

Docket Item #7
BAR CASE # 2017-0086

BAR Meeting
April 5, 2017

ISSUE: Re-Approval of Previously Approved Permit to Demolish/Capsulate

APPLICANT: Mark and Oenone Sparkman by Stephanie Dimond

LOCATION: 209 Gibbon Street

ZONE: RM / Residential Zone

STAFF RECOMMENDATION

Staff recommends re-approval of the Permit to Demolish/Capsulate with the following condition:

1. The applicant shall be required to photographically document the condition of the existing alley prior to initiating any construction and shall be responsible for the mitigation of any damage caused by construction of this project.

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.



BAR2017-00086



I. ISSUE

The applicant is requesting re-approval of a previously approved and expired Permit to Demolish/Capsulate (BAR2015-00145). The case was heard by the Old and Historic Alexandria BAR on June 17, 2015, and was approved, as amended, 5-0. The sole condition of approval was that the applicant shall be required to document the condition of the existing, historic cobblestone alley prior to initiating any construction and shall be responsible for the mitigation of any damage caused by construction of this project. This condition has been reiterated above.

The re-approved Permit to Demolish/Capsulate is requested as part of the proposed new construction of a two-story rear addition (117 square feet) at the rear of the property where, currently, a covered patio and a small second-story, one-room addition exist. The existing, one-story covered patio (which covers 256 square feet) will be enclosed; the existing second-story addition will remain in situ although the roof structure will be changed to align with the new addition; and the first and second stories of the main block's northern elevation will be capsulated while portions will be demolished (the two existing six-over-six double-hung windows on the second floor will be removed and reused in the new addition). [Figure 1] Approximately 68 square feet of exterior wall (8.5 feet by 8 feet) on the second floor will be demolished to create a passage to the new addition. Approximately 280 square feet of exterior wall will be capsulated by the new addition (181 square feet on the first floor and 99 square feet on the second floor).

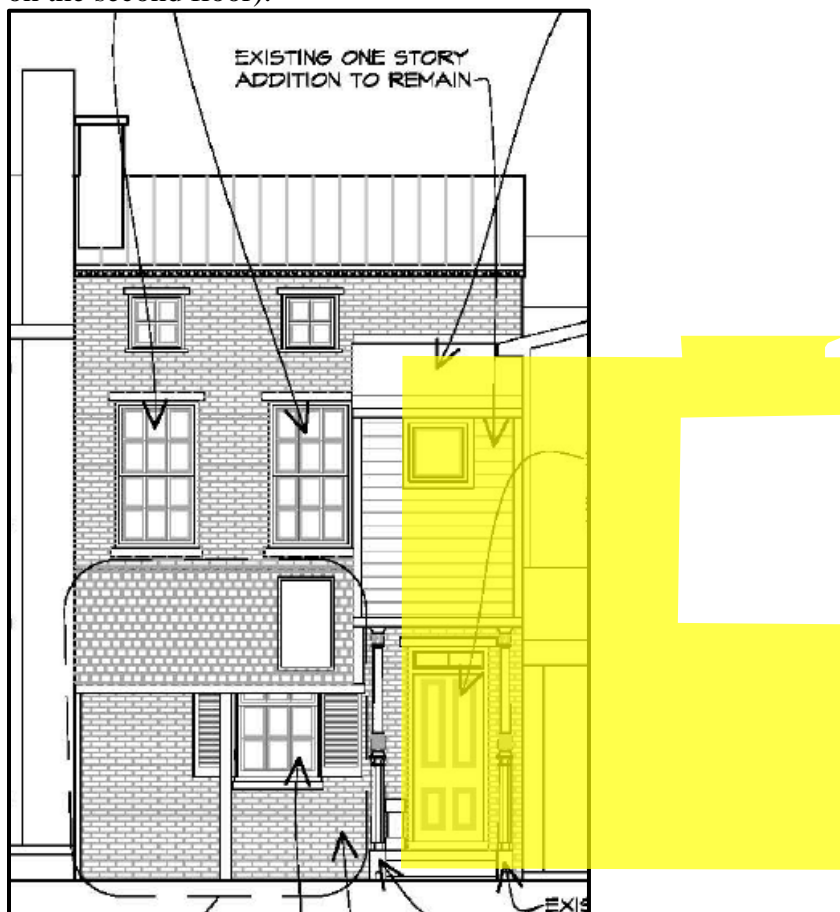


Figure 1: Areas to be Demolished/Capsulated

Because the new construction will only be visible from the privately-owned alley to the rear of the property (i.e., it is not visible from any public right-of-way), it does not require a Certificate of Appropriateness. Therefore, this request is only for a Permit to Demolish/Capsulate.

II. HISTORY

According to Ethelyn Cox, the three-story, three-bay brick houses at 207 and 209 Gibbon were constructed **prior to “1854** by William H. McKnight on the western part of the lot he purchased from John D. Johnston in 1831.”¹ The two abutting houses appear in Griffith M. Hopkins’ 1877 *City Atlas of Alexandria* as rectangular masses on the under-developed Gibbon streetscape. However, the block bound by Gibbon, Wilkes, South Fairfax, and South Lee streets was not mapped again until 1921, by the Sanborn Fire Insurance Company, at which time the house at 209 was depicted with the present footprint, including a two-story (or, presumably, second-story), one-room addition on the rear (northwest corner) and a one-story rear porch (northeast corner). Because the one-room addition is a bathroom, one can presume it is an early 20th-century construction, introduced at the dawn of the era of indoor plumbing. This additive footprint has remained constant for nearly a century, and very few alterations were undertaken at this address: only one historic permit, from 1941, was identified with this address by BAR staff and there are no BAR cases prior to 2015.²

III. ANALYSIS

Permit to Demolish

In considering a Permit to Demolish, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-205(B):

Standard	Description of Standard	Standard Met?
(1)	Is the building or structure of such architectural or historic 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 an historic shrine?	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	No

¹ Ethelyn Cox, *Historic Alexandria, Virginia Street by Street: A Survey of Existing Early Buildings* (McLean, VA: EPM Publications, 1976) p. 57.

² City of Alexandria Alteration/Repair Permit #4292 from 24 October 1941: “to build chimney + fireplace.”

	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 to live?	
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While the scope of the proposed demolition/capsulation affects historic (mid-19th-century) material, the amount is modest and affects fabric which is not of unusual or uncommon design, texture, or material. BAR staff finds that none of the criteria for demolition/capsulation are met and the Permit to Demolish/Capsulate should be granted.

In summation, staff recommends approval of the Permit to Demolish/Capsulate with the aforementioned condition.

STAFF

Heather N. McMahon, 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

F-1 There have been no variances or special exceptions previously granted for the subject property.

~~F-2 Applicant needs to provide plat showing proposed work.~~

C-1 Proposed addition complies with zoning.

Code Administration

F-1 The review by Code Administration is a pre-building permit review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Code Administration, at 703.746.4200

C-1 New construction must comply with the current – at the time of permit submission - edition of the Virginia Construction Code. A building permit, plan review and inspections are required prior to the start of construction.

C-2 Exterior openings are not permitted when the opening is located less than three feet from the property line. A plan that has the property line locations and openings associated with the exterior walls are required prior to obtaining a building permit. Before a building permit can be issued to start construction a full building plan review will be conducted for code compliance.

- C-3 Design and installation of roof drainage systems shall comply with the building code. This system shall be included in the permit set of plans at the time of permit application.
- C-4 Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection shall be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities. The person making or causing an excavation to be made shall provide written notice to the *owners* of adjoining buildings advising them that the excavation is to be made and that the adjoining buildings should be protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation.
- C-5 A building permit, plan review and inspections are required prior to the start of construction.

Transportation and Environmental Services

- R-1 The building permit must be approved and issued prior to the issuance of any permit for demolition. (T&ES)
- R-2 Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R-3 No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)
- F-1 Previously reviewed under [BAR2015-00145, BAR2015-00146] (T&ES)
- F-2 After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)
- F-3 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)
- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)
- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11,

Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)

- C-3 Roof, surface and sub-surface drains be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)
- C-4 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C-5 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-6 All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)

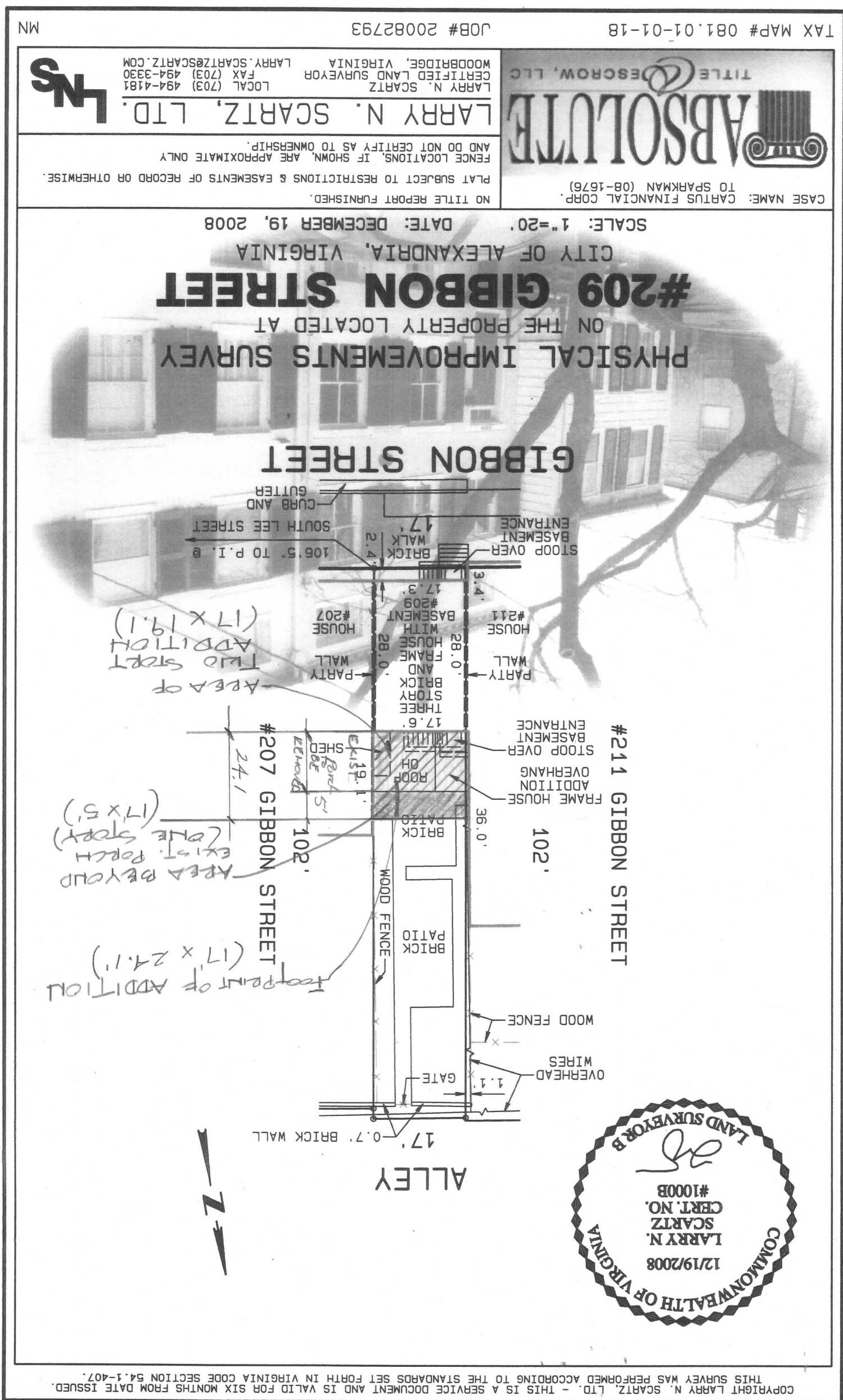
Alexandria Archaeology

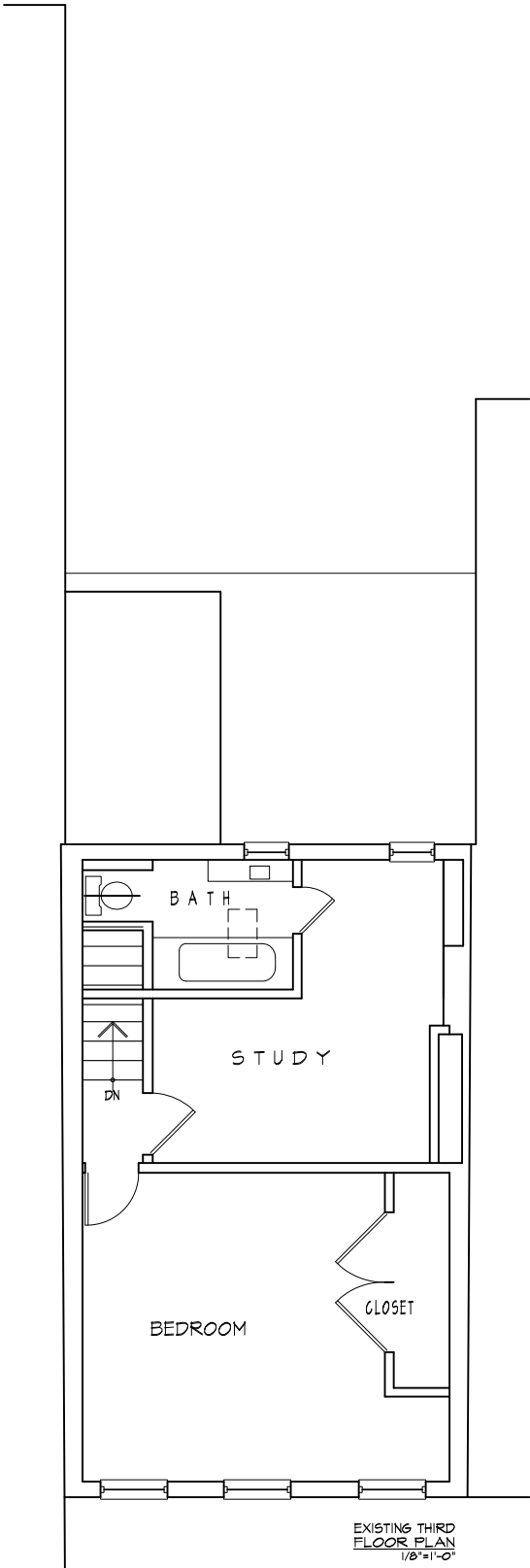
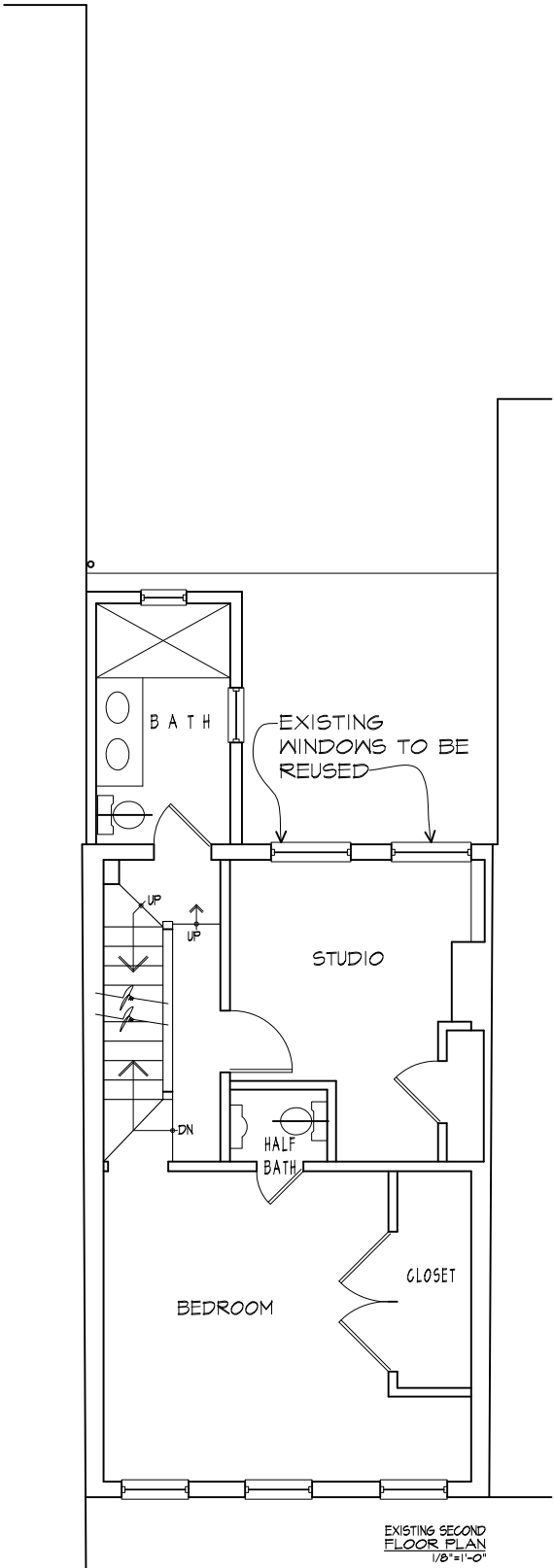
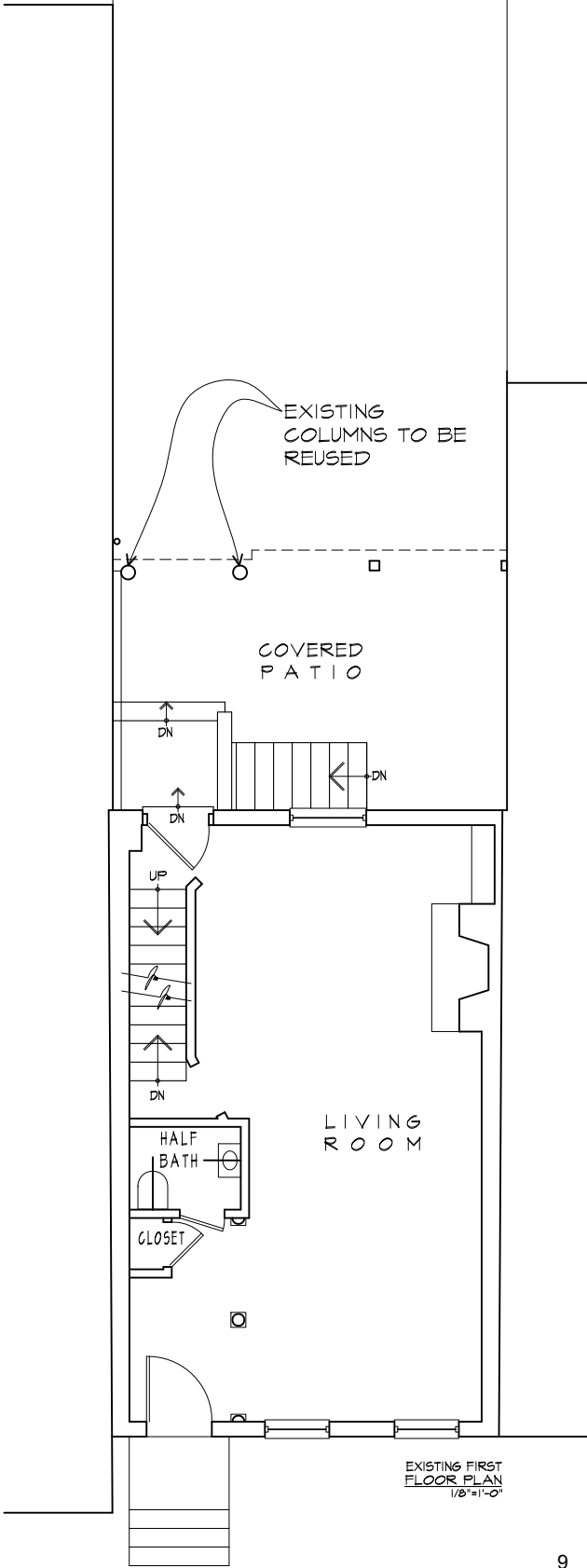
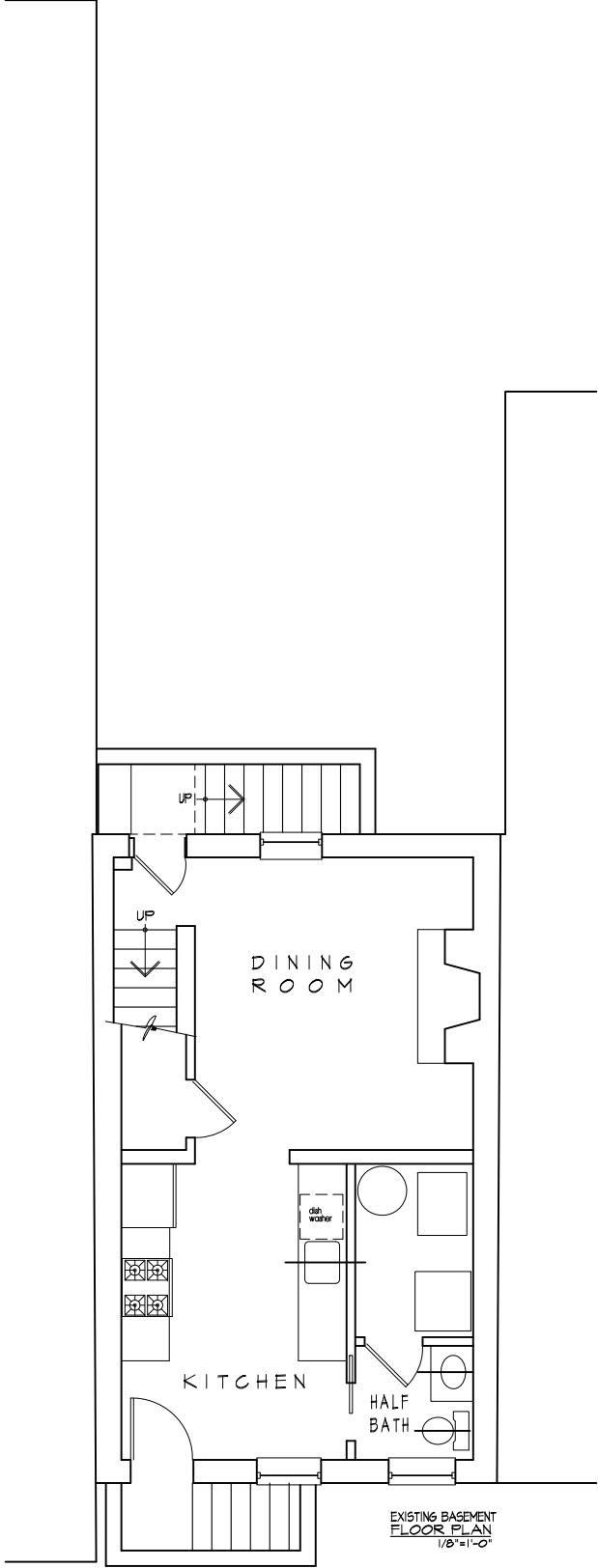
- F-1 According to *Historic Alexandria, Virginia Street by Street* (1976) by Ethelyn Cox, the house at 209 Gibbon Street dates to the mid-nineteenth century and was built by William H. McKnight along with 207 Gibbon St. Therefore, there is a possibility that archaeological resources pertaining to nineteenth-century Alexandria could be uncovered by this project.
- R-1 The statements below shall appear on final site plan sheets involving any ground disturbing activities so that on-site contractors are aware of the requirements:
 - a. The applicant/contractor shall call Alexandria Archaeology immediately (703.746.4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the area of the discovery until a City archaeologist comes to the site and records the finds.
 - b. The applicant/contractor shall not allow any metal detection to be conducted on the property, unless authorized by Alexandria Archaeology.
 - c. All required preservation measures shall be completed in compliance with Section 11-411 of the Alexandria Zoning Ordinance

V. ATTACHMENTS

1 – *Supplemental Materials*

2 – *Application for BAR2017-00086: 209 Gibbon Street*

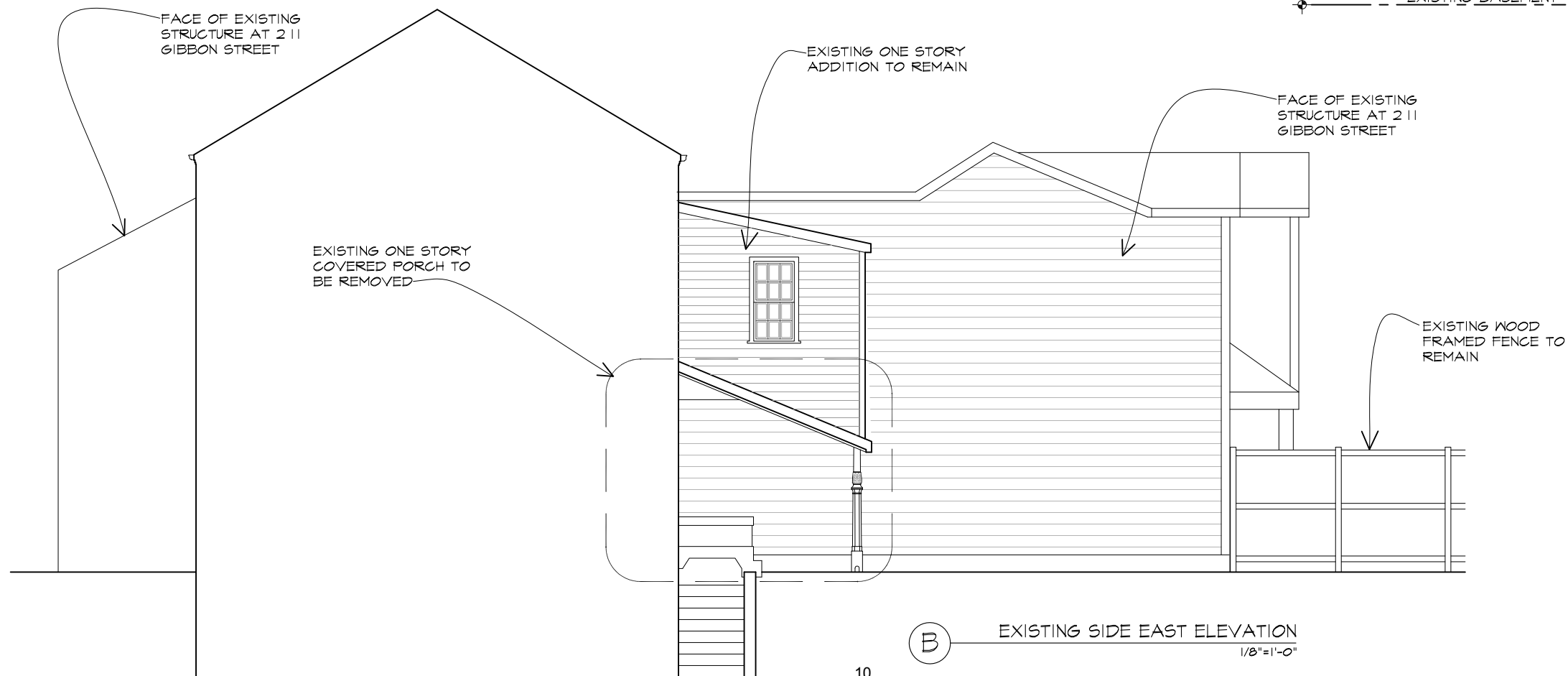
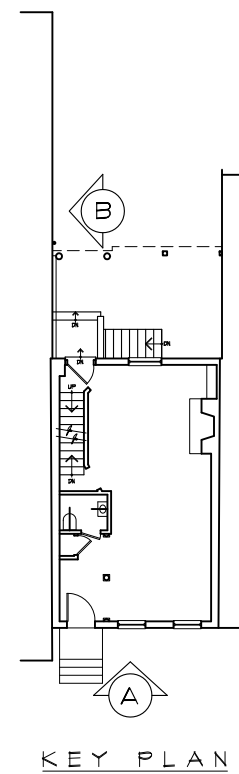
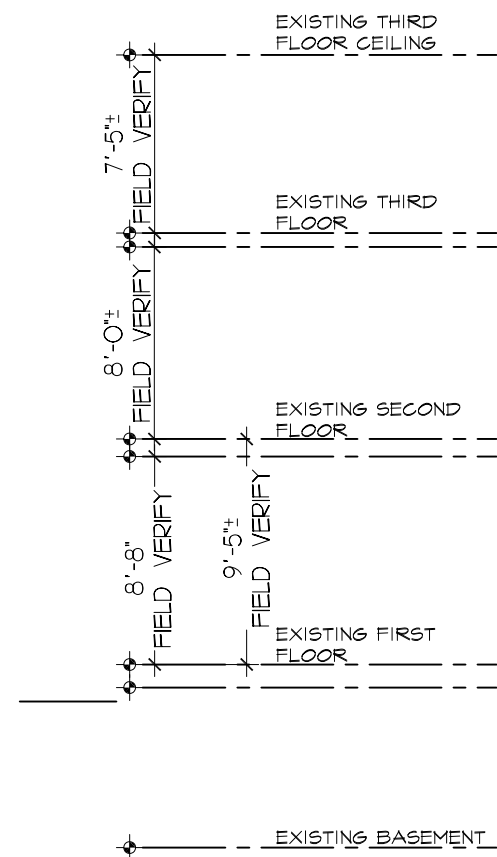




