

Docket Items # 15 & 16
BAR CASE # 2017-0198 &
2017-0199

BAR Meeting
July 5, 2017

ISSUE: Permit to Demolish/Capsulate and Certificate of Appropriateness for an addition and alterations

APPLICANT: Anthony Acampora

LOCATION: 331 North Saint Asaph Street

ZONE: RM / Townhouse zone.

STAFF RECOMMENDATION

Staff recommends approval of the application with the following condition:

1. The color of the flashing around the skylights should match the roofing material.

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, 703-746-4200 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 #2017-00198 & 199
331 North Saint Asaph Street



Note: Staff coupled the applications for a Permit to Demolish (BAR #2017-00198) and Certificate of Appropriateness (BAR #2017-0199) for clarity and brevity. The Permit to Demolish requires a roll call vote.

I. ISSUE

The applicant is requesting a Permit to Demolish for partial demolition and capsulation and a Certificate of Appropriateness for an addition and alterations at 331 North Saint Asaph Street.

Permit to Demolish/Encapsulate

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

- Demolish portions of the rear roof for new aluminum frame skylights.
- Demolish the basement level of the east (rear) wall to construct a 1-story addition.

Addition and Alterations

- Install three new aluminum frame skylights on the rear slope of the roof.
- Construct a 150-square foot rear addition at the basement level, height will not exceed the first floor window sill.

II. HISTORY

331 North Saint Asaph Street is a two-story, two-bay frame semi-detached townhouse that first appears on the **1885** Sanborn Fire Insurance Map. A one-story rear addition was constructed between 1912 and 1921. In **1966**, the BAR approved an application made by Marianne “Polly” Hulfish to substantially alter and renovate this house. The transformation of this townhouse to a Colonial Revival style, often described locally as a “Polly House”, included relocation of the front door to the second bay of the south (side) elevation, demolition of the one-story rear addition, construction of a 2-story addition, installation of a new chimney and replacement of all siding.

A “Polly House” is a term of endearment in the Alexandria community for a townhouse which underwent substantial renovation and “restoration” in the 1960s and 1970s by Marianne “Polly” Hulfish, founder and President of Old Alexandria Restoration Inc. The work of Old Alexandria Restoration, Inc. was quite extraordinary and resulted in the preservation and restoration of over sixty properties throughout the Old and Historic Alexandria District and, in no small part, was responsible for stabilization and preservