

Docket Item # 14  
BAR CASE # 2017-00190

BAR Meeting  
July 5, 2017

**ISSUE:** Alterations (Signs and Waiver of Rooftop HVAC Screening Requirement)

**APPLICANT:** Asana Partners

**LOCATION:** 1100 King Street

**ZONE:** KR / King Street Retail

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**STAFF RECOMMENDATION**

Staff recommends approval of the application with the following conditions:

1. That the proposed wall signs on the South Henry Street elevation be painted on the brick signs rather than wall-mounted signs; and
2. Either one hanging sign or one changeable-copy wall sign, each up to seven square feet, may be installed adjacent to the secondary entrance on South Henry Street.

## **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, 703-746-4200 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.



**BAR #2017-00190**  
**1100 King Street**



## **I. ISSUE**

The applicant is requesting a waiver of the zoning ordinance requirement to screen or conceal rooftop mechanical equipment. The applicant also requests the following signs:

- Individual aluminum channel letters to be integrated with an aluminum sign cabinet set atop the two show windows on the King Street elevation. The letters are approximately 13.25" in height and will cover an 18 foot span at the storefront. The letters will be externally illuminated by up-light fixtures.
- Two wall signs on the South Henry Street elevation to include a component measuring 5.33' by 5.33" between two windows and a second sign measuring 26" by 6.5" between two transoms. The two wall signs are to be acrylic letters pin-mounted onto a back panel, installed through the mortar joints. The signs will be illuminated by two gooseneck fixtures.

## **II. HISTORY**

The two-story brick commercial building at 1100 King Street was constructed prior to **1877**, when it first appears on the Hopkins insurance map. Originally used as a residence, by 1921 the building had been converted to a hardware store. Sometime between 1931 and 1941, according to the Sanborn insurance maps, the building was roughly doubled in size with a two story rear addition. The front section on King Street has Italianate Victorian detailing with a deeply corbeled brick cornice and cast iron lintels over the windows. It is likely that the storefront bay window system was added in the early-20<sup>th</sup> century, around the time the first floor was converted to a hardware store.

On April 7, 2004, BAR approved a Permit to Demolish/Capsulate and Certificate of Appropriateness for a two-story, red brick rear addition with three surface parking spaces on the open first floor and office or residential space above (BAR 2004-0014 & 0015).

Within the past year, the northeast corner of the building has sustained damage from two separate vehicular accidents, requiring emergency repairs to the masonry and storefront windows. BAR staff has approved the selective repointing of the building and has been working with a mason on the appropriate mortar mix and mortar profile (BAR 2017-0060). On April 19, 2017, the BAR approved alterations at the property (BAR 2017-00098 & 2017-00103) with conditions regarding final approval of the rooftop mechanical equipment screening material to be approved by staff during building permit review and to work with staff to study a potential second sidelight on the North Henry Street entrance to make this element symmetrical. Based on the interior floor plan and stair location, the applicant preferred to eliminate the sidelight and the inherently symmetrical and more historically appropriate simplified single door will utilize only a transom for natural illumination. In addition, now that a tenant has been selected and the mechanical system has been designed, the applicant feels that no mechanical screen is necessary and the request for a waiver is part of this application.

## **III. ANALYSIS**

### *Rooftop HVAC Screening Requirement*

The zoning ordinance requires that all rooftop mechanical equipment throughout the city be concealed or screened, however it does not clearly define where the HVAC units must be

screened from. The BAR has, generally, considered the units to be functionally concealed if they were not visible from a pedestrian standing on the sidewalk across the street, though in some cases views from neighbor's upper floors was considered. Section 6-403(B)(3) of the zoning ordinance also permits the BAR to waive the screening requirement for rooftop mechanical equipment, should the BAR find that the screening itself would be more visually obtrusive than the units themselves, or if the screening would damage a historic structure. In this case, the applicant has provided sight lines indicating that there is existing rooftop mechanical equipment that is negligibly visible and illustrating that the additional units will be located on the roof so that they will also be barely discernible in this commercial area. Therefore, staff supports the request to waive screening requirement for the rooftop units.

### *Signs*

Staff can administratively approve a limited number of signs. More extensive signage requests or requests for certain types of lighting require approval by the BAR at a public hearing. In this particular case, staff could administratively approve up to three signs for a corner building. This building is at a prominent location adjacent to two primary streets in Old Town. Staff fully supports the front elevation individual letters and notes that similar signs have been approved elsewhere on King Street. This approach integrates the signage and shop windows and is appropriate to the architectural character and period of the storefront.

While the design, colors and wall location of the two wall signs on South Henry Street are also appropriate, staff suggests that the large size proposed (approximately 42 square feet) and the visual prominence of this elevation, would lend itself better to a painted wall sign, rather than the proposed aluminum and plastic, as the brick wall is already painted and the nostalgic design, colors and gooseneck lighting are ideal for a painted wall sign. Historic photographs of Old Town show many large painted signs on buildings as they were one of the most effective ways to promote a business and to also to integrate the sign with the building. Recently, at the corner of North Patrick Street and King Street, the BAR approved a painted wall sign for Blueprint Chocolatier which is quite successful. From a preservation perspective, a painted sign is also preferable as it is easily reversible and will not have any permanent impact on the brick. Staff is always concerned when wall signs are installed on brick walls that installers often overlook the importance of drilling into the mortar joints rather than directly into the historic brick. Therefore, staff strongly encourages that the wall signs on South Henry Street be painted brick.

As this building is being rehabilitated for both retail space on the ground floor and commercial or office space at the second floor, staff also recommends that the BAR approve either one hanging or one "changeable copy" sign adjacent to the South Henry Street entrance, up to seven square feet in area. Such an addition will effectively create a coordinated sign plan for this particular building.

