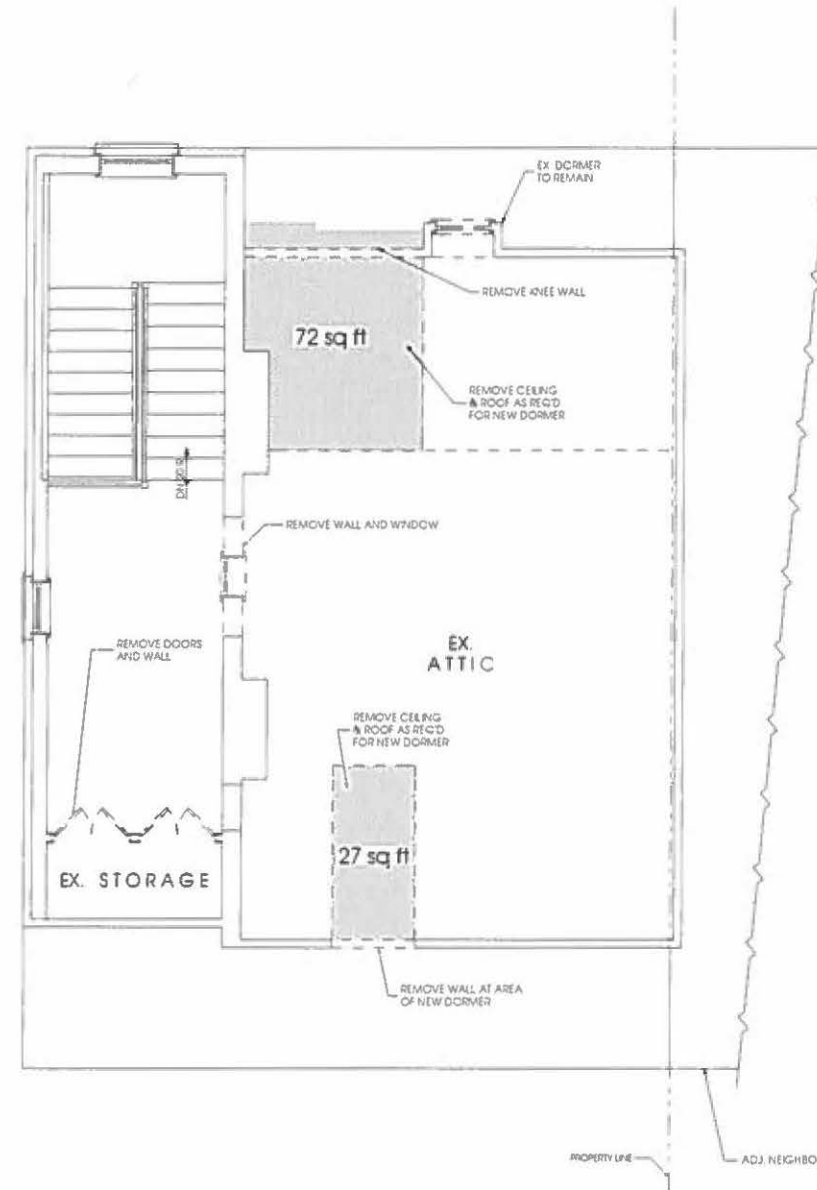
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- 5. REMOVE OF ALL PLUMBING FIXTURES & LINES IN AFFECTED AREAS U.N.O.



EXISTING SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



EXISTING THIRD FLOOR PLAN
SCALE: 1/8" = 1'-0"



EXISTING FOURTH FLOOR PLAN
SCALE: 1/8" = 1'-0"

JAN. 19, 2016

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

SHEET:
2
Existing 2nd - 4th
Floor Plans

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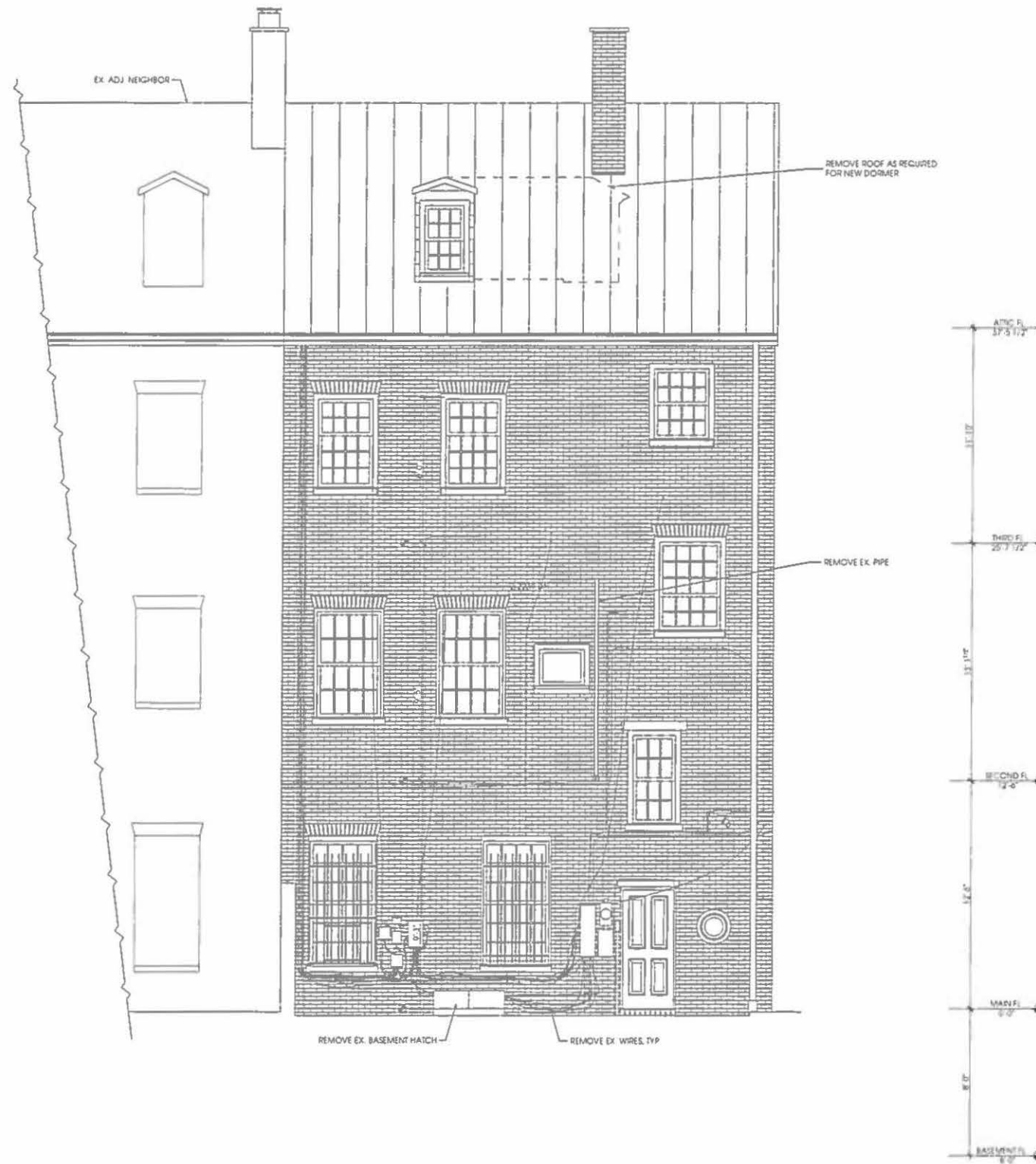
EXISTING FRONT ELEVATION
SCALE: 1/8" = 1'-0"

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

JAN. 19, 2016

SHEET:
3
Existing Front
Elevation

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EXISTING REAR ELEVATION
SCALE: 1/8" = 1'-0"