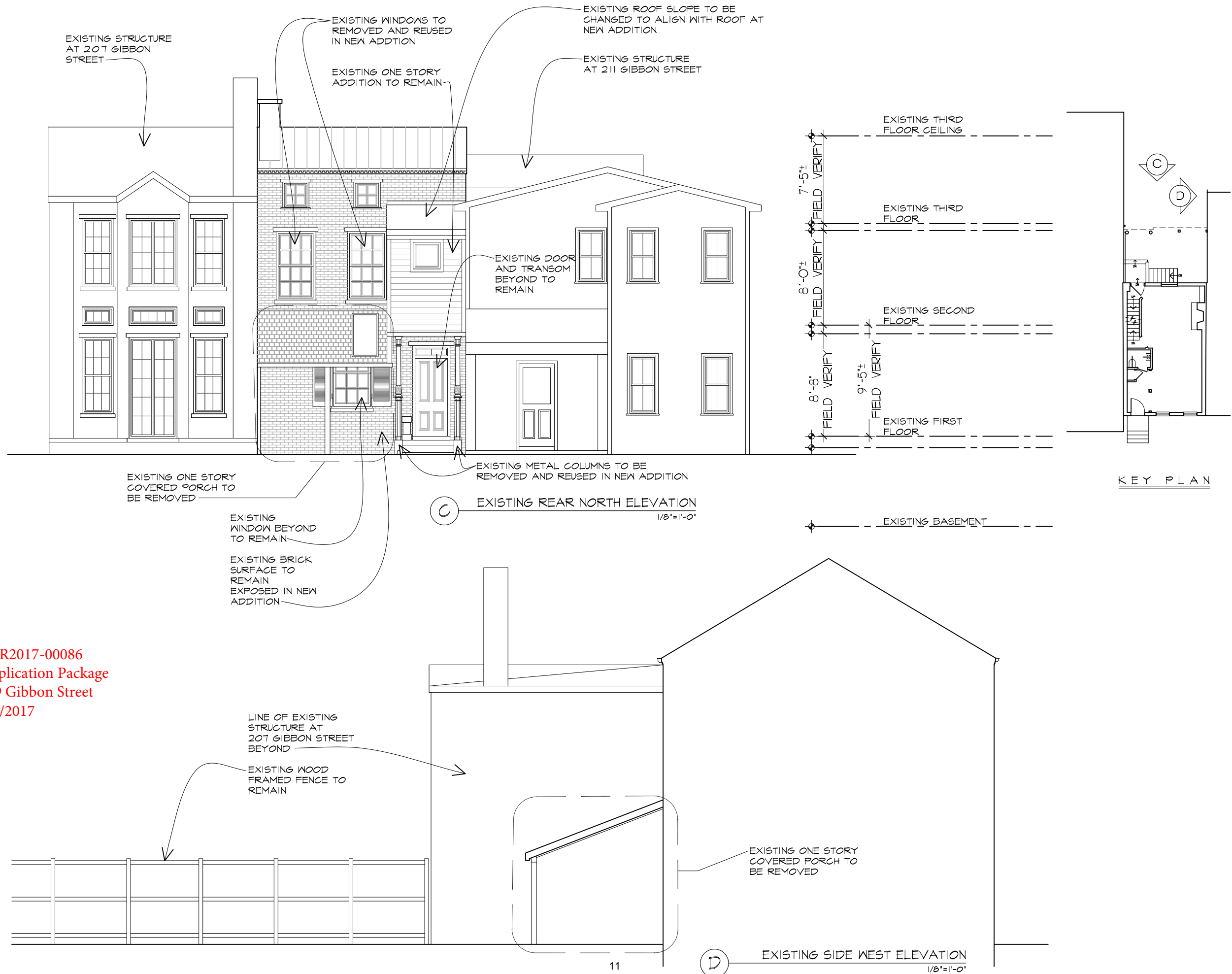
BAR2017-00086
Application Package
209 Gibbon Street
3/3/2017



A EXISTING FRONT SOUTH ELEVATION
1/8"=1'-0"



B EXISTING SIDE EAST ELEVATION
1/8"=1'-0"



BAR2017-00086
Application Package
209 Gibbon Street
3/3/2017

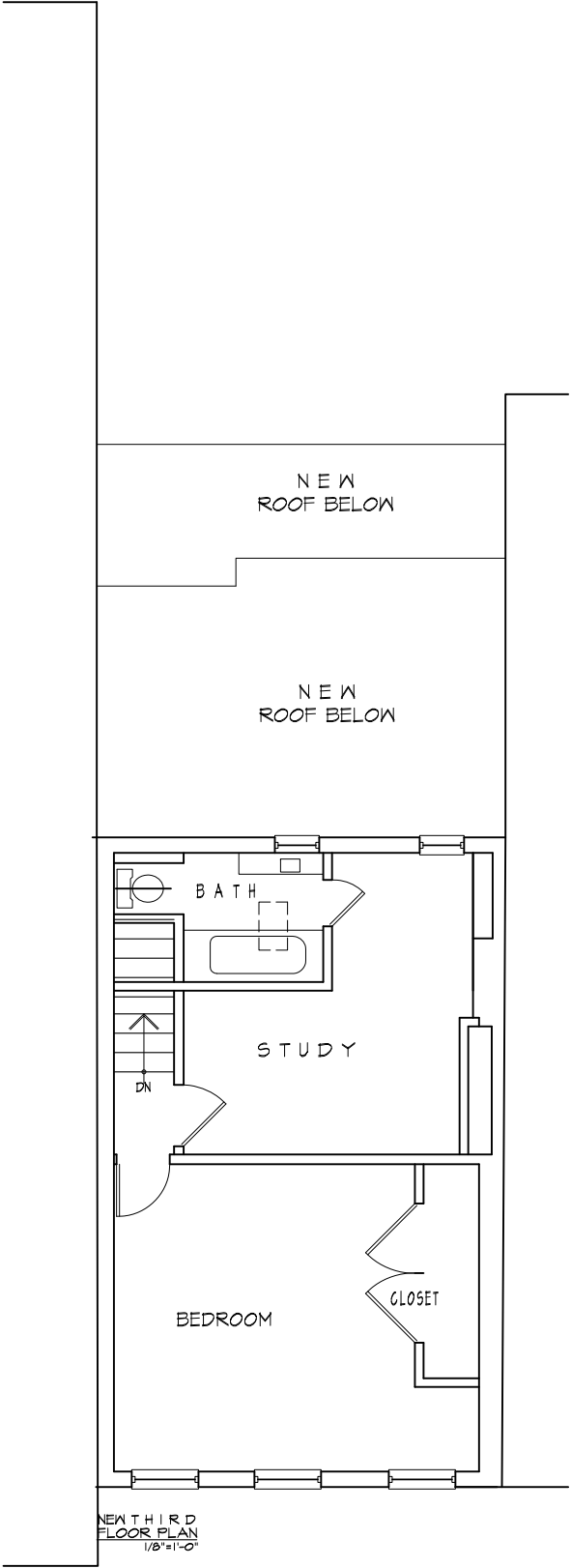
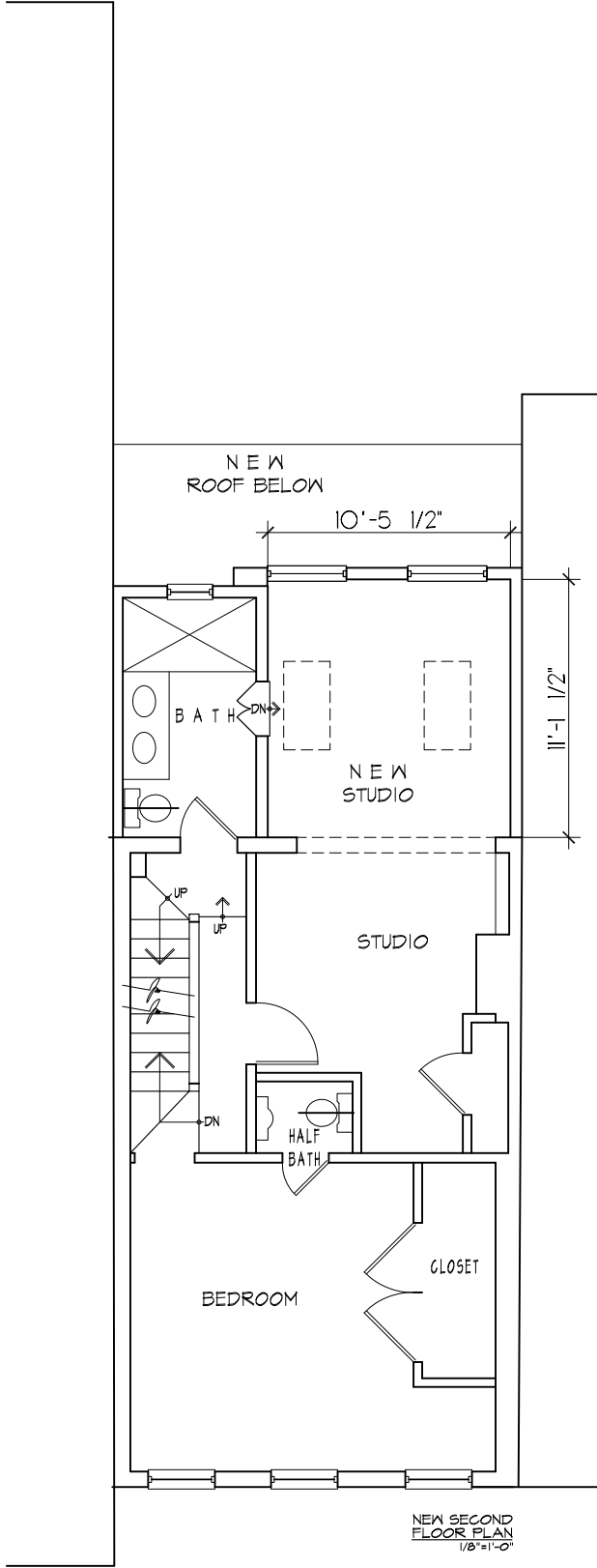
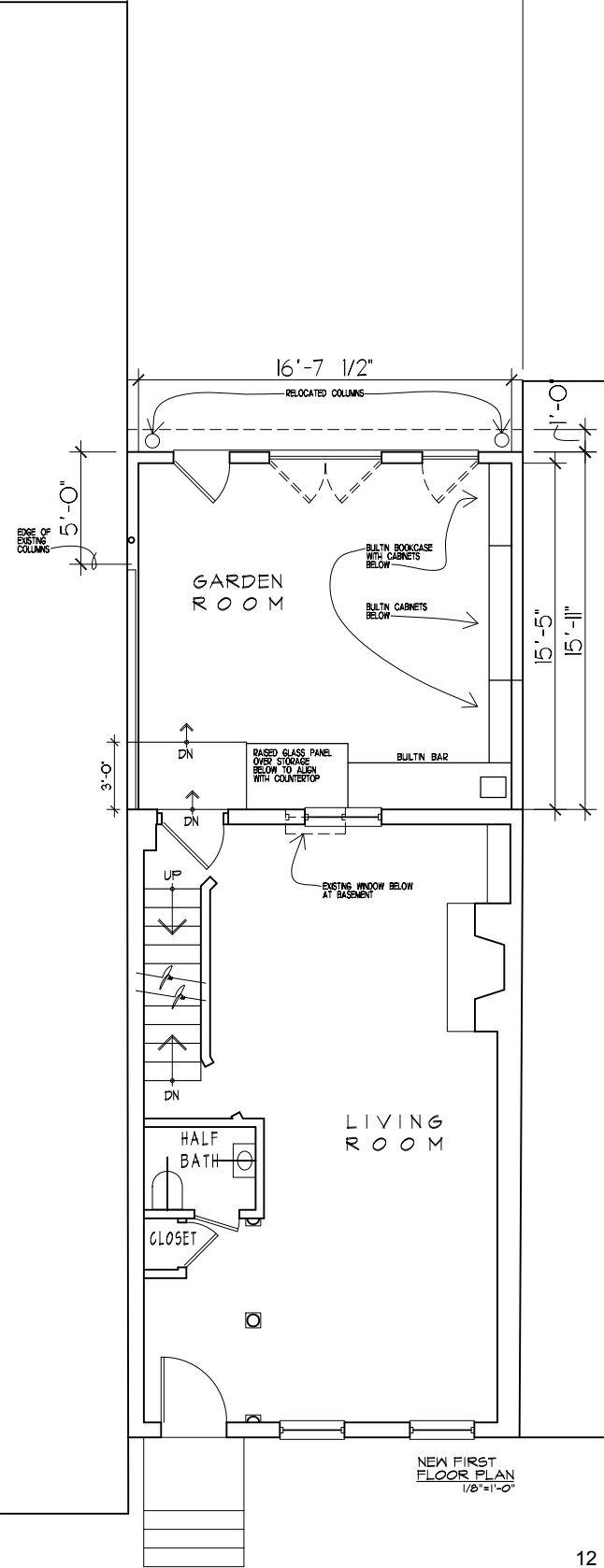
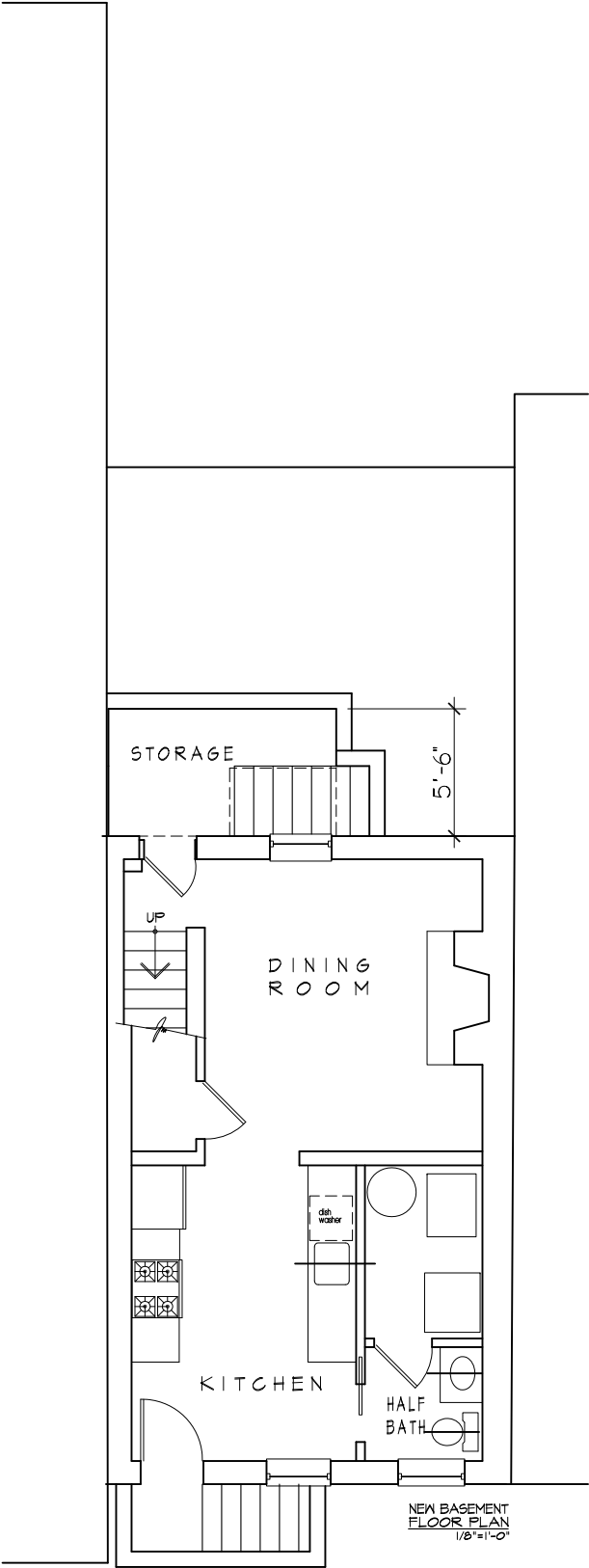
DIMOND & ADAMS
DESIGN ARCHITECTURE
6 WEST MAPLE STREET • ALEXANDRIA VIRGINIA 22301
TELEPHONE: 703.886.8457

