

Docket Item # 1 & # 2  
BAR CASE # 2016-0363 &  
2016-0364

BAR Meeting  
December 7, 2016

**ISSUE:** Partial Demolition/Capsulation and Addition/Alterations

**APPLICANT:** Brian Klotz and David Terry

**LOCATION:** 412 Wolfe Street

**ZONE:** RM / Residential

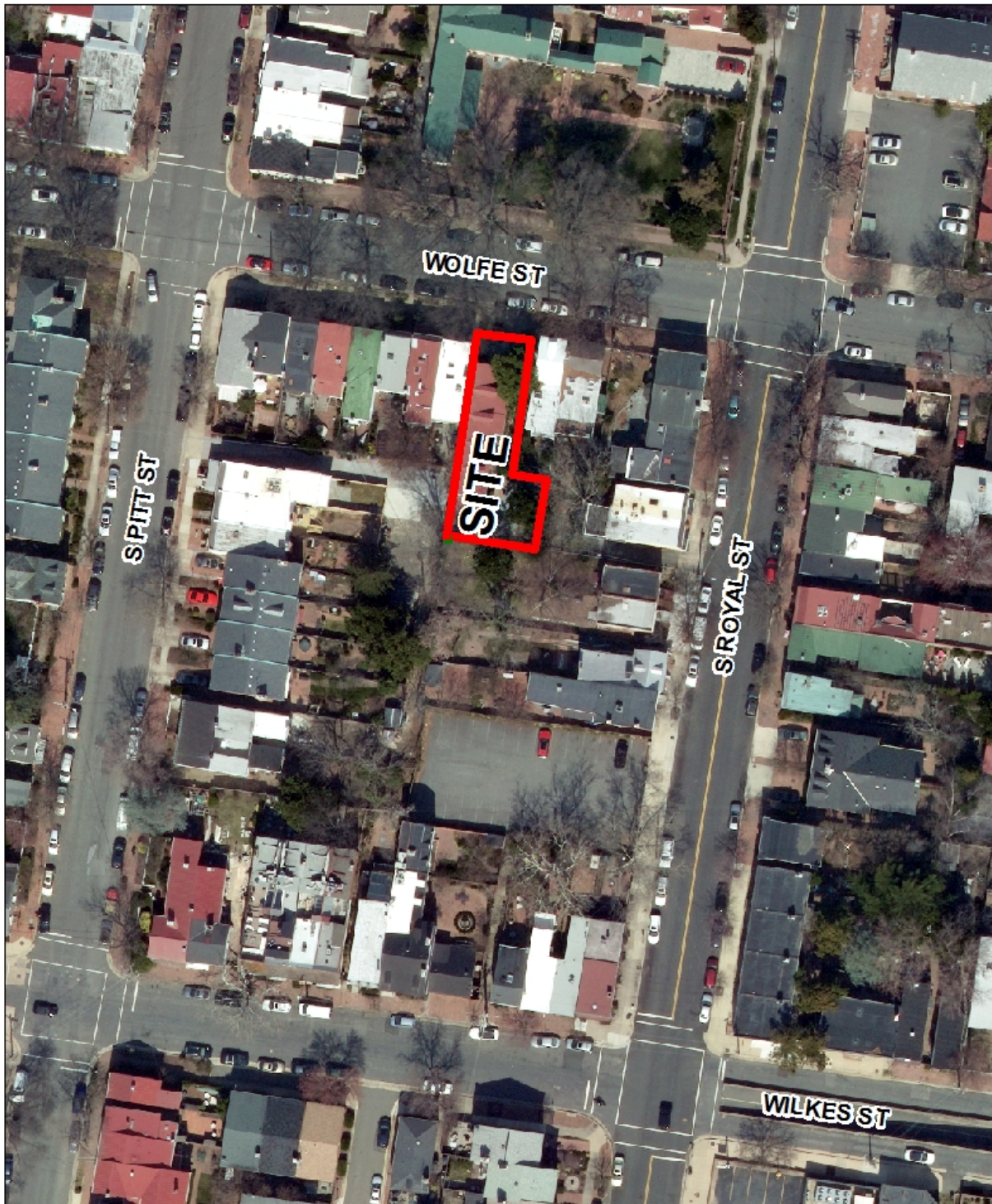
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**STAFF RECOMMENDATION**

Staff recommends approval as submitted.

**GENERAL NOTES TO THE APPLICANT**

1. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a stamped copy of the Certificate of Appropriateness or Permit to Demolish PRIOR to applying for a building permit. Contact BAR Staff, Room 2100, City Hall, 703-746-3833, or [preservation@alexandriava.gov](mailto: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.



**BAR2016-00363 & 00364**



**Note:** Staff coupled the applications for a Permit to Demolish (BAR #2016-0363) and Certificate for Appropriateness (BAR #2016-0364) for clarity and brevity.

## **UPDATE**

At the November 16, 2016 hearing, the BAR expressed concern about various design details and asked the applicant to restudy the porch columns and the rear second-story addition design, prompting a deferral. Since that time, the project architect has worked with the applicant to revise those two aspects, as well as to simplify other elements. The report below reflects the current proposal. Changes in response to the BAR's previous comments are in italics and elements that have been removed as part of the revision are denoted with ~~strikethrough text~~.

## **I. ISSUE**

The applicant is requesting approval of a Permit to Demolish for the following:

- Demolish two bowed bay windows on east elevation
- Remove less than half of existing roof on main block
- Demolish roof of one-story rear addition

The applicant is requesting approval of a Certificate of Appropriateness for the following:

- Reconfigure two entrance doors, surrounds and stoops on east elevation
- Reconstruct existing two-story porch with new columns and railings. *New first floor columns (all same size and height) to be placed on low brick plinths constructed at same height of lowered front garden wall.*
- *Remove upper portion of front garden wall and install simple metal fence atop brick kneewall.*
- ~~Construct two-story cantilevered box bay on east elevation~~
- ~~Construct new one-story box bay on east elevation, south of side door, to be joined with a single pent roof above the first story~~
- Construct second story addition above one-story rear addition on south elevation with rooftop HVAC units screened by a painted wood railing
- Construct a thirty foot wide shed dormer on southern half of roof (toward rear and side yard)
- Replace existing standing seam metal roof with asphalt architectural shingles
- Replace all windows with clad simulated divided light windows *with refined light configuration and size*
- Construct an egress window well on the front (north) elevation
- *Replace existing bow windows with same size box bays with casement windows and install a simple pent roof above rear side door.*

The proposed materials include painted Hardie brand fiber-cement panel and trim, asphalt architectural-grade shingles, aluminum-clad wood windows and doors with simulated divided lights.

## II. HISTORY

412 Wolfe Street is a freestanding “Flounder Revival” brick townhouse constructed in **1965**. It features a two-story side porch and various Colonial Revival details. Beyond the initial approval in May of 1965, staff could locate no subsequent BAR approvals.

The alley to the rear is *private*.

## 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 reproduced only with great difficulty?	No
(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

Staff has no objection to the proposed selective demolition on this 1965 structure, as these elements display no old and unusual or uncommon design or texture and the materials are still readily available.

### 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 “...addition designs that are respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure.” (Residential Additions – Page 2 & 5) The visibility of the proposed additions is

relatively limited due to its location set back from Wolfe Street. Although the alley to the rear is private, the second story addition will be visible from South Pitt Street. The construction of a second story addition over a one story addition is a common approach for expanding a house without expanding the footprint. This particular addition will read as an enclosed upper story rear porch, a common design solution. *Staff had previously recommended that this second story addition be refined and the Board agreed and offered additional design solutions. The project architect has refined this element by including panels and closed shutters with a more appropriately sized window on the south elevation. Staff supports the revised rear addition as submitted.*

The applicant is also requesting a third floor addition in the form of a shed dormer approximately thirty feet in width on the rear half of the building. Shed dormers are not architecturally appropriate on a Flounder Revival style dwelling and staff strongly discouraged the applicant's original request for a second shed dormer to replace the existing gable dormers on the front portion of the house. However, shed dormers are typically approved by the BAR for rear elevations of modern structures and in this case staff supports the rear shed dormer because it is appropriate in scale and form, located at the rear of the dwelling and it will only be obliquely visible from Wolfe Street.

Staff is careful to note that a shed dormer would not be appropriate on the front of most historic structures in Old Town because they are stylistically inappropriate on anything constructed prior to the availability of low slope roofing materials in the early 20<sup>th</sup> century and because they generally necessitate demolition of the majority of the historic roof structure.

#### *Certificate of Appropriateness for Alterations*

The applicant proposes a number of small and moderate alterations for the property, all of which are generally in keeping with the building's Colonial Revival architectural vocabulary. *The applicant has simplified the number of alterations, by removing a two-story box bay and a Juliet balcony while additionally refining the window light configuration and pane size. Staff finds the overall simplification to be successful and will allow the rear half of the house to have a more composed scheme.*

*The Board spent a significant amount of time considering the porch reconstruction and column design, looking at it from both the street (north) elevation and the side (east elevation). The Board was most troubled by the use of different sized columns, particularly on the first floor, due to the two different brick plinth heights. The original plans did not fully illustrate the awkwardness of the current design with two existing brick piers at the front gate in front of the wall, resulting in both inner and outer piers beside each other. The current proposal will demolish the two brick piers (the "outer" piers) and reinstall the gate at the new brick pier of the foremost column. Staff worked with the applicant to study various ways to transition both the gate and successfully reconstruct the two-story porch with new columns. Staff finds that the current scheme mediates the front column's function as both a column in the overall porch design as well as the pier used for the gate. The applicant achieved this by lowering the brick garden wall height to the column plinth height. The garden wall will be altered with the addition of an open metal fence. The existing metal gate will be reused. Staff supports this approach which resolves both the column design and the front approach.*

The replacement windows must meet the performance standards listed in the BAR's Window Policy. *Acknowledging that there are two distinct building blocks—the front section with the two-story porch and the rear section with the bow windows (to become box windows), the project architect has used window light configuration and size to help define and further distinguish the two major elements. For the rear block, an existing small window above the door became the window size reference standard for both the existing windows and the new windows in the shed dormer and the box bays.* The construction of a painted wood railing on the new rear addition will adequately screen the proposed rooftop mechanical equipment in that location.