### **STAFF**

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

#### **IV. CITY DEPARTMENT COMMENTS**

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

##### **Zoning**

- F-1 There have been no variances or special exceptions previously granted for the subject property.
- C-1 Proposed new rooftop units and heat pumps require a waiver. Pursuant to section 6-403(B)(3), the Board of Architectural Review may grant a waiver or modification for rooftop screening requirements of properties in local historic districts.
- C-2 Proposed signs comply with zoning.

##### **Code Administration**

- F-1 The following comments are for BAR review only. Once the applicant has filed for a building permit and additional information has been provided, code requirements will be based upon that information and the building permit plans. If there are any questions, the applicant may contact Charles. Cooper@alexandriava.gov or 703-746-4197.
- C-1 A building permit, plan review and inspections are required for these alterations located in the historic district.
- C-2 Guards shall be provided where appliances, equipment, fans or other components that require service located within 10 feet of a roof edge. The new appliance located on the roof has a measurement of 3'-6" to the edge. In this case a guard will be required for new rooftop equipment.

##### **Transportation and Environmental Services**

- R1. The building permit must be approved and issued prior to the issuance of any permit for demolition. (T&ES)
- R2. Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R3. No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)
- F1. Previously reviewed under [BAR2002-00009, BAR2003-00211, BAR2004-00014, BAR2004-0015, BAR2016-00407, BAR2017-00060, BAR2017-00098, BAR2017-00103] (T&ES)
- F2. After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)

- F3. If the alley located at the rear of the parcel is to be used at any point of the construction process the following will be required:  
For a Public Alley - The applicant shall contact T&ES, Construction Permitting & Inspections at (703) 746-4035 to discuss any permits and accommodation requirements that will be required.  
For a Private Alley - The applicant must provide proof, in the form of an affidavit at a minimum, from owner of the alley granting permission of use. (T&ES)
- C1. The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)
- C2. The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C3. Roof, surface and sub-surface drains be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)
- C4. All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)
- C5. Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C6. All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)
- C7. The owner shall obtain and maintain a policy of general liability insurance in the amount of \$1,000,000 which will indemnify the owner (and all successors in interest); and the City as an Additional Insured, against claims, demands, suits and related costs, including attorneys' fees, arising from any bodily injury or property damage which may occur as a result of the encroachment. (Sec. 5-29 (h)(1)) (T&ES)

**Please submit Insurance Certificate:**

**City of Alexandria**

**T&ES**

**Attn: Shanna Austin**

**301 King Street, Room 4130**

**Alexandria, VA 22314**

## **V. ATTACHMENTS**

*1 – Supplemental Materials*

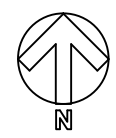
*2 – Application for BAR 2017-00190: 1100 King Street*



1100 KING STREET, ALEXANDRIA, VA  
BOARD OF ARCHITECTURAL REVIEW SUBMITTAL PACKAGE  
SUBMITTED: JUNE 5TH, 2017



<b>SHEET NUMBER</b>  A0.01		<b>PROJECT NUMBER</b> 17_001	<b>PROJECT TITLE</b> 1100 KING STREET - B.A.R. SUBMITTAL
		<b>DATE</b> 06-05-2017	<b>SHEET TITLE</b> LOCATION PLAN
<b>ALEXANDRIA OFFICE</b> 911 King Street, Alexandria, Virginia 22314 ph: 571-327-1723 fx: 703-548-4305			