SPARKMAN RESIDENCE
209 GIBBON STREET
ALEXANDRIA, VIRGINIA

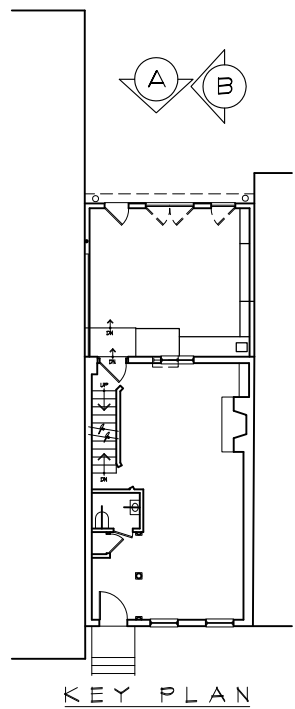
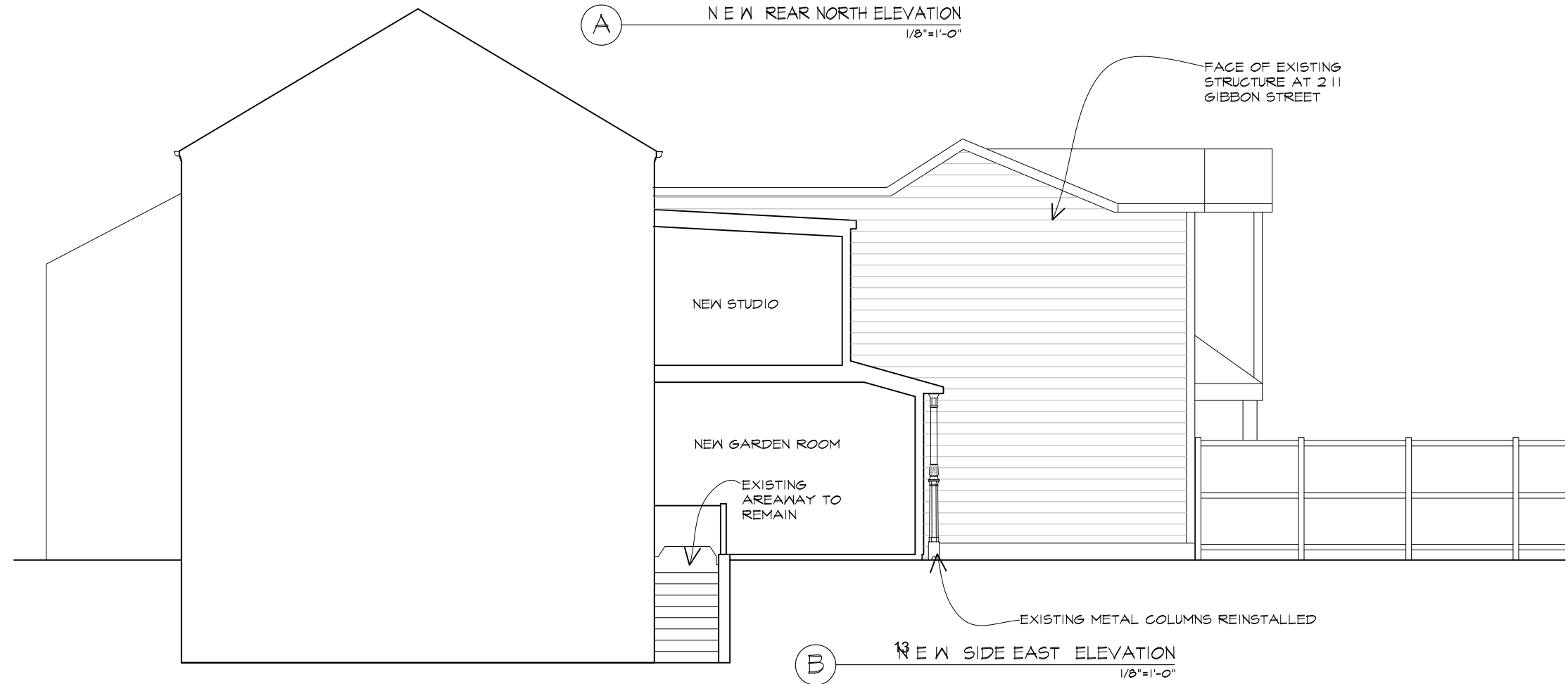
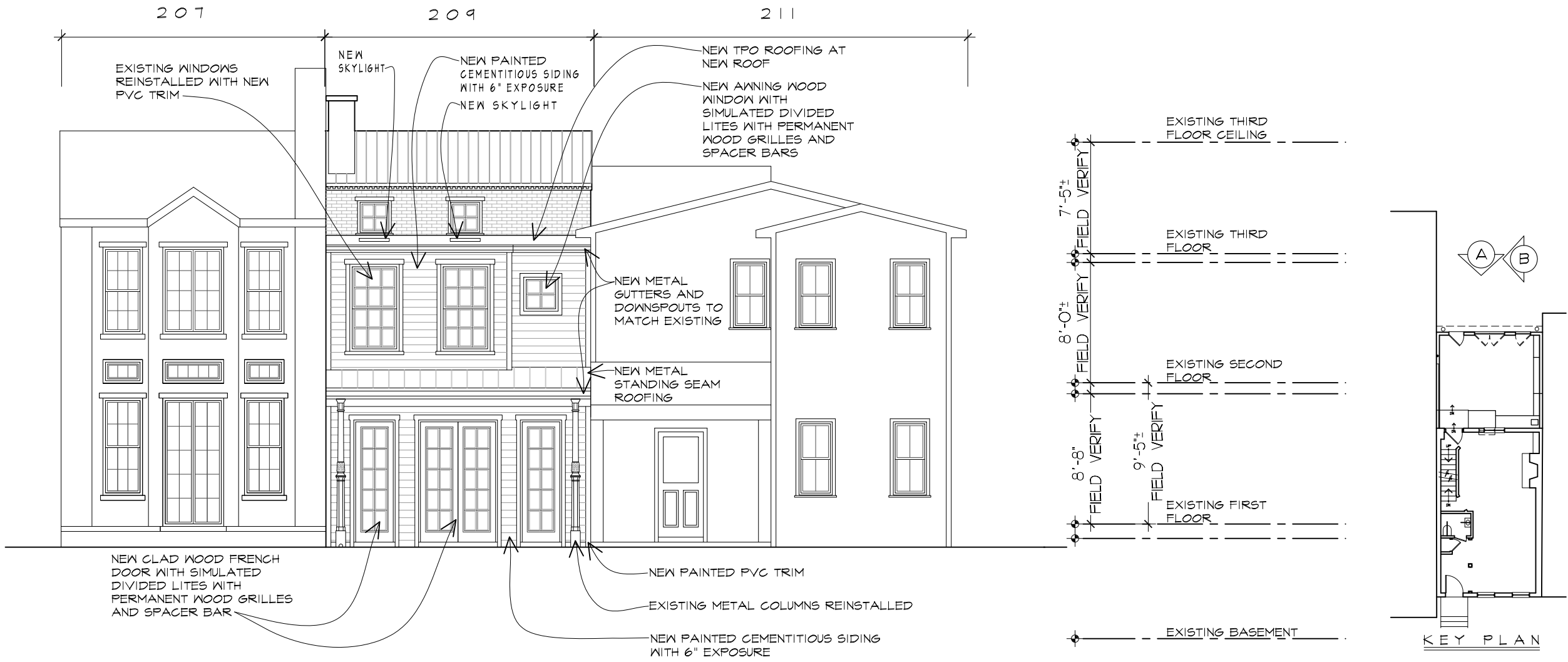
ISSUE DATE
DESIGN
05/07/15
BAR
05/18/15
06/03/15

SHEET TITLE
EXISTING ELEVATIONS

SHEET NUMBER
A-3



BAR2017-00086
Application Package
209 Gibbon Street
3/3/2017



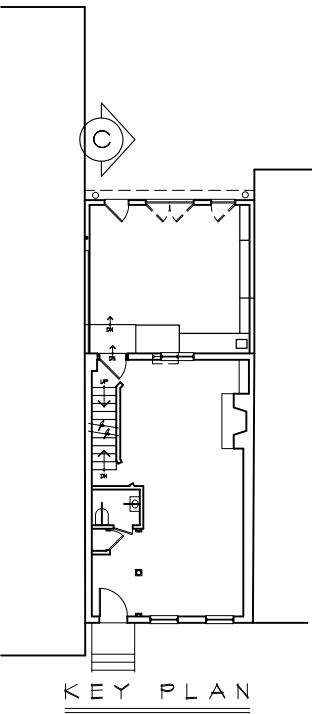
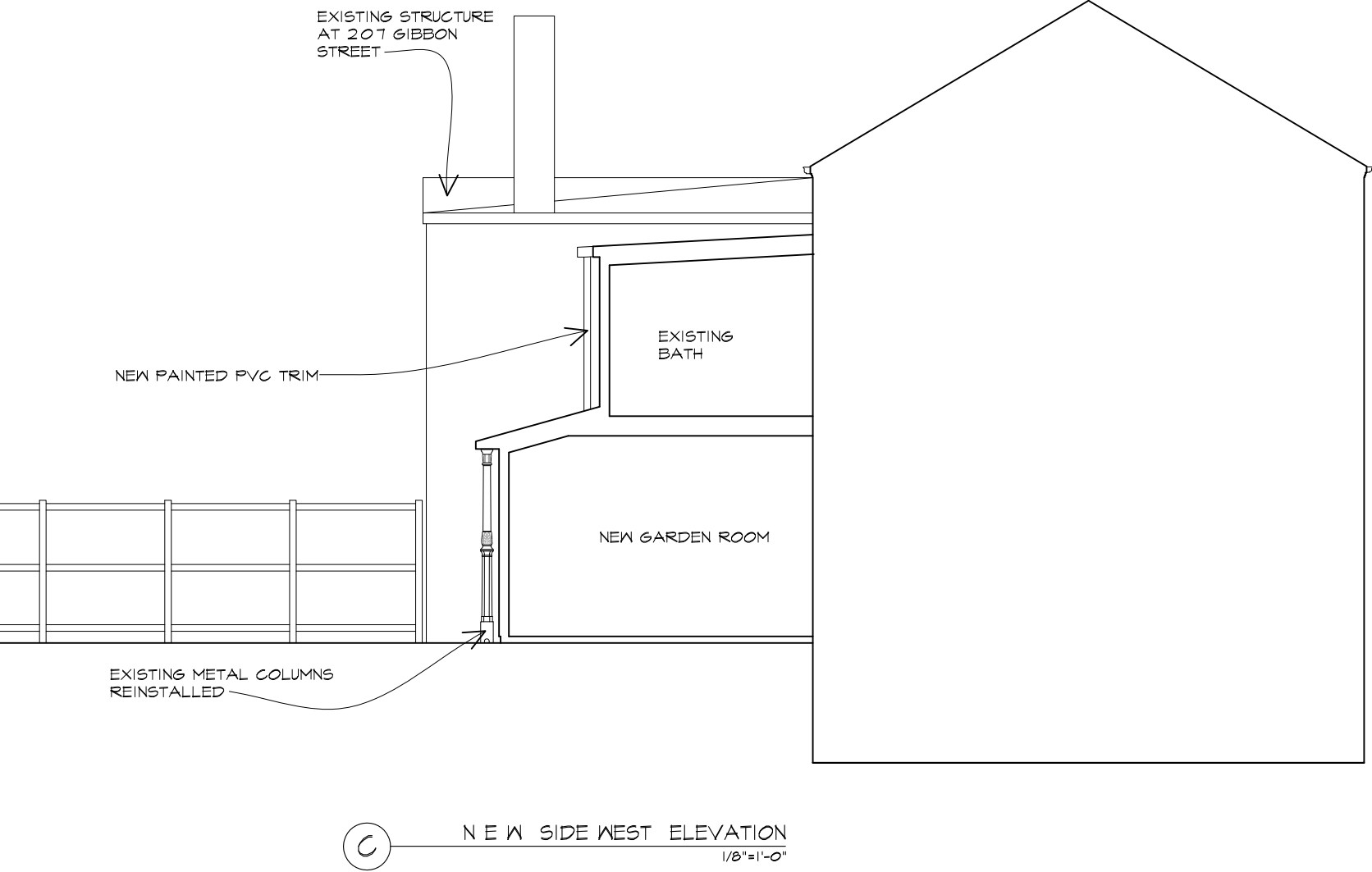
DIMOND ADAMS
DESIGN ARCHITECTURE
6 WEST MAPLE STREET • ALEXANDRIA VIRGINIA 22301
TELEPHONE: 703.886.8457

SPARKMAN RESIDENCE
209 GIBBON STREET
ALEXANDRIA, VIRGINIA

ISSUE DATE
DESIGN
05/07/15
BAR
05/18/15
06/03/15

SHEET TITLE
NEW
ELEVATIONS

SHEET NUMBER
A-5



Sparkman– 209 Gibbon Street



Front Elevation – 209 Gibbon Street



Side Elevation – 209 Gibbon Street



Rear Elevation – 209 Gibbon Street



Pinnacle Series

PRIMED INSWING PATIO DOOR

SPECIFICATIONS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Factory assembled primed wood inswing patio doors [including sidelights], glass and glazing, operable hardware, weatherstripping, insect screen, and [grilles].
- B. Anchorages, attachments, and accessories.