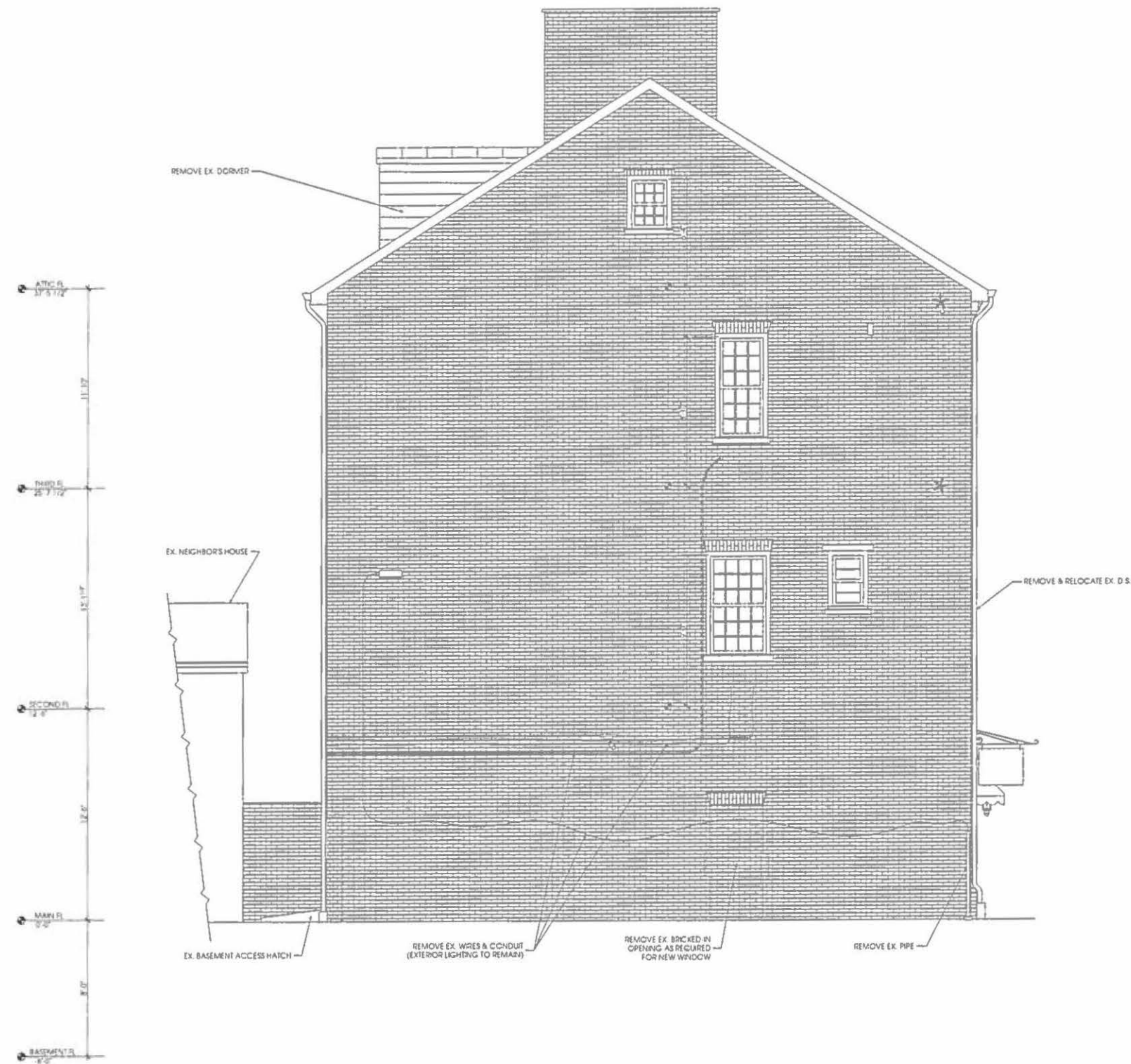
REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

JAN. 19, 2016

SHEET:
4
Existing Rear
Elevation

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REVISED MATERIALS
 BAR2015-00390/00391
 115 N Fairfax St
 1/19/2016