1 PHOTO OF EXISTING — NORTH  
N.T.S.



2 PHOTO OF EXISTING — EAST  
N.T.S.



3 PHOTO OF EXISTING — WEST  
N.T.S.



4 PHOTO OF EXISTING — SOUTH  
N.T.S.

BA  
BECKMANN ARCHITECTS

PROJECT TITLE  
1100 KING STREET - B.A.R. SUBMITTAL

PROJECT NUMBER  
17\_001

SHEET NUMBER

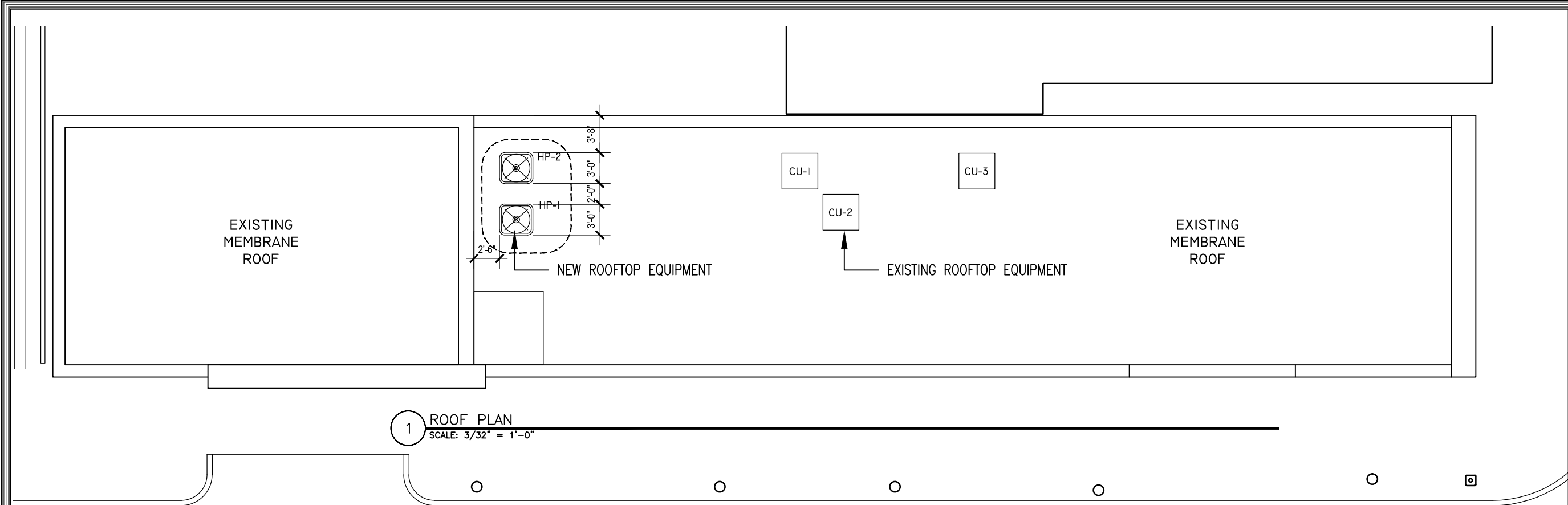
A0.02

SHEET TITLE EXISTING CONDITIONS PHOTOGRAPHS

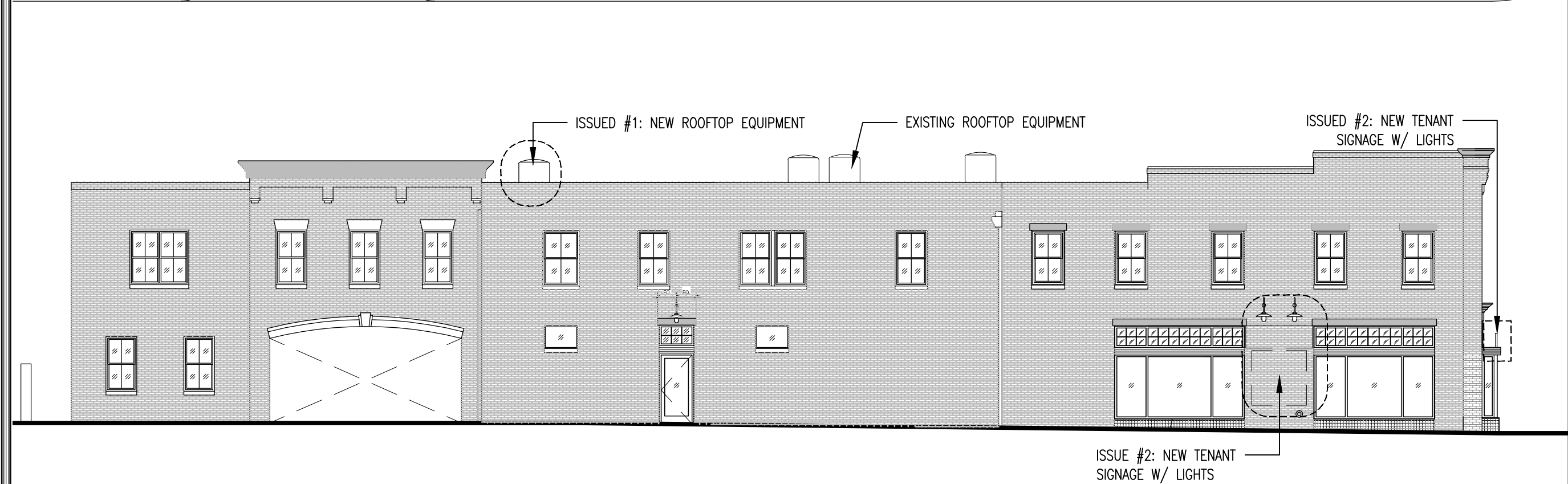
DATE  
06-05-2017

ALEXANDRIA OFFICE  
911 King Street, Alexandria, Virginia 22314 ph: 571-327-1723 fx: 703-548-4305



