

Docket Items # 1
BAR CASE # 2016-0311

BAR Meeting
October 19, 2016

ISSUE: Alterations and Accessory Structure

APPLICANT: Tom Campbell

LOCATION: 700 South Pitt Street

ZONE: RM / Residential

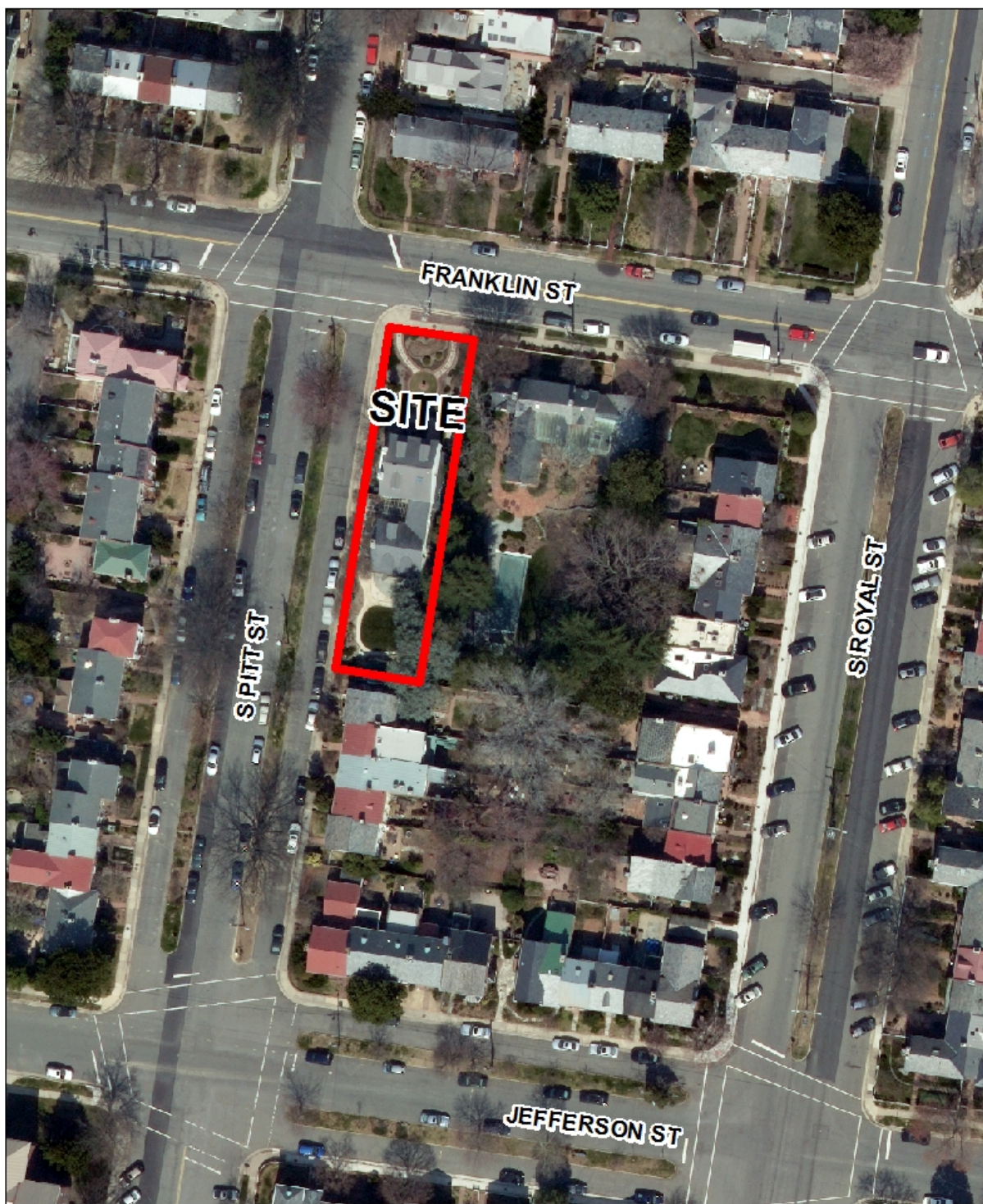
STAFF RECOMMENDATION

Staff recommends approval of the Certificate of Appropriateness with the conditions that:

1. The applicant obtains an *Air Conditioning Placement Waiver* from the adjacent property owner at 414 Franklin Street for the three HVAC condensers located in the required side yard.
2. The iron fence with brick piers be curved at the corner of Franklin and South Pitt Streets.

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



BAR2016-00311



BACKGROUND:

The applicant received BAR approval for a one-story infill addition between the historic main block of the house and the 2001 addition, and a two-story rear addition in 2015. These additions are currently under construction.

I. ISSUE

The applicant is requesting approval of a new Certificate of Appropriateness for the following alterations and new construction at 700 S. Pitt Street:

Fence

A new 3'-6" decorative iron fence with brick piers to enclose the existing front yard. The applicant obtained an encroachment from City Council to install the fence within the Franklin Street right-of-way on April 16, 2016 (ENC2016-0002).

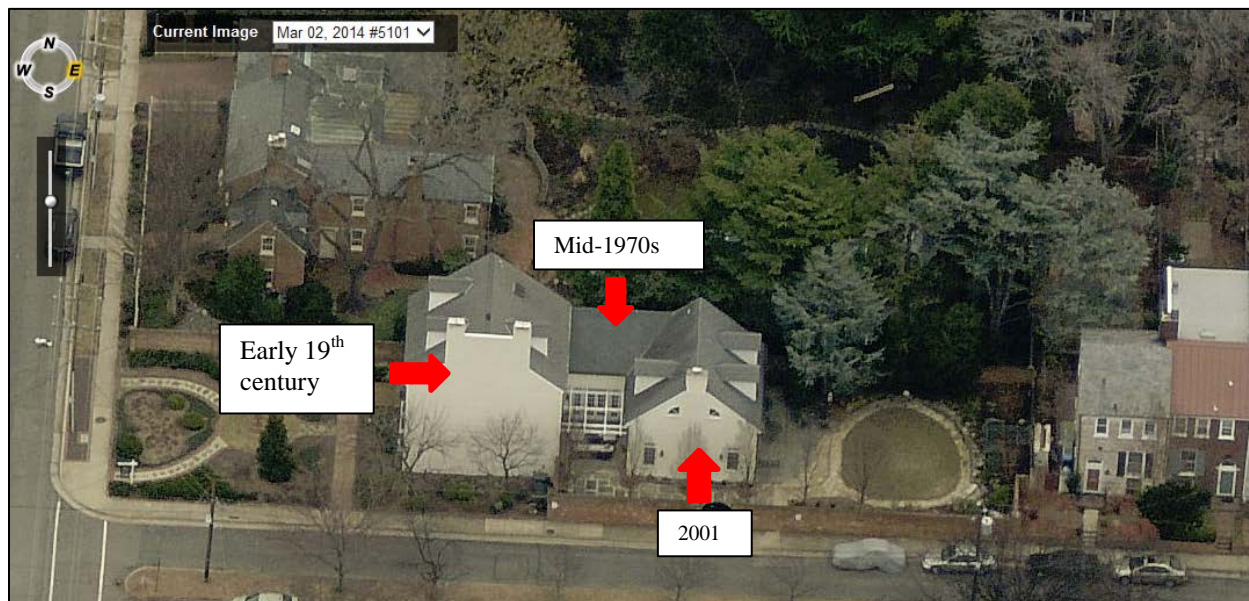


Figure 1: House prior to current construction

Alterations

The following alterations are proposed:

- East elevation of the 1970s addition: single window infilled with brick, two triple windows added.
- North elevation of the 2001 addition: triple window changed to a double French door.

- South elevation of historic main block: two double-hung windows changed to jib doors (single doors that look like double-hung wood windows over wood panels).
- New below grade basement areaway with above grade metal railing.
- New metal railing above the one-story hyphen addition currently under construction to allow the roof to be used as a deck.

Accessory Structure

The applicant proposes to install a new brick accessory structure in the rear yard adjacent to the pool to house garden and pool equipment. The classically styled brick building will have recessed panels and pilasters topped by urns. The three-sided structure will be open in the rear and have a low slope roof.

II. HISTORY

The two-story, four-bay brick Federal style house at 700 South Pitt Street, the Taylor-Fraser House, was originally erected at 109 South Pitt Street during the **early nineteenth century**. It was relocated to its current site in 1975 as a result of the urban renewal clearance of the 400 block of King Street where the Hotel Monaco now stands. The City of Alexandria provided more than \$100,000 to relocate the building and subsequently placed the covenant upon the structure. On June 16, 1976, the BAR approved a one-story rear addition and other alterations to the building. In 1999 and 2000, the Board approved, and re-approved, the existing one-and-a-half rear addition (BAR-99-0068 & BAR-99-0069 and BAR Case #2000-0092 & 0093). Most recently, on February 18, 2015, the BAR approved a Permit to Demolish/Capsulate and a Certificate of Appropriateness for alterations and additions (BAR Case #2015-0014 & 0015). With minor modifications, the two additions were reapproved on October 7, 2015 (BAR Case #2015-0289 & 290). These additions are now under construction.