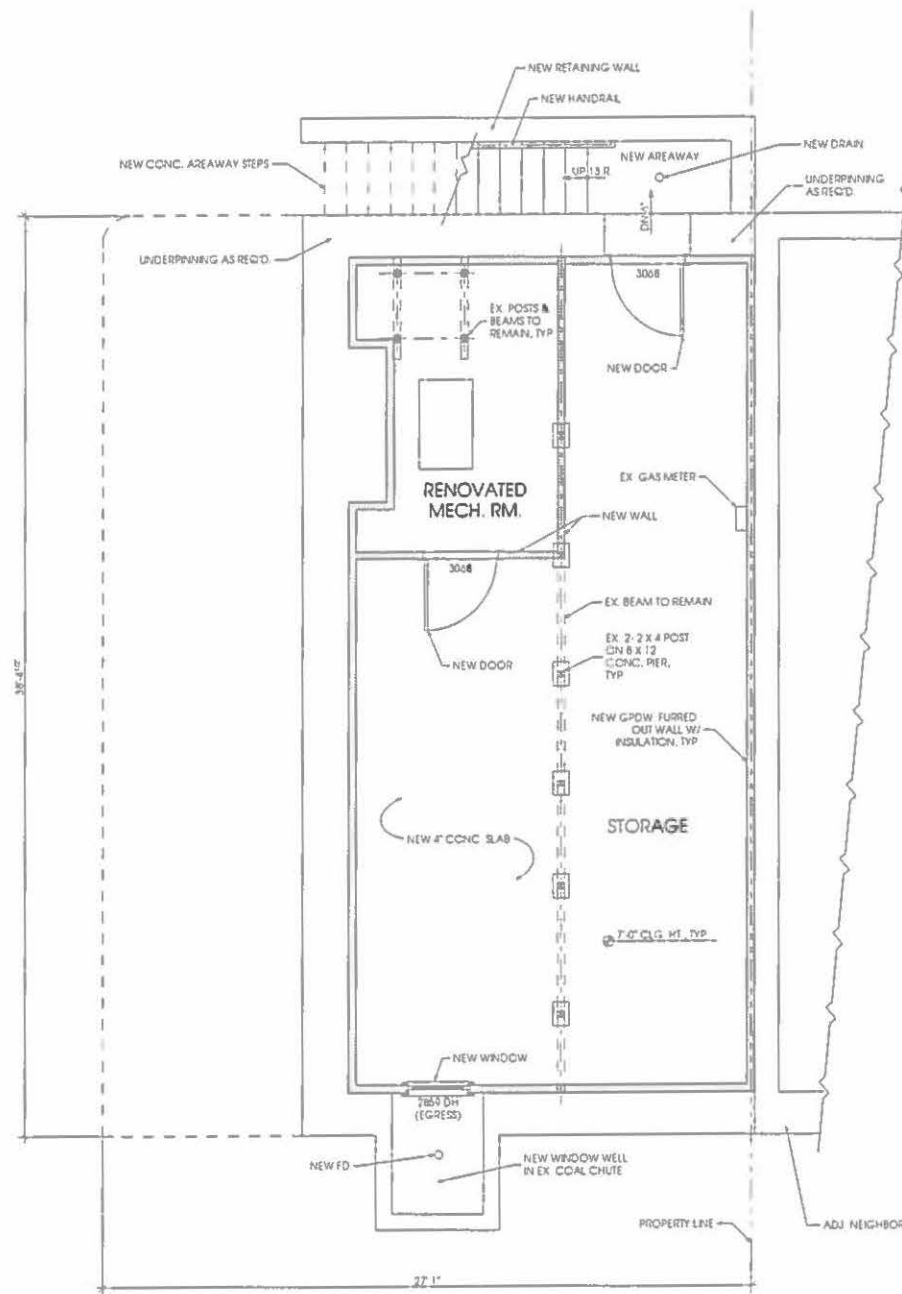


EXISTING LEFT SIDE ELEVATION
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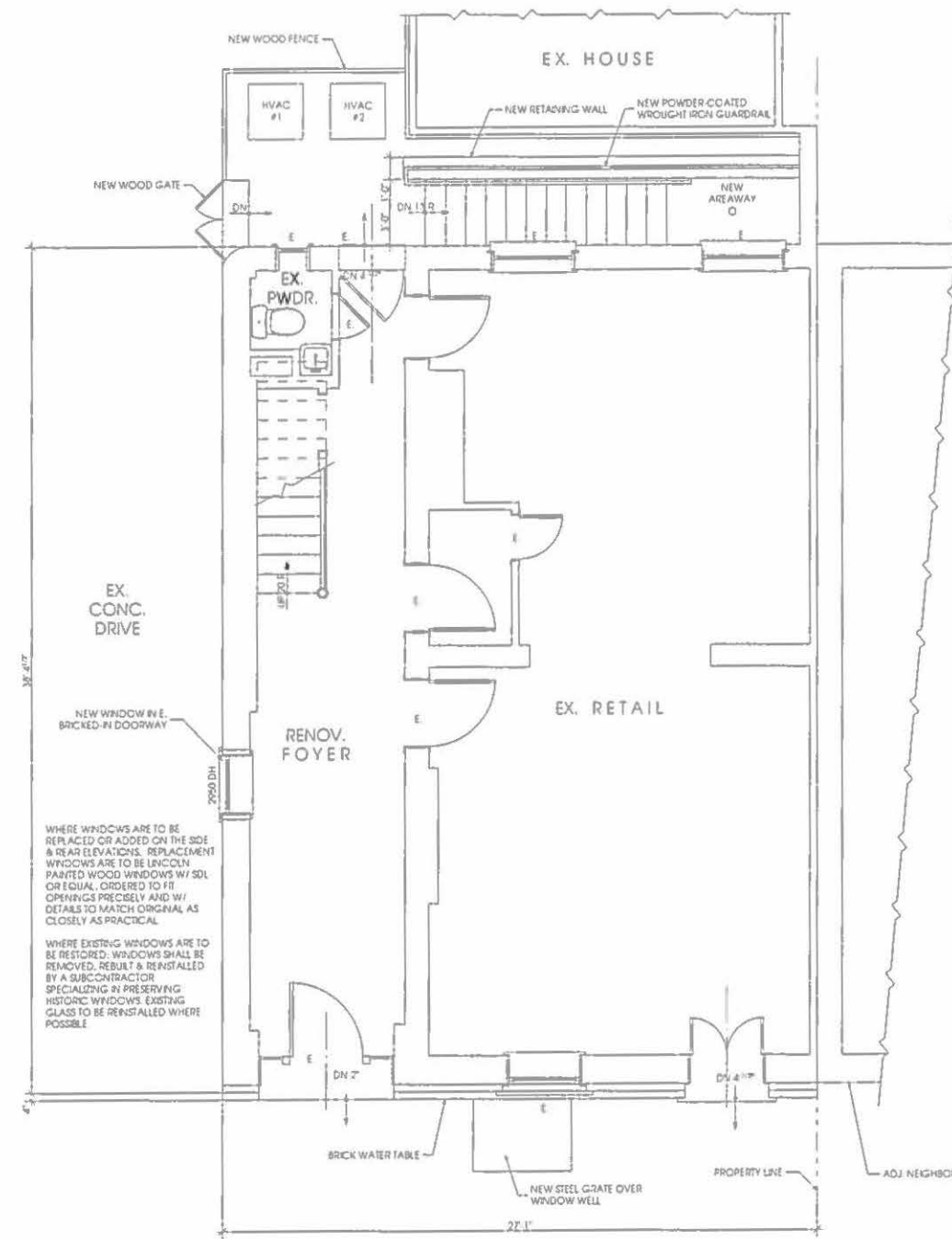
SHEET:
5
 Existing Left Side
 Elevation

JAN. 19, 2016

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PROPOSED LOWER FLOOR PLAN
SCALE: 1/8" = 1'-0"



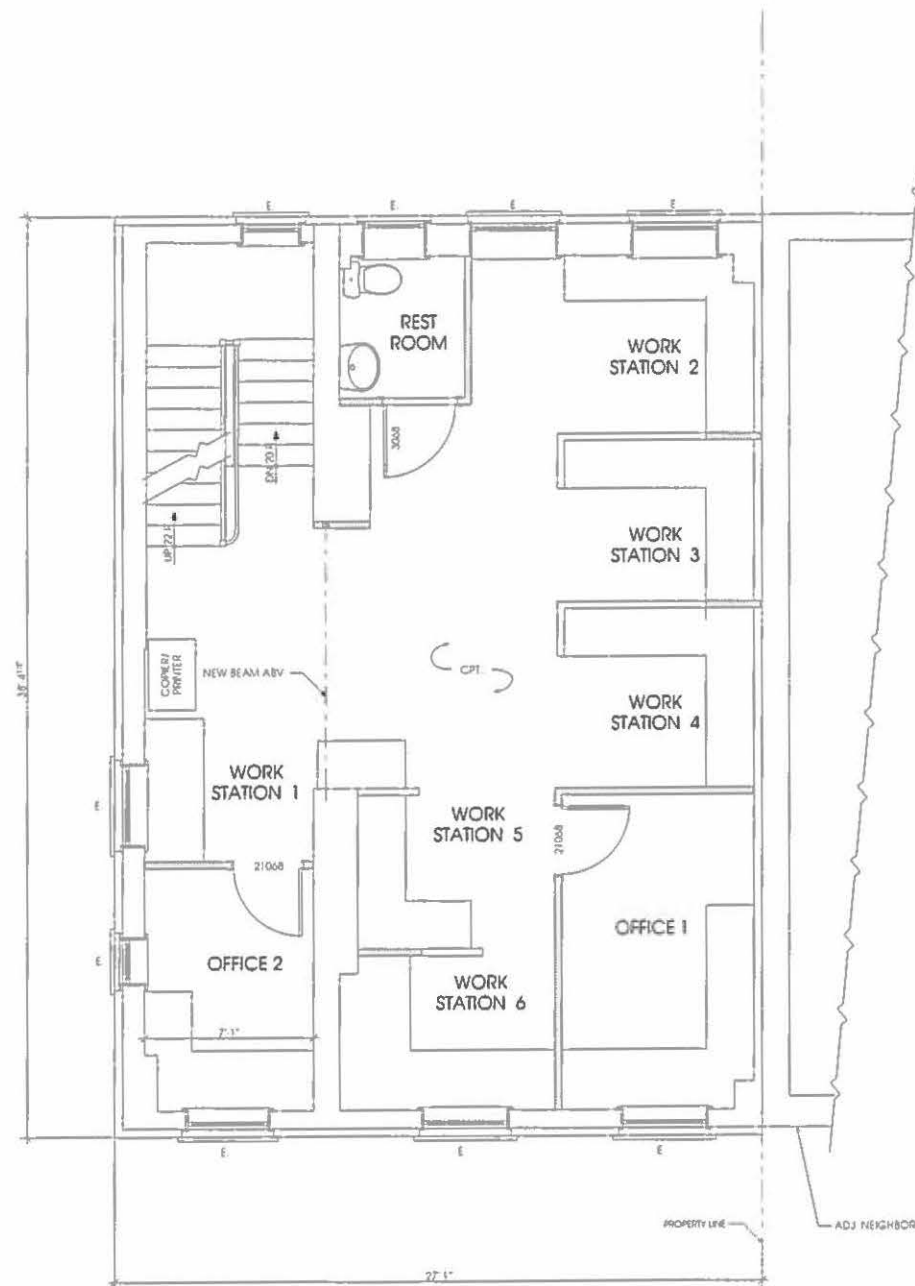
PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