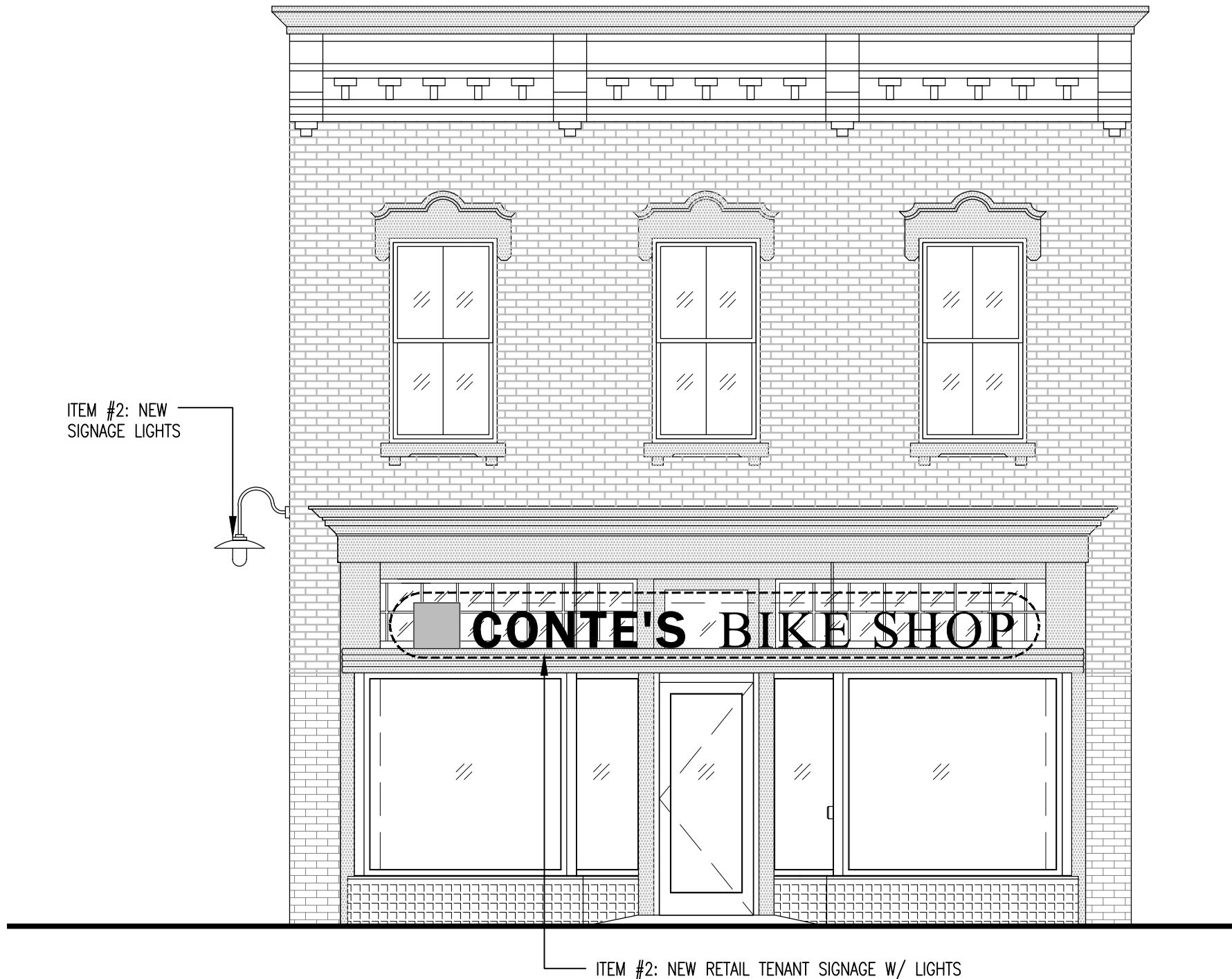


1 ROOF PLAN  
SCALE: 3/32" = 1'-0"



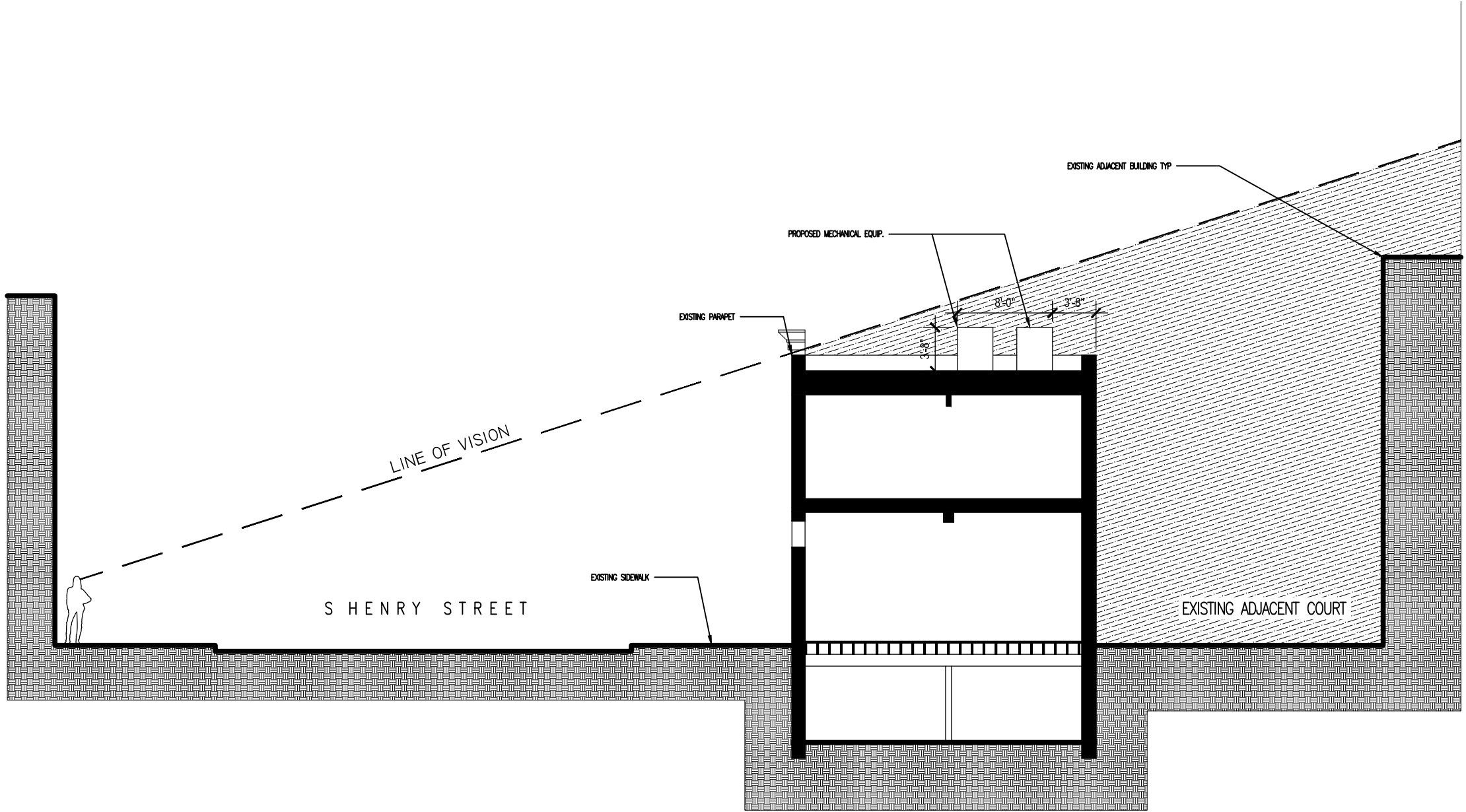
2 SOUTH HENRY ELEVATION  
SCALE: 3/32" = 1'-0"

<div>BA</div> <div>BECKMANN ARCHITECTS</div>		
SHEET NUMBER  <div>A2.03</div>	PROJECT NUMBER 17_001	PROJECT TITLE 1100 KING STREET - B.A.R. SUBMITTAL
	DATE 06-05-2017	SHEET TITLE ROOF PLAN AND ELEVATION
	ALEXANDRIA OFFICE 911 King Street, Alexandria, Virginia 22314 ph: 571-327-1723 fx: 703-548-4305	



1 KING STREET ELEVATION  
SCALE: 1/4" = 1'-0"

BA BECKMANN ARCHITECTS		
SHEET NUMBER <b>A2.04</b>	PROJECT NUMBER 17_001	PROJECT TITLE 1100 KING STREET - B.A.R. SUBMITTAL
	DATE 06-05-2017	SHEET TITLE NORTH ELEVATION - DETAILS
ALEXANDRIA OFFICE 911 King Street, Alexandria, Virginia 22314 ph: 571-327-1723 fx: 703-548-4305		



1 CROSS SECTION — ROOFTOP EQUIPMENT VISIBILITY  
SCALE: 3/32" = 1'-0"

<div>SHEET NUMBER</div> <div>A3.01</div>		<div>PROJECT NUMBER</div> <div>17_001</div>	<div>PROJECT TITLE</div> <div>1100 KING STREET - B.A.R. SUBMITTAL</div>	<div>BA</div> <div>BECKMANN ARCHITECTS</div>
<div>DATE</div> <div>06-05-2017</div>		<div>SHEET TITLE</div> <div>CROSS SECTION</div>		
<div>ALEXANDRIA OFFICE</div> <div>911 King Street, Alexandria, Virginia 22314   ph: 571-327-1723   fx: 703-548-4305</div>				

DIMENSIONS - ENGLISH

HP-2

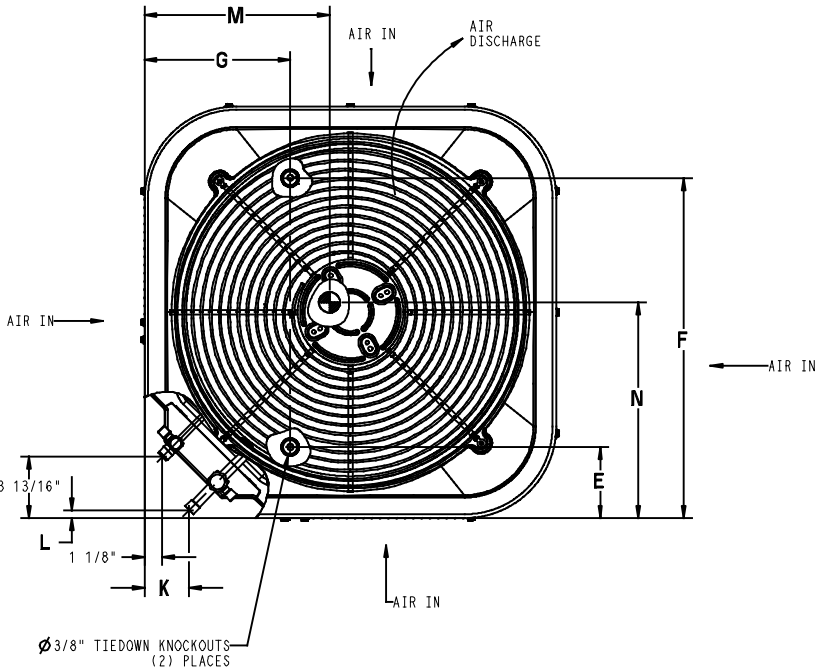
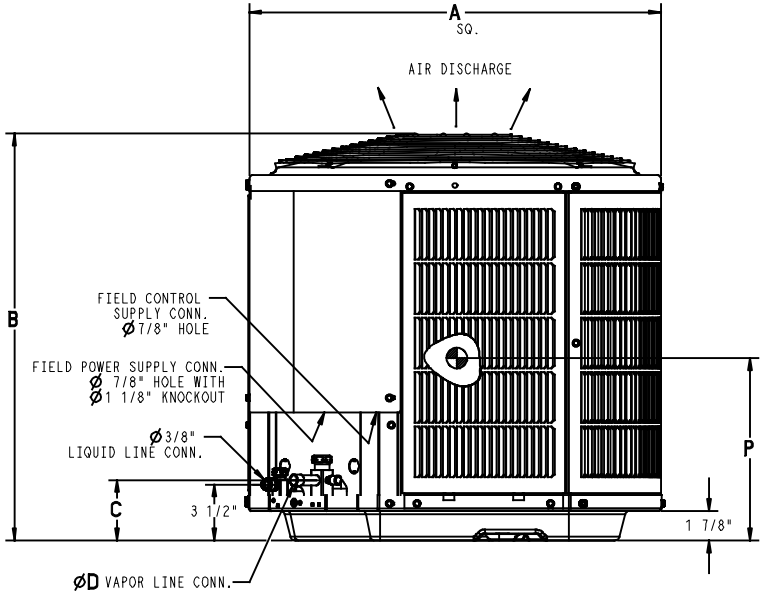
HP-1