III. ANALYSIS

The proposed alterations comply with the zoning ordinance, provided that the applicant obtain an *Air Conditioning Placement Waiver* from the neighbors to the east because the two existing and one proposed HVAC condenser on the east are located in a required side yard.

Alterations & Accessory Structure

As part of the relocation of the Taylor-Fraser House, a covenant between the City and the property owner at the time was placed on the property, which states that the owner “shall maintain unchanged the present exterior architectural form of the structure”. It is the finding of the Director of the Department of Planning and Zoning that the proposed conversion of the two double-hung windows on the south elevation to jib doors is consistent with the terms of the covenant. The amount of demolition is limited to a 3.25’ by 2’ area of wall below each window (6.5 square feet), which is below the threshold for a separate Permit to Demolish.



Figure 2: Proposed and Existing South Elevation (Main Block)

Staff does not object to the proposed jib doors for a number of reasons. First, the upper portion of the new doors are intended to appear as if they are six-over-six double-hung windows, consistent with the windows on the historic house, with a wider horizontal muntin in the middle intended to appear like the meeting rail. Second, given the oblique view of this second story elevation, the existing tree cover and the installation of a new metal railing over the one-story addition now under construction, the new doors will be minimally visible. Finally, if you were to compare the 1970s era photo below (Figure 3) with the current south elevation you would see that the south wall of the early 19th century house has been altered since its move to the present location and the proposed new doors are unlikely to impact to historic fabric. Although the covenant includes the following statement: “the outside surface of at least the front of the Structure, together with as many sides of the Structure as possible, [shall remain] accessible to the unobstructed view of the public”, staff believes that neither the jib doors nor iron balcony at the proposed roof deck will compromise the integrity of the historic main block.



Figure 3: Historic photo of 700 S. Pitt Street during the relocation from S. Pitt St.

Staff also has no objections to the other fenestration changes on the house, which are located on the modern additions to the historic house. Likewise, Staff has no objection to the basement areaway with railing, the proposed iron railing at the proposed roof deck or the garden and pool structure in the rear yard.

Fence

Staff finds the proposed front yard fence to be well designed and historically appropriate for this Federal style house, which will also have a more formal front garden once the project is complete. Staff has no objection to the encroachment of the proposed fence, as the majority of houses along Franklin Street have fences located in the public way given the large public right-of-way along this street. However, given that many of the nearby fences in the Yates Garden subdivision and in the blocks around Franklin Street have curved fences and walls at the corners (Figure 4), staff recommends that the proposed fence have a curve at the corner of South Pitt and Franklin streets.



Figure 4: Photos of nearby curved corner walls and fences

With the conditions noted above, Staff recommends approval of the application.

STAFF

Stephanie Sample, Historic Preservation Planner, Planning & Zoning
Al Cox, FAIA, Historic Preservation Manager

IV. CITY DEPARTMENT COMMENTS

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

Zoning

- F-1 Zoning has no comments in regards to the proposed changes submitted by the applicant. Dimensions for proposed fence line must remain within area of encroachment approved on April 16th by City Council through ENC #2016-0002. The applicant is reminded that approval for the encroachment was temporarily granted and the applicant must submit a vacation application for 700 S. Pitt Street by April 2017.
- C-1 Proposed AC units are located in the require east side yard. The applicant must obtain a waiver from the adjacent property owner.
- C-2 Proposed below grade stairs to basement, shed for pool equipment and 3.5' fence (50% open) will comply with zoning.

Code Administration

- C-1 A building permit, plan review and inspections are required for these alterations prior to the start of construction.

Transportation and Environmental Services

- R1. The building permit must be approved and issued prior to the issuance of any permit for demolition. (T&ES)
- R2. Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R3. 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)
- F1. Previously reviewed under BAR2000-00092 and BAR2015-00290. (T&ES)
- F2. The encroachment for the fence in the right of way was approved in the ENC2016-00002. (T&ES)
- F3. 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)
- C1. 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)

- C2. 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)
- C3. 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)
- C4. Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C5. 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. Much of the block bounded by Franklin, Jefferson, S. Royal, and S. Pitt streets was owned by William Yeates in the early 1800s. Known as Yeates Gardens, the area served as a park throughout much of the nineteenth century and included the structure that is still extant at 414 Franklin Street. In 1841 William Yeates, Jr., who had inherited the structure and garden from his father in 1826, advertised the area as a botanical garden where visitors could stroll among the trees and greenhouse plans or partake of ice cream and other refreshments. Archaeological resources relating to the nineteenth-century use of the land may remain buried on the block.
- *R-1. The applicant/developer shall 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-2. The applicant/developer shall not allow any metal detection or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology.
- R-3. 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 – Supporting Materials

2 – Application for BAR2016-0311 at 700 South Pitt Street

FREDERICK TAYLOR, AIA
1433 OTIS STREET NE
WASHINGTON, DC 20017
(202) 635-8087
www.chevychasearchitect.com

September 26, 2016

City of Alexandria
Board of Architectural Review
301 King Street
Alexandria, VA 22314

Attn.: Joseph Onyebuchi

Dear Mr. Onyebuchi:

Below is a summary of the changes we are proposed to the currently approved design at 700 South Pitt Street. None of the changes affect the size or shape of the building envelope of the house itself.

MAIN STRUCTURE

North side (facing Franklin St.):	No changes proposed to this facade
East side (facing adjacent side yard):	Add areaway to access basement utility room; Change fenestration on existing ca. 2000 addition
South side (facing adjacent side yard)	No change proposed to this facade
West side (facing Pitt St.)	Add roof deck and railing above new dining room in court area.
South side of court	Change window to pair of French doors
North side of court	Change windows to single French doors to new roof deck (See notes below)

Notes on windows: The new doors will maintain the same masonry opening widths as the existing windows and will maintain the 6/6 muntin pattern. One of the two windows replaces an earlier door opening that gave access to a rear addition that was demolished prior to the relocation of the original structure.

LANDSCAPING

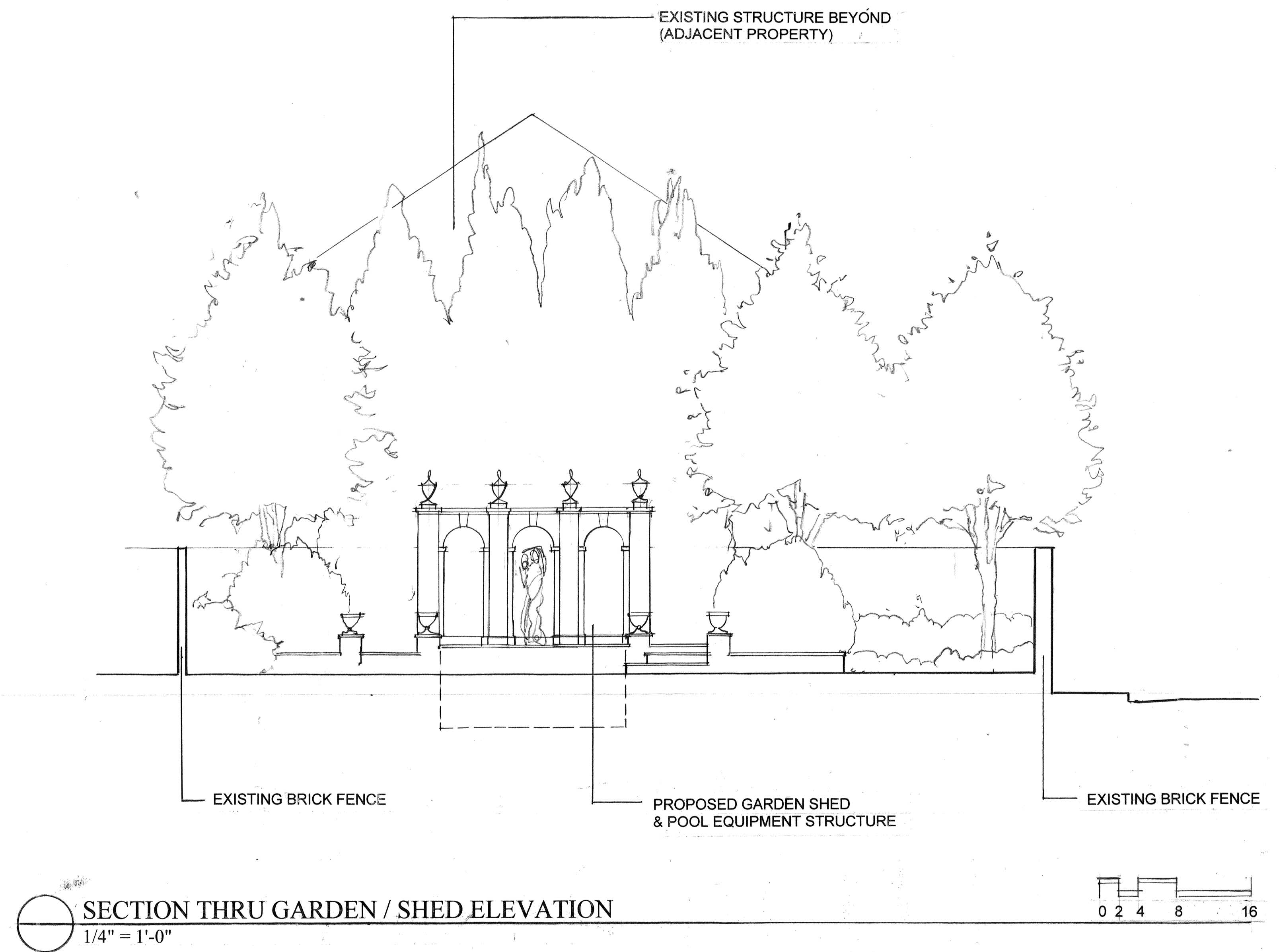
Front yard:	Add new brick piers and metal fencing per plans
Rear yard	Add new shed structure to conceal pool equipment
--	

If you have any questions or need any additional information, please give me a call at the number above or email me at your convenience.