The BAR's Roof Materials Policy states that "Metal roofing must be replaced with the same style metal roofing" and that "Composition shingle roofing is generally discouraged but architectural grade composition shingles may be appropriate in weathered wood or slate blend colors" on new structures and additions. Staff can, therefore, support composition shingles in this instance because the house is mid-20<sup>th</sup> century, is set back from the street and the side sloping shed roof is minimally visible from a public way.

Staff previously supported the proposal and finds the revisions based on the BAR's comments from November 16<sup>th</sup> to be successfully addressed with the revised plans. Staff finds the current and simplified scheme to be a significant improvement. Therefore, staff recommends approval as submitted.

**STAFF**

Catherine K. Miliaras, Principal 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 Proposed revisions comply with zoning.

##### **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. 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)
- F2. 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 comments received

**V. ATTACHMENTS**

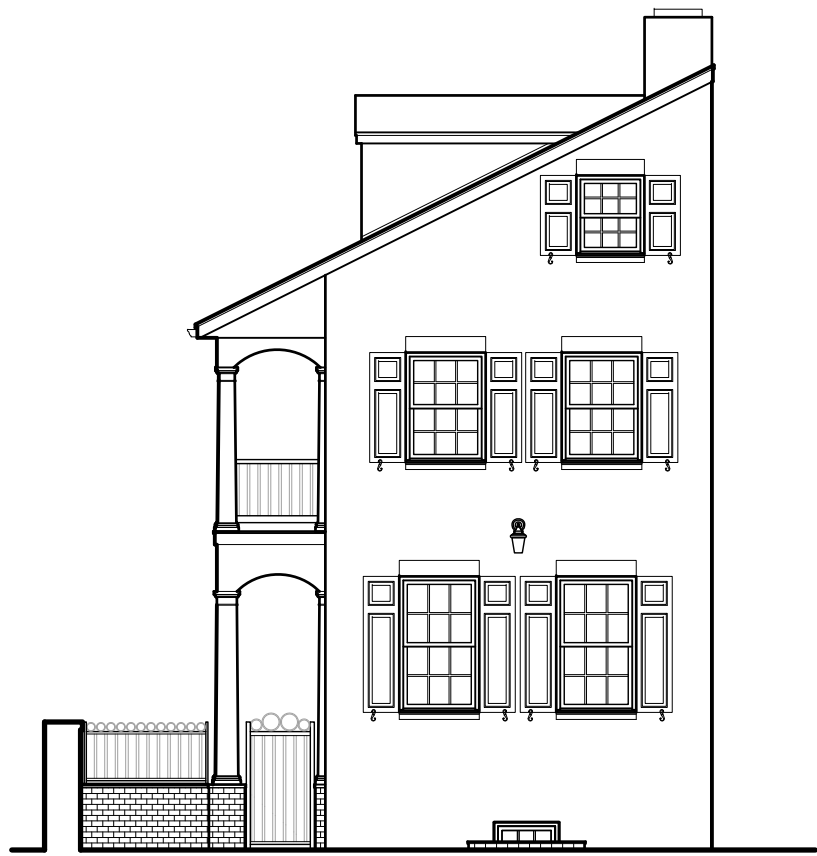
*1 – Revised Supplemental Materials*

*2 – Application for BAR 2016-0363 & 2016-0364: 412 Wolfe Street*

*[3 – Staff report and materials from November 16, 2016 \(link only\)](#)*



KLOTZ-TERRY RESIDENCE  
BOARD OF ARCHITECTURAL REVIEW  
RESUBMITTAL  
NOVEMBER 21, 2016



REVISED  
Application & Materials  
BAR2016-00363 & 00364  
412 Wolfe Street  
11/29/2016

DRAWING INDEX

- C-1 Cover Sheet, Drawing Index
- C-2 Existing Site Survey
- C-3 Proposed Site Survey
- C-4 FAR and Open Space Worksheet
- C-5 Existing Exterior Photos
- C-6 Existing Exterior Photos
- C-7 Existing Exterior Photos

- EX-0 BASEMENT Floor - Existing Demolition Plan
- EX-1 FIRST Floor - Existing/Demolition Plan
- EX-2 SECOND Floor - Existing/Demolition Plan
- EX-3 ATTIC Floor - Existing/Demolition Plan
- EX-4 East Side Elevation- Existing/Demolition
- EX-5 West Side Elevation-Existing/Demolition
- EX-6 North (Front) and South (Rear) Elevations - Existing/Demolition

- A-0 BASEMENT Floor - Proposed Plan
- A-1 FIRST Floor - Proposed Plan
- A-2 SECOND Floor - Proposed Plan
- A-3 ATTIC Floor - Proposed Plan
- A-4 East Side - Proposed Elevation
- A-5 West Side - Proposed Elevation
- A-6 North (Front) and South (Rear) - Proposed Elevations

RESUBMITTAL REVISIONS

1. Front Entry at Driveway/Existing 2-story Porch:
  - (2) existing OUTER pillars to be demolished to accommodate existing driveway circulation and clearances.
  - existing INNER pillar at first post to be lowered to accommodate a new tall decorative column to match all other tall columns on East Elevation.
  - existing front garden wall to be lowered to match existing lowered INNER pillar
  - existing metal gate to be relocated from demolished outer pillars to space between first column and existing house.
2. Modified Scope of Work at Back-half of Structure:
  - Delete proposed 2-story box bay and First Floor Addition.
  - Existing secondary landing to remain with a new shed roof over existing door.
  - (2) existing bowed bay windows to be replaced with box bays with casement window units.
  - (2) existing 2nd floor double-hung windows and shutters (left of existing porch) to remain. New window units to replace existing units in existing masonry openings.
  - (2) existing small windows at First and Second Floor modified to be replaced with 2W/2H casement units.
3. New Second Floor Addition and New Third Floor Dormer:
  - Window units modified to be 2W/2H casement units, sized to match replacement units at lower floors.
  - Siding to be recessed Hardi-panel w/ wood trim, painted.

Erin May, Architect

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Klotz-Terry Residence  
412 Wolfe Street  
Alexandria, Virginia 22314

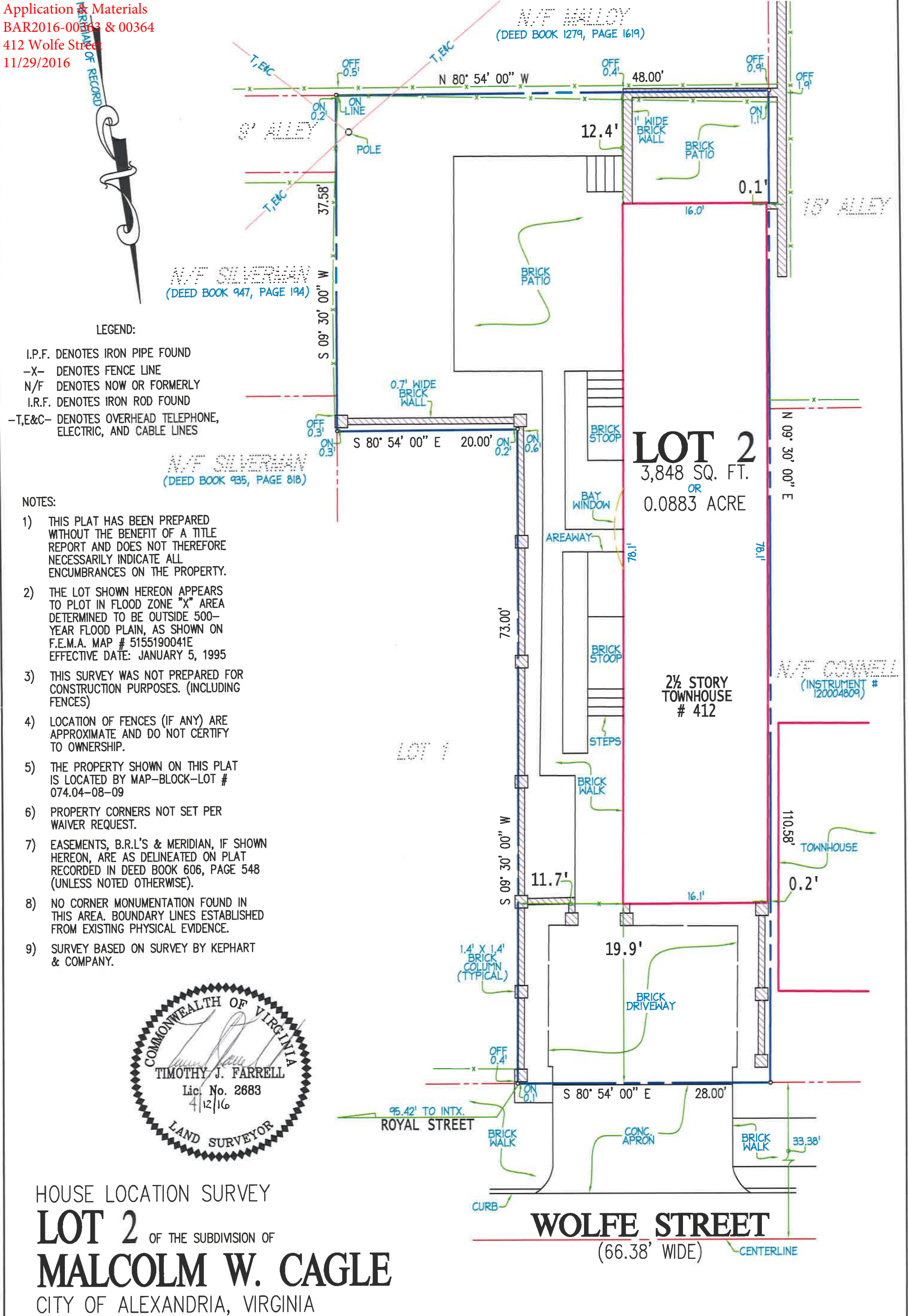
COVER SHEET

B.A.R. Submittal - REVISED  
11/21/2016  
Scale: 3/16" = 1'-0"

C-1

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**B.W. SMITH AND ASSOCIATES, INC.**

PROFESSIONAL LAND SURVEYING  
MANASSAS, VIRGINIA (703) 368-5866 www.bwsmithassoc.com

FIELD CREW: D. CONRAD

JOB# 20160733

DATE: 04/12/16

DFT: J.N.R.

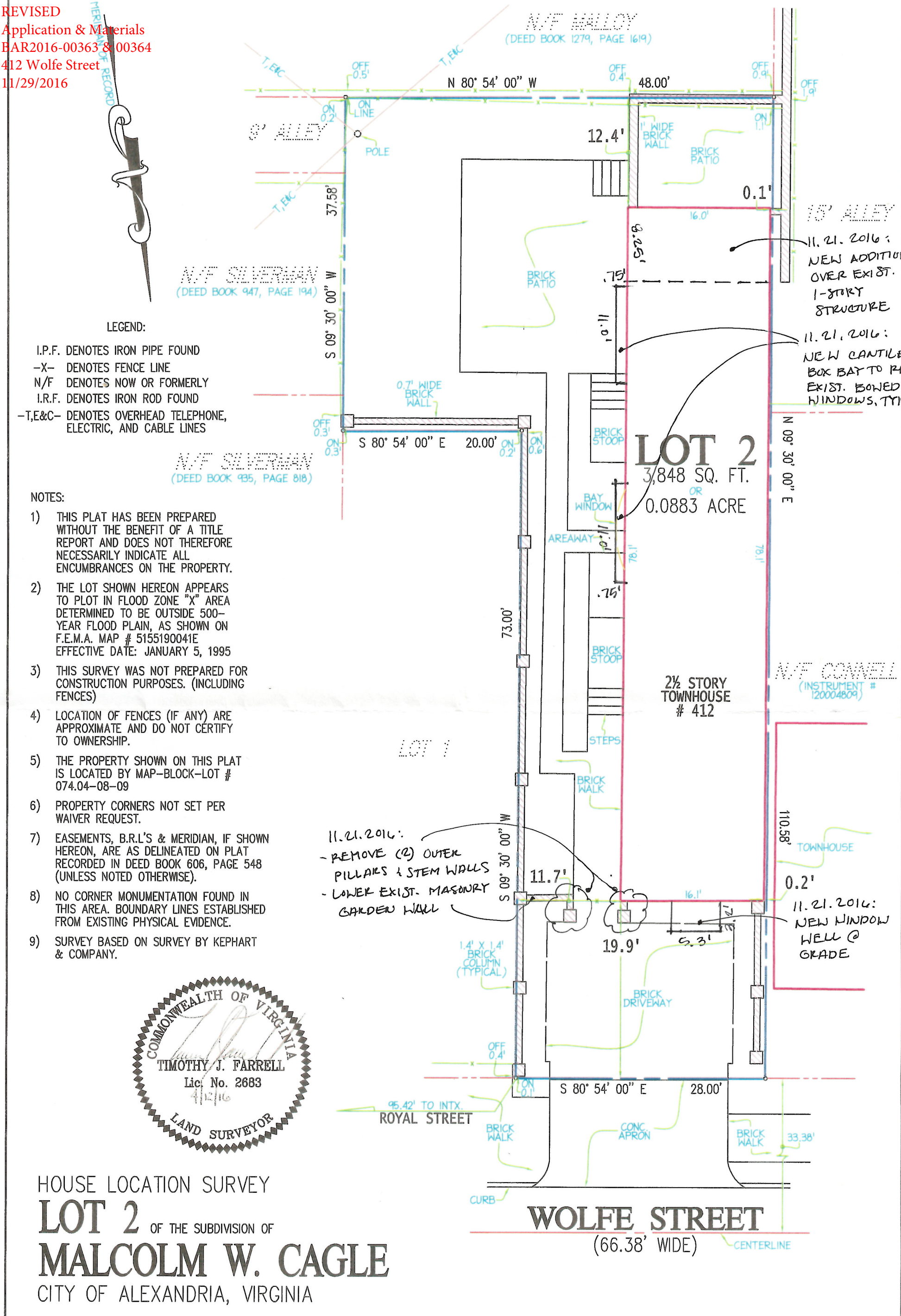
CHK: T.J.F.

NO TITLE REPORT FURNISHED

SCALE= 1" = 10'



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412 Wolfe Street  
11/29/2016



B.W. SMITH AND ASSOCIATES, INC.				FIELD CREW: D. CONRAD	
PROFESSIONAL LAND SURVEYING					
MANASSAS, VIRGINIA (703) 368-5866 www.bwsmithassoc.com				JOB# 20160733	
DFT: J.N.R.	CHK: T.J.F.	NO TITLE REPORT FURNISHED		SCALE= 1" = 10'	DATE: 04/12/16

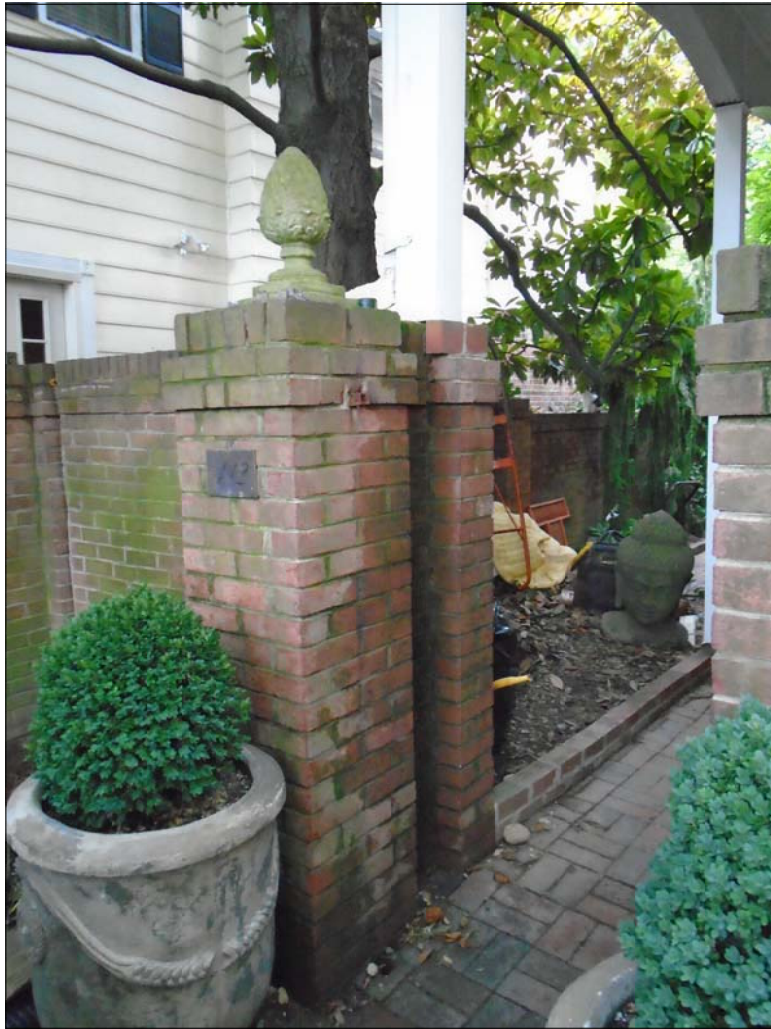




FRONT - FROM WOLFE ST.



FRONT - FROM WOLFE ST.



LEFT SIDE MASONRY PILLAR



RIGHT SIDE MASONRY PILLAR



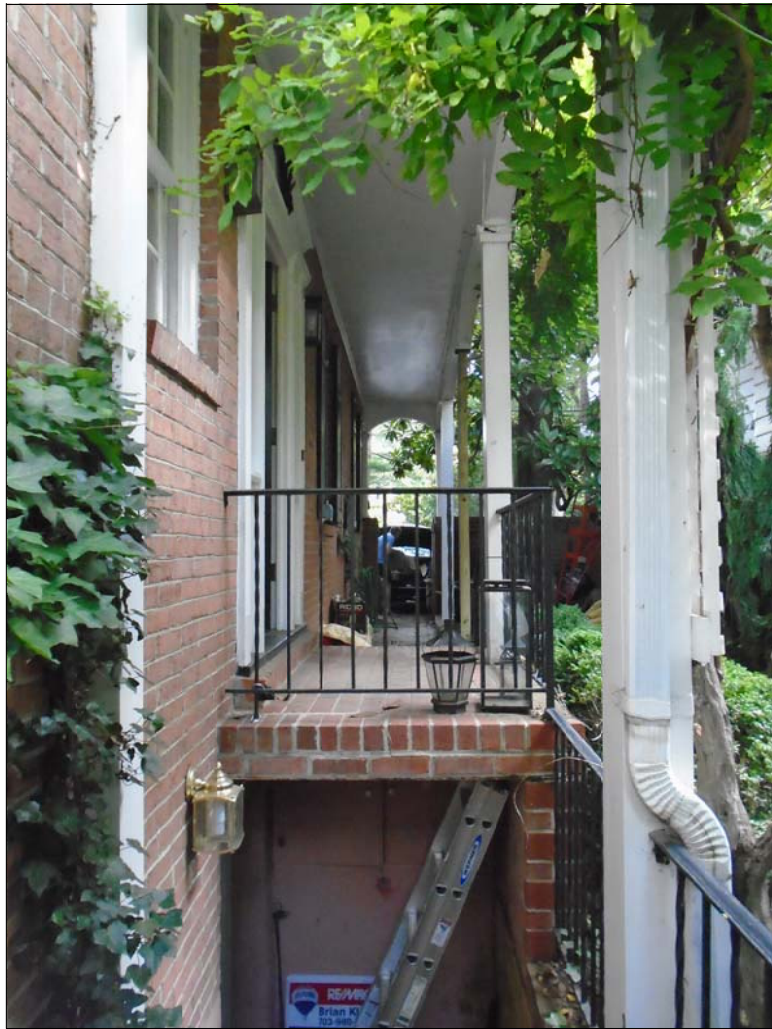
FRONT - FROM WOLFE ST.

