

Docket Item #8  
BAR CASE # 2016-0424

BAR Meeting  
December 21, 2016

**ISSUE:** Alterations

**APPLICANT:** Charles Dodd by Navarro Construction

**LOCATION:** 310 North Alfred Street

**ZONE:** RB / Residential

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**STAFF RECOMMENDATION**

Staff recommends denial of the request for double-glazed windows and approval of single-glazed windows (with the option of a storm window or removable energy panel) in accordance with the BAR's adopted Window Policy.

**GENERAL NOTES TO THE APPLICANT**

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



BAR2016-00418



## **I. ISSUE**

The applicant is requesting approval of a Certificate of Appropriateness to replace the front windows with double-glazed wood windows. As this does not comply with the BAR's window policy, it is beyond the scope of what staff can administratively approve.

## **II. HISTORY**

The dwelling at 310 North Alfred Street is one of a row of four frame rowhouses constructed in the **mid-19<sup>th</sup> century**.

## **III. ANALYSIS**

In 2010, with substantial input from the community, industry and the Modern and Sustainable Materials work group, both BARs adopted a joint Window Policy which was later amended in 2013 based on recent advances in material technology. Consistent with other revised policies, the window policy was intended to allow greater flexibility and to allow properties to use materials commercially available at the time of construction, even if the property did not originally have such materials. The BAR's general policy for modern materials is generally that any product may be used on any portion of a building that was constructed after that product became commercially available in Alexandria. For example, while single-glazed windows were regularly installed through the 1980s throughout Alexandria, double-glazed windows were commercially available beginning around 1930. Therefore, any property constructed circa 1930 or later, can receive administrative approval for double-glazed windows.

However, at the same time the policy was adopted, the BAR agreed that for 18<sup>th</sup> and 19<sup>th</sup>-century buildings, it was extremely important to have historic/original or historically appropriate materials on street-facing elevations, particularly where the public could see, examine and even touch them. Therefore, while the policy was expanded to allow staff to approve double-glazed windows on the side and rear elevations, it was explicit that front elevations should maintain single-glazed windows for multilight windows. *(It was determined that for 1/1 or 2/2 windows, double-glazed wood replacement windows were nearly indiscernable from single-glazed wood windows due to the minimal appearance of the spacer bar on the wider muntins historically used for 2/2 windows. For multilight windows with their numerous muntins (6/6, 6/9, etc...) it was determined that the spacer bars were extremely visible and distracting, hence the requirement for single-glazed windows.)* It should be noted that the Window Policy has been extremely successful in facilitating approval of replacement windows that are historically appropriate. Staff notes that prior to adoption of the Window Policy the BARs regularly reviewed multiple window applications at each hearing and now the BARs only review a handful of such cases each year.

When the applicant first asked staff about replacing the windows, staff conducted a site visit and determined that the existing windows were not historic so replacement was acceptable. Staff advised the homeowner that only single-glazed windows (full frame or sash packs) could be administratively approved on the front but that the owner could select a window that comes with a removable energy panel or add storm windows (with no BAR approval required for the latter). Both of these options can provide up to 95% of the energy savings of double glazed windows, and properly wetherstripped windows are a very small portion of energy loss in a rowhouse.

Therefore, staff cannot support and cannot recommend that the BAR support the use of double-glazed windows on the front elevation of this historic townhouse. Staff recommends approval only of double-glazed wood windows that meet all the performance specifications outlined in the adopted Window Policy.

**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

*No comments received.*

**V. ATTACHMENTS**

*1 – Supplemental Materials*

*2 – Application for BAR 2016-0424: 310 North Alfred Street*

## 310 N Alfred St

Mary Catherine Collins

Thu 8/6/2015 10:02 AM

To: crdodd@rcn.com &lt;crdodd@rcn.com&gt;;

Cc: Preservation &lt;Preservation@alexandriava.gov&gt;;

2 attachments (106 KB)

BAR Admin Approval Form.pdf; Window Policy\_REVISED 2013.pdf;

Chuck,

I went by your house at 310 N Alfred Street yesterday afternoon and the front window sashes are not original, nor is the trim. Staff can administratively approve replacement wood six-over-six windows on the front that are single-glazed and have a simple and thin, beaded frame. Typically vernacular 19<sup>th</sup> century houses like these did not have any applied trim on the windows -it was simply the frame or brickmould – very similar to one of your neighbors. For energy efficiency, you can install energy panels or storm windows without BAR approval. The sides and rear of your house are not visible, so any window type is acceptable there. Please let me know if you have any questions and I have attached both the BAR Window Policy and BAR administrative approval form (\$110) to this email for your convenience. Please be sure to obtain BAR staff approval for the windows and trim prior to purchasing them and you will also need to get a building permit from Code Administration ([www.alexandriava.gov/code](http://www.alexandriava.gov/code)).

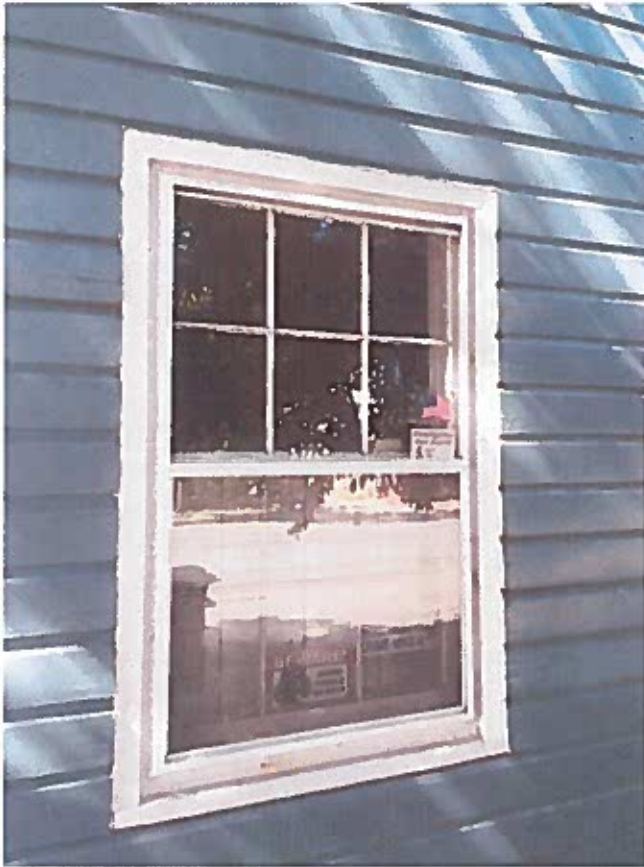
Thank you,

Mary Catherine Collins | Urban Planner  
Planning & Zoning | Historic Preservation Division  
301 King Street Room 2100 Alexandria, VA 22314  
703.746.3832 | [www.alexandriava.gov/preservation](http://www.alexandriava.gov/preservation)

BOARD OF ARCHITECTURAL REVIEW

Application & Materials  
BAR2016-00424  
310 N Alfred Street  
11/21/2016





BOARD OF ARCHITECTURAL REVIEW

Application & Materials  
BAR2016-00424  
310 N Alfred Street  
11/21/2016

PO#:

Ship Via: Ground/Next Truck

QUOTE

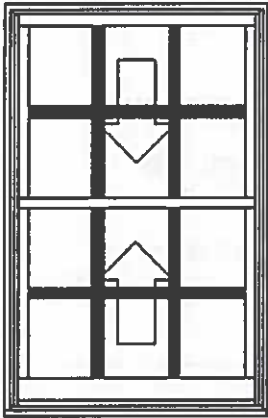
JHGB00015 :

TO:

PROJECT NAME: 310 N Alfred

REFERENCE:

LINE NO.	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
Line-1	living rm	CWD3352			
RO Size: 34 1/8 X 52 3/4		<p>Frame Size : 33 3/8 X 52</p> <p>(Outside Casing Size: 36 1/8 X 53 15/16)</p> <p>Custom Wood Double Hung, <u>Auralast Pine</u>,            Primed Exterior,            Primed Interior,  <u>Brickmould</u>, Standard Sill Nosing,            4 9/16 Jamb, 4/4 Thick,            Standard Double Hung, White Jambliner, w/Jamblnr Covers,            Concealed Interior Jamb Liner            White Hardware, Deluxe Cam Lock(s) w/Concealed Tilt Latch No            Finger Lifts,            US National-WDMA/ASTM,  <u>Single Glazed</u> Clear Annealed Glass, No Preserve Film, Traditional Glz            Bd,            5/8" Putty SDL w/Perm Wood Trad'l. <u>Bead Int BAR</u>, Primed Wood            SDL, Colonial All Lite(s) 3 Wide 2 High Top, 3 Wide 2 High Btm,            UltraVue Mesh Brilliant White Screen,            , Upper Sash Will Not Operate With Jambliner Covers In Place, Clear            Opening:30w, 21.1h, 4.4 sf            PEV 2016.3.1.1460/PDV 6.363 (08/08/16) PW</p>			



Viewed from Exterior. Scale: 1/2" = 1'

QQ-2.20.900.1777 cust-048209

Page 1 of 2(Prices are subject to change.)