Very truly yours,

Frederick Taylor, AIA

Application & Materials
 BAR2016-00311
 700 S Pitt Street
 9.19.2016

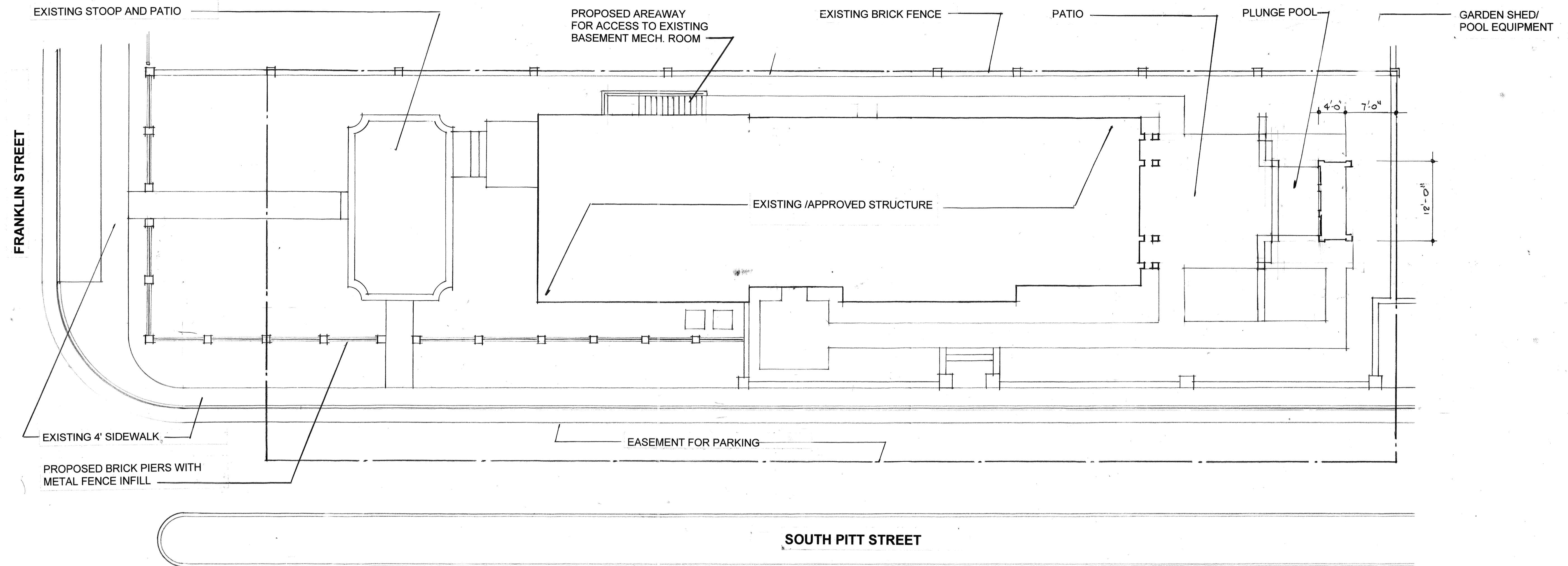


SECTION THRU GARDEN/
 SHED ELEVATION

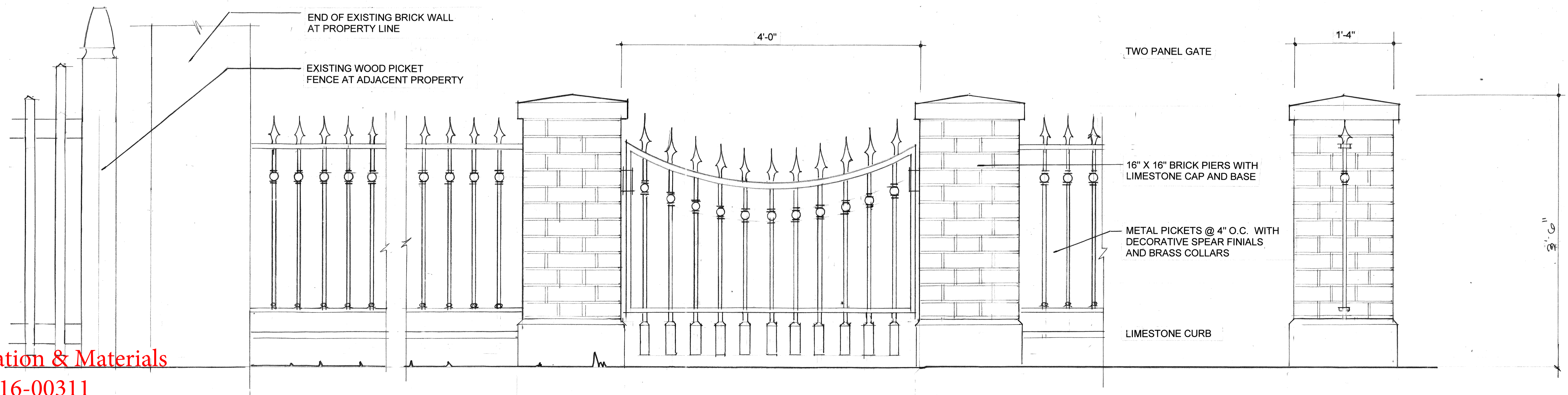
CAMPBELL RESIDENCE
 700 SOUTH PITT STREET
 ALEXANDRIA, VIRGINIA 22314

THORSEN CONSTRUCTION
 5700 GENERAL WASHINGTON DR.
 ALEXANDRIA, VA 22312
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 www.thorsenconstruction.us

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SITE PLAN
1/8" = 1'-0"



Application & Materials
BAR2016-00311
700 S Pitt Street
9.19.2016

DTL. ELEV. @ ADJACENT FENCE & WALL
1-1/2" = 1'-0"

BRICK PIER AND METAL GATE & FENCE
1-1/2" = 1'-0"

SECTION THRU FENCE
1-1/2" = 1'-0"



1
A3.3

Application & Materials
 BAR2016-00311
 700 S Pitt Street
 9.19.2016

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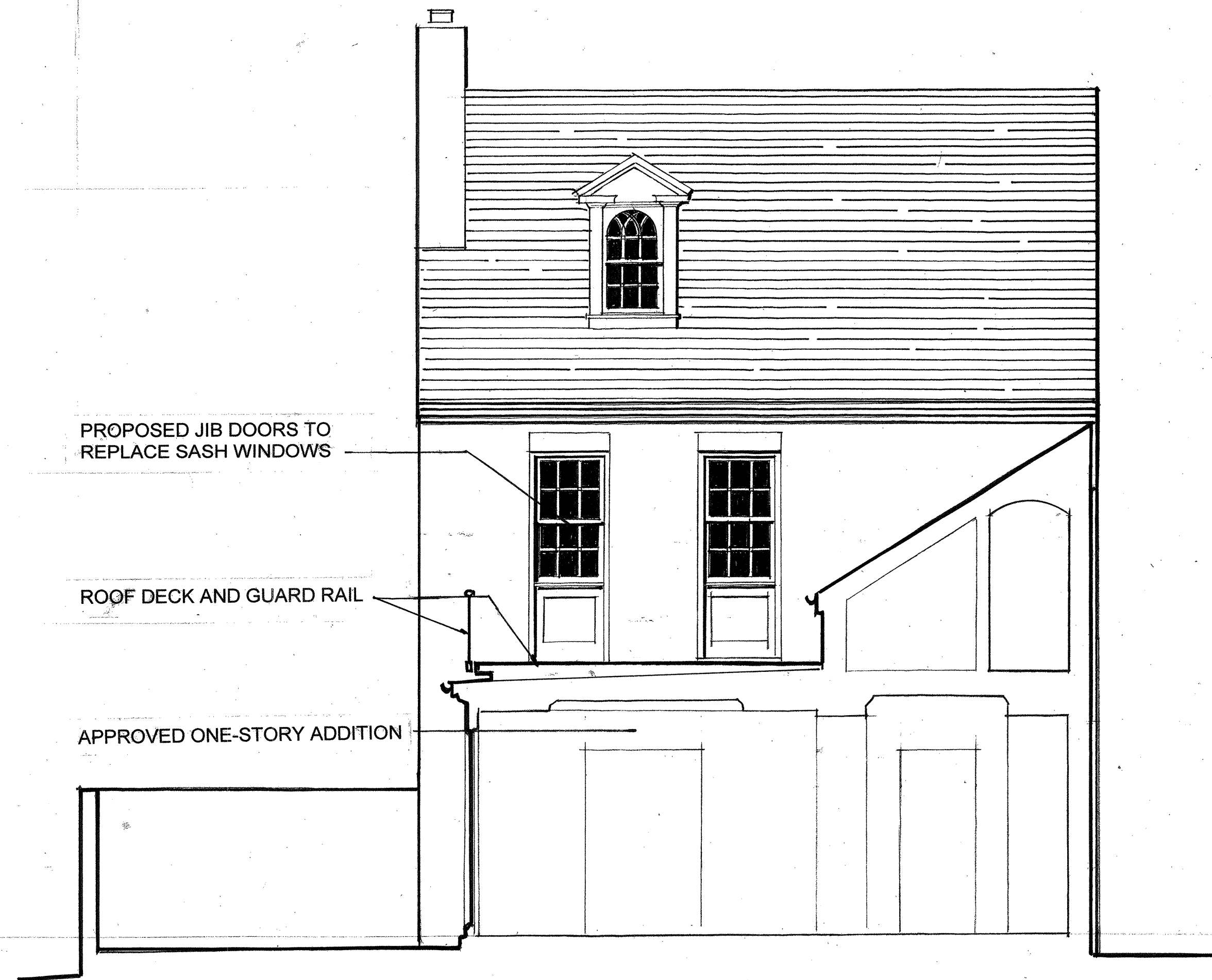
CAMPBELL RESIDENCE
 700 SOUTH PITT STREET
 ALEXANDRIA, VIRGINIA 22314