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WALKWAY TO FRONT ENTRY  
ON EAST SIDE OF HOUSE







PORCH LOOKING TO FRONT DRIVEWAY



ENTRY AREA ON EAST SIDE OF HOUSE



PORCH LOOKING TO FRONT DRIVEWAY



EAST SIDE OF HOUSE LOOKING TO FRONT OF PROPERTY



REAR AND EAST SIDE OF HOUSE

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**Klotz-Terry Residence**

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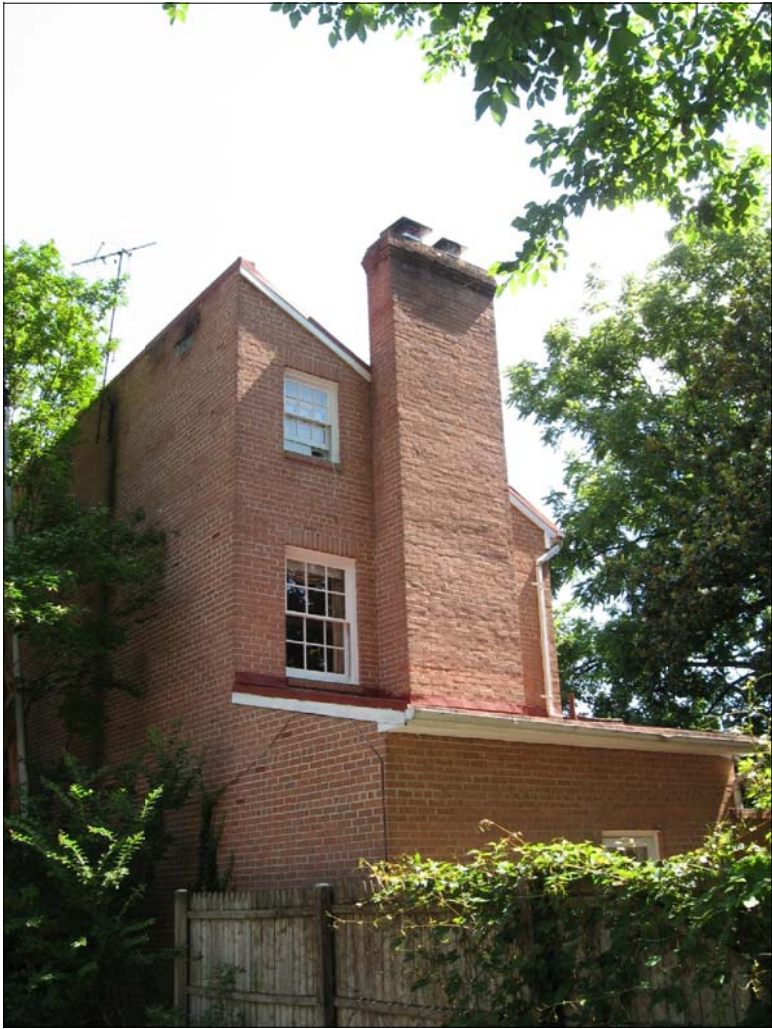
## EXISTING EXTERIOR PHOTOS

13

B.A.R. Submittal  
10/17/2016  
Scale: 3/16" = 1'-0"

**C-6**





REAR OF HOUSE FROM ALLEY

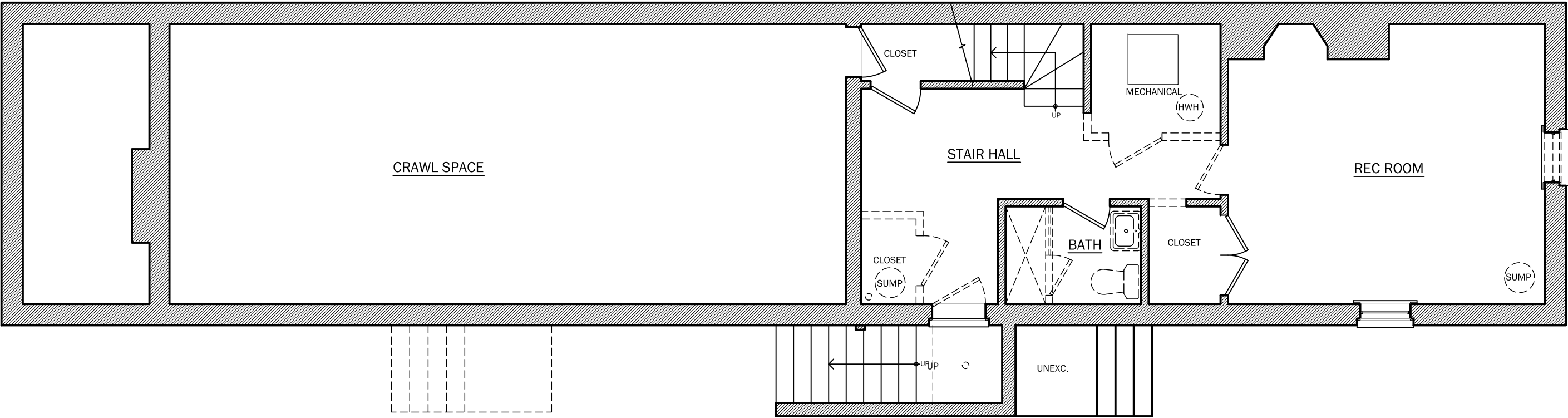


WEST SIDE OF HOUSE FROM REAR ALLEY



WEST SIDE OF HOUSE WALL  
SHOWING DETACHED NEIGHBOR

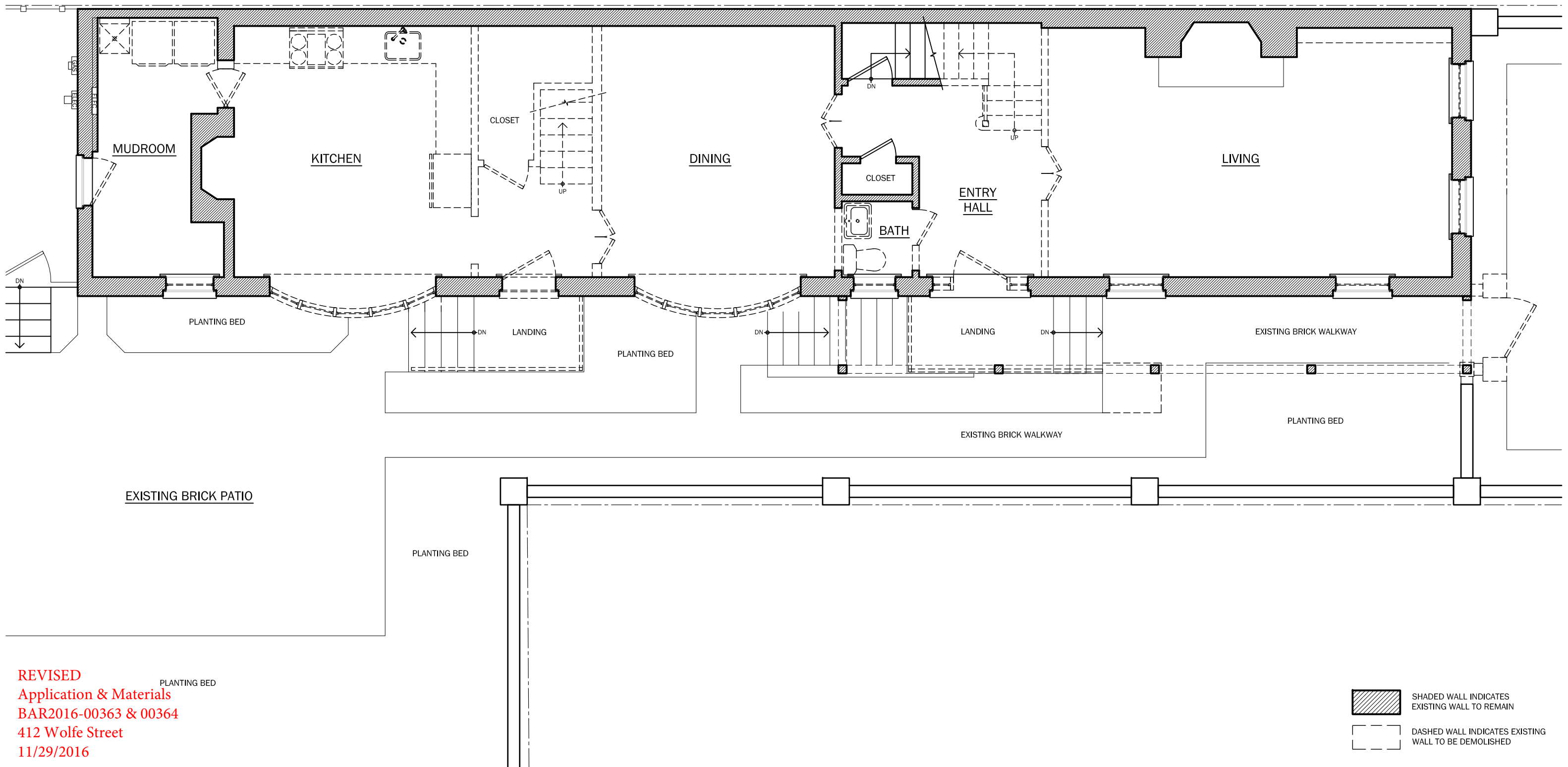
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SHADED WALL INDICATES  
EXISTING WALL TO REMAIN  
DASHED WALL INDICATES EXISTING  
WALL TO BE DEMOLISHED





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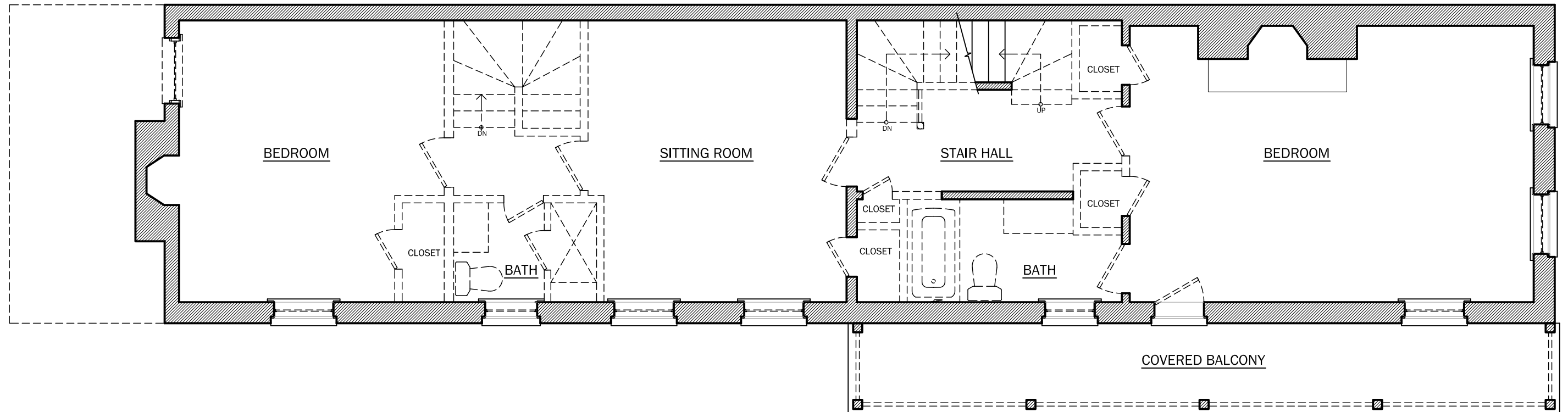
**Klotz-Terry Residence**  
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 Alexandria, Virginia 22314