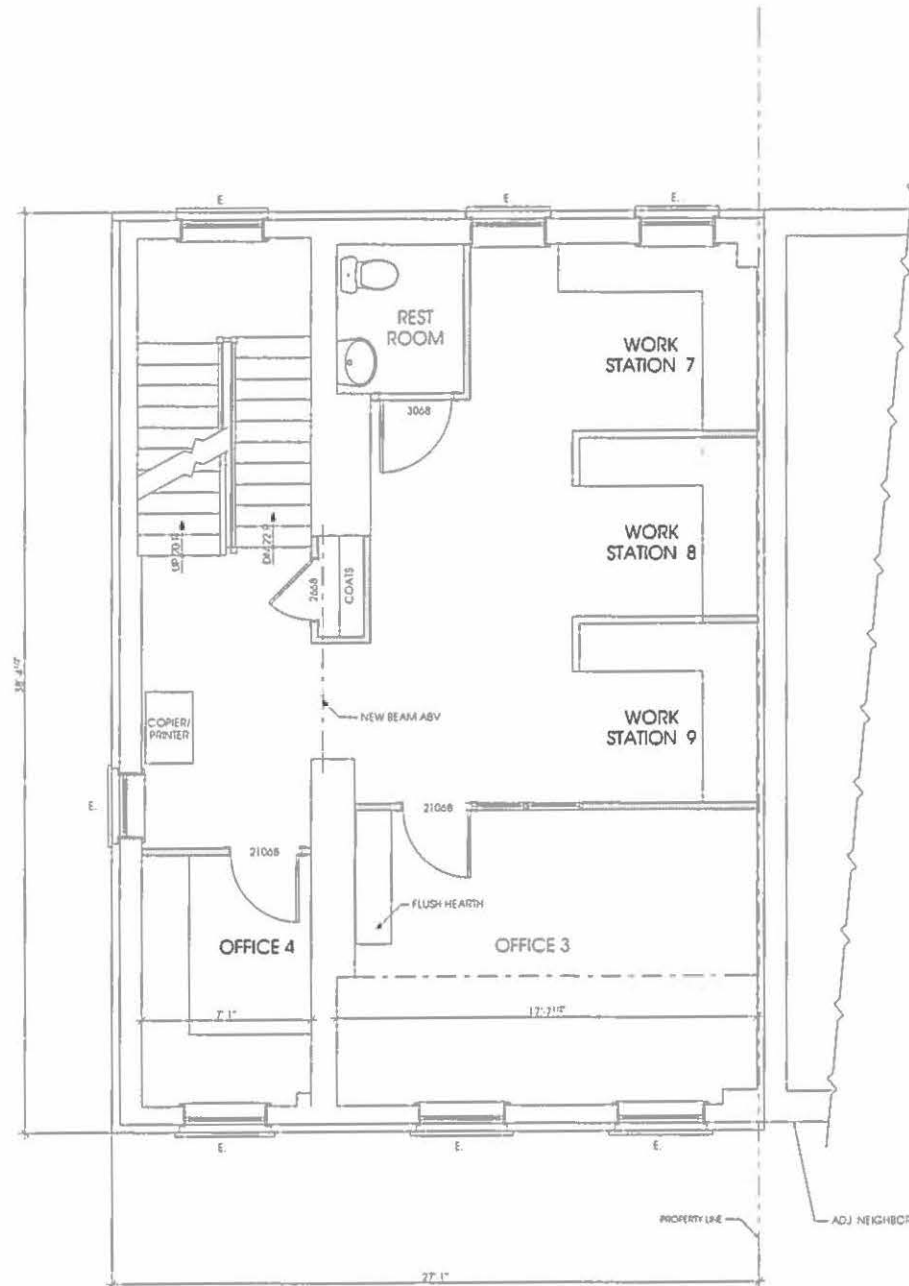
JAN. 19, 2016

SHEET:
6
Lower and First
Floor Plans

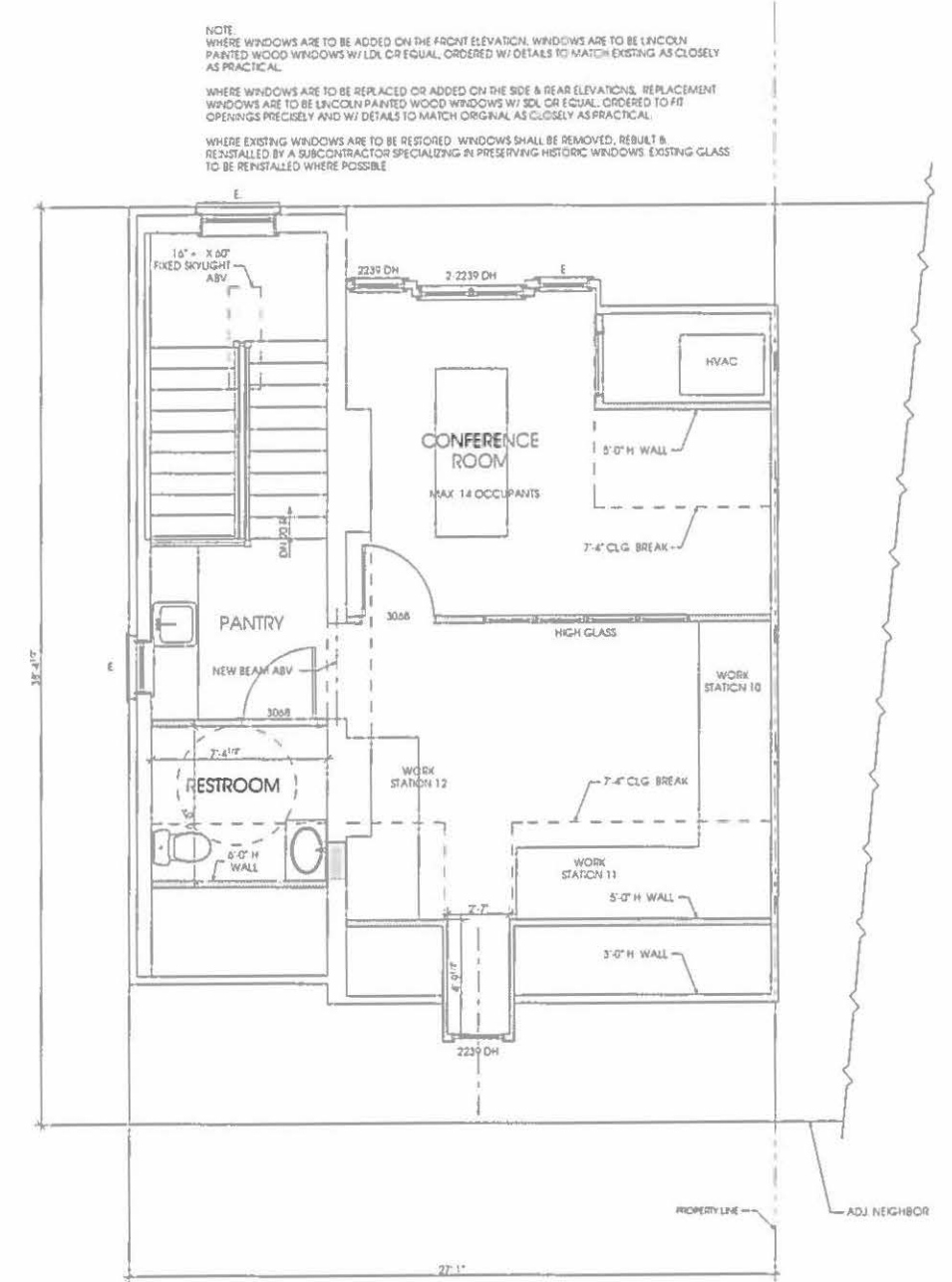
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PROPOSED SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



PROPOSED THIRD FLOOR PLAN
SCALE: 1/8" = 1'-0"



PROPOSED FOURTH FLOOR PLAN
SCALE: 1/8" = 1'-0"

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115 N Fairfax St
1/19/2016

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SHEET:
7
2nd - 4th Floor
Plans