ISSUED
 50% CONST.
 3/29/16

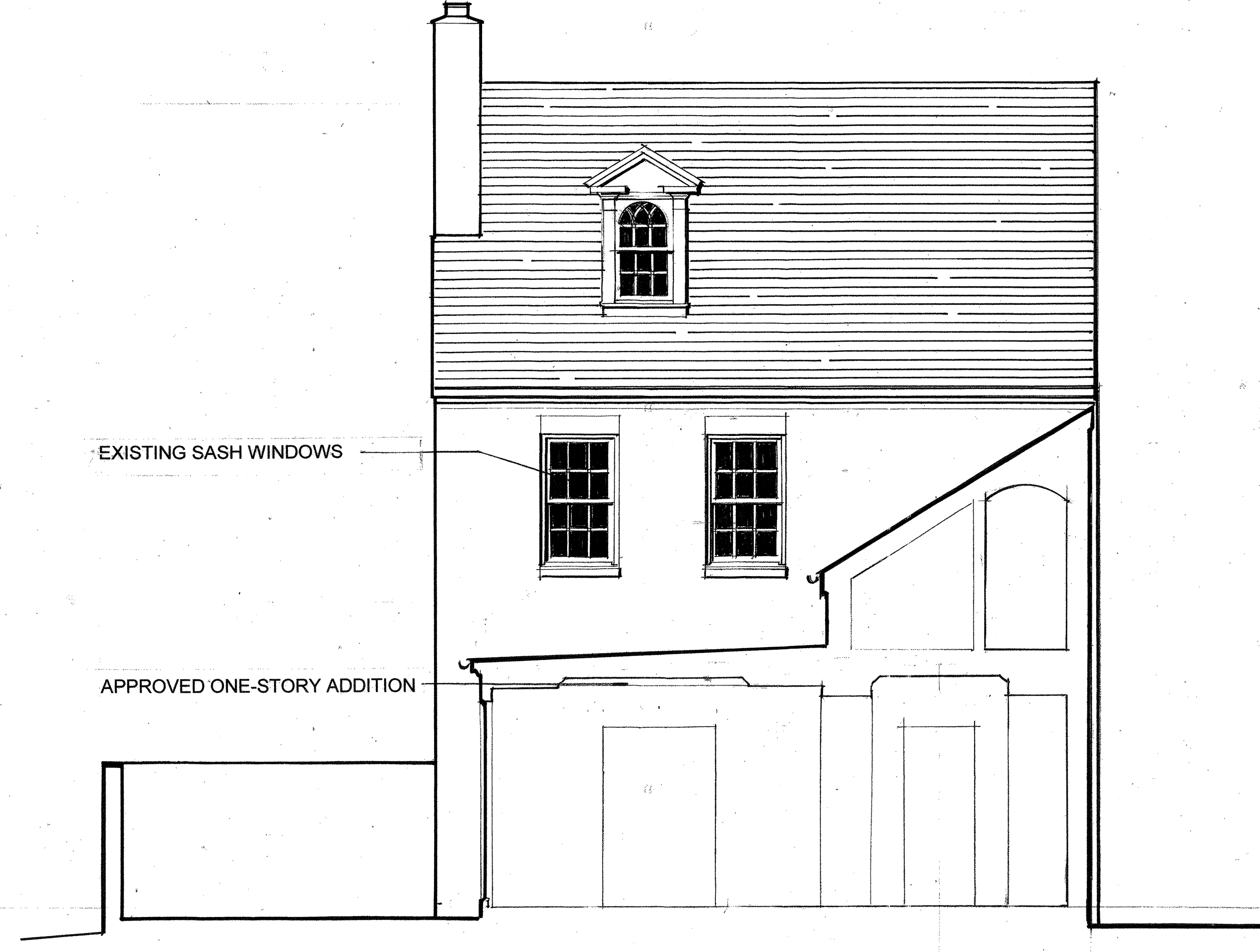
PROPOSED EAST ELEV.
 1/4" = 1'-0"

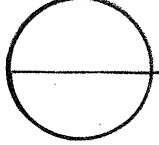
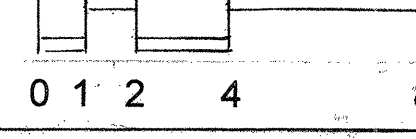
A3.3

CURRENT SET: FEB. 15, 2016




 SECT. THRU 'HYPHEN' LOOKING NORTH - PROPOSED
 1/4" = 1'-0"
 




 SECT. THRU 'HYPHEN' LOOKING NORTH - APPROVED
 1/4" = 1'-0"
 

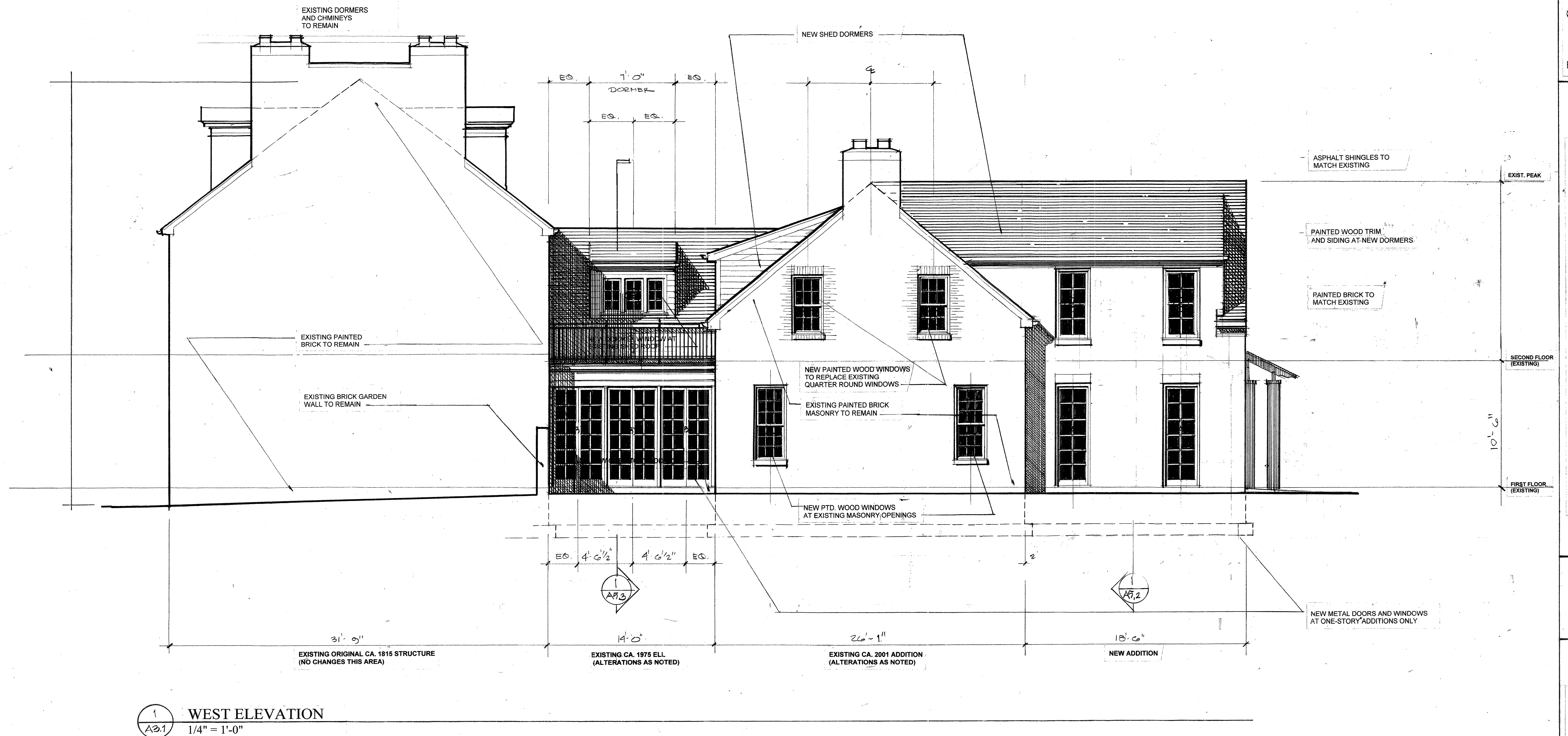
Application & Materials
 BAR2016-00311
 700 S Pitt Street
 9.19.2016

