

Docket Item #2 & #3
BAR CASE # 2016-00342 & 00343

BAR Meeting
November 16, 2016

ISSUE: Partial demolition and Addition/Alterations

APPLICANT: 317 South Lee Street, LLC

LOCATION: 317 South Lee Street

ZONE: RM / Residential

STAFF RECOMMENDATION

Staff recommends approval of the revised design, submitted November 12, 2016.

BOARD ACTION NOVEMBER 6, 2016: Deferred, 6-0

On a motion by Ms. Roberts, seconded by Ms. Mechling, the OHAD Board of Architectural Review voted to defer BAR Case #2016-00342 & 00343 for further study and clarification of zoning compliance regarding open space. The motion carried on a vote of 6-0. Mr. Adams recused himself.

REASON

The Board expressed concern that the open space was not accurately represented based on testimony made at the hearing and recommended deferral to clarify zoning requirements.

BOARD DISCUSSION

The Board was concerned about the zoning compliance related to open space and wanted that resolved before discussing the design as the proposal may require restudy to be in compliance with zoning requirements. There was a comment that the height of the addition and attic space should be studied to see whether it can be lowered. The Board also noted that, although drawings must be submitted at 11"x17", all plans must be clearly legible when reproduced and photographs must be color.

SPEAKERS

Scot McBroom, project architect, spoke in support of the application and responded to questions.

Beal Lowen, 321 South Lee Street, expressed concern with the project and commented that he did not believe the plans were accurate, specifically with respect to the height of the existing deck and its effect on the required open space.

Mary Palmer, 315 South Lee Street, spoke in opposition to the project due to significant adverse

impacts the mass of the addition would have on her adjacent property.

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.



BAR2016-00342 & 00343



Note: Staff coupled the applications for a Permit to Demolish (BAR #2016-0342) and Certificate for Appropriateness (BAR #2016-0343) for clarity and brevity.

UPDATE

At the November 6, 2016 hearing, there was confusion about the stated height of the existing deck in the rear yard and whether it could be counted as open space, as the proposed “bridge” over the interior courtyard open space would not be permitted if the lot was deficient in standard open space. Staff visited the site on November 11, 2016 and confirmed that the deck is less than two feet above the grade of this parcel and, therefore, complies with the minimum open space requirements of the zoning ordinance. The proposed second floor bridge may therefore be constructed above the non-contributing (less than 8’ x 8’) open space area.



Figure 1: Height of rear deck on South side

A concern was also raised by the neighbor at 319 S Lee Street regarding encroachment of the proposed second floor addition on the clearance required by the building code around their chimney, stating that they would not permit their chimney to be raised. The applicant has revised the design of the roof at 317 S Lee so that no chimney extension is required at 319 S Lee.



Figure 2: Aerial view of the 300 block of S Lee Street looking east



Figure 3: Aerial view of the 300 block of S Lee Street looking north

Other issues raised at the previous hearing relate to access to the site for construction and drainage. Roof drainage is an issue that will be addressed by Code Administration during building permit review and is not before the BAR. Similarly, means and methods of construction are the responsibility of the contractor and issues of trespass are private, civil issues.

The applicant's drawings have been enlarged and reformatted for clarity, as requested by the BAR. As mentioned above, the applicant has also submitted revised building sections and elevations to depict the amended form of the roof over the proposed addition, lowering it on the west end so that it does not conflict with the neighbor's chimney. The east end of the addition still contains an attic to provide room for a ducted mini-split HVAC system.

Staff reminds the BAR that the features and factors for consideration for approval of a Certificate of Appropriateness in section 10-105(A)(2) do not include property ownership, residency, quality of life or property values. The BAR's primary review in this case is how the proposed features and factors affect what is visible from a public way. The alley in the rear is private, so the only public view is from South Fairfax Street through a considerable amount of foliage. Even when one hypothetically removes all trees, that view is still extremely minimal.

Although the addition is proportionally large for this 12' wide townhouse, it does not increase the size of the building into the existing rear yard. As can be seen in Figures 1 & 2 above, every other townhouse on this blockface already has a two-story ell and the existing one-story ell on this property is an anomaly. The historic development pattern on this blockface is tall party walls on the north elevation with shed roofs sloping toward the south and the proposed addition is in general conformance with modern additions on this block. While the proposed addition's roof area might be able to be diminished slightly by using a different HVAC system without an attic, the change from a public way would likely not be perceived.

The previous staff report of November 2, 2016 is copied below without amendments and staff's recommendation for approval is unchanged.

I. ISSUE

The applicant is requesting a Permit to Demolish for partial demolition of wall area at the rear of the main block and rear ell. The walls proposed to be demolished or capsulated include portions of the second floor inset above a small courtyard. The roof structure on the existing rear addition, constructed circa 2011, will be demolished to accommodate a second story addition.

The proposed addition will be located atop an existing one-story rear addition and will be minimally visible from South Fairfax Street via a **private** alley. The addition will have a pitched roof that will be higher than the adjacent rear addition at 319 South Lee Street. The proposed materials include fiber cement clapboard siding, painted wood windows and a standing seam metal roof. The connecting bridge at the second story above the existing courtyard will not be visible from a public way *and therefore its design is not subject to BAR review*. The overall building design is shown for context only.

The applicant also requests a Waiver of the Rooftop HVAC Screening Requirement to install an additional rooftop HVAC unit. This unit will not be visible from a public way.

II. HISTORY

The two-story, two-bay frame townhouse at 317 South Lee Street was likely constructed by Jeremiah Dowell after he purchased the land in **1820**, According to Ethelyn Cox's book, *Historic Alexandria, Virginia, Street by Street, A Survey of Existing Early Buildings*. The townhouse appears on the earliest Sanborn Fire Insurance Map from 1885. The 1885 map, and subsequent Sanborn maps, show a one-story rear addition, however, the current configuration of the one-story rear addition dates to the mid-twentieth century, as it first becomes evident on the 1958 Sanborn map.

In June 2011, the BAR approved demolition/capsulation of a small portion of the rear ell to construct a one-story rear addition and a new front stoop (BAR 2011-0125 & 2011-0126, June 15, 2011). In 2012, staff administratively approved a roof replacement (BAR 2012-0258, August 2, 2012).

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 the public interest?	No
(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	No

	reproduced only with great difficulty?	
(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?	No
(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?	No

The only historic fabric that will be lost is a portion of the rear wall of the main block and it is minimal in scope as well as of common design that could be easily reproduced. It is typical of what the BAR routinely approves for rear additions. Staff has no objection to the proposed demolition and capsulation which is minimal in scope and predominantly limited to the 2011 addition.

Certificate of Appropriateness for an Addition

Regarding residential additions, the *Design Guidelines* state the Board's preference for "contextual background buildings which allow historic structures to maintain the primary visual importance," and for "designs that are respectful of the existing structure and...which echo the design elements of the existing structure." The visibility of the proposed addition is extremely limited due to its location and substantial foliage in the interior of this block. When the applicant constructed the one-story rear addition five years ago, the BAR only reviewed the demolition and not the addition because the one-story height was not visible. However, because this addition is at the second story and has a pronounced roof form, it will be minimally visible.

Staff supports the design, noting that the architect has utilized historically appropriate forms and fenestration, in essence functioning as a background element. Additionally, the choice of materials is appropriate and consistent with the BAR's adopted policies. Although the applicant proposes to use painted wood windows, it should be noted that a number of alternate high-quality materials, such as fiberglass or aluminum-clad windows, would also meet the BAR's policies for new construction and would be acceptable substitutions as final design details are decided.

Staff notes that neither the existing nor the proposed rooftop HVAC units will be visible and will be wholly screened by the main block and the addition; therefore staff recommends approval of the waiver of the screening requirement.

In summary, staff supports the proposal, as submitted.

STAFF

Catherine K. Miliaras, Historic Preservation Planner, Planning & Zoning
Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

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

Zoning Comments

- C-1 Applicant must maintain at least 529 square feet of open space. A total of 530.67 square feet (43.32' by 12.25') in the rear yard is proposed.
- C-2 Proposed addition complies with zoning.
- F-2 Existing rear deck and stairs are less than 2' in height and can be included in the open space calculation.

Code Administration

No comments received.

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 [BAR2011-00125,00126 and BAR2012-00258] (T&ES)
- F2. 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)
- F3. 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 Permitting & 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)
- 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. All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C5. Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C6. 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

No comment.

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR 2016-0342 & 2016-0343: 317 South Lee Street

3 – Previous staff report (11/2/16) BAR 2016-0342 & 2016-0343: 317 South Lee Street



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

A. Property Information

A1. Street Address 317 S. Lee St. Zone RM
A2. 1512 # 1.5 = 2268 #
Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	182	Basement**	182
First Floor	945	Stairways**	98
Second Floor	519	Mechanical**	43
Third Floor	—	Other**	—
Porches/ Other	—	Total Exclusions	323
Total Gross *	1653		

B1. Existing Gross Floor Area *
1653 Sq. Ft.
B2. Allowable Floor Exclusions**
323 Sq. Ft.
B3. Existing Floor Area minus Exclusions
1330 Sq. Ft.
(subtract B2 from B1)

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

Proposed Gross Area*		Allowable Exclusions	
Basement	—	Basement**	—
First Floor	—	Stairways**	—
Second Floor	385	Mechanical**	3
Third Floor	—	Other**	—
Porches/ Other	38	Total Exclusions	3
Total Gross *	423		

C1. Proposed Gross Floor Area *
423 Sq. Ft.
C2. Allowable Floor Exclusions**
3 Sq. Ft.
C3. Proposed Floor Area minus Exclusions
420 Sq. Ft.
(subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 1753 Sq. Ft.
D2. Total Floor Area Allowed by Zone (A2) 2268 Sq. Ft.