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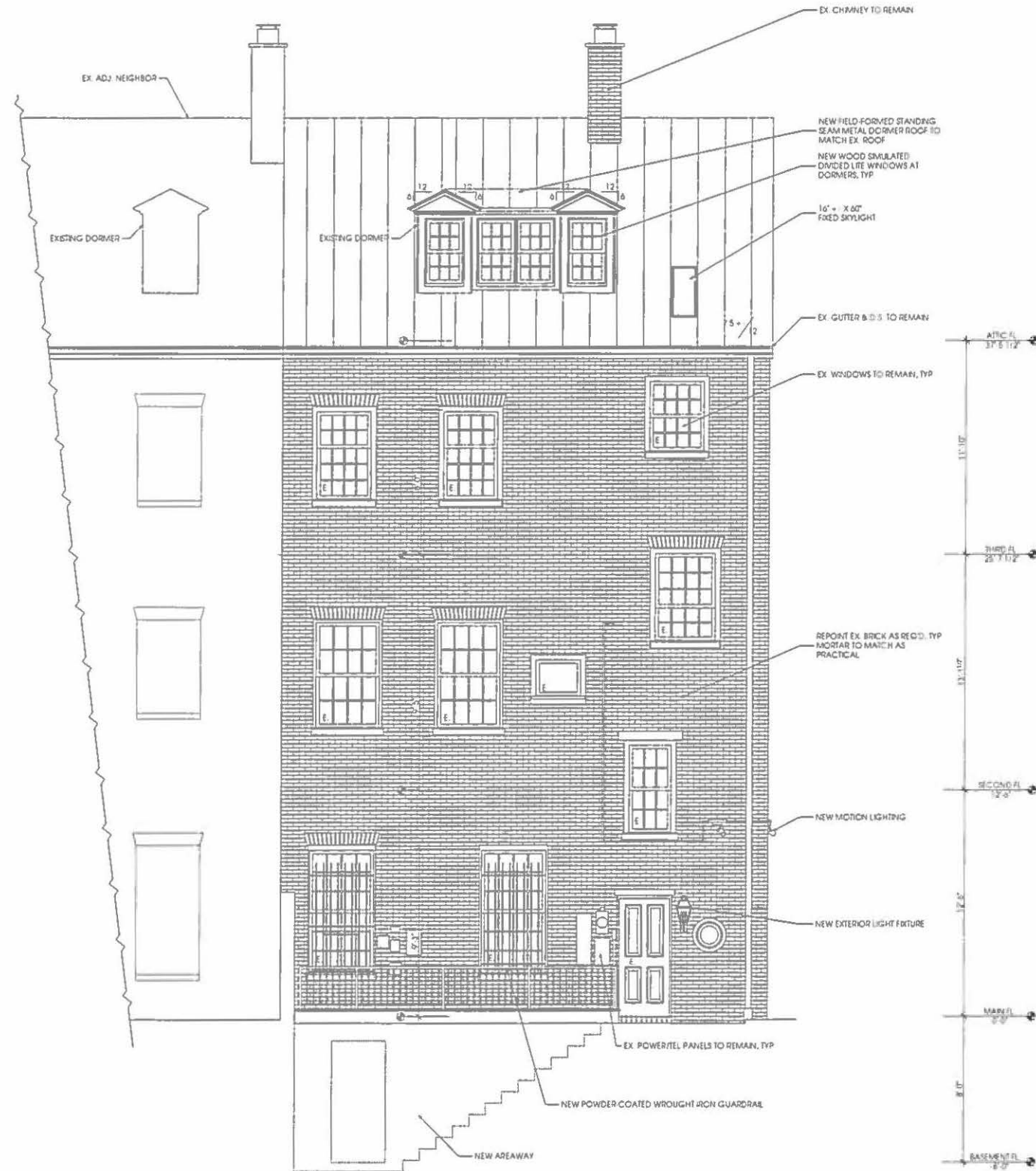
PROPOSED FRONT ELEVATION
SCALE: 1/8" = 1'-0"

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

JAN. 19, 2016

SHEET:
8
Proposed Front
Elevation

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REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

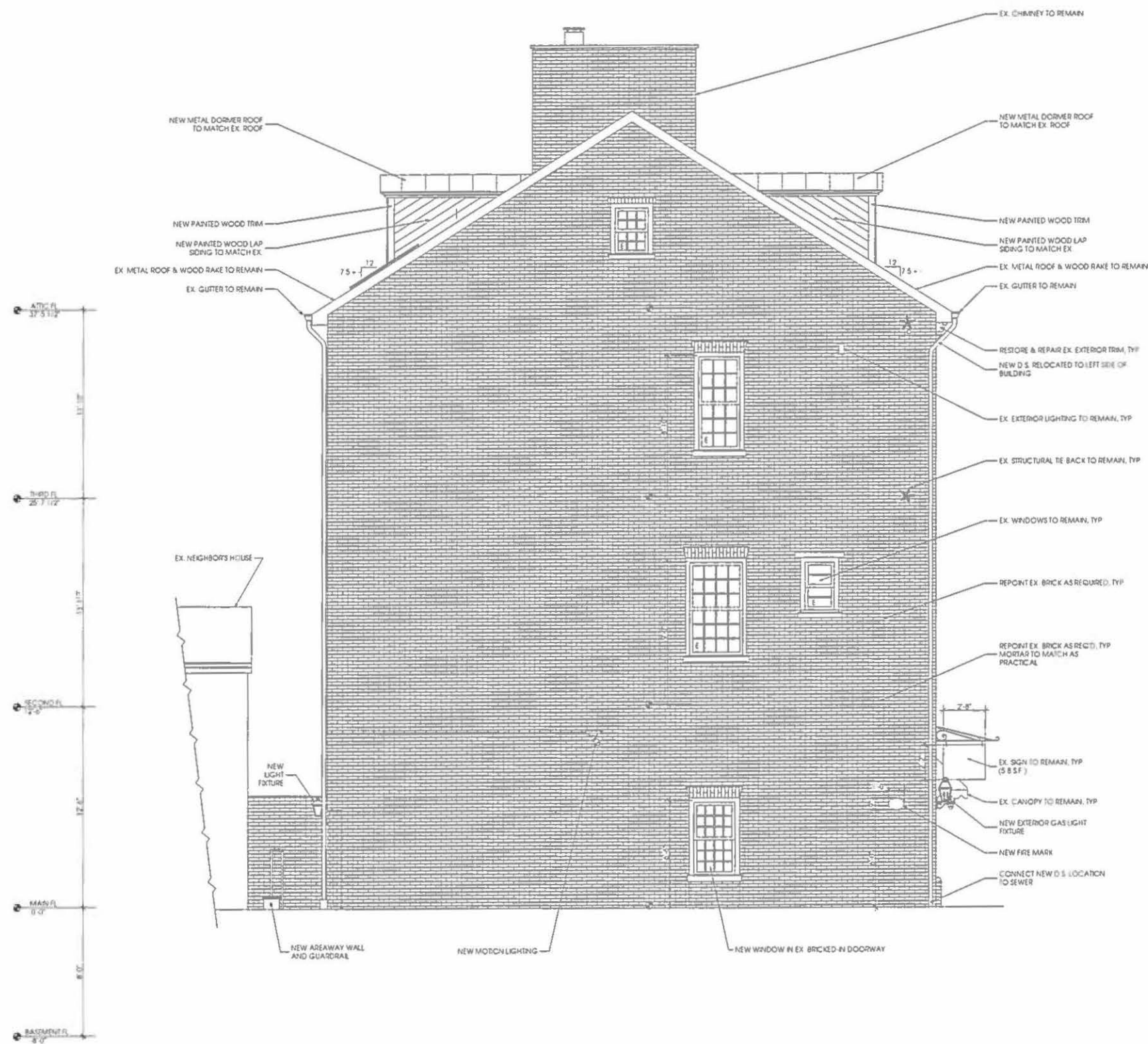
PROPOSED REAR ELEVATION
SCALE: 1/8" = 1'-0"

JAN. 19, 2016

SHEET:
9
Proposed Rear
Elevation

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REVISED MATERIALS
 BAR2015-00390/00391
 115 N Fairfax St
 1/19/2016