## FIRST FLOOR EXISTING / DEMOLITION PLAN


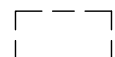
16

B.A.R. Submittal - REVISED  
 11/21/2016  
 Scale: 3/16" = 1'-0"

**EX-1**



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 BAR2016-00363 & 00364  
 412 Wolfe Street  
 11/29/2016

 SHADED WALL INDICATES  
 EXISTING WALL TO REMAIN  
  
 DASHED WALL INDICATES EXISTING  
 WALL TO BE DEMOLISHED

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## SECOND FLOOR EXISTING / DEMOLITION PLAN

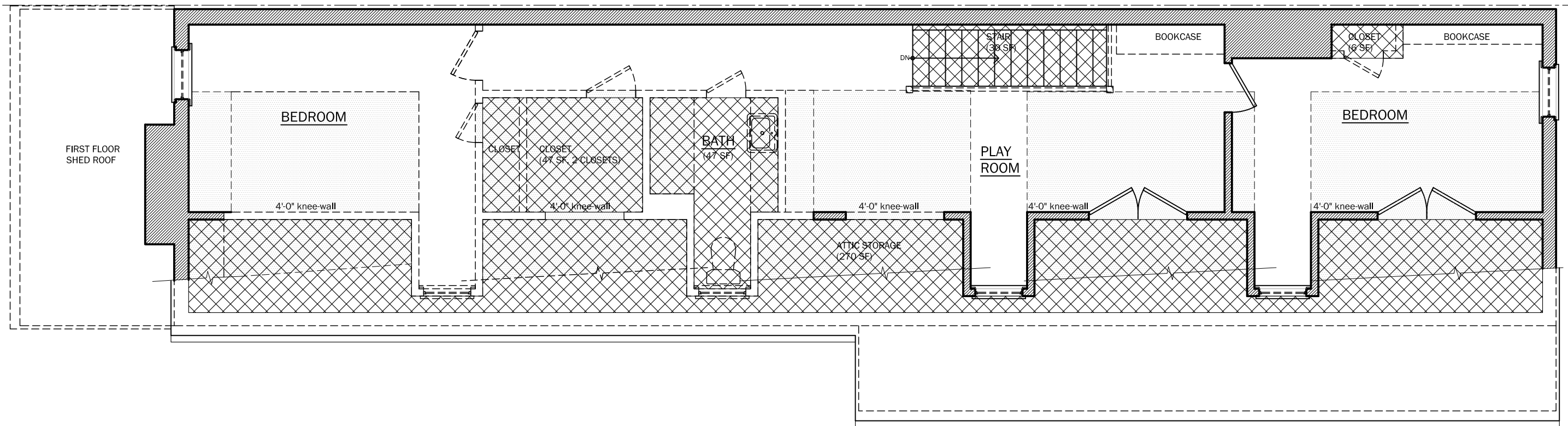
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B.A.R. Submittal - REVISED



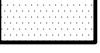

11/21/2016

Scale: 3/16" = 1'-0"

**EX-2**



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412 Wolfe Street  
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-  SHADED AREA INDICATES F.A.R. EXCLUSIONS = 400 SF
-  SHADED WALL INDICATES EXISTING WALL TO REMAIN
-  HATCH INDICATES SLOPED CEILING ABOVE
-  DASHED WALL INDICATES EXISTING WALL TO BE DEMOLISHED

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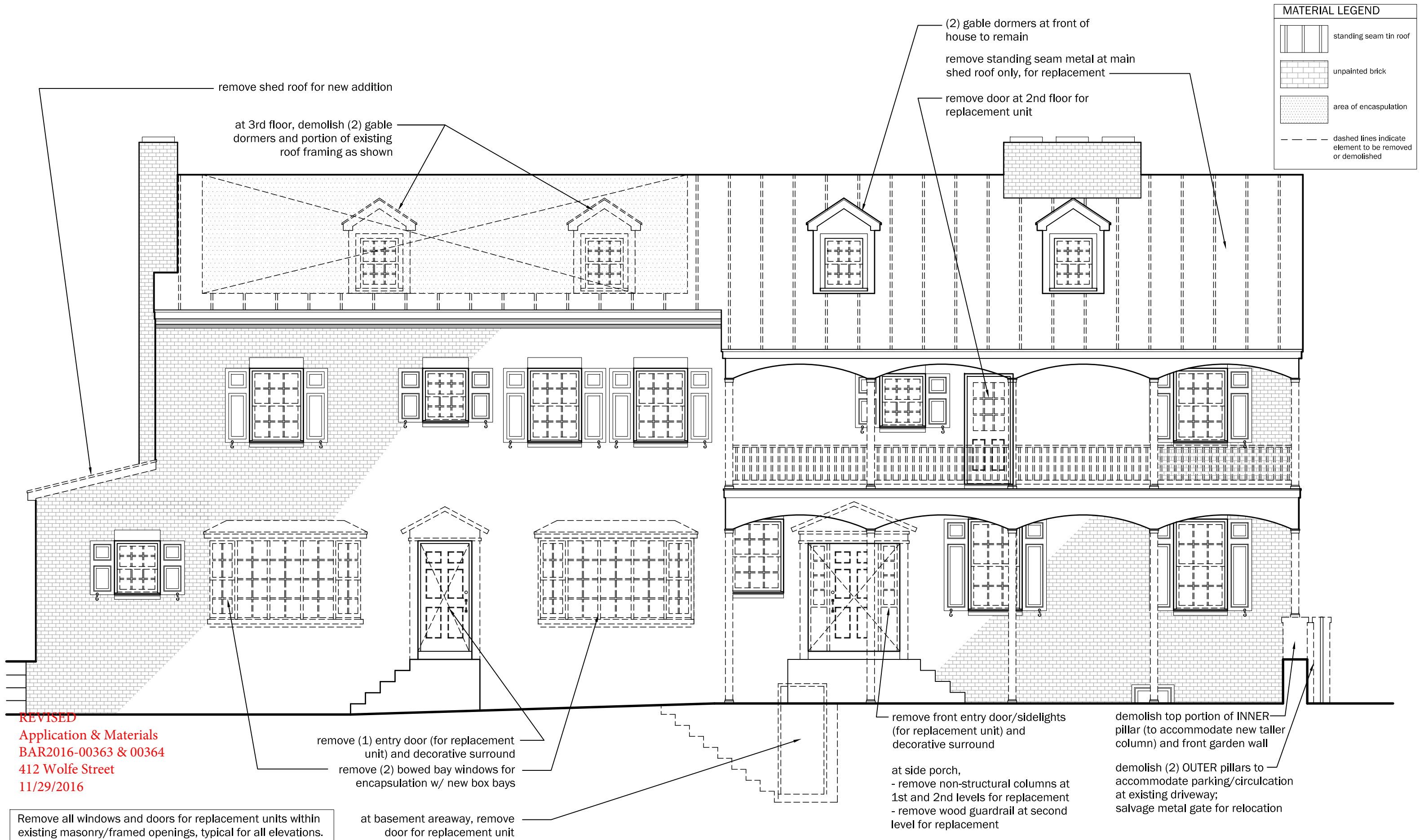
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## THIRD FLOOR EXISTING / DEMOLITION PLAN

18

B.A.R. Submittal  
~~10/17/2016~~ UPDATED 11/1/2016  
Scale: 3/16" = 1'-0"

**EX-3**



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## EAST ELEVATION - EXISTING / DEMOLITION

19

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11/21/2016  
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**EX-4**