CURRENTLY APPROVED &
 PROPOSED REVISION OF
 EXISTING STRUCTURE

CAMPBELL RESIDENCE
 700 SOUTH PITT STREET
 ALEXANDRIA, VIRGINIA 22314

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Application & Materials
 BAR2016-00311
 700 S Pitt Street
 9.19.2016

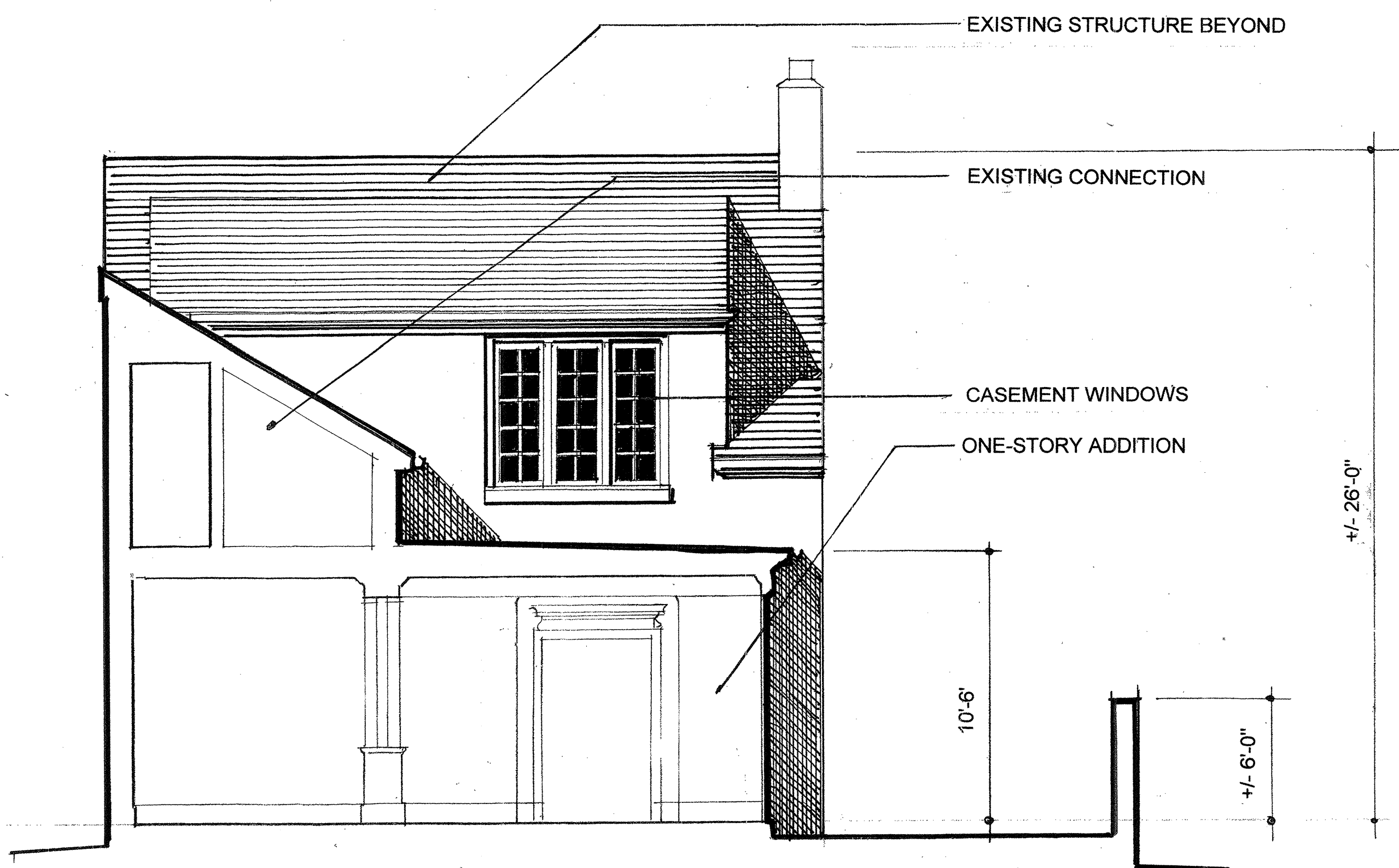
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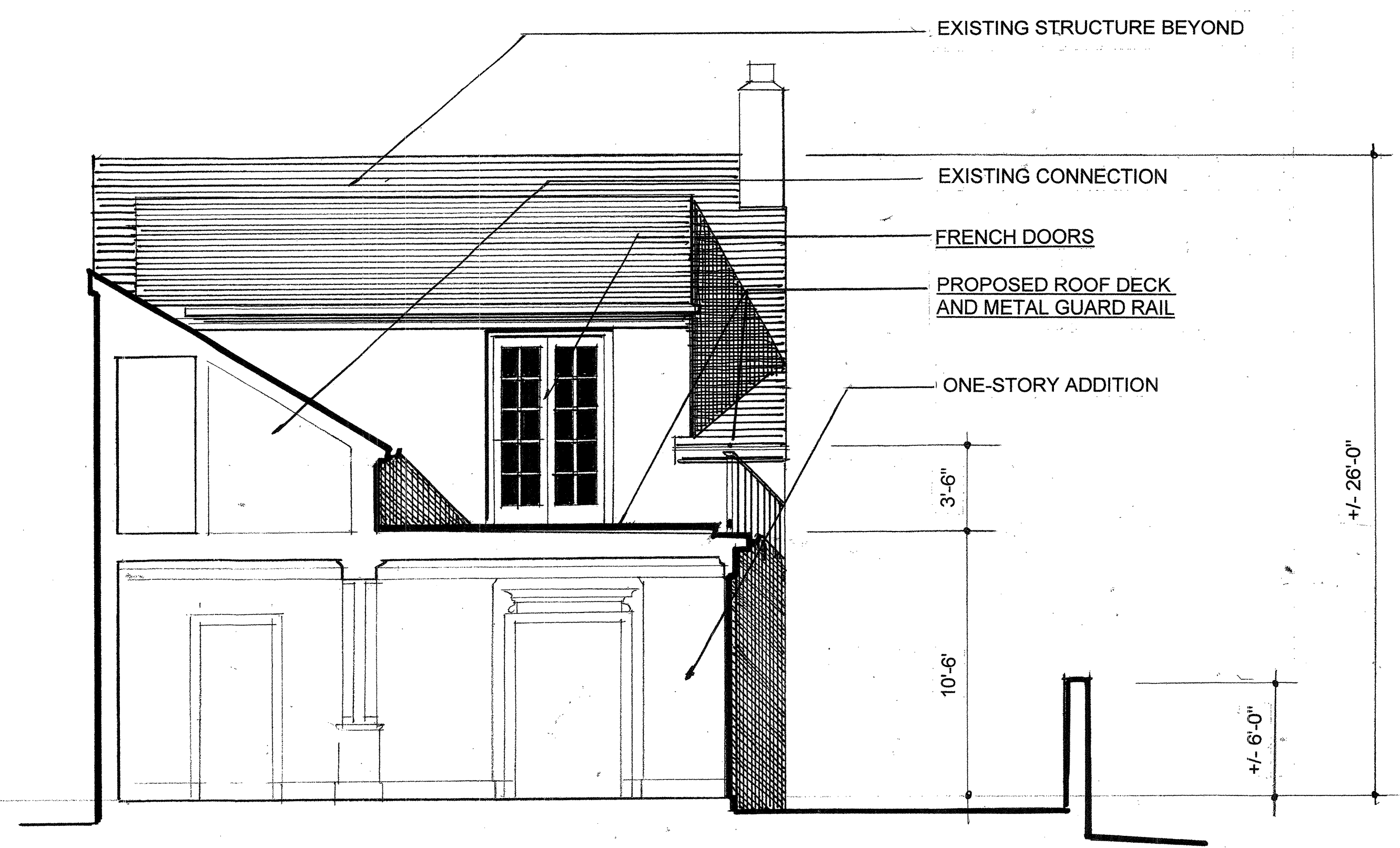
CAMPBELL RESIDENCE
 700 SOUTH PITT STREET
 ALEXANDRIA, VIRGINIA 22314