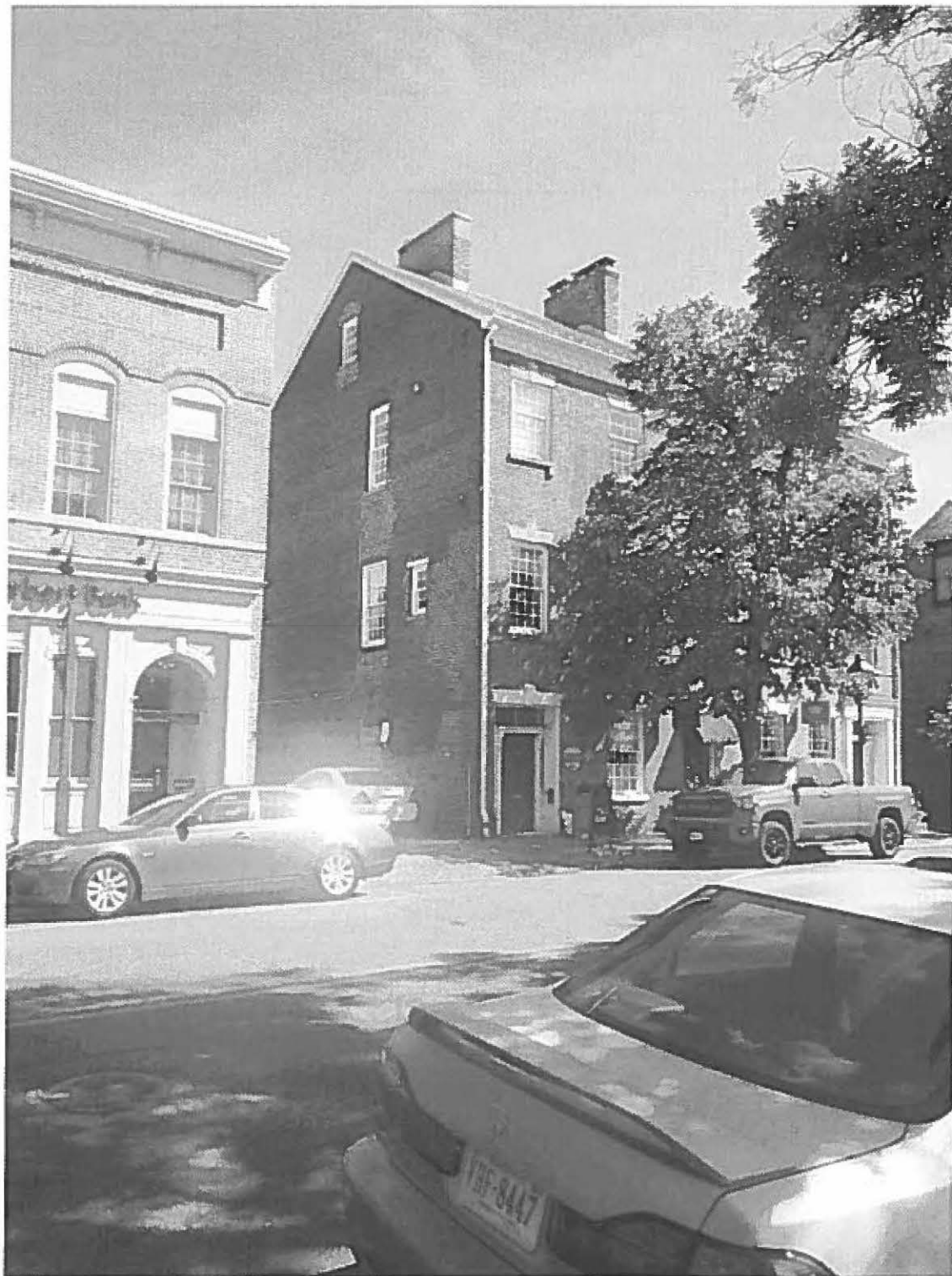


PROPOSED LEFT SIDE ELEVATION
 SCALE: 1/8" = 1'-0"

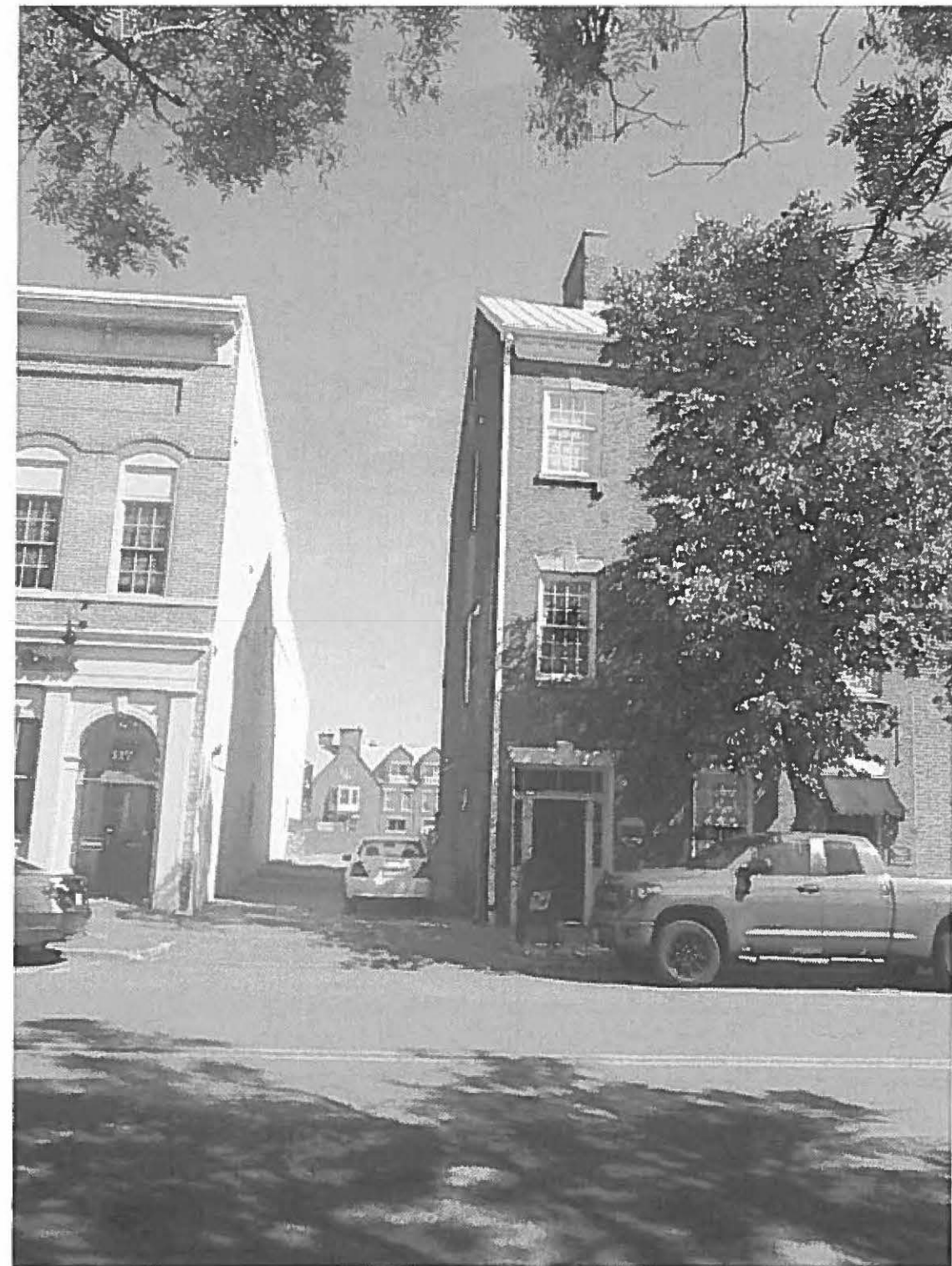
JAN. 19, 2016

SHEET:
10
 Proposed Left Side
 Elevation

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FRONT AND LEFT SIDE ELEVATIONS