UNIT	SERIES	ELECTRICAL CHARACTERISTICS					A	B	C	D	E	F	G	K	L	M	N	P	OPERATING WEIGHT (lbs)	SHIPPING WEIGHT (lbs)	SHIPPING DIMENSIONS (L x W x H)		
25HCC518	0	X	0	0	0	0	31 3/16"	28 15/16"	3 3/4"	5/8"	6 9/16"	24 11/16"	9 1/8"	2 13/16"	1/2"	16"	15"	14"	169	207	32 5/16" X 35 1/2" X 32 9/16"		
25HCC524	0	X	0	0	0	0	35"	32 5/16"	3 3/4"	5/8"	6 9/16"	28 7/16"	9 1/8"	2 13/16"	1/2"	15 3/4"	16 3/4"	16 1/2"	200	233	36 1/8" X 39 1/4" X 35 15/16"		
25HCC530	0	X	0	0	0	0	35"	32 5/16"	3 3/4"	3/4"	6 9/16"	28 7/16"	9 1/8"	2 13/16"	1/2"	16 1/4"	16"	15 1/2"	196	242	36 1/8" X 39 1/4" X 35 15/16"		
25HCC536	0	X	0	0	0	0	35"	35 3/4"	3 3/4"	3/4"	6 9/16"	28 7/16"	9 1/8"	2 13/16"	1/2"	15 3/4"	16 3/4"	17"	215	257	36 1/8" X 39 1/4" X 39 3/8"		
25HCC542	0	X	0	0	0	0	35"	28 15/16"	3 7/8"	7/8"	6 9/16"	28 7/16"	9 1/8"	2 15/16"	5/8"	17"	16 3/4"	14 3/4"	245	290	36 1/8" X 39 1/4" X 32 9/16"		
25HCC548	0	X	0	0	0	0	35"	28 15/16"	3 7/8"	7/8"	6 9/16"	28 7/16"	9 1/8"	2 15/16"	5/8"	16 3/4"	16 1/4"	14"	260	303	36 1/8" X 39 1/4" X 32 9/16"		
25HCC560	0	X	0	0	0	0	35"	39 1/8"	3 7/8"	7/8"	6 9/16"	28 7/16"	9 1/8"	2 15/16"	5/8"	17 1/4"	16 1/4"	18 1/4"	294	345	36 1/8" X 39 1/4" X 42 3/4"		

208-230-160
230-160
208/230-360
460-360

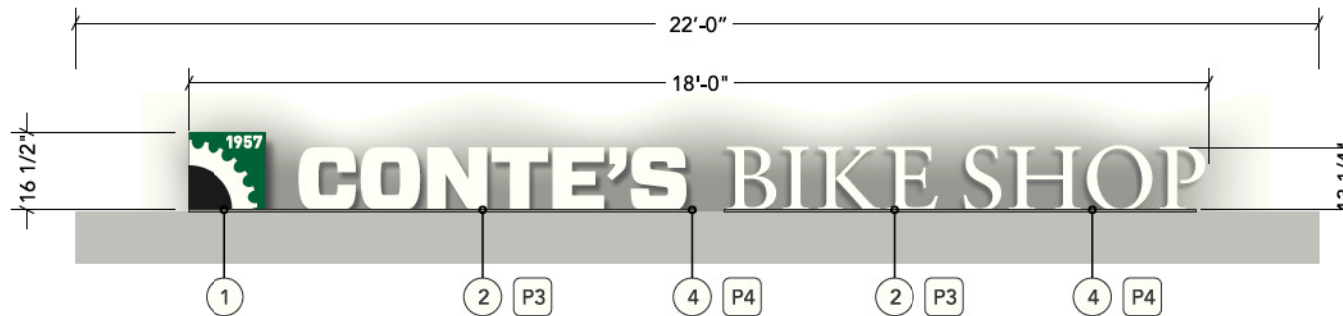
X = YES  
0 = NO

- NOTES:
- 1. ALLOW 30" CLEARANCE TO SERVICE SIDE OF UNIT, 48" ABOVE UNIT, 6" ON ONE SIDE, 12" ON REMAINING SIDE, AND 24" BETWEEN UNITS FOR PROPER AIRFLOW.
  - 2. MINIMUM OUTDOOR OPERATING AMBIENT IN COOLING MODE IS 55°F, MAX. 125°F.
  - 3. SERIES DESIGNATION IS THE 13TH POSITION OF THE UNIT MODEL NUMBER.
  - 4. CENTER OF GRAVITY
  - 5. ALL DIMENSIONS ARE IN "INCHES" UNLESS NOTED.

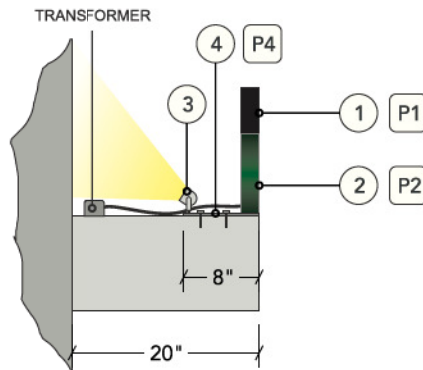


UNIT SIZE	MINIMUM MOUNTING PAD DIMENSIONS
-	26" X 26"
18	31 1/2" X 31 1/2"
24,30,36,42,48,60	35" X 35"

(A1) Front View  
Scale: 3/8" = 1'-0" **24.75 SQ. FEET**



(A2) Side View  
Scale: 3/8" = 1'-0"



(3) BACK LIGHT EXAMPLE



(1x) One set of externally illuminated channel letters

A

### Specifications

- 2" deep fabricated aluminum sign cabinet with sides painted P1. Face to be painted P1, P2 and P3. Finished backs.
- 2" deep fabricated aluminum channel letters with faces painted P3, returns to be painted P2. Finished backs.
- 48" wide Maxbright Wall washer up light fixtures. Customer to bring electrical power to center of canopy.
- 1/4" thick baseplate along bottom of logo/letters. Top of canopy has rubber roofing material, and will require water proofing after installation. Base plate to be painted P4.