WEST ELEVATION
 1/4" = 1'-0"

A3.1




 SECT. THRU 'HYPHEN' LOOKING SOUTH - APPROVED
 1/4" = 1'-0"




 SECT. THRU 'HYPHEN' LOOKING SOUTH - PROPOSED
 1/4" = 1'-0"

Application & Materials
 BAR2016-00311
 700 S Pitt Street
 9.19.2016

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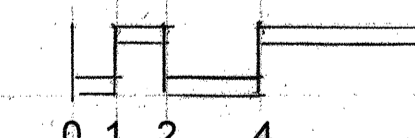
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CAMPBELL RESIDENCE
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CURRENTLY APPROVED &
 PROPOSED REVISION OF
 EXISTING ADDITION
 1/4" = 1'-0"



WEST ELEVATION -- CONCEPT
1/4" = 1'-0"



Application & Materials
BAR2016-00311
700 S Pitt Street
9.19.2016

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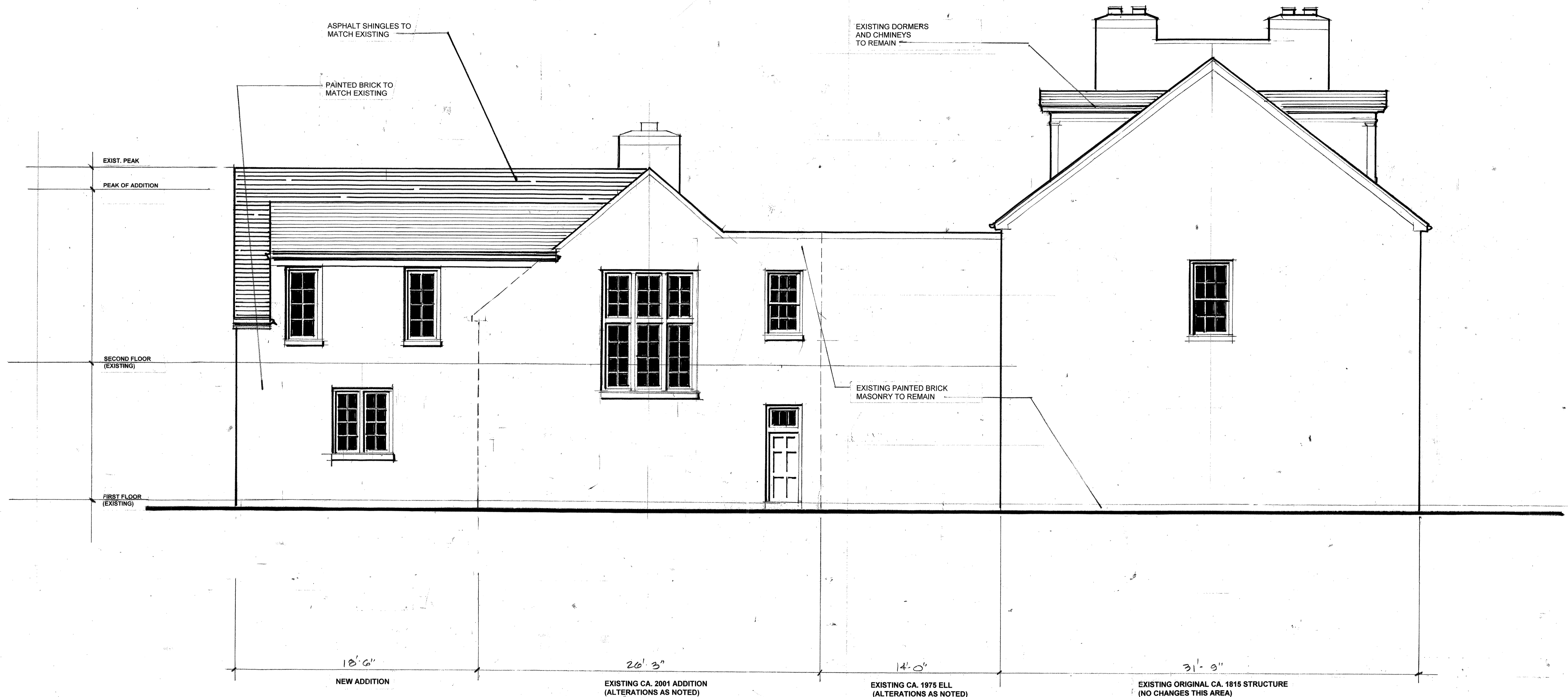
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CAMPBELL RESIDENCE
700 SOUTH PITT STREET
ALEXANDRIA, VIRGINIA 22314

ISSUED
50% CONST.
3/28/16

PROPOSED WEST ELEV.
1/4" = 1'-0"

A3.1



1
A3.3

Application & Materials
BAR2016-00311
700 S Pitt Street
9.19.2016

PROPOSED EAST ELEV.
1/4" = 1'-0"

ISSUED
50% CONST.
3/29/15

CAMPBELL RESIDENCE

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A3.3

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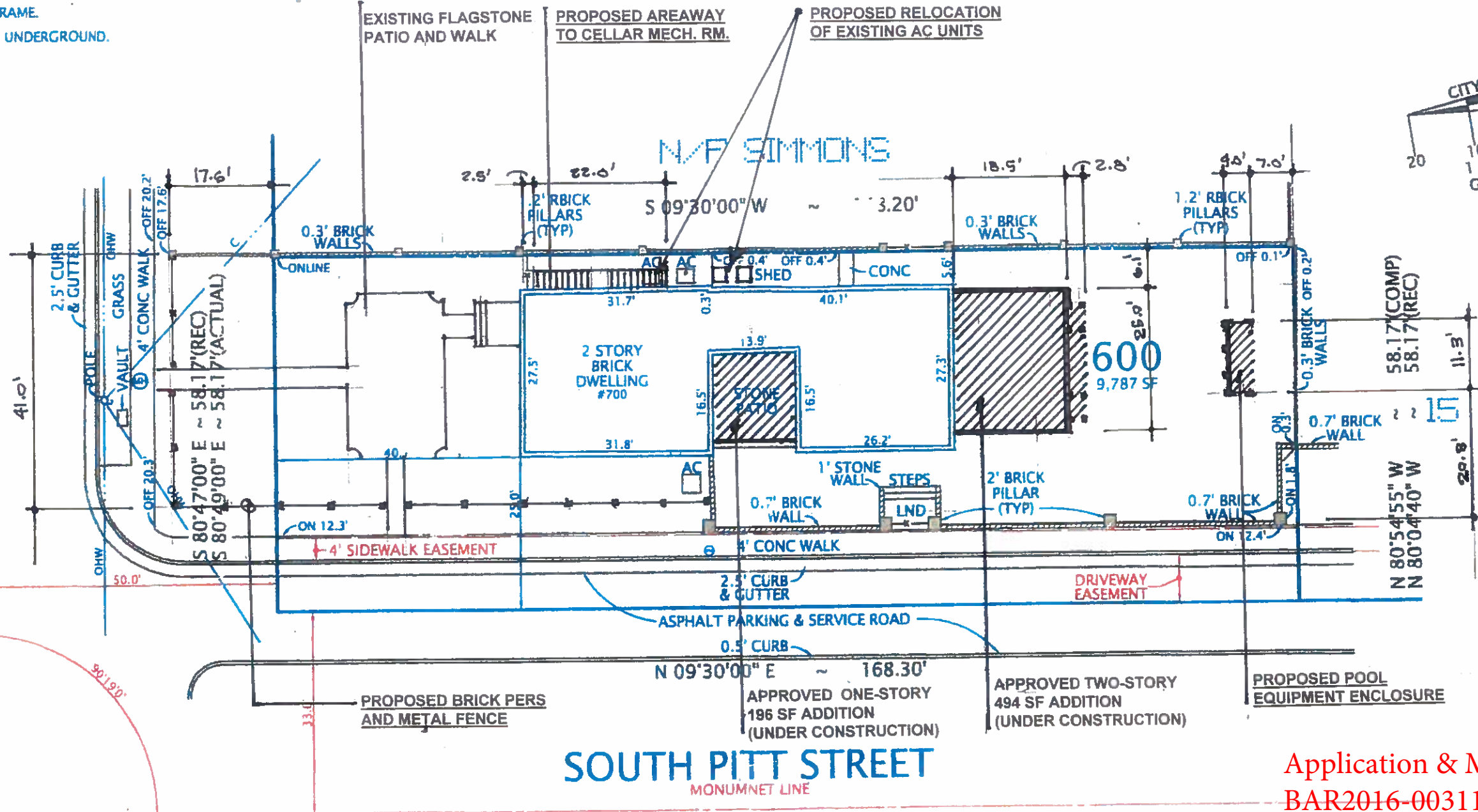


JANUARY 16, 2014

- NOTES: 1. FENCES ARE FRAME.
2. UTILITIES ARE UNDERGROUND.