FRONT ELEVATION AT DRIVEWAY

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

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SHEET:
11
Photos

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FRONT ELEVATION



FRONT ROOF AND CHIMNEY CLOSE-UP

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

JAN. 19, 2016

SHEET:
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Photos

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REAR ELEVATION



BASEMENT ACCESS AT REAR ELEVATION



FRONT ENTRANCE DOOR

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016



ADJACENT NEIGHBOR'S FRONT ENTRANCE DOOR

JAN. 19, 2016

SHEET
14
Photos

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FRONT ELEVATION EAVE DETAIL

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

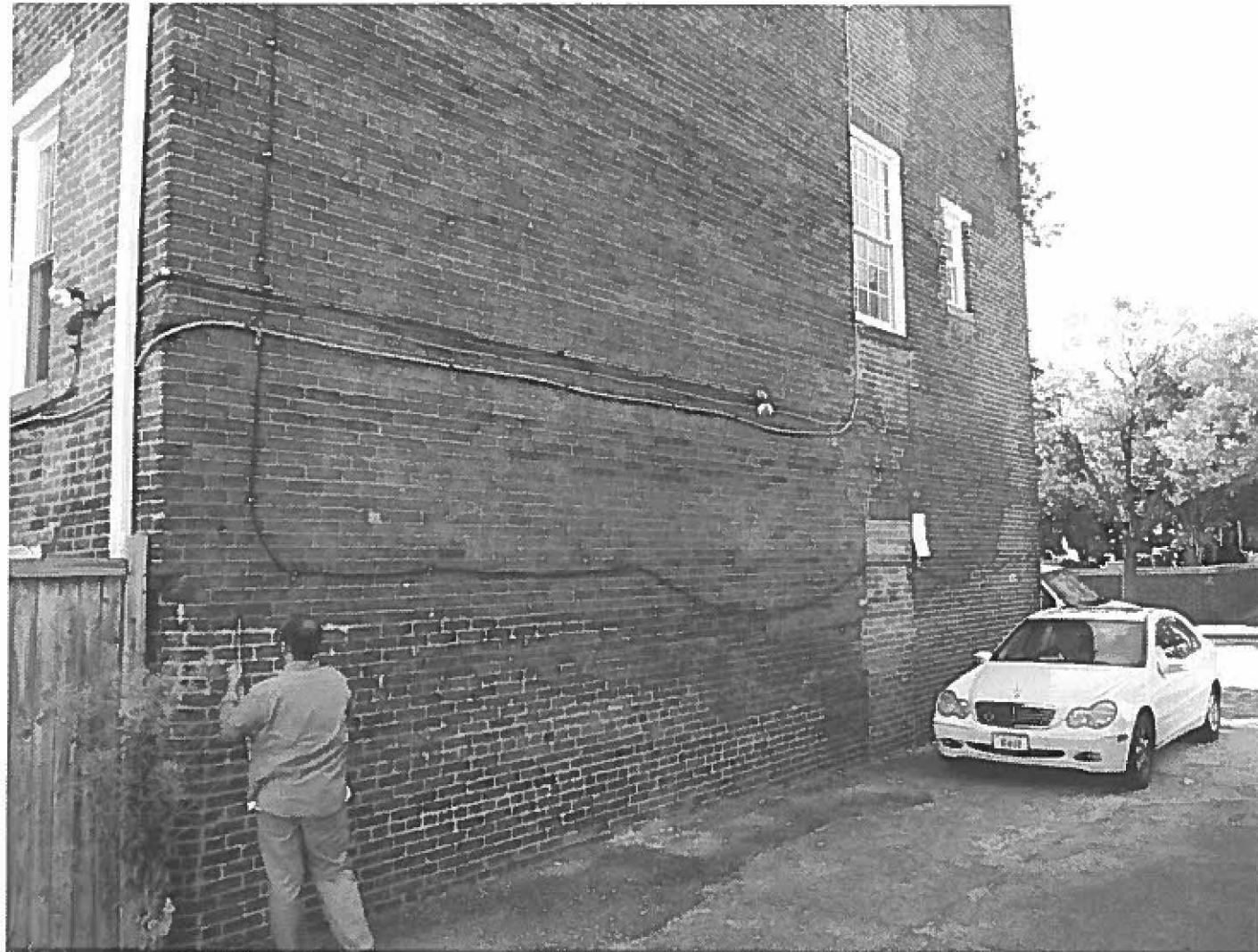


ADJACENT NEIGHBOR'S ENTRY DOOR DETAIL

JAN. 19, 2016

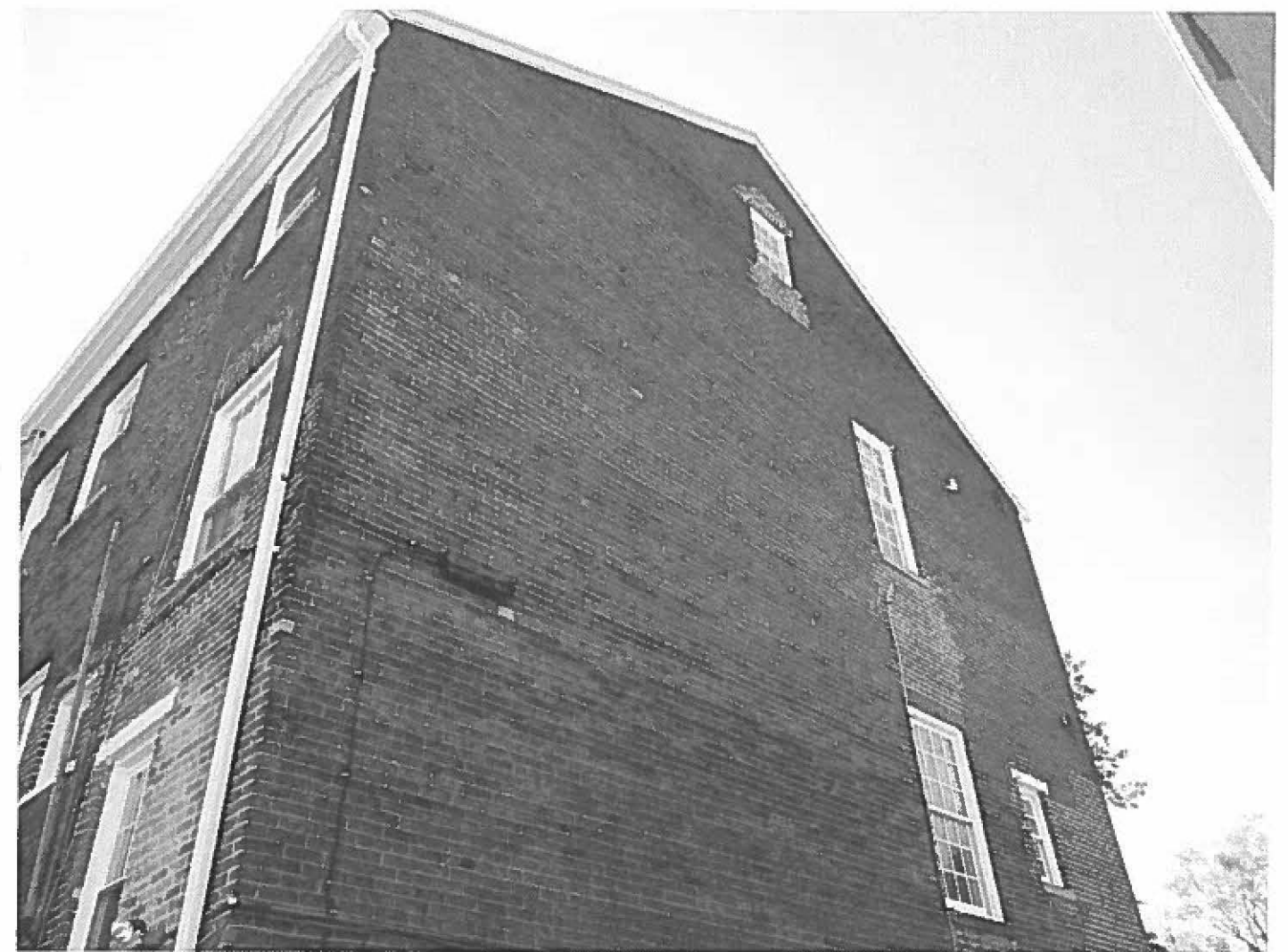
SHEET.
15
Photos

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LEFT SIDE ELEVATION - LOWER

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016



LEFT SIDE ELEVATION - UPPER

JAN. 19, 2016

SHEET
16
Photos

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LEFT SIDE ELEVATION DETAIL

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016



LEFT SIDE ELEVATION DETAIL

JAN. 19, 2016

SHEET
17
Photos

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REAR ELEVATION FROM RAMSEY ALLEY