*Gross floor area is the sum of all gross horizontal areas under roof, measured from the face of exterior walls, including basements, garages, sheds, gazebos, guest buildings and other accessory buildings.

** Refer to the zoning ordinance (Section 2-145(B)) and consult with zoning staff for information regarding allowable exclusions.

If taking exclusions other than basements, floor plans with excluded areas must be submitted for review. Sections may also be required for some exclusions.

F. Open Space Calculations

Existing Open Space	531 #	35.1%
Required Open Space	529 #	35%
Proposed Open Space	531 #	35.1%

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

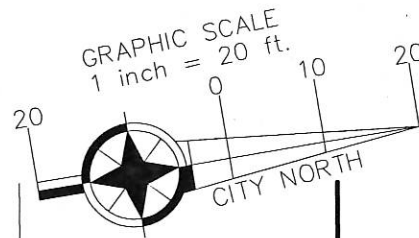
Signature: S. M. B. Date: 10/21/16

Updated July 10, 2008

PLAT
SHOWING HOUSE LOCATION ON
THE PROPERTY LOCATED AT
#317 SOUTH LEE STREET
(INSTRUMENT #12001052)
CITY OF ALEXANDRIA, VIRGINIA
SCALE: 1" = 20'
AUGUST 23, 2016

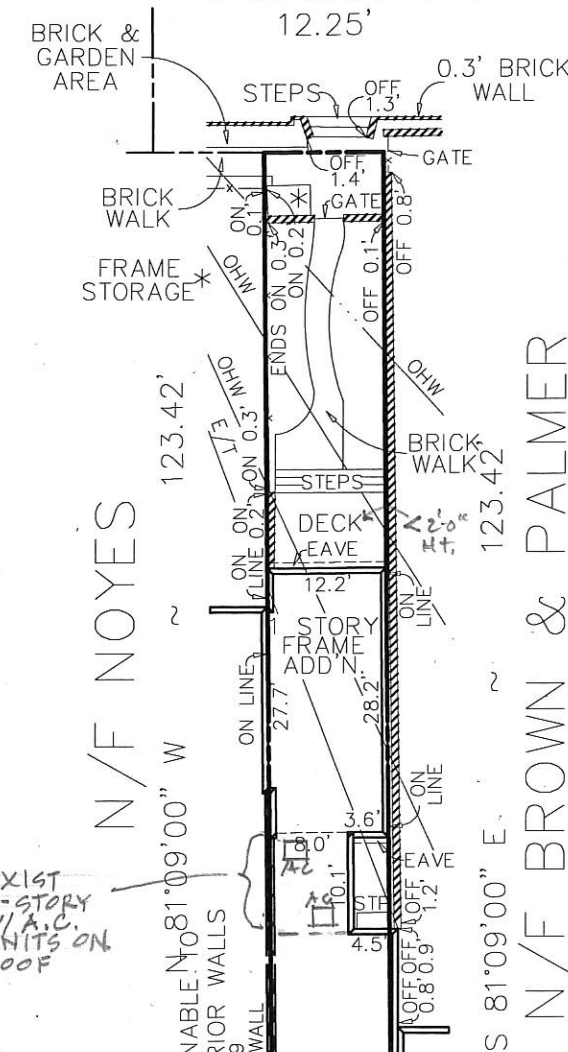
I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE:	COMMONWEALTH OF VIRGINIA 08/23/2016 GEORGE M. O'QUINN LAND SURVEYOR LICENSE NO. 2069 George M. O'Quinn	ORDERED BY: 317 S. LEE ST., LLC ROBERT BENTLEY ADAMS AND ASSOCIATES DOMINION Surveyors Inc. 8808-H PEAR TREE VILLAGE COURT ALEXANDRIA, VIRGINIA 22309 703-619-6555 FAX: 703-799-6412
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Applications & Materials
BAR2016-00342 & 00343
317 S Lee Street
11/14/2016
REVISED



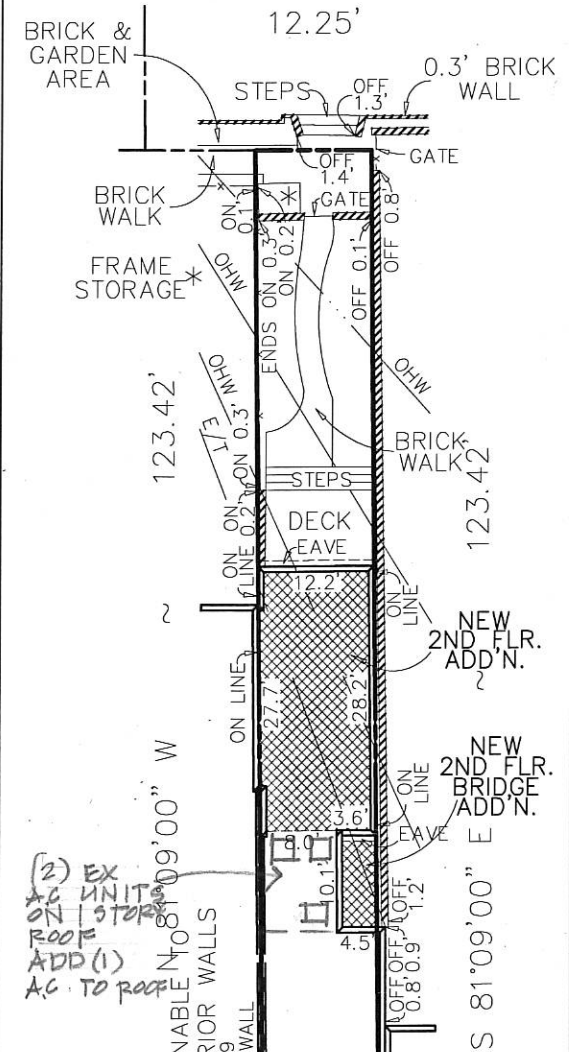
WOLFE STREET
MONUMENT LINE

N/F BROWN
& PALMER
N 09°30'00" E
12.25'



33.00'
25.00'
121.53'
12.6'
12.25'
S 09°30'00" W 2.5' CURB & GUTTER
MONUMENT LINE
SOUTH LEE STREET
Existing Site Plan
1" = 20'-0"

N 09°30'00" E
12.25'



33.00'
25.00'
121.53'
12.6'
12.25'
S 09°30'00" W 2.5' CURB & GUTTER
MONUMENT LINE
S. LEE ST.
Proposed Site Plan
1" = 20'-0"

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



Additions & Alterations
HOPPER RESIDENCE
317 S. Lee Street
Alexandria, Virginia

Date:
29 September 2016
12 Nov. 2016
revised
BAR
set

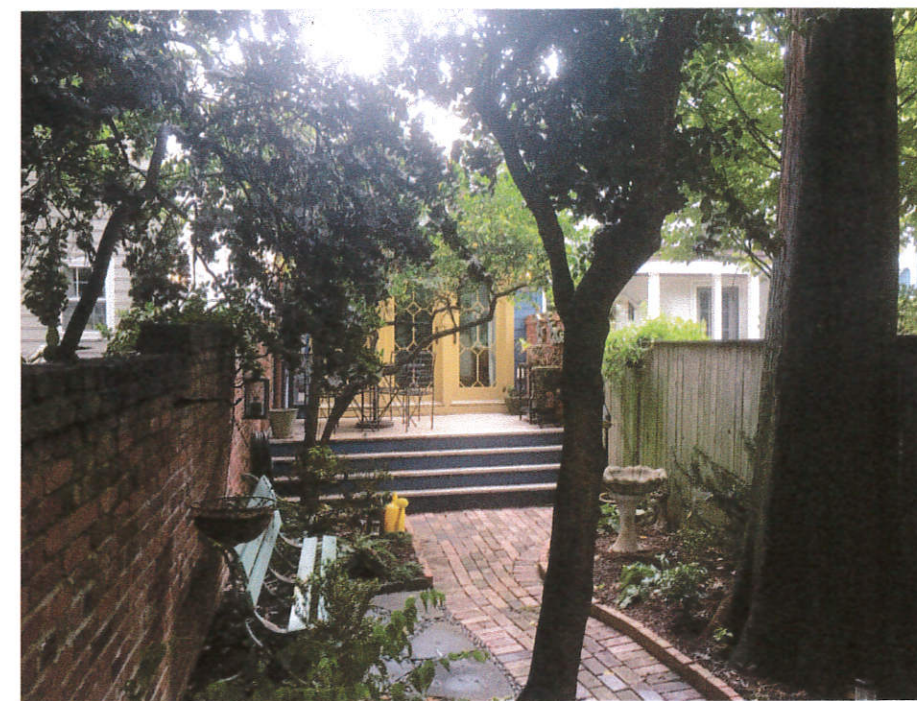
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of 14



1. View of Front of house-
No changes, addition not
visible.



2. View down alley from
Fairfax St.-
Site not visible.

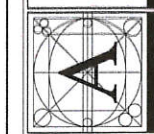


3. View from private alley
of existing
one story structure and
adjacent neighbors.



Photo Location Map

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ADAMS ARCHITECTURE PLANNING INTERIORS

Additions & Alterations
HOPPER RESIDENCE
317 S. Lee Street
Alexandria, Virginia

Date:
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4. View over existing courtyard looking West.