- ### B. Anchorages, attachments, and accessories.

1.02 RELATED SECTIONS

- A. Section 01340 - Shop Drawings, Product Data, and Samples.
- B. Section 01610 - Delivery, Storage, and Handling.
- C. Section 01710 - Final Cleaning.
- D. Section 07200 - Batt and Blanket Insulation.
- E. Section 07920 - Sealant and Caulking.
- F. Section 08800 - Glass and Glazing.

- B. Section 01610 - Delivery, Storage, and Handling.**

- C. Section 01710 - Final Cleaning.

- D. Section 07200 - Batt and Blanket Insulation.

- E. Section 07920 - Sealant and Caulking.

- F. Section 08800 - Glass and Glazing.

1.03 REFERENCES

- A. AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM):
1. ASTM E-283 - Rate of Air Leakage Through Exterior Windows, Curtain Walls, and Doors.
 2. ASTM E-547 - Water Penetration of Exterior Windows, Curtain Walls, and Doors by Cyclic Static Air Pressure Difference.
 3. ASTM E-330 - Structural Performance of Exterior Windows, Curtain Walls, and Doors under Uniform Static Air Pressure Difference.
- B. NATIONAL WOOD WINDOW AND DOOR ASSOCIATION (NWWDA):
1. AAMA / NWWDA 101-I.S.2 - 97 Voluntary Specifications for Aluminum, Vinyl (PVC) and Wood Windows and Glass Doors.
 2. NWWDA I.S-4-81 - Industry Standard for Water-Repellent Preservative Treatment for Millwork
- C. AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI).

1. ASTM E-283 - Rate of Air Leakage Through Exterior Windows, Curtain Walls, and Doors.

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- B. NATIONAL WOOD WINDOW AND DOOR ASSOCIATION (NWWDA):

1. AAMA / NWWDA 101-I.S.2 - 97 Voluntary Specifications for Aluminum, Vinyl (PVC) and Wood Windows and Glass Doors.

2. NWWDA I.S-4-81 - Industry Standard for Water-Repellent Preservative Treatment for Millwork

- C. AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI).

1.04 PERFORMANCE CRITERIA

- A. Inswing patio door units shall meet requirements in accordance with AAMA / NWWDA 101-I.S.2 - 97.
- B. Air leakage shall not exceed 0.30 cfm per square ft. of overall frame area when tested in accordance with ASTM E-283 at 1.57 psf.
- C. No water penetration shall be allowed when tested in accordance with ASTM E-547.
- D. Door units shall withstand positive and negative windloads without damage. The units shall be tested in accordance with ASTM E-330.

- B. Air leakage shall not exceed 0.30 cfm per square ft. of overall frame area when tested in accordance with ASTM E-283 at 1.57 psf.

- C. No water penetration shall be allowed when tested in accordance with ASTM E-547.

- D. Door units shall withstand positive and negative windloads without damage. The units shall be tested in accordance with ASTM E-330.

1.05 SUBMITTALS

- A. Shop drawings shall be submitted in accordance with Section 01340.
- B. Product data in the form of general catalogs, test lab reports, product performance, and warranty information shall be submitted in accordance with Section 01340.
- C. Samples showing glazing, quality of construction and finish shall be submitted in accordance with Section 01340.

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- C. Samples showing glazing, quality of construction and finish shall be submitted in accordance with Section 01340.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. In compliance with Section 01610, door units shall be delivered undamaged, with protective packaging. Complete installation and finishing instructions shall be included.
- B. Store units in a clean, dry place off the ground in an upright position.
- C. Paint or seal all exterior wood surfaces within 30 days after delivery.

- B. Store units in a clean, dry place off the ground in an upright position.

- C. Paint or seal all exterior wood surfaces within 30 days after delivery.

PART 2 - PRODUCTS

2.01 MANUFACTURER

- A. Pinnacle Series Primed Wood Inswing Patio Door units [including sidelights] as manufactured by Windsor Windows & Doors.

2.02 MATERIALS

- A. Frame: Shall be select softwoods treated with water-repellent preservative in accordance with NWWDA I.S.-4. Exterior frame shall be finger-jointed material. Brickmould shall be cellular PVC material.

SEPT 05

SW-001

Pinnacle Series

PRIMED INSWING PATIO DOOR

SPECIFICATIONS

- (Materials cont.)
- Sill shall be aluminum with solid oak interior threshold with protective covering. Mill finish sill standard; bronze anodized sill with protective coating optional. A low-rise handicap sill is available as an option on all inswing doors except bi-hinge. Doors up to four panels wide will have a single frame with a continuous head and sill. Standard frame width is 4 9/16". 2" jamb extension is available for 6 9/16" frame width.
- B. Door Panels: Shall be select softwoods with Ponderosa pine veneers treated with water-repellent preservative. Stiles and rails shall be fastened with ribbed hardwood dowels. Engineered cores in active panel stiles are constructed of laminated wood components for maximum strength and stability. Stiles are 4 11/16" wide, top rail is 5" wide, and bottom rail is 8 3/8" wide. Foam tape is applied to the back side of the glass stop. (All swing panels are not reversible.) Bi-hinge option is available (both panels operate).
- C. Finish: A clear pine veneer interior and Latex primed exterior on the panels, provides a smooth surface ready for finishing.
- D. Glazing: Shall be 3/4" tempered double pane clear insulating glass as standard, glazed with double-faced tape, a full perimeter bead of silicone, and interior wood stops. A wide array of other glass options is offered including LoE², tinted, and obscure. Cardinal's Preserve™ is **standard** on all LoE² glass. It is a removable, factory-applied protective film adhered to both interior and exterior surfaces of the glass.
- E. Weatherstripping: Frame weatherstripping shall be santoprene rubber with a rigid polypropylene base. This dual-seal weatherstrip seals against both the face and the edge of the panel. It shall be installed in the side jambs and head for positive protection against air and water infiltration. The sill weatherstripping includes three separate components: pile, foam, and fin weatherseals for maximum performance.
- F. Hardware: Adjustable gold-tone powder coated hinges shall be installed on each operating panel for smooth operation. Operating panels can be shipped with lockset and deadbolt holes predrilled with a 2 3/8" backset. Installed single-point or multi-point "Euro" hardware is available on all swinging doors. The multi-point hardware has a three-point, side engage, tongue locking system. A variety of hardware finishes are available. **Handle sets are ordered and shipped separately.**
- G. Screens: (Extra when specified) Shall be fiberglass screen set in extruded aluminum frame. Screen shall be mounted outside of door panels and shall roll on end-adjustable steel rollers. Screens available in white, bronze, tan, ivory, hunter green, cinnamon, or black. Our insect screens are intended to allow air and light in and keep insects out. The screen is not intended to stop children, adults or animals from falling out an open door.
- H. Grilles: (Extra when specified) Colonial grilles shall be select pine with moulded edges, fastened to sash with press pins. Perimeter grilles are available in 7/8" or 1 1/4" widths. White, bronze, tan, ivory, hunter green, or black aluminum inner grilles (in air space) are also available in either 13/16" flat or 3/4" profiled. Two-toned inner grilles (**13/16" flat only**) are available with a white interior, and a bronze, green, tan, ivory, or black exterior. Windsorlite (WDL) simulates true divided lite, but is created by adhesively fixing wood interior and cellular PVC exterior bars to the surfaces of the insulated glass. They are available in 7/8" and 1 1/4" widths, with or without inner bar.

PART 3 - EXECUTION

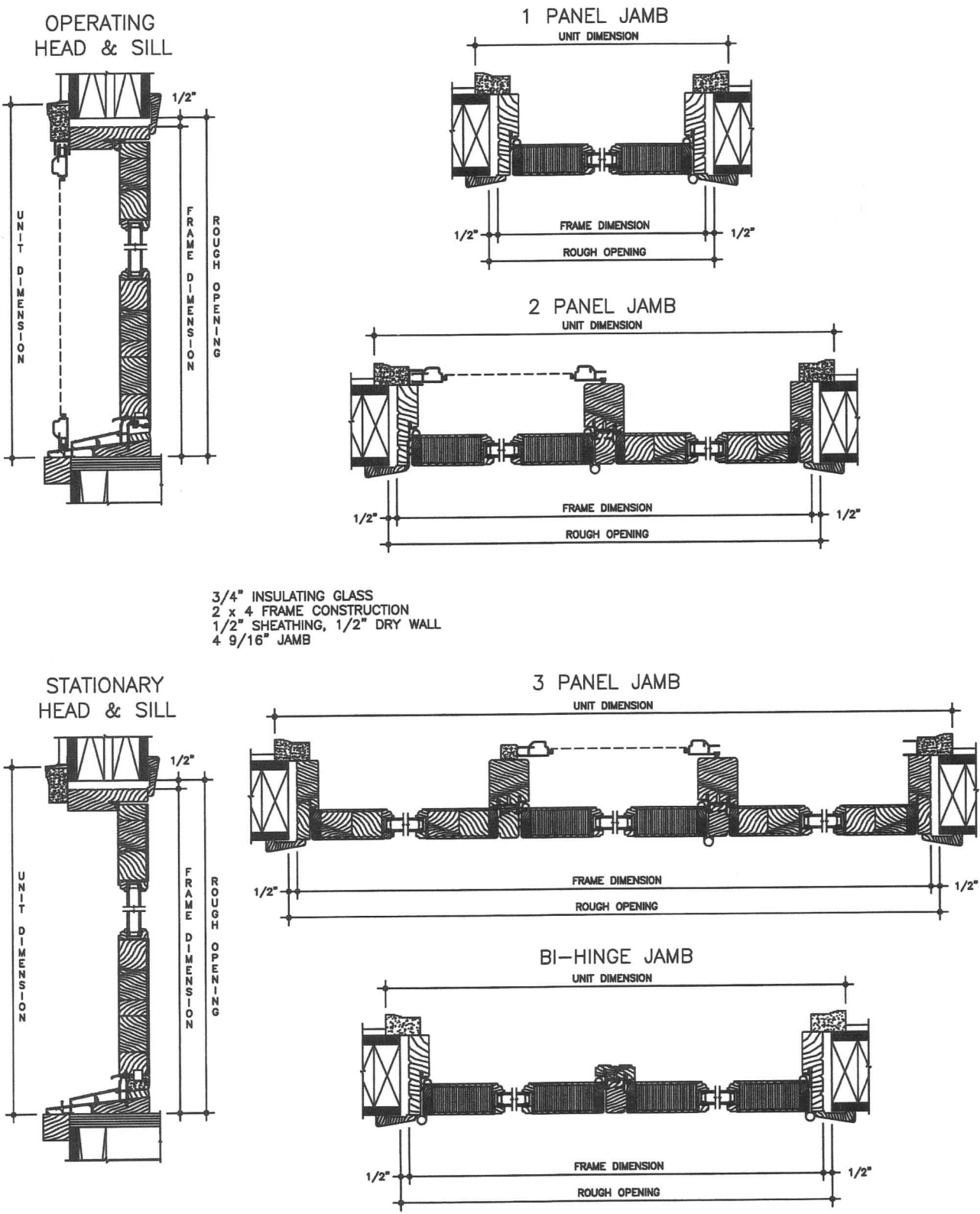
- 3.01 EXAMINATION
- A. Verify that there is no visible damage to the unit before installation.
- 3.02 INSTALLATION
- A. Verify the rough opening is of the recommended size and that it is plumb, level, and square.
- B. Install the door unit in accordance with the manufacturer's recommendations.
- C. Install sealant, backing material, and insulation around opening perimeter in accordance with Section 07900 and Section 07920.
- 3.03 ADJUSTMENT AND CLEANING
- A. Operate unit and verify that all hardware operates freely. Make any adjustments necessary.
- B. Cover the door unit to avoid damage due to spray paint, plaster, and other construction operations.
- C. Remove all visible labels and instructions.
- D. Final cleaning of glass in accordance of Section 01710