REAR ELEVATION FROM ADJACENT LOT

REVISED MATERIALS
 BAR2015-00390/00391
 115 N Fairfax St
 1/19/2016

SHEET:
18
 Photos

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JAN. 19, 2016



REAR ELEVATION FROM RAMSEY ALLEY



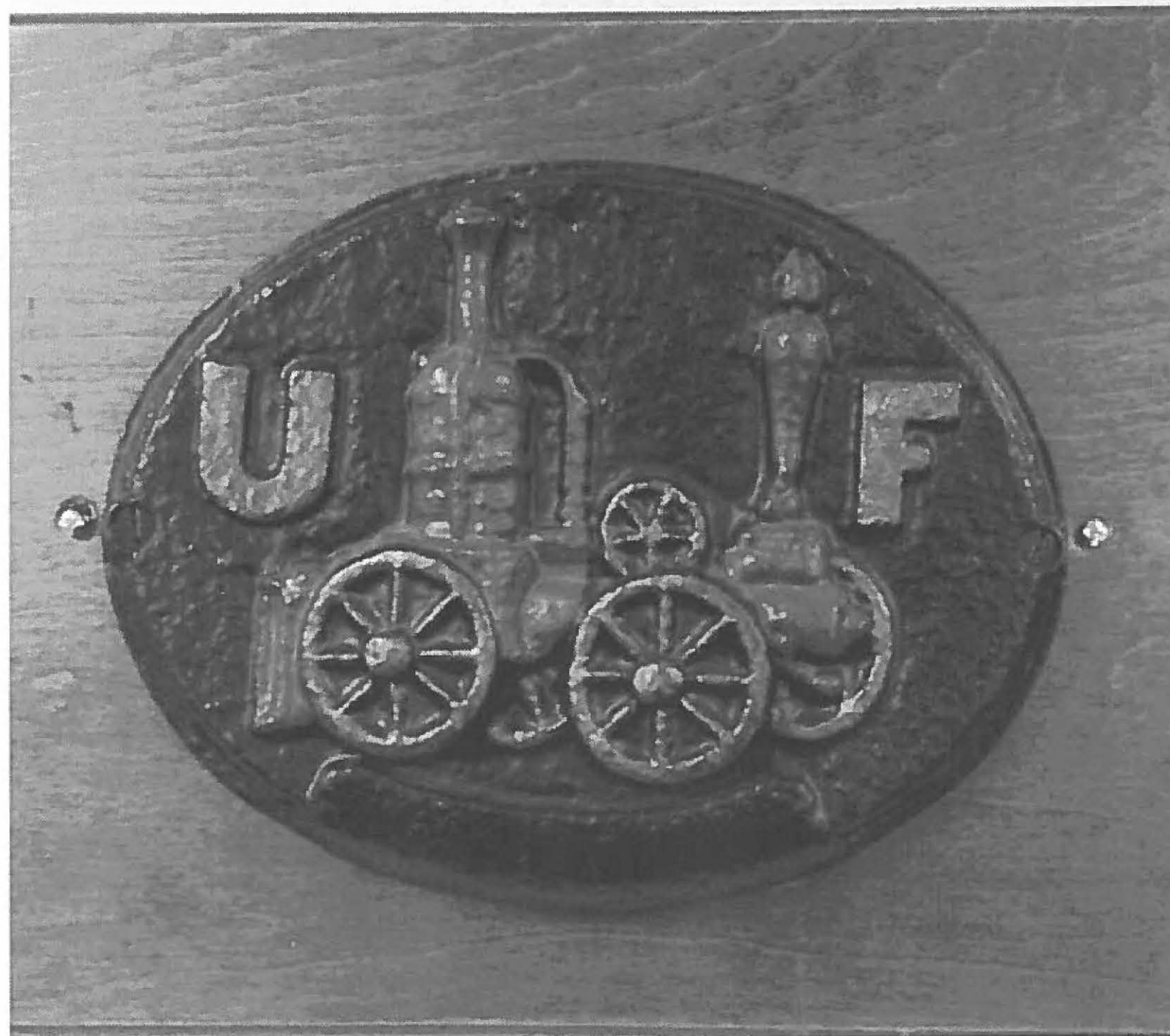
REAR ROOF CLOSE-UP

JAN. 19, 2016

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

SHEET:
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Photos

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NEW FIRE MARK

REVISED MATERIALS
BAR2015-00390/00391
115 N Fairfax St
1/19/2016

JAN. 19, 2016

SHEET
20
New Firemark

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ADDRESS OF PROJECT: 115 N. FAIRFAX ST. ALEXANDRIA, VA 22314

TAX MAP AND PARCEL: 075.01-02-04

ZONING: CD

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: 115 LLC - Scott Holden

Address: 2000 SUMMIT TERRACE

City: ALEXANDRIA State: VA Zip: 22307

Phone: (703) 577-2626 E-mail: scott@holdenins.com

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

Name: THOMAS FRENCH III

Phone: (703) 734-0084

E-mail: tmf3@thosfrench.com

Legal Property Owner:

Name: 115 LLC

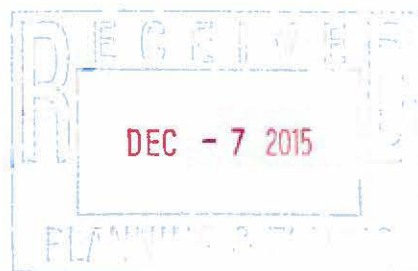
Address: 2000 SUMMIT TERRACE

City: ALEXANDRIA State: VA Zip: 22307

Phone: (703) 577-2626 E-mail: scott@holdenins.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 type="checkbox"/> awning | <input type="checkbox"/> fence, gate or garden wall | <input checked="" type="checkbox"/> HVAC equipment | <input type="checkbox"/> shutters |
| <input type="checkbox"/> doors | <input checked="" 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 | |
| <input checked="" type="checkbox"/> other <u>NEW DORMERS, WINDOW WELL</u> | | | |
- ☐ ADDITION
- ☒ DEMOLITION/ENCAPSULATION
- ☒ SIGNAGE

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

The proposed work is a comprehensive interior renovation of the entire structure complemented by the addition of three historically appropriate dormers on the front (N. Fairfax St. side) and a shed dormer on the rear to enable the use of the present attic as office space. In order to make the cellar level usable as habitable space, we propose to add an exterior stairwell and door to the rear and a window well (covered by a hinged grate) at the front. New HVAC condensers will need to be located at the rear. Extraneous wires and drain pipes on the side and rear of the building will be rerouted/ removed, and existing brick will be repointed. We propose to install a window on the alley (North) side where one had been bricked in some time ago. We also propose to replace/ restore windows on the N. Fairfax St. front, add a new flat sign and lighting above the entry. We also propose new lighting on the side and rear elevations.

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: 27' 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: THOMAS M. FRENCH, III

Date: 11-16-2015

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. Elisabeth Landon Holden	2000 Summit Terrace Alexandria, VA 22307	40%
2. Scott R. Holden	2000 Summit Terrace Alexandria, VA 22307	40%
3. Paul L. Delaney	6401 16th St. Alexandria, VA 22307	20%

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 115 N. Fairfax 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. Elisabeth Landon Holden	2000 Summit Terrace Alexandria, VA 22307	40%
2. Scott R. Holden	2000 Summit Terrace Alexandria, VA 22307	40%
3. Paul L. Delaney	6401 16th St. Alexandria, VA 22307	20%

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. Elisabeth Landon Holden	None	None
2. Scott R. Holden	None	None
3. Paul Delaney	None	None

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.

11-16-15

Thomas M. French, III

Date

Printed Name


Signature