MATERIAL LEGEND

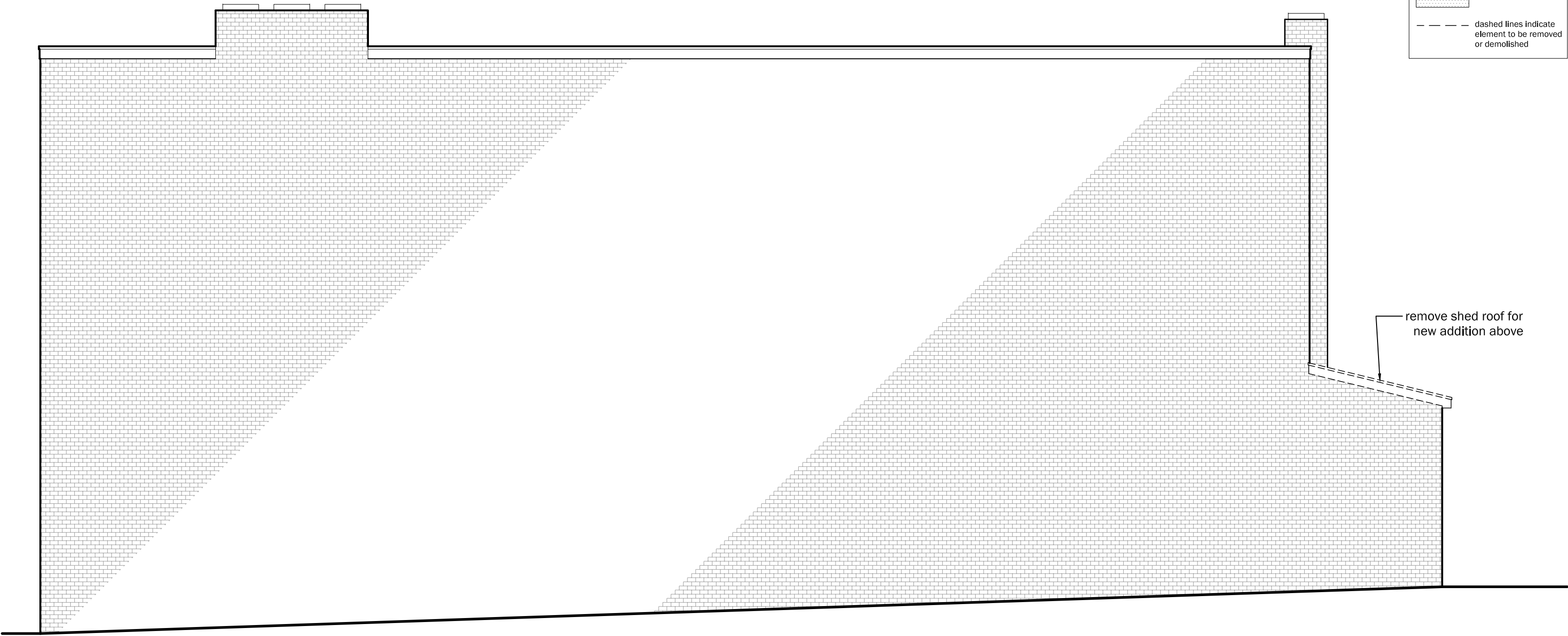
standing seam tin roof

unpainted brick


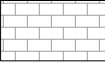

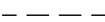
area of encapsulation

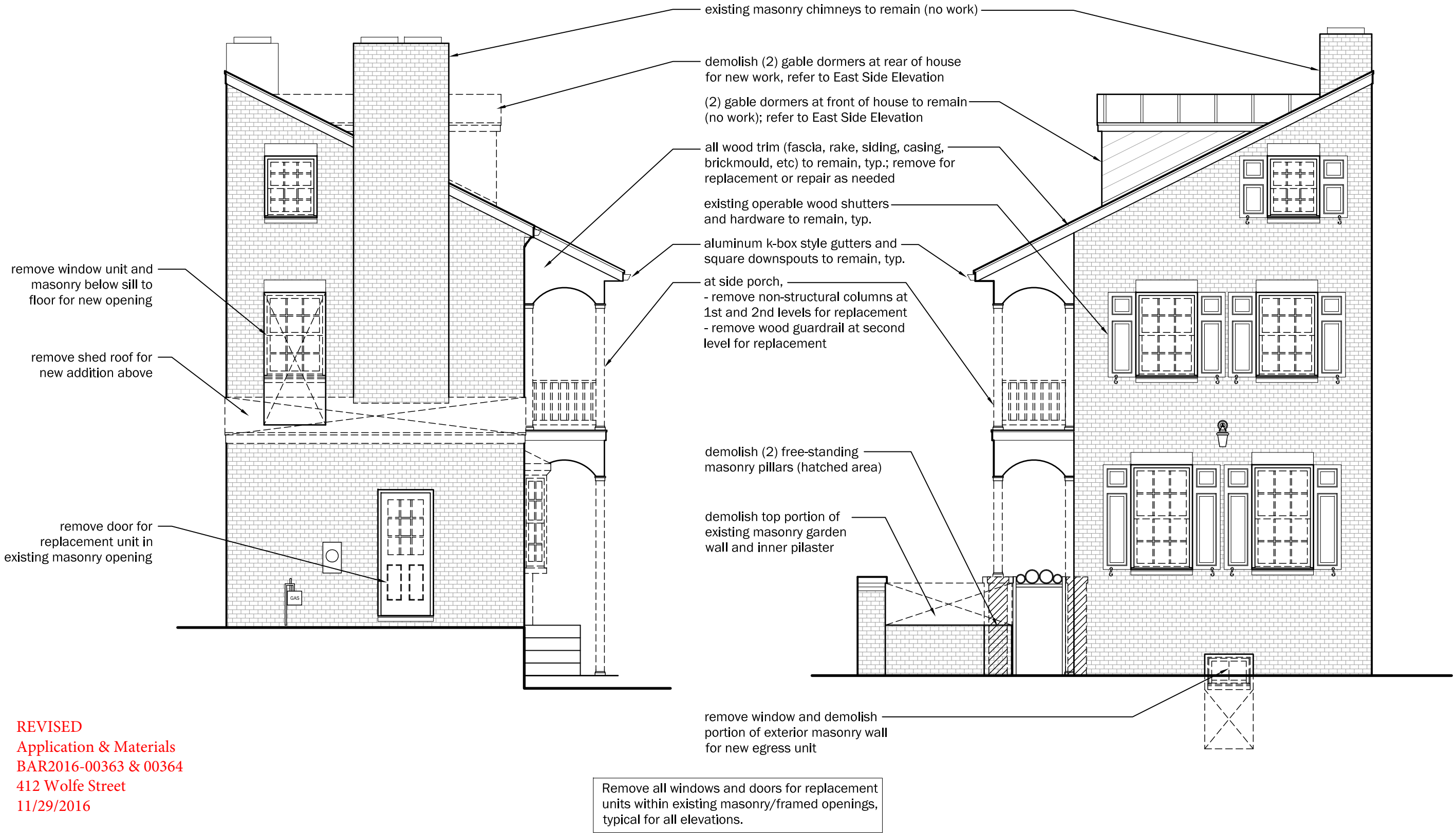
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dashed lines indicate  
element to be removed  
or demolished

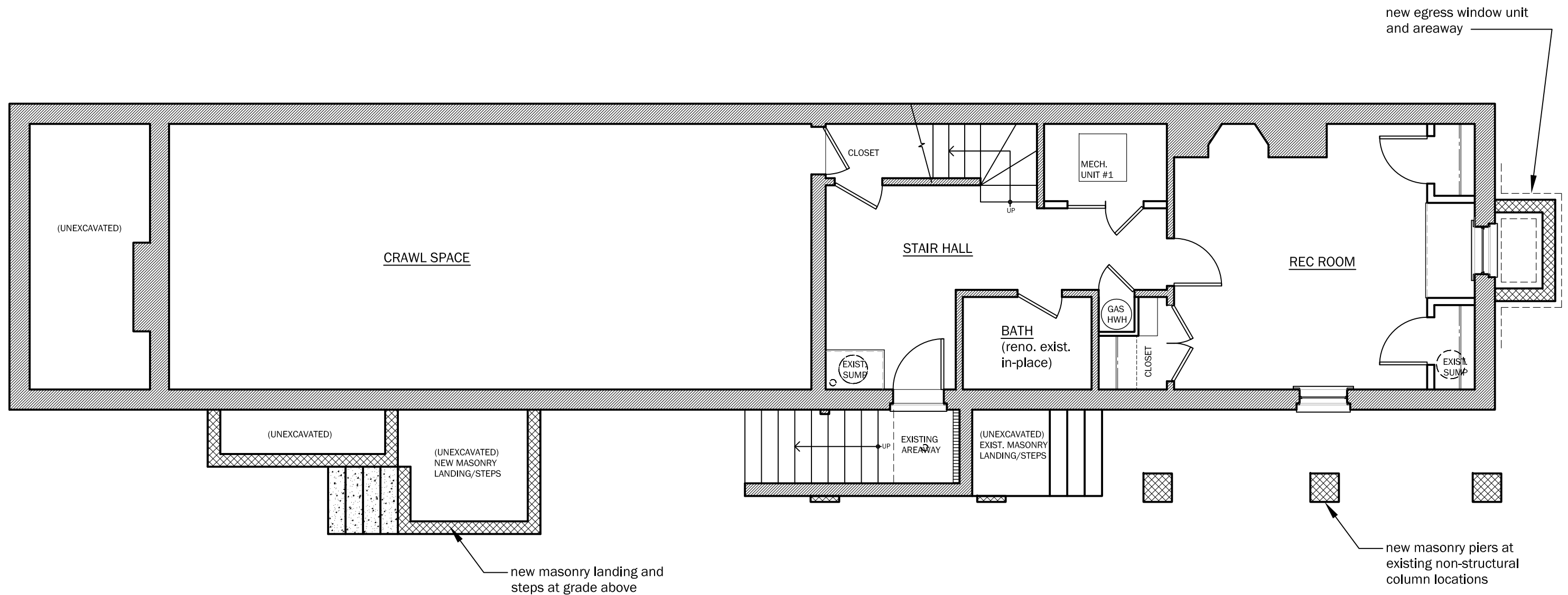


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MATERIAL LEGEND	
	standing seam tin roof
	unpainted brick
	area of encapsulation
	dashed lines indicate element to be removed or demolished