### Colors & finishes

- P1. Black
- P2. Green PMS 349C
- P3. White
- P4. Matthews® Cocoa Crispy #857



401 Hampton Park Boulevard  
Capitol Heights, MD, 20743  
phone 240.765.1400  
fax 240.765.1401  
[www.artdisplayco.com](http://www.artdisplayco.com)

Project 1100 King St. Conte's Bike Shop (exterior signs)  
Client Conte's Bike Shop  
Address 1100 King St. Alexandria VA  
Drawing File 4642-06vs\_ml 1100 King St. Conte's Bike Shop (exterior signs)

Designer Vlad Solo  
representative Maria Laudenbach

Revisions	
1 03/15/17 VS	6 06/01/17 VS
2 03/16/17 VS	
3 05/12/17 VS	
4 05/15/17 ML	
5 05/18/17 VS	

Approved by:  
Client \_\_\_\_\_  
Sales & PM \_\_\_\_\_  
Production \_\_\_\_\_  
measurements per:  
field check \_\_\_\_\_

NOTES:  
Designs and sketches are sole property of Art Display Company and may not be used or reproduced without permission. Sketch colors are limited by printing technology and may not reflect the exact colors of the finished product. Signs shown on photos may not represent actual size and preparation to building.  
Ⓜ ALL Electrical components are to be UL approved  
Ⓜ All electrical components are intended to be installed in accordance with the requirements of article 600 of the national electrical code and/or other applicable local codes, including proper grounding and bonding of the entire sign. Ⓜ ALL REQUIRED ELECTRICAL SERVICE TO SIGN LOCATION BY OTHERS

1





**EXISTING CONDITIONS**



401 Hampton Park Boulevard  
Capitol Heights, MD, 20743  
phone 240.765.1400  
fax 240.765.1401  
[www.artdisplayco.com](http://www.artdisplayco.com)

Project	1100 King St. Conte's Bike Shop (exterior signs)	Designer	Vlad Solo
Client	Conte's Bike Shop	representative	Maria Laudenbach
Address	1100 King St. Alexandria VA		
Drawing File	4642-06vs_ml 1100 King St. Conte's Bike Shop (exterior signs)		

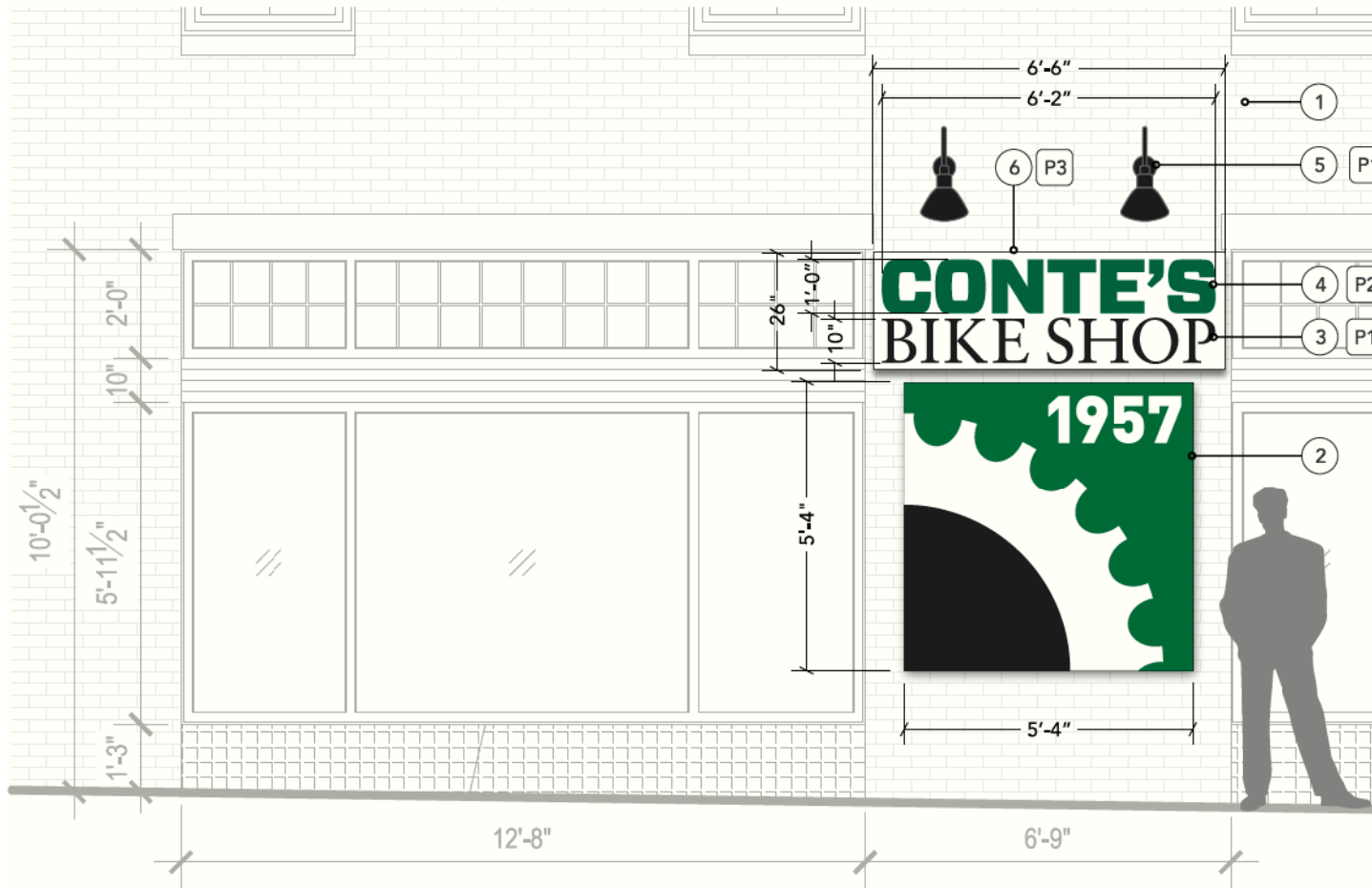
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5 05/18/17 VS	