Pinnacle Series

NEW PRIMED INSWING PATIO DOOR

SECTION DETAILS

SCALE: 1 1/2" = 1'-0"



SEPT 05

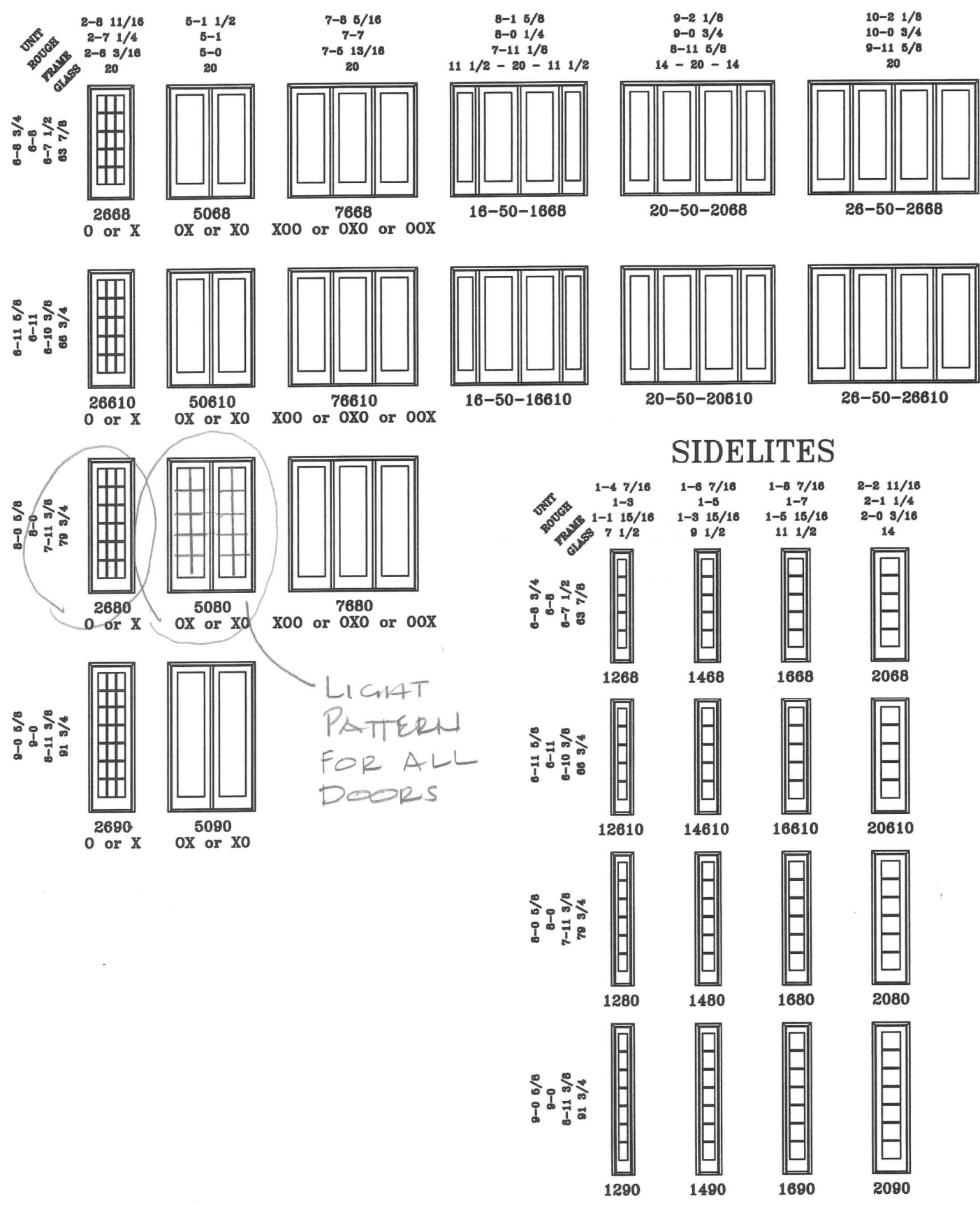
SW-003

Pinnacle Series

NEW PRIMED INSWING PATIO DOOR

ELEVATIONS

SCALE: 1/8" = 1'-0"



NOTE: ALL UNITS LISTED ARE BUILT AS ONE FRAME.
FOR DOORS WITH HANDICAP SILL, SUBTRACT 1 3/8" FROM ROUGH OPENING HEIGHTS.

ADDRESS OF PROJECT: 209 GIBBON STREET

TAX MAP AND PARCEL: _____ ZONING: _____

APPLICATION FOR: (Please check all that apply)

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

Applicant: ☒ Property Owner ☐ Business (Please provide business name & contact person)Name: MARK S. SPARKMANAddress: 209 GIBBON ST.City: ALEXANDRIA State: VA Zip: 22314Phone: 571-232-8413 E-mail: msparkman77@yahoo.comAuthorized Agent (if applicable): ☐ Attorney ☒ Architect ☐ _____Name: STEPHANIE DIMOND Phone: _____

E-mail: _____

Legal Property Owner:

Name: MARK S. SPARKMANAddress: 209 GIBBON ST.City: ALEXANDRIA State: VA Zip: 22314Phone: 571-232-8413 E-mail: msparkman77@yahoo.com

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

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

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

- | | | | |
|---|---|---|-----------------------------------|
| <input type="checkbox"/> NEW CONSTRUCTION | | | |
| <input type="checkbox"/> EXTERIOR ALTERATION: <i>Please check all that apply.</i> | | | |
| <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 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 _____ | | | |
| <input type="checkbox"/> ADDITION | | | |
| <input type="checkbox"/> DEMOLITION/ENCAPSULATION | | | |
| <input type="checkbox"/> SIGNAGE | | | |

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

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

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

Electronic copies of submission materials should be submitted whenever possible.

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

- | | |
|---|--|
| <input type="checkbox"/> <input type="checkbox"/> N/A | <input type="checkbox"/> Survey plat showing the extent of the proposed demolition/encapsulation. |
| <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation. |
| <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished. |
| <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> Description of the reason for demolition/encapsulation. |
| <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> 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.

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: [Handwritten Signature]

Printed Name: MARIC S. SPARKMAN

Date: 3 MAR 17

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. Mark S. Sparkman	209 Gibbon 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 _____ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.


Name	Address	Percent of Ownership
1. Mark S. Sparkman	209 Gibbon 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. Mark S. Sparkman	None	N/A
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.

3 MAR 17 MARK S. SPARKMAN 

Date

Printed Name

Signature



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

A. Property Information
A1. Street Address 209 GIBBON St. Zone RM
A2. 1734 x 1.5 = 2601
Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	511.72	Basement**	511.72
First Floor	813.3	Stairways**	145.6
Second Floor	562.18	Mechanical**	324.7
Third Floor	488.16	Other**	174.5
Porches/ Other		Total Exclusions	1156.52
Total Gross *	2375.36		

B1. Existing Gross Floor Area *
2375.36 Sq. Ft.
B2. Allowable Floor Exclusions**
1156.52 Sq. Ft.
B3. Existing Floor Area minus Exclusions
1218.84 Sq. Ft.
(subtract B2 from B1)

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

Proposed Gross Area*		Allowable Exclusions	
Basement	35.75	Basement**	35.75
First Floor	256	Stairways**	14.25
Second Floor	117.925	Mechanical**	
Third Floor		Other**	
Porches/ Other		Total Exclusions	50
Total Gross *	409.675		

C1. Proposed Gross Floor Area *
409.675 Sq. Ft.
C2. Allowable Floor Exclusions**
50 Sq. Ft.
C3. Proposed Floor Area minus
Exclusions 359.675 Sq. Ft.
(subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 1578.52 Sq. Ft.
D2. Total Floor Area Allowed by Zone (A2) 2601 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	875.5
Required Open Space	606.9
Proposed Open Space	790.50

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

Signature: Sparkman Date: 5.18.15
(SPARKMAN)
Updated July 10, 2008