5. View from courtyard looking East.



6. View of 2nd floor window to be encapsulated by new bridge over existing courtyard(looking East).

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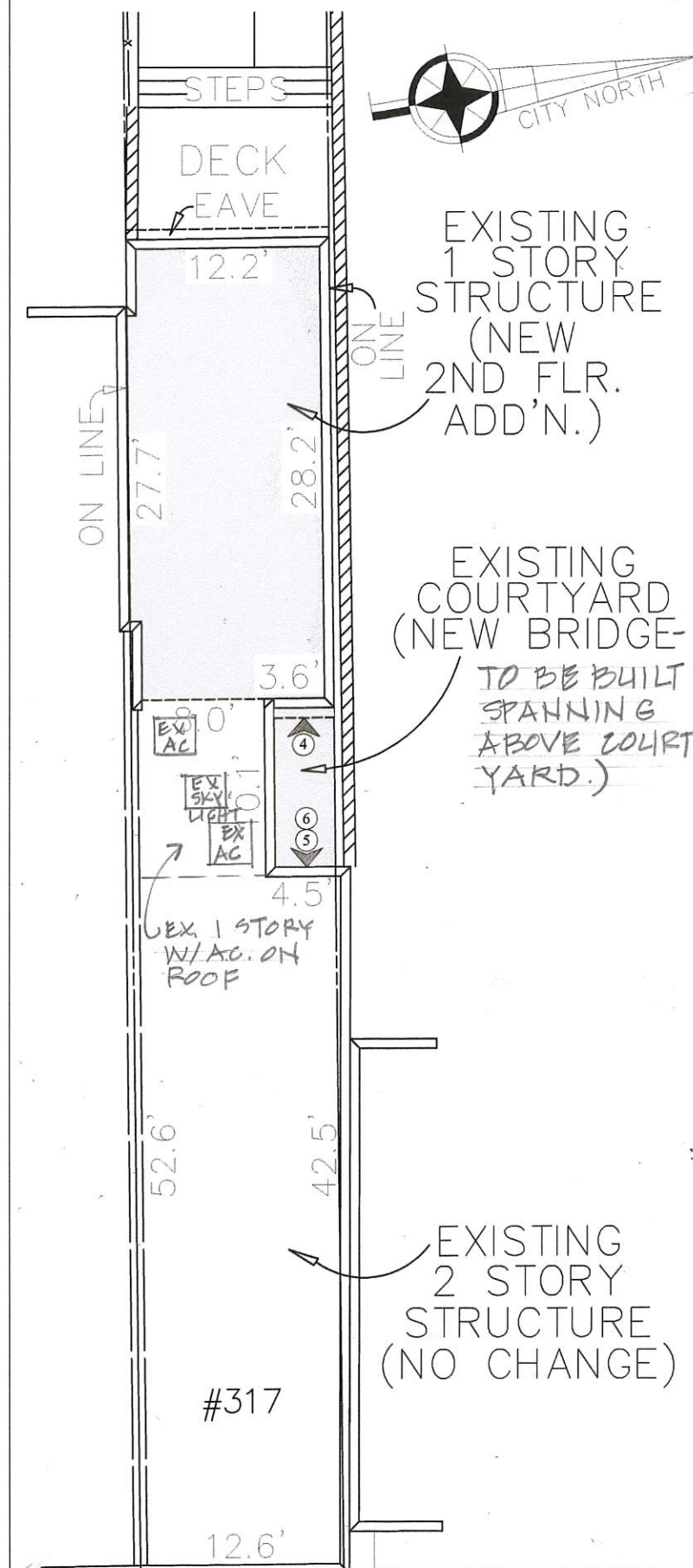


Photo Location Plan - 1:10

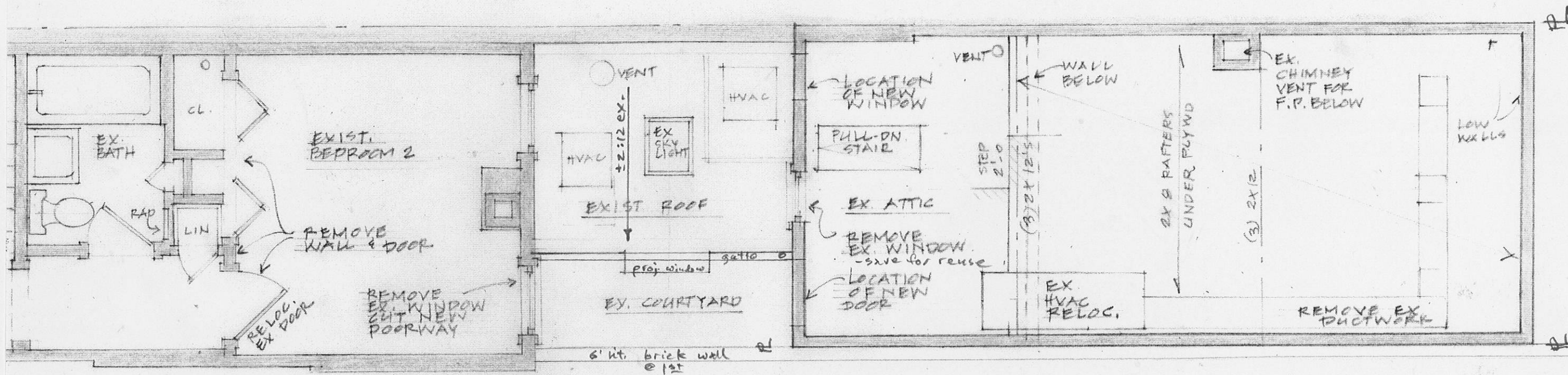
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 12 Nov 2016

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EXIST'G. DEMO. - SECOND FLOOR
 1/4" = 1'-0"

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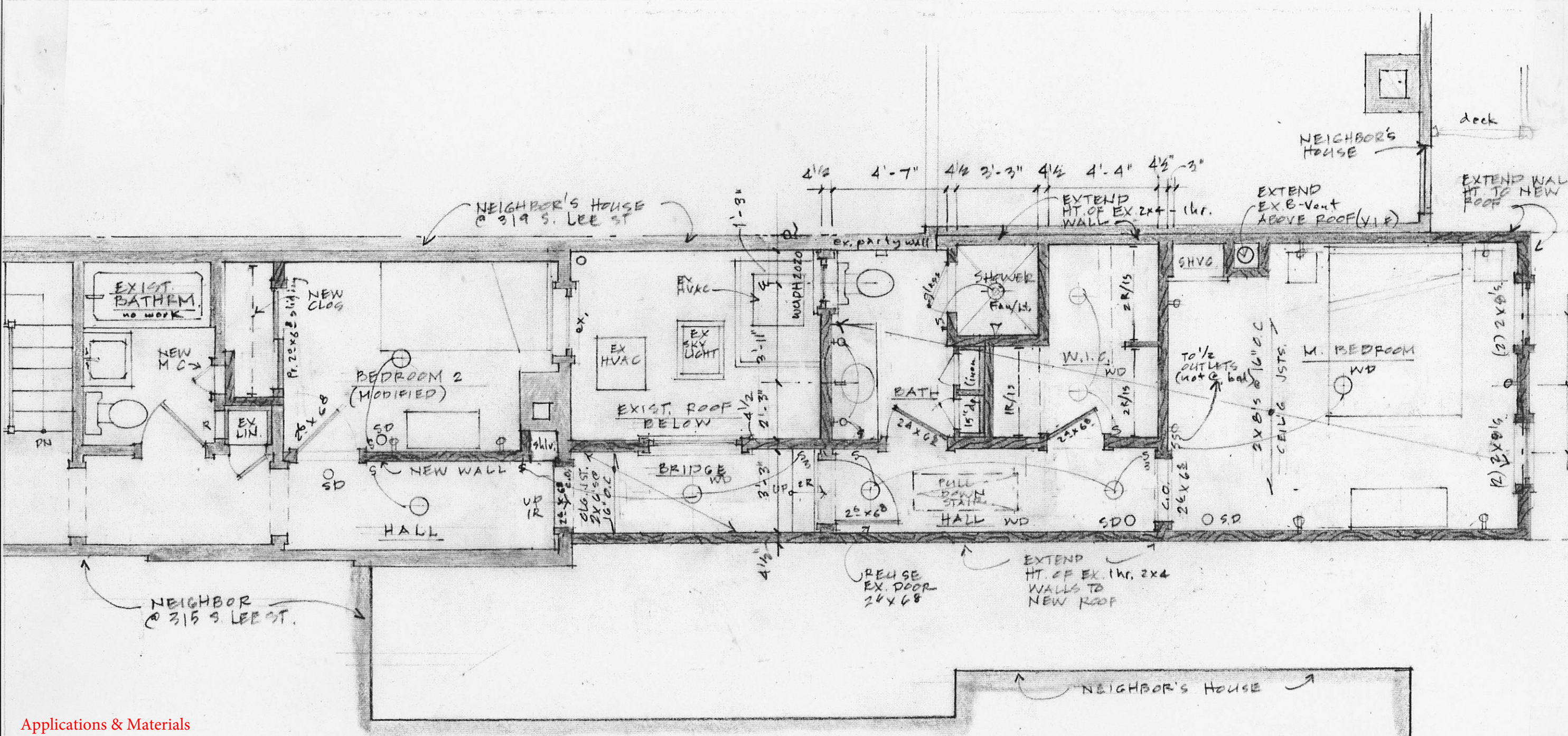