Approved by: \_\_\_\_\_  
 Client \_\_\_\_\_  
 Sales & PM \_\_\_\_\_  
 Production \_\_\_\_\_  
 measurements per: \_\_\_\_\_  
 field check \_\_\_\_\_

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B1 Front View  
Scale: 3/8" = 1'-0"

40.44 SQ. FEET



(1x) One set of externally illuminated channel letters

A

### Specifications

1. Brick wall.
2. 1" deep fabricated aluminum pan face logo painted P1, P2 and P3.
3. 1/2" thick cut out acrylic letters to be painted P1 and pin mounted to back panel.
4. 1/2" thick cut out acrylic letters to be painted P2 and pin mounted to back panel.
5. 12" Angle Shade light fixture. HTM Lighting. SKU: A812-41-E6-41.
6. 1" deep fabricated aluminum pan face sign to be painted P3. Sign to be stud mounted into mortar joints.

### Colors & finishes

P1. Black



P2. Green PMS 349C



P3. White



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Designer Vlad Solo  
representative Maria Laudenbach

Revisions	
1 03/15/17 VS	6 06/01/17 VS
2 03/16/17 VS	
3 05/12/17 VS	
4 05/15/17 ML	
5 05/18/17 VS	

Approved by:  
Client \_\_\_\_\_  
Sales & PM \_\_\_\_\_  
Production \_\_\_\_\_  
measurements per:  
field check \_\_\_\_\_

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3



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3 05/12/17 VS	
4 05/15/17 ML	
5 05/18/17 VS	

Approved by:  
Client \_\_\_\_\_  
Sales & PM \_\_\_\_\_  
Production \_\_\_\_\_  
measurements per:  
field check \_\_\_\_\_

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Ⓜ ALL Electrical components are to be UL approved  
All electrical components are intended to be installed in accordance with the requirements of article 600 of the national electrical code and/or other applicable local codes, including proper grounding and bonding of the entire sign. ALL REQUIRED ELECTRICAL SERVICE TO SIGN LOCATION BY OTHERS



HTM Lighting  
SKU: A812-41-E6-41

12" Angle Shade - Our Line of Angle Shades are the Perfect Solution for Illuminating Signs, Doorways, and Awnings.

They Range in Sizes from 7" to 14" for you Specific Application.

They are Constructed of Spun 1100 Aluminum Alloy and are offered in a Wide Array of Powder Coated Color Finishes for Durability.

UL Wet Listed when Installed on a Stem or Arm. 3/4" Diameter Goose-neck Arm, 9.25" x 26", Cast Back Plate included.

All fixtures come standard with 96" of lead wire. Call Us For Custom Quote!

SKU	A812-41-E6-41
Shade Diameter	12" Angle Shade
Bulb Type	Incandescent
Max Wattage	200W
Leadtime	4 Weeks
Finish	Black

Arm Length	26 1/8"
Arm Diameter	3/4"
Voltage	120 Volts
Glass & Guard	None
RTC Ballast	No
Wire Guard	No

BAR Case # \_\_\_\_\_

ADDRESS OF PROJECT: 1100 King Street

TAX MAP AND PARCEL: 074.01-04-12 ZONING: KR

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: Asana Partners

Address: 1616 Camden Road, Suite 210

City: Charlotte State: NC Zip: 28203

Phone: 704-423-1720 E-mail: rkracke@asanapartners.com

Authorized Agent (if applicable): ☐ Attorney ☒ Architect ☐ \_\_\_\_\_

Name: PAUL BECKMANN, AIA Phone: 571-327-1723

E-mail: PBECKMANN@BECK-ARCH.COM

Legal Property Owner:

\* NOTE: OLD TOWN #1, LLC IS WHOLLY OWNED BY  
ASANA PARTNERS FUND I REIT, LLC

OLD TOWN #1, LLC  
Name: Asana Partners Fund I REIT, LLC

C/O KING AND SPALDING LLP 100N TRYON ST. SUITE 3900  
Address: 1616 Camden, Suite 210

City: Charlotte State: NC Zip: 28202

Phone: 704-423-1720 E-mail: rkracke@asanapartners.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.

# OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

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

Name	Address	Percent of Ownership
1. Asana Partners Fund I REIT, LLC	1616 Camden Road, Suite 210 Charlotte, NC 28203	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 1100 King Street (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. Asana Partners Fund I REIT, LLC	1616 Camden Road, Suite 210 Charlotte, NC 28203	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. ASANA PARTNERS FUND I REIT	1616 CAMDEN ROAD, SUITE 210 CHARLOTTE, NC, 28203	N/A
2. NONE	NONE	N/A
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.

06/05/2017

Date

Reed Kracke

Printed Name



Signature



**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 checked="" 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 _____ |   |   |                                   |
- ☐ ADDITION  
☐ DEMOLITION/ENCAPSULATION  
☒ SIGNAGE

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

Two new rooftop units and heat pumps to be located on the roof as part of an overall building rehabilitation.

New ground floor retail tenant signage on King Street Facade and on South Henry.

**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: 25'-6" Secondary front (if corner lot): 137'-8"
- ☒ ☐ Square feet of existing signs to remain: 0'-0"
- ☒ ☐ 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: \_\_\_\_\_

Printed Name: Paul Beckman

Date: 6/5/2017