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SHADED WALL INDICATES  
EXISTING WALL TO REMAIN

CLEAR WALL INDICATES  
NEW CONSTRUCTION

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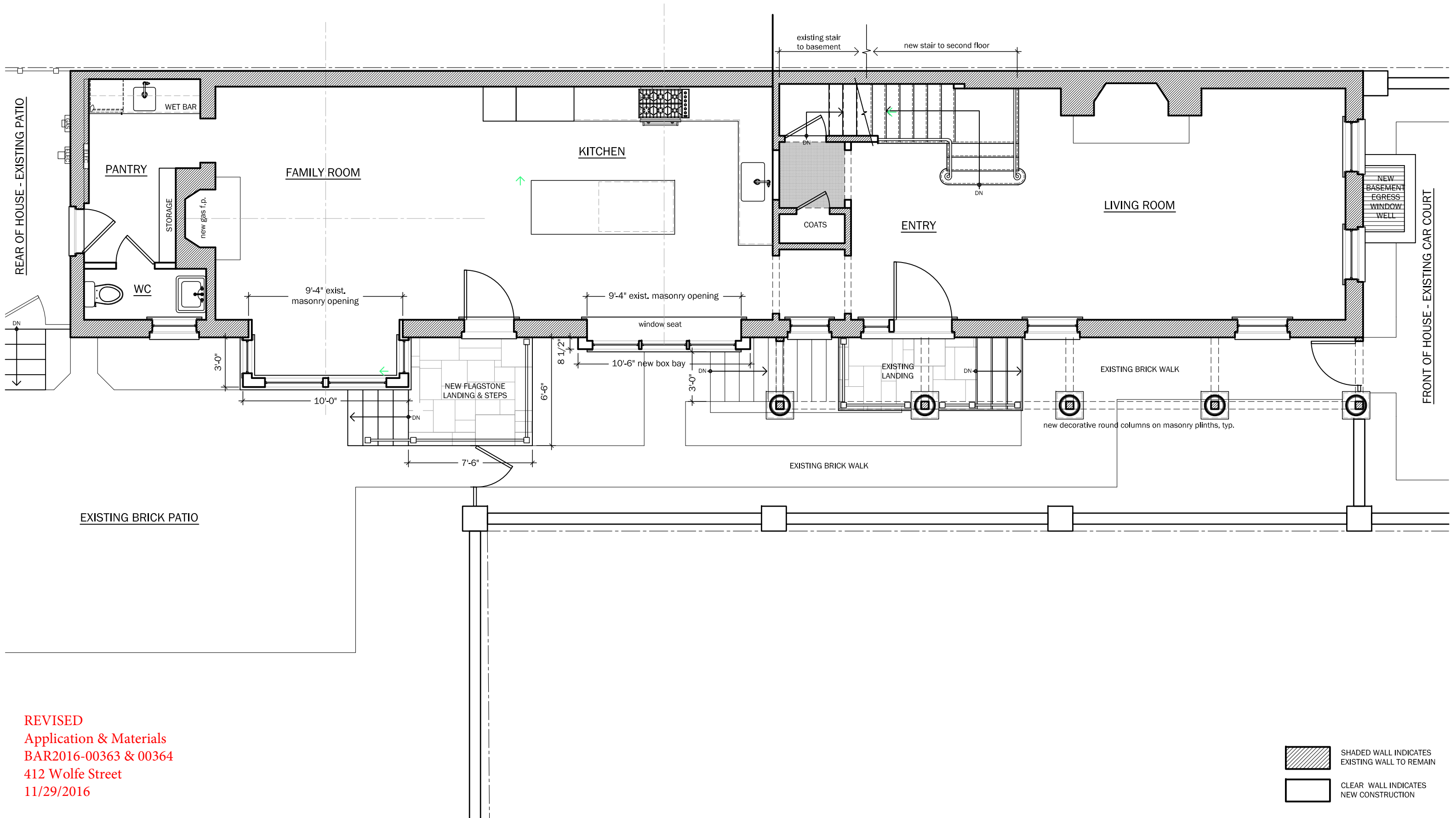
## BASEMENT FLOOR PLAN - EXISTING

22

B.A.R. Submittal  
10/17/2016  
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A-0





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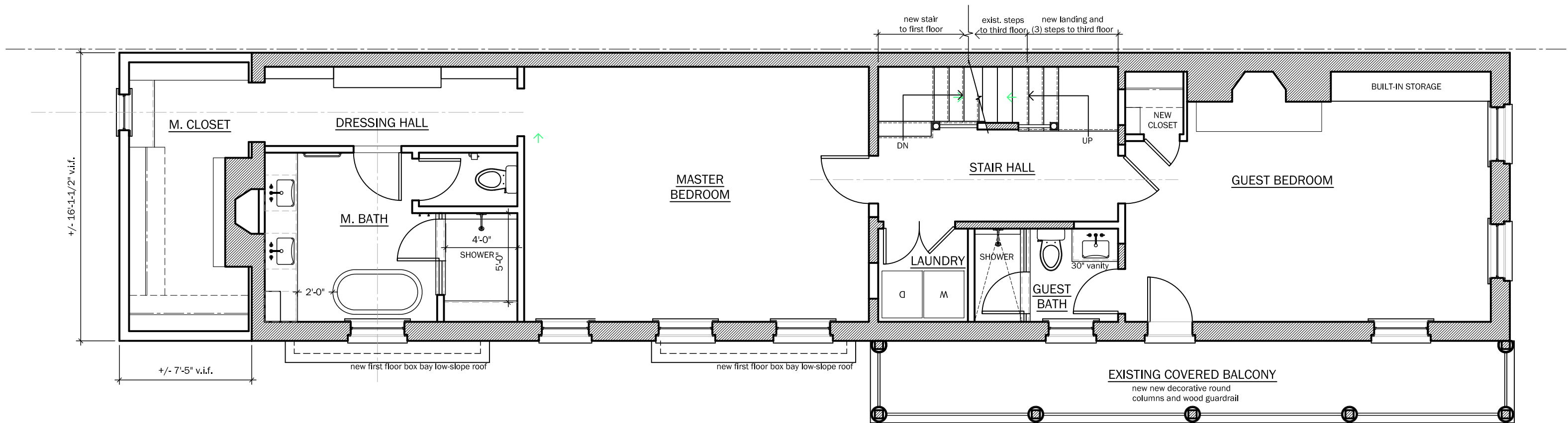
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## PROPOSED FIRST FLOOR PLAN

23

B.A.R. Submittal  
10/17/2016  
Scale: 3/16" = 1'-0"

**A-1**



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SHADED WALL INDICATES  
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NEW CONSTRUCTION

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703.836.6666

**Klotz-Terry Residence**  
412 Wolfe Street  
Alexandria, Virginia 22314

## PROPOSED SECOND FLOOR PLAN

24

B.A.R. Submittal - REVISED  
11/21/2016  
Scale: 3/16" = 1'-0"