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Additions & Alterations
HOPPER RESIDENCE
 317 S. Lee Street
 Alexandria, Virginia


Date:
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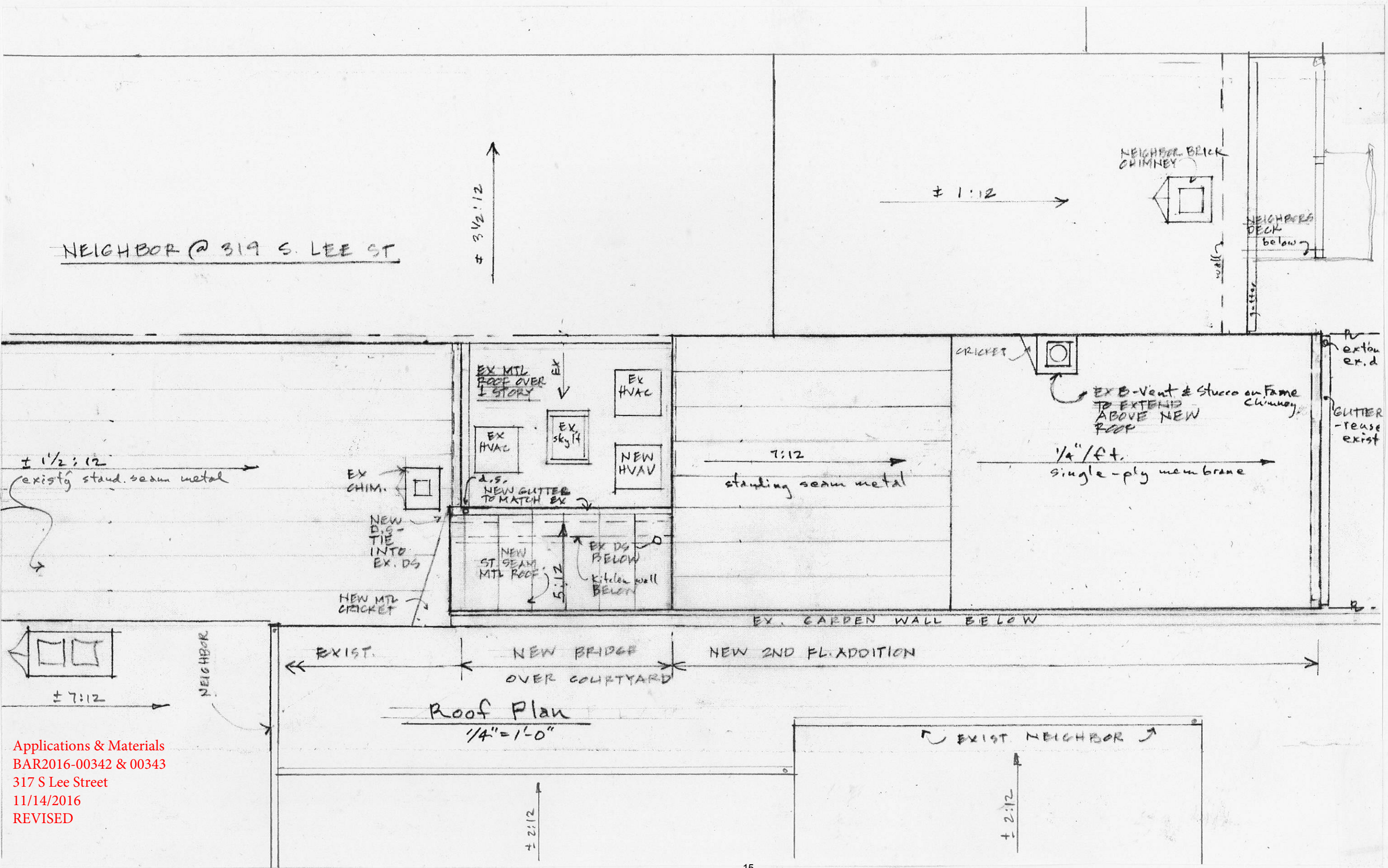
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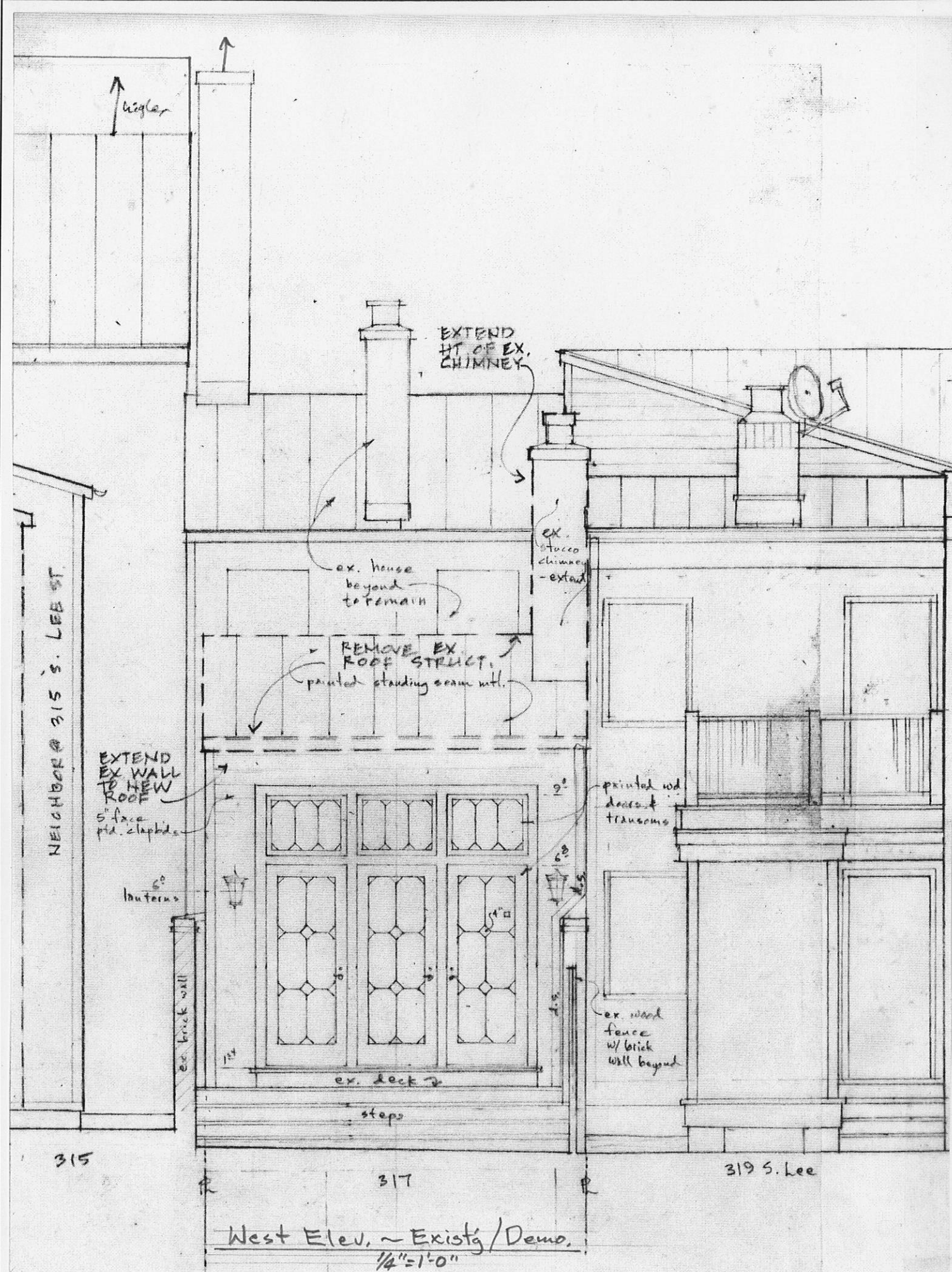
SECOND FLOOR PLAN
1/4" = 1'-0"