FRANKLIN STREET

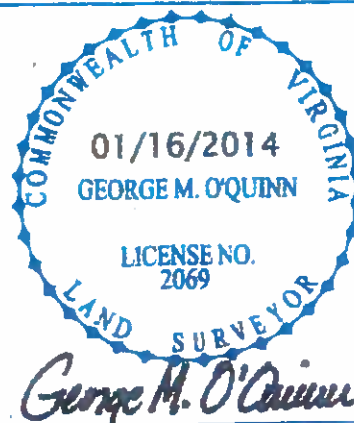
MONUMENT LINE



Application & Materials - REVISED
BAR2016-00311
700 S Pitt Street
10/13/2016

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE.

THIS PLAT IS SUBJECT TO RESTRICTIONS OF RECORD.
A TITLE REPORT WAS NOT FURNISHED.
NO CORNER MARKERS SET.



CASE NAME:
OLSON
CINDY GOLUBIN

DOMINION Surveyors Inc.
8808-H PEAR TREE VILLAGE COURT
ALEXANDRIA, VIRGINIA 22309
703-619-6555
FAX: 703-799-6412

PLAT
SHOWING HOUSE LOCATION ON
LOT 600, BLOCK 1, SECTION ONE
OF A PLAT OF CONSOLIDATION
LOTS 16, 517, 518 & 10' ALLEY

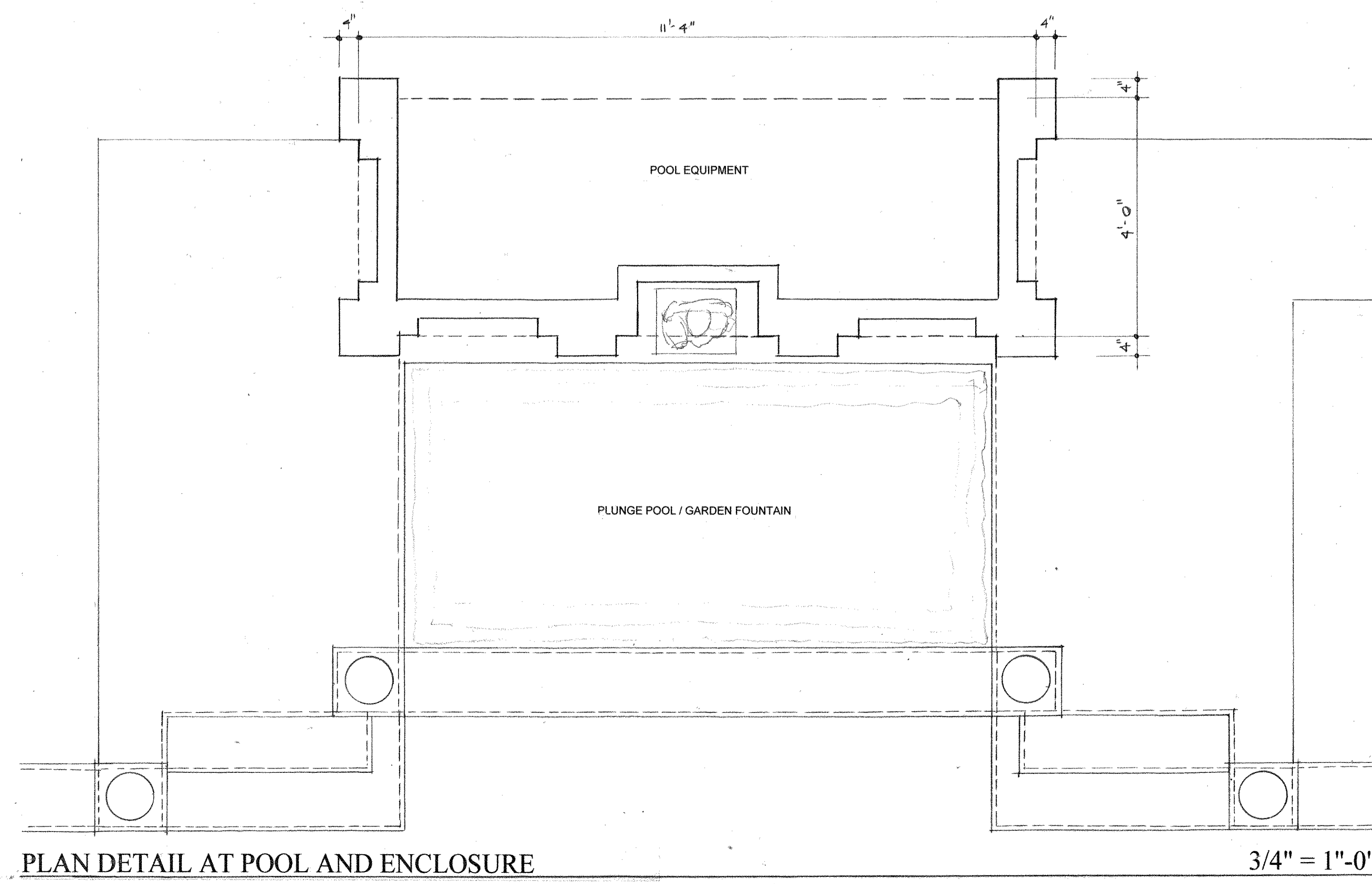
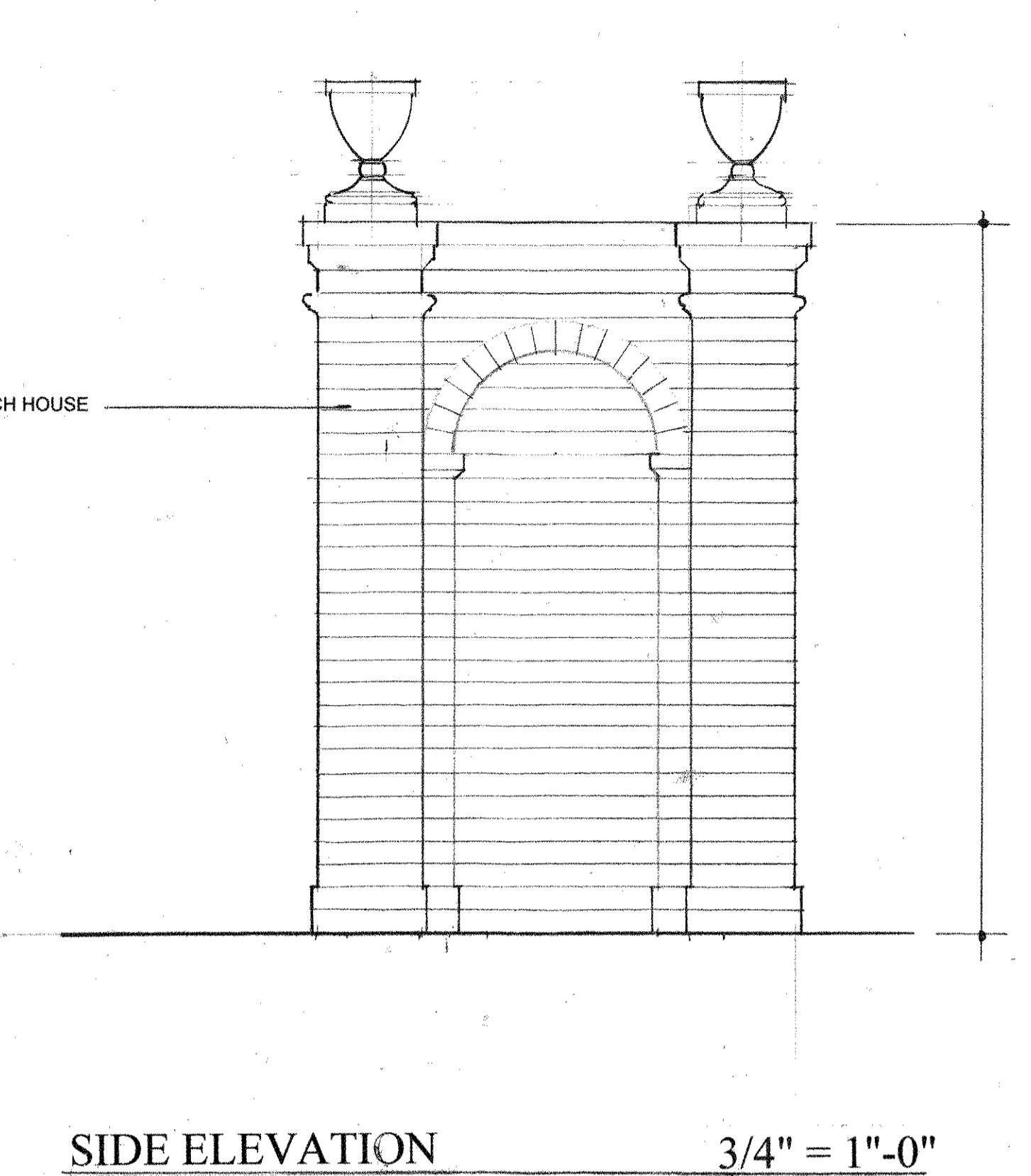
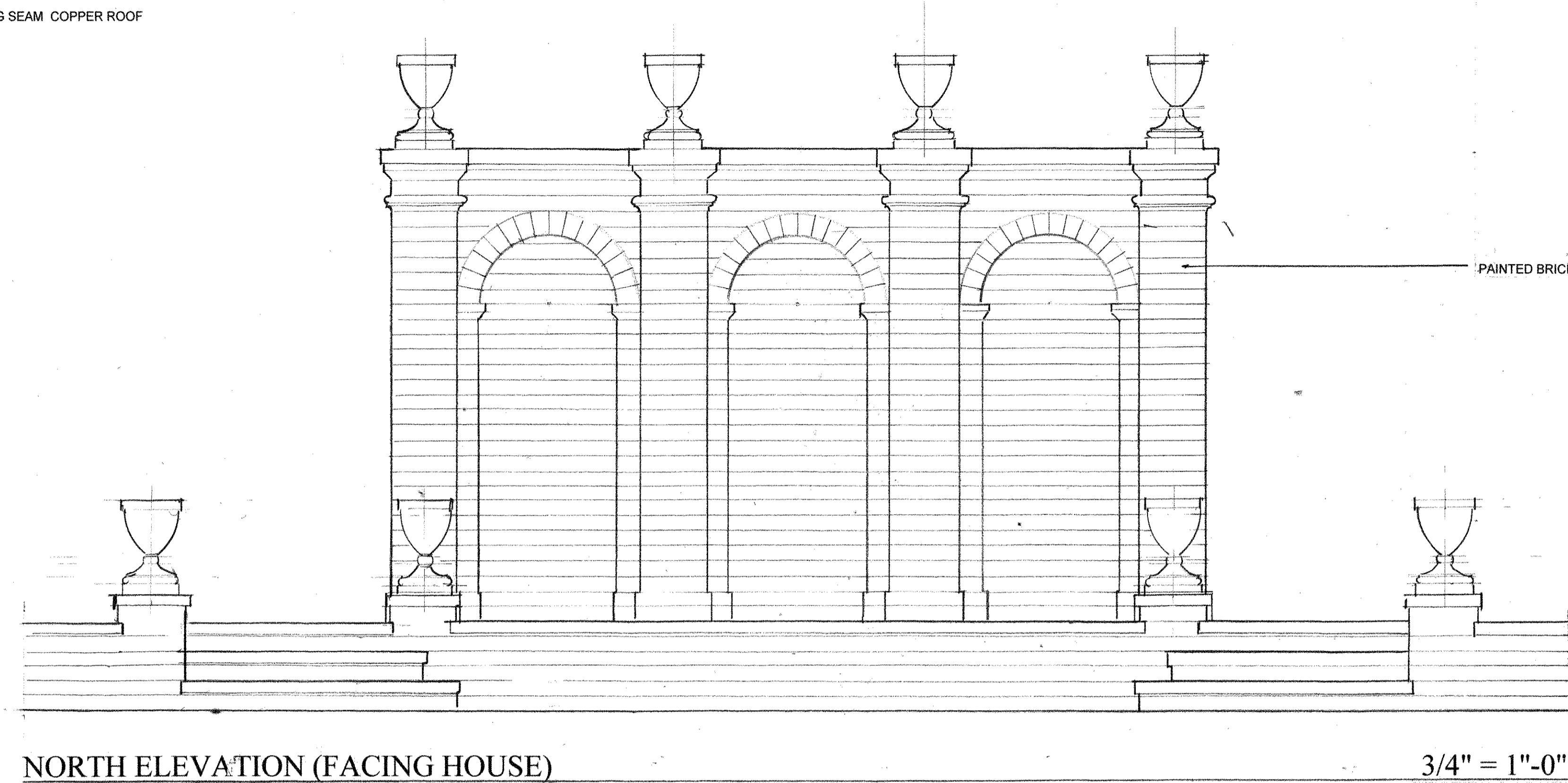
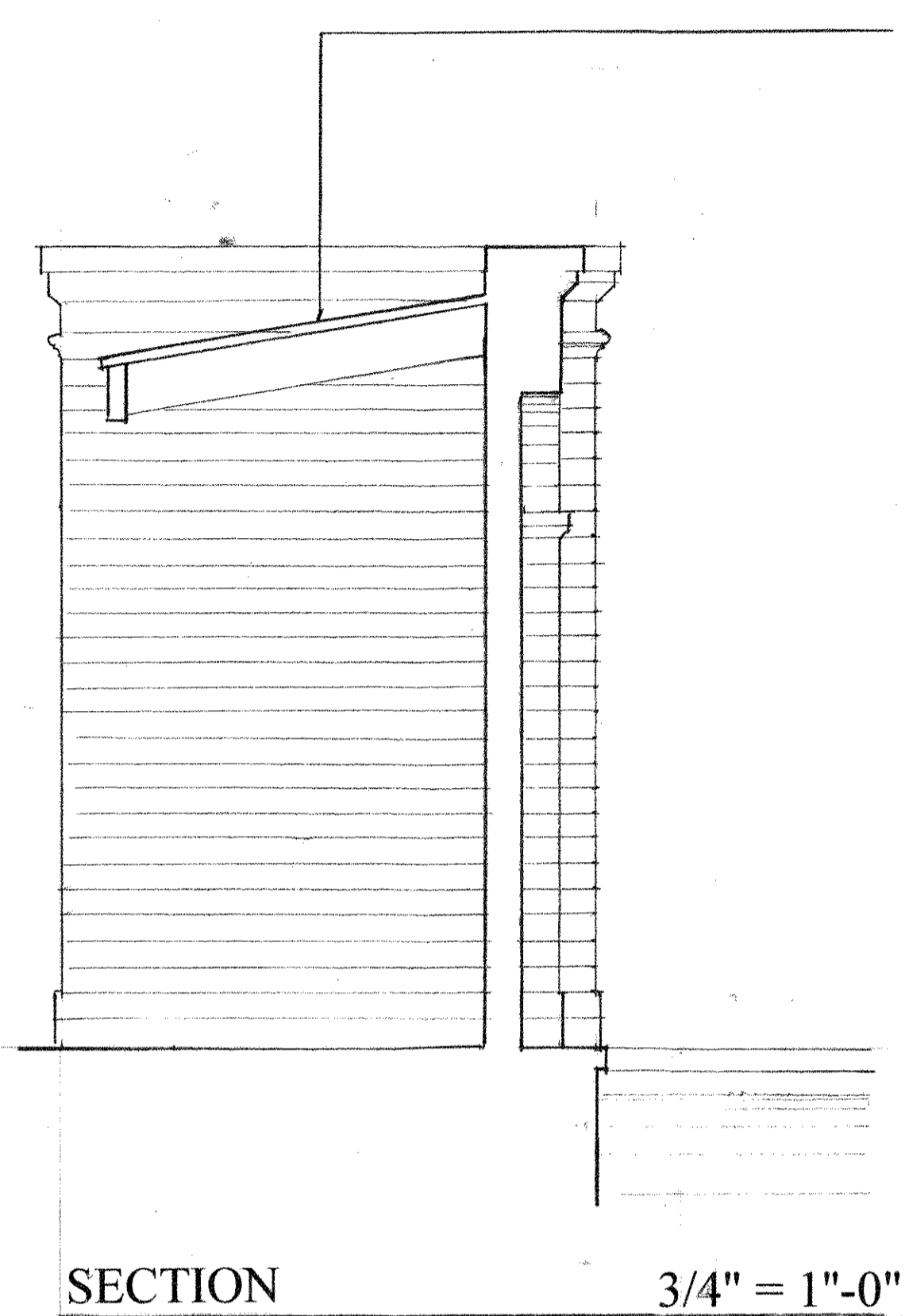
YATES GARDENS