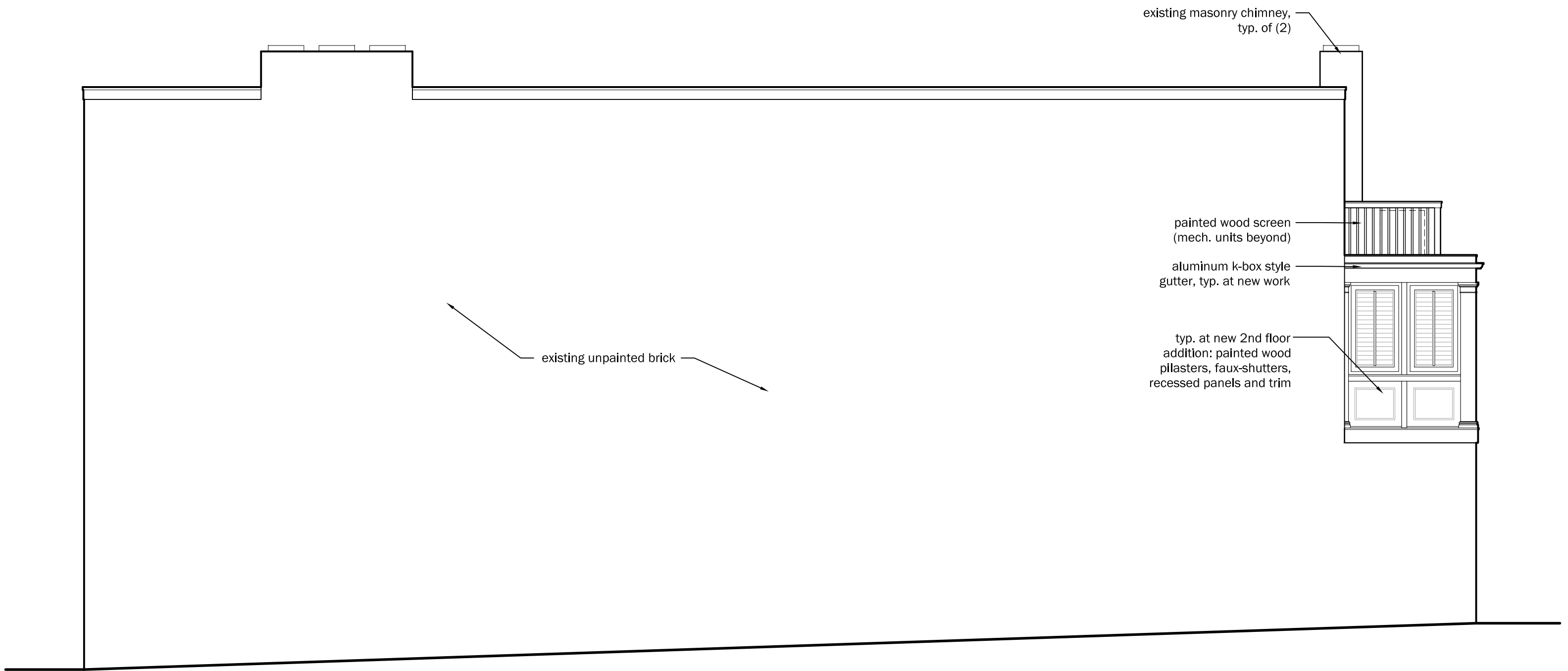
**A-2**



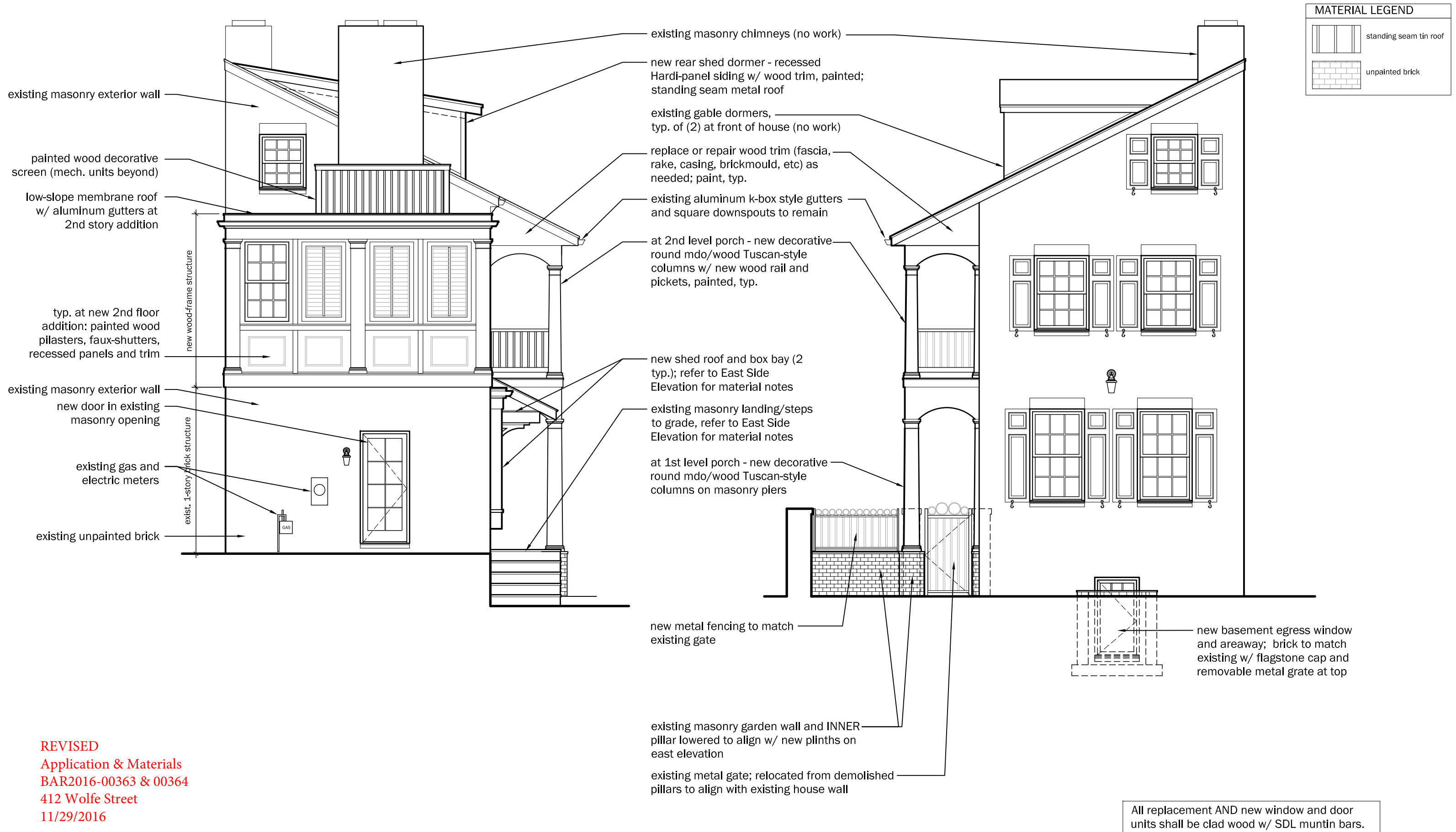


All replacement AND new window and door units shall be clad wood w/ SDL muntin bars.

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 412 Wolfe Street  
 11/29/2016



Erin May, Architect

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703.836.6666

**Klotz-Terry Residence**  
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Alexandria, Virginia 22314

## PROPOSED FRONT AND REAR ELEVATIONS

28

B.A.R. Submittal - REVISED  
11/21/2016  
Scale: 3/16" = 1'-0"

**A-6**

**ADDRESS OF PROJECT:** 412 Wolfe Street
**TAX MAP AND PARCEL:** 074.04-08-09 **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:** Brian Klotz and David Terry
**Address:** 412 Wolfe Street
**City:** Alexandria **State:** VA **Zip:** 22314
**Phone:** 703.980.8218 **E-mail:** bk@brianklotz.net
**Authorized Agent** *(if applicable):* ☐ **Attorney** ☒ **Architect** ☐ \_\_\_\_\_

**Name:** Erin May **Phone:** 703.836.6666
**E-mail:** erin@erinmayarch.com
**Legal Property Owner:**
**Name:** Brian Klotz
**Address:** 412 Wolfe Street
**City:** Alexandria **State:** VA **Zip:** 22314
**Phone:** 703.980.8218 **E-mail:** bk@brianklotz.net

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

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**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).*

Please refer to attached Scope of Proposed Work.

**SUBMITTAL REQUIREMENTS:**

Items listed below comprise the **minimum supporting materials** for BAR applications. Staff may request additional information during application review. Please refer to the relevant section of the *Design Guidelines* for further information on appropriate treatments.

Applicants must use the checklist below to ensure the application is complete. Include all information and material that are necessary to thoroughly describe the project. Incomplete applications will delay the docketing of the application for review. Pre-application meetings are required for all proposed additions. All applicants are encouraged to meet with staff prior to submission of a completed application.

Electronic copies of submission materials should be submitted whenever possible.

**Demolition/Encapsulation :** *All applicants requesting 25 square feet or more of demolition/encapsulation must complete this section. Check N/A if an item in this section does not apply to your project.*

- N/A
- ☒ ☐ Survey plat showing the extent of the proposed demolition/encapsulation.  
☒ ☐ Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation.  
☒ ☐ Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished.  
☒ ☐ Description of the reason for demolition/encapsulation.  
☒ ☐ Description of the alternatives to demolition/encapsulation and why such alternatives are not considered feasible.

**Additions & New Construction:** *Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. All plans must be folded and collated into 3 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. Check N/A if an item in this section does not apply to your project.*

- N/A
- ☒ ☐ Scaled survey plat showing dimensions of lot and location of existing building and other structures on the lot, location of proposed structure or addition, dimensions of existing structure(s), proposed addition or new construction, and all exterior, ground and roof mounted equipment.
  - ☒ ☐ FAR & Open Space calculation form.
  - ☐ ☒ Clear and labeled photographs of the site, surrounding properties and existing structures, if applicable.
  - ☒ ☐ Existing elevations must be scaled and include dimensions.
  - ☒ ☐ Proposed elevations must be scaled and include dimensions. Include the relationship to adjacent structures in plan and elevations.
  - ☒ ☐ Materials and colors to be used must be specified and delineated on the drawings. Actual samples may be provided or required.
  - ☒ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
  - ☐ ☒ For development site plan projects, a model showing mass relationships to adjacent properties and structures.

**Signs & Awnings:** *One sign per building under one square foot does not require BAR approval unless illuminated. All other signs including window signs require BAR approval. Check N/A if an item in this section does not apply to your project.*

- N/A
- ☐ ☒ Linear feet of building: Front: \_\_\_\_\_ Secondary front (if corner lot): \_\_\_\_\_.
  - ☐ ☒ Square feet of existing signs to remain: \_\_\_\_\_.
  - ☐ ☒ Photograph of building showing existing conditions.
  - ☐ ☒ Dimensioned drawings of proposed sign identifying materials, color, lettering style and text.
  - ☐ ☒ Location of sign (show exact location on building including the height above sidewalk).
  - ☐ ☒ Means of attachment (drawing or manufacturer's cut sheet of bracket if applicable).
  - ☐ ☒ Description of lighting (if applicable). Include manufacturer's cut sheet for any new lighting fixtures and information detailing how it will be attached to the building's facade.

**Alterations:** *Check N/A if an item in this section does not apply to your project.*

- N/A
- ☒ ☐ Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
  - ☒ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
  - ☒ ☐ Drawings accurately representing the changes to the proposed structure, including materials and overall dimensions. Drawings must be to scale.
  - ☒ ☐ An official survey plat showing the proposed locations of HVAC units, fences, and sheds.
  - ☐ ☒ Historic elevations or photographs should accompany any request to return a structure to an earlier appearance.

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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: Erin L. May

Printed Name: Erin L. May

Date: 10/17/2016

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**GENERAL WORK, TYPICAL AT ALL ELEVATIONS**

1. All existing unpainted brick exterior walls to remain. All new brick veneer shall match existing.
2. All existing aluminum k-box style gutters and square downspouts to remain, no work. All new gutters and downspouts shall match existing.
3. All existing chimneys to remain, no work
4. All existing wood trim (fascia, rake, casing, brick mould, siding, etc.) to be repaired or replaced in-kind as needed. All existing and new wood trim shall be painted.
5. All existing windows and exterior doors shall be replaced within existing openings. All replacement and new window units shall be clad wood, SDL double-hung or casement units (refer to elevations). All replacement doors shall be clad wood, SDL 8-lite in-swing units. All existing operable wood shutters/hardware to remain.

**FRONT ELEVATION**

6. Run gas line to existing light fixture.
7. Remove (2) free-standing masonry piers at front walkway entry. Relocate existing metal gate to opening between existing garden wall pier and house.
8. Construct new basement egress areaway [cmu/brick veneer foundation w/ flagstone cap]; with removable metal grate/grill at top.

**REAR AND WEST SIDE ELEVATIONS**

9. Refer to 'East Side Elevation' for notes describing new construction.

**EAST SIDE ELEVATION****EXISTING 2-STORY PORCH**

10. Replace existing non-structural posts at first and second levels with new decorative Tuscan-style mdo/wood, round columns with masonry plinths at first level columns (cmu/brick veneer w/ flagstone cap).
11. At first level Entry Landing, install new flagstone pavers over existing brick landing and steps. Repair/repaint/replace existing metal handrail in-kind. Run gas line to existing light fixture. Replace existing exterior entry door/sidelights with new exterior door and sidelight in existing masonry opening.

**NEW 2-STORY BOX BAY**

12. Remove (1) bowed bay window and (2) double-hung window units. Demolish portion of exterior masonry and encapsulate this area with a new 2-story cantilevered (12" projection) box-bay.
13. Box-bay shall be constructed of 2x6 framing with Hardi-panel and trim siding, painted. Roof shall be low-slope TPO membrane.
14. New First Floor windows shall be a triple segmented arch casement unit; New Second Floor exterior doors shall be an 8-light French door with a metal guardrail to match metal handrail at first level entry landings.

**EXISTING SECONDARY ENTRY**

15. Construct new landing and steps to grade (cmu/brick veneer, flagstone pavers) w/ painted metal handrail.

**NEW FIRST FLOOR BOX BAY**

16. Remove (1) bowed bay window. Demolish portion of exterior masonry and encapsulate this area with a new single story 3'-0" x 10'-0" box-bay.
17. Box-bay shall be constructed of 2x6 framing with Hardi-panel and trim siding, painted on cmu/brick veneer foundation. Roof shall be standing seam metal.
18. New box-bay windows shall be a twin double-hung unit and (2) casement units.

**ATTIC/ROOF LEVEL**

19. At main shed roof, replace existing tin roof with asphalt architectural shingles (black).
20. At front half of house: (2) gable dormers to remain with minor work - existing tin roof to remain, replace existing double-hung window units in-kind, paint all exterior wood.
21. At rear half of house: (2) gable dormers and portion of roof to be demolish for construction of (1) shed dormer. New dormer shall be constructed of 2x6 framing with Hardi-panel and trim siding, painted. Roof shall standing seam metal. Windows shall be casement units, centered on dormer or aligned with units below.

**NEW 2<sup>nd</sup> STORY ADDITION OVER FIRST FLOOR MUDROOM**

22. Demolish existing asphalt shingle shed roof at first floor Mudroom structure.
23. Construct new addition over existing first floor Mudroom structure. Addition shall be constructed of 2x6 framing with Hardi-panel and trim siding, painted. Window at rear elevation shall be a casement unit. Roof shall low-slope EPDM and will contain (2) condensing units behind a painted wood screen.

**END**

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