Applications & Materials
BAR2016-00342 & 00343
317 S Lee Street
11/14/2016
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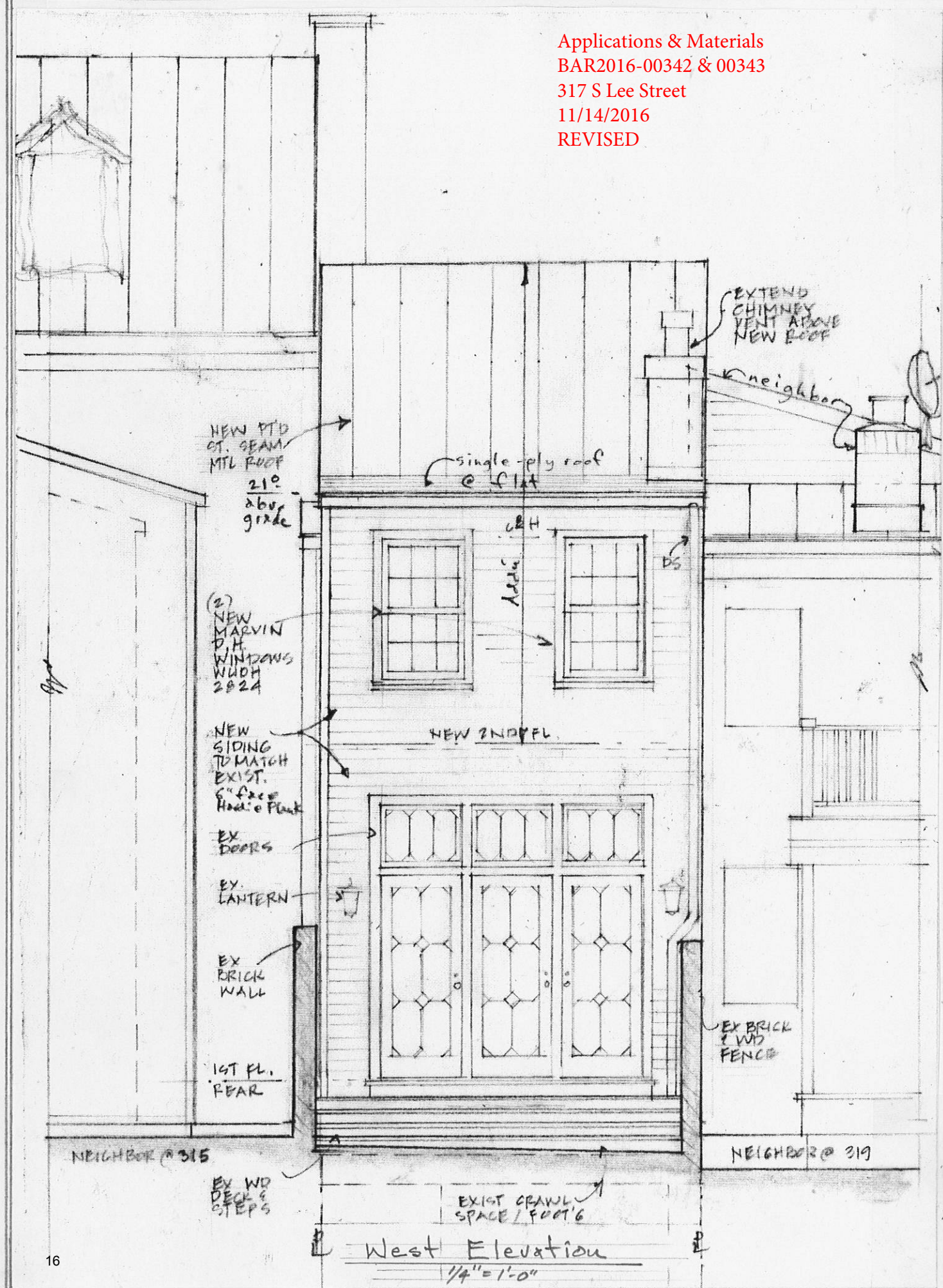
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<p>Additions & Alterations HOPPER RESIDENCE 317 S. Lee Street Alexandria, Virginia</p>	
<p>Date: 12 Nov 2016</p>	
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West Elev. ~ Existg/Demo.
1/4"=1'-0"



West Elevation
1/4"=1'-0"

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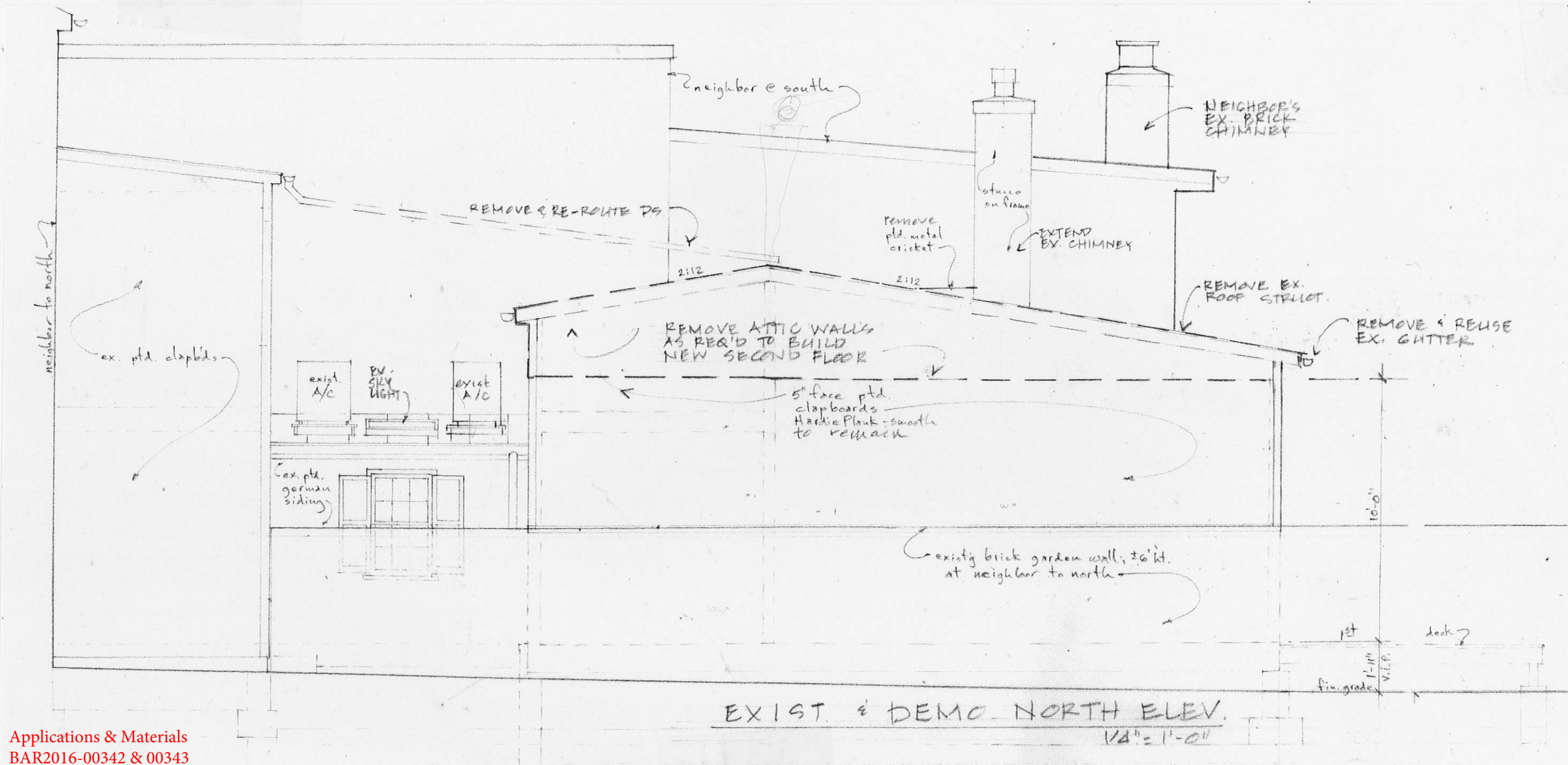
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Alexandria, Virginia