(DEED BOOK 1196, PAGE 381)

CITY OF ALEXANDRIA, VIRGINIA
SCALE: 1" = 20' JANUARY 16, 2014

CASE NAME: OLSON

#140115004



Applications & Materials
 BAR2016-00311
 700 S Pitt Street
 9/19/2016

ADDRESS OF PROJECT: 700 South Pitt Street

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: Thomas Campbell

Address: 700 S. Pitt St.

City: Alexandria State: VA Zip: 22314

Phone: _____ E-mail: tcampbell@dccapitalpartners

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

Name: Frederick Taylor, AIA

Phone: 202 277 8087

E-mail: ftaylor@dccs.com

Legal Property Owner:

Name: Thomas Campbell

Address: 700 S. Pitt Street

City: Alexandria State: VA Zip: 22314

Phone: _____ E-mail: tcampbell@dccapitalpartners

- ☒ 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).*
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.

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: _____

FREDERICK TAYLOR, AIA

Date: _____

8/17/2015

Application & Materials
BAR2016-00311
700 S Pitt Street
9.19.2016

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.

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. Thomas J. Campbell (applicant)	700 South Pitt Street Alexandria VA 22314	100%
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 700 S. Pitt 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
1. Thomas J. Campbell	700 S. Pitt Street Alexandria VA 22314	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.

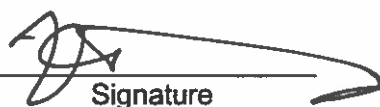
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. none		
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

9/12/2016
Date

FREDERICK THOMAS, AIA
Printed Name


Signature

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