JHGB00015 - 10/14/2016 - 8:34 AM

Quote Date: 10/14/2016

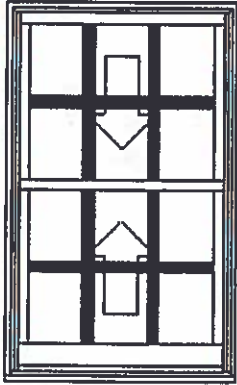
Drawings are for visual reference only and may not be to exact scale. All  
orders are subject to review by JELD-WEN

Last Modified: 10/14/2016

BOARD OF ARCHITECTURAL REVIEW

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LINE NO.	LOCATION SIZE INFO	BOOK CODE NET UNIT QTY EXTENDED DESCRIPTION PRICE PRICE
Line-2	bed room	CWD2948
RO Size: 30 1/8 X 48 3/4		Frame Size : 29 3/8 X 48 (Outside Casing Size: 32 1/8 X 49 15/16) Custom Wood Double Hung, Auralast Pine, Primed Exterior, Primed Interior, Brickmould, Standard Sill Nosing, 4 9/16 Jamb, 4/4 Thick, Standard Double Hung, White Jambliner, w/Jamblnr Covers, Concealed Interior Jamb Liner White Hardware, Deluxe Cam Lock(s) w/Concealed Tilt Latch No Finger Lifts, US National-WDMA/ASTM, Single Glazed Clear Annealed Glass, No Preserve Film, Traditional Glz Bd, 5/8" Putty SDL w/Perm Wood Trad'l. Bead Int BAR, Primed Wood SDL, Colonial All Lite(s) 3 Wide 2 High Top, 3 Wide 2 High Btm, UltraVue Mesh Brilliant White Screen, , Upper Sash Will Not Operate With Jambliner Covers In Place, Clear Opening:26w, 19.1h, 3.4 sf PEV 2016.3.1.1460/PDV 6.363 (08/08/16) PW



Viewed from Exterior. Scale: 1/2" = 1'

BOARD OF ARCHITECTURAL REVIEW

QQ-2.20.900.1777 cust-048209

Quote Date: 10/14/2016

Page 2 of 2(Prices are subject to change.)

Drawings are for visual reference only and may not be to exact scale. All  
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JHGB00015 - 10/14/2016 - 8:34 AM

Last Modified: 10/14/2016

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ADDRESS OF PROJECT: 310 N Alfred St

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: NAVARRO CONSTRUCTIONAddress: 616 S Washington StCity: Alex State: VA Zip: \_\_\_\_\_Phone: 703-740-7544 E-mail: Ricardo.NAVARROCONSTRUCTION@Authorized Agent (if applicable): ☐ Attorney ☐ Architect ☒ Contractor GMAIL.COMName: Ricardo NAVARRO Phone: 703-740-7544E-mail: Ricardo.NAVARROCONSTRUCTION@GMAIL.COM

## Legal Property Owner:

Name: MR CHARLES DODDAddress: 310 N. Alfred StCity: Alex State: VA Zip: 22314

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

- ☐ Yes ☒ No Is there an historic preservation easement on this property?  
☐ Yes ☒ No If yes, has the easement holder agreed to the proposed alterations?  
☐ Yes ☒ No Is there a homeowner's association for this property?  
☐ Yes ☒ No If yes, has the homeowner's association approved the proposed alterations?

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

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

- ☐ NEW CONSTRUCTION
- ☒ EXTERIOR ALTERATION: *Please check all that apply.*
- |                                      |   |   |                                   |
|--------------------------------------|---|---|-----------------------------------|
| <input type="checkbox"/> awning      | <input type="checkbox"/> fence, gate or garden wall | <input type="checkbox"/> HVAC equipment             | <input type="checkbox"/> shutters |
| <input type="checkbox"/> doors       | <input checked="" type="checkbox"/> windows         | <input type="checkbox"/> siding                     | <input type="checkbox"/> shed     |
| <input 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).*

UPGRADE Existing windows AS  
per spec ATTACHED w/ DIB PAYNE

**SUBMITTAL REQUIREMENTS:**

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

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

Electronic copies of submission materials should be submitted whenever possible.

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

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

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

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

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

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

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

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

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

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

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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: \_\_\_\_\_

Date: \_\_\_\_\_

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