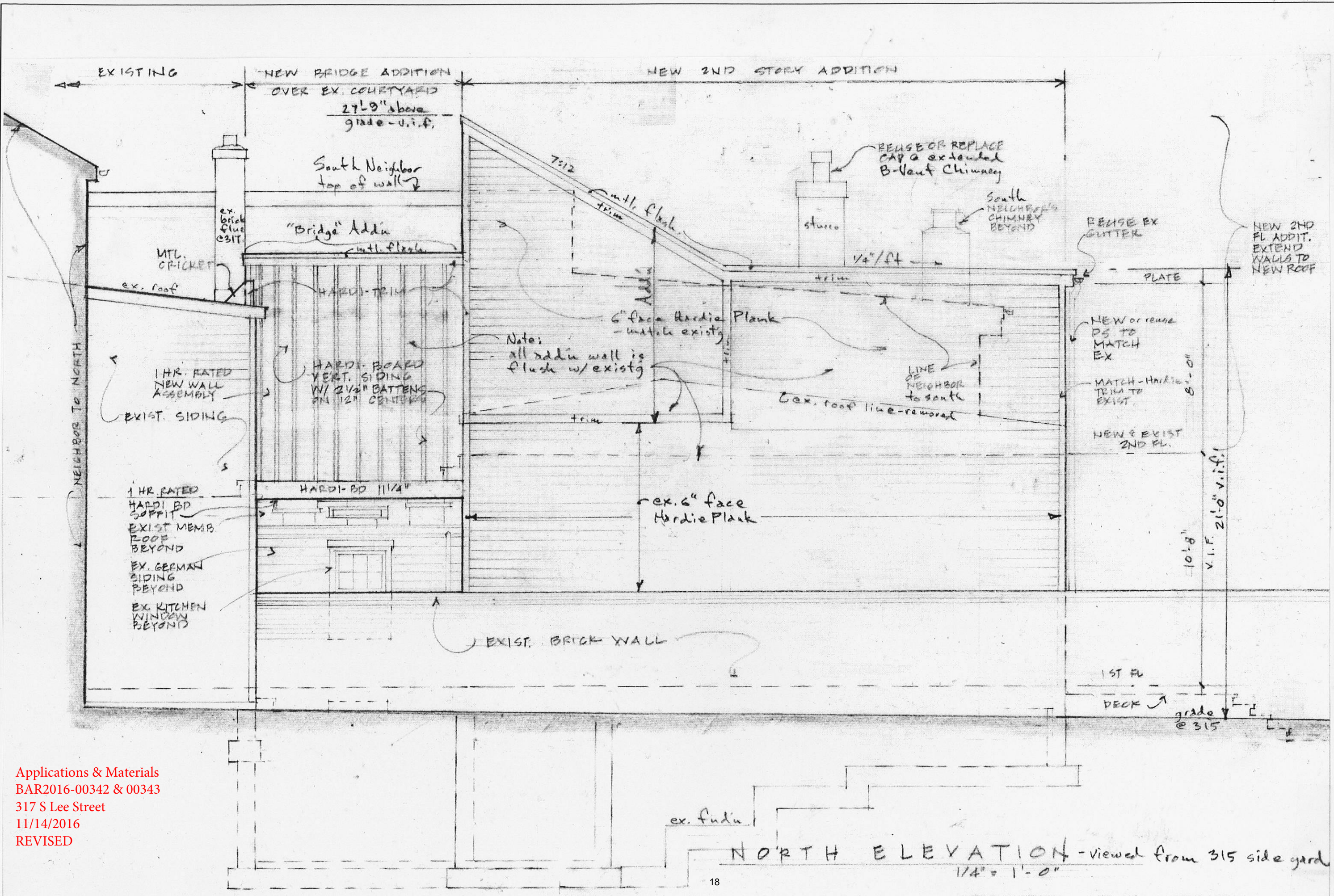
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12 NOV. 2016

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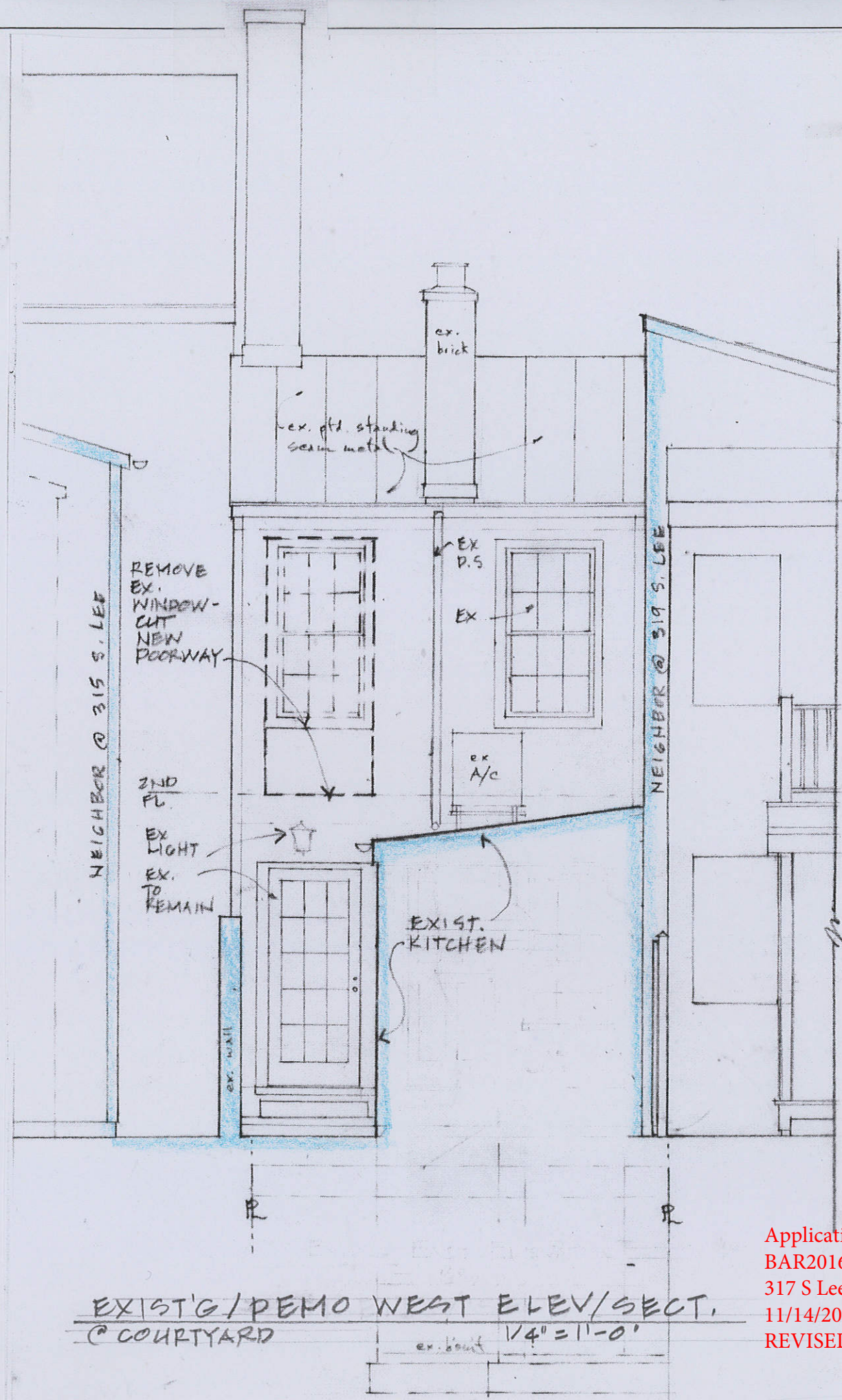


ADAMS ARCHITECTURE PLANNING INTERIORS

Additions & Alterations
HOPPER RESIDENCE
 317 S. Lee Street
 Alexandria, Virginia

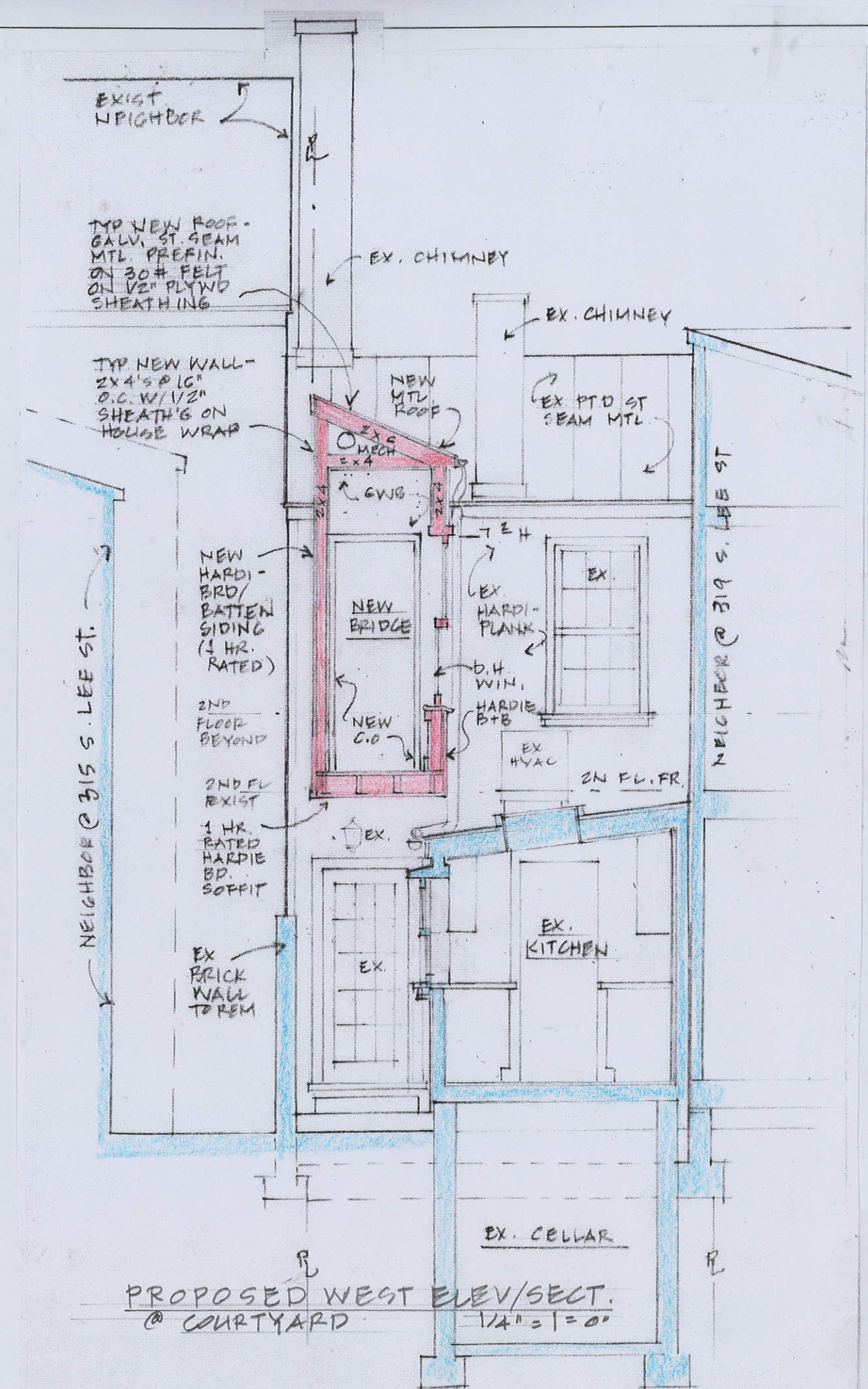
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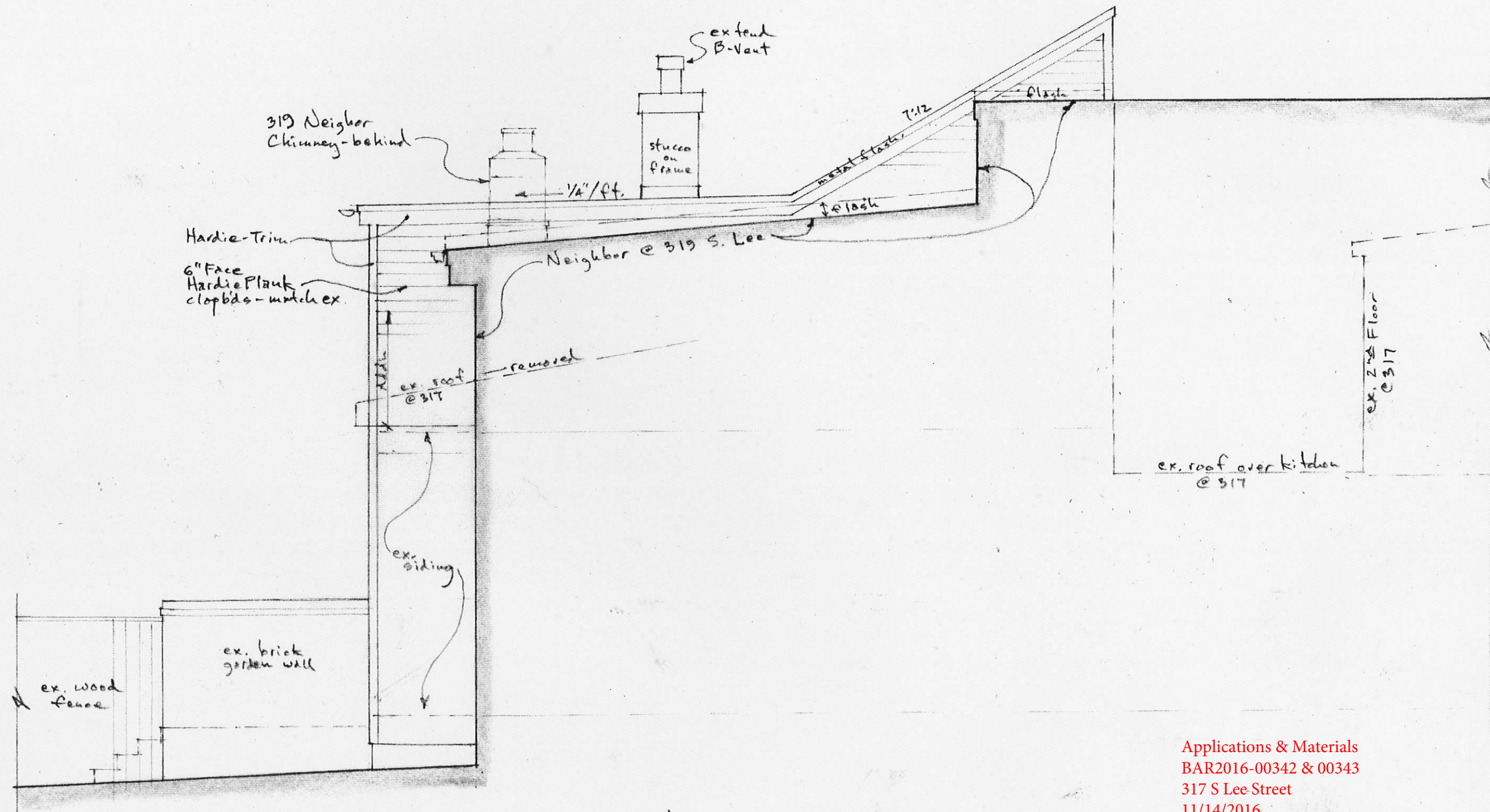


EXIST'G/DEMO WEST ELEV/SECT.
@ COURTYARD
1/4" = 1'-0"

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317 S Lee Street
11/14/2016
REVISED



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



South Elevation
 1/4" = 1'-0"

Applications & Materials
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 317 S Lee Street
 11/14/2016
 REVISED

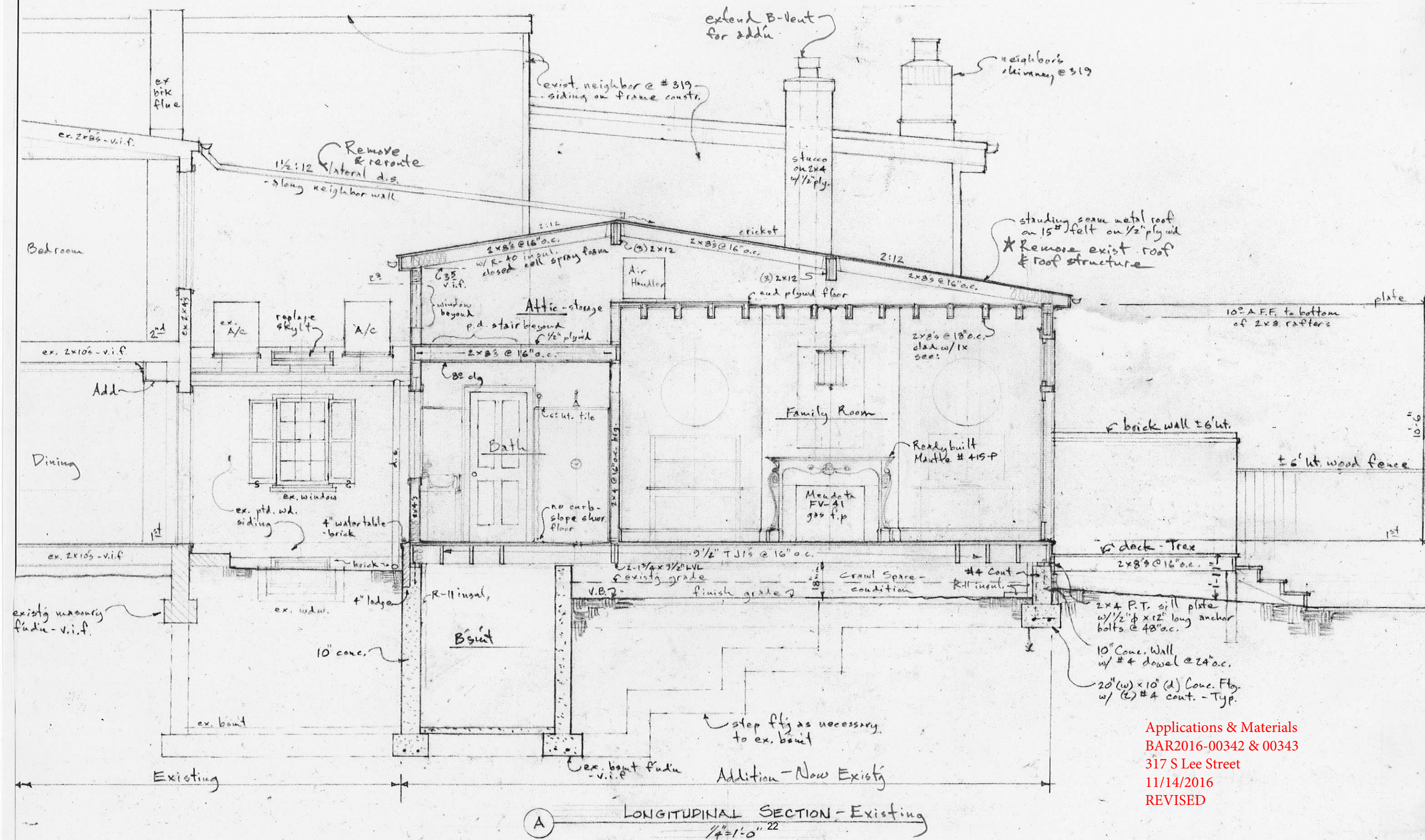


Additions & Alterations
HOPPER RESIDENCE
317 S. Lee Street
Alexandria, Virginia

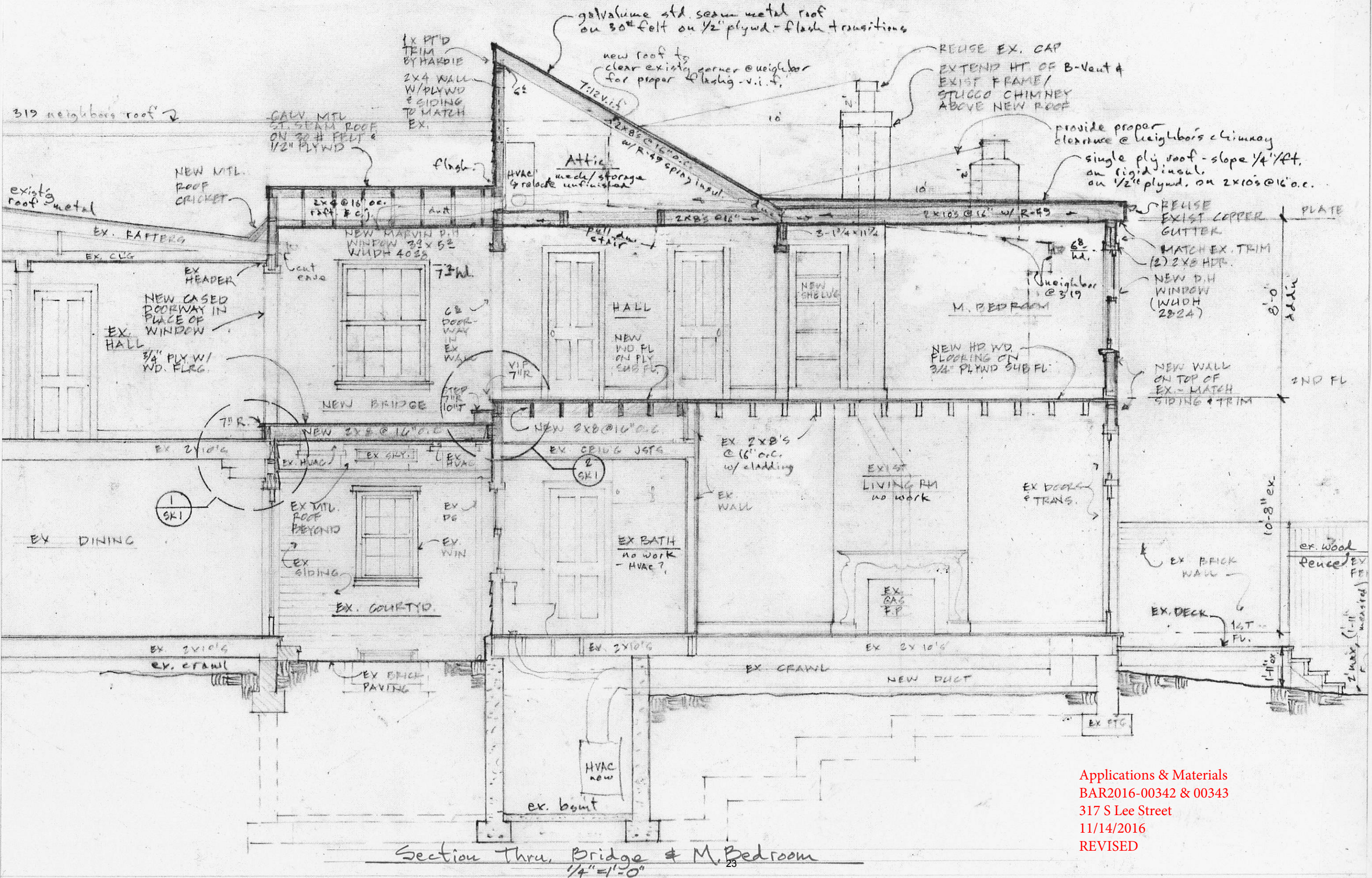
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Applications & Materials
BAR2016-00342 & 00343
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REVISED



Applications & Materials
BAR2016-00342 & 00343
317 S Lee Street
11/14/2016
REVISED

ADDRESS OF PROJECT: 317 S. Lee Street
 TAX MAP AND PARCEL: 075.03-06-15 ZONING: RM

APPLICATION FOR: *(Please check all that apply)*

- ☒ CERTIFICATE OF APPROPRIATENESS
- ☒ PERMIT TO MOVE, REMOVE, ENCAPSULATE OR DEMOLISH
 (Required if more than 25 square feet of a structure is to be demolished/impacted)
- ☐ WAIVER OF VISION CLEARANCE REQUIREMENT and/or YARD REQUIREMENTS IN A VISION
 CLEARANCE AREA (Section 7-802, Alexandria 1992 Zoning Ordinance)
- ☒ WAIVER OF ROOFTOP HVAC SCREENING REQUIREMENT
 (Section 6-403(B)(3), Alexandria 1992 Zoning Ordinance)

Applicant: ☒ Property Owner ☐ Business *(Please provide business name & contact person)*

Name: 317 S. Lee St., LLC

Address: 317 S. Lee St.

City: Alexandria State: VA Zip: 22314

Phone: _____ E-mail: _____

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

Name: Scot McBroom (e Adams Architects) Phone: 703-549-0650

E-mail: scot@adamsarchitects.com

Legal Property Owner:

Name: 317 S. Lee St., LLC

Address: 317 S. Lee St.

City: Alexandria State: VA Zip: 22308

Phone: _____ E-mail: _____

- | | | |
|------------------------------|--|--|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | Is there an historic preservation easement on this property? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | If yes, has the easement holder agreed to the proposed alterations? |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | Is there a homeowner's association for this property? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | If yes, has the homeowner's association approved the proposed alterations? |

If you answered yes to any of the above, please attach a copy of the letter approving the project.

NATURE OF PROPOSED WORK: *Please check all that apply*

- ☐ NEW CONSTRUCTION
- ☒ EXTERIOR ALTERATION: *Please check all that apply.*
- | | | | |
|--|---|---|-----------------------------------|
| <input type="checkbox"/> awning | <input type="checkbox"/> fence, gate or garden wall | <input type="checkbox"/> HVAC equipment | <input type="checkbox"/> shutters |
| <input type="checkbox"/> doors | <input checked="" type="checkbox"/> windows | <input checked="" type="checkbox"/> siding | <input type="checkbox"/> shed |
| <input checked="" type="checkbox"/> lighting | <input type="checkbox"/> pergola/trellis | <input type="checkbox"/> painting unpainted masonry | |
| <input type="checkbox"/> other _____ | | | |
- ☒ ADDITION
- ☒ DEMOLITION/ENCAPSULATION
- ☐ SIGNAGE

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

Add second floor frame addition (360 s.f.)
over existing one story rear structure.
Exterior to be clapboard siding, roof to be
standing seam metal to match existing.
Windows to be painted wood double hung.

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.

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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.

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

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

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

APPLICANT OR AUTHORIZED AGENT:

Signature: Scot M. Broom

Printed Name: Scot M. Broom

Date: 10/3/16

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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 three 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. 317 S. Lee St., LLC	317 S. Lee St.	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 317 S. Lee St. (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three 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. 317 S. Lee St., LLC	317 S. Lee St.	100%
2.		
3.		

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

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. 317 S. Lee St., LLC	BUSINESS	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.

10/24/16
Date

Scot McBroom
Printed Name

Scot McBroom
Signature

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

A. Property Information

A1. Street Address 317 S Lee St. Zone RM
 A2. 1512 \div 1.5 = 2268
 Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	182	Basement**	182
First Floor	245	Stairways**	98
Second Floor	519	Mechanical**	43
Third Floor ^{mech. att. < 7'6" ht.}	—	Other**	—
Porches/ Other	—	Total Exclusions	323
Total Gross *	1653		

B1. Existing Gross Floor Area *

1653 Sq. Ft.

B2. Allowable Floor Exclusions**

323 Sq. Ft.

B3. Existing Floor Area minus Exclusions

1330 Sq. Ft.

(subtract B2 from B1)

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

Proposed Gross Area*		Allowable Exclusions	
Basement	—	Basement**	—
First Floor	—	Stairways**	—
Second Floor	385	Mechanical**	3
Third Floor ^{mech. att. < 7'6" ht.}	—	Other**	—
Porches/ Other ^{under bridge}	38	Total Exclusions	3
Total Gross *	423		

C1. Proposed Gross Floor Area *

423 Sq. Ft.

C2. Allowable Floor Exclusions**

3 Sq. Ft.

C3. Proposed Floor Area minus

Exclusions 420 Sq. Ft.

(subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 1753 Sq. Ft.

D2. Total Floor Area Allowed by Zone (A2) 2268 Sq. Ft.

*Gross floor area is the sum of all gross horizontal areas under roof, measured from the face of exterior walls, including basements, garages, sheds, gazebos, guest buildings and other accessory buildings.

** Refer to the zoning ordinance (Section 2-145(B)) and consult with zoning staff for information regarding allowable exclusions.

If taking exclusions other than basements, floor plans with excluded areas must be submitted for review. Sections may also be required for some exclusions.

F. Open Space Calculations

Existing Open Space	531 \div	35.1%
Required Open Space	529 \div	35%
Proposed Open Space	531 \div	35.1%

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

Signature: Sgt M. B. [Signature] Date: 10/21/16

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Updated July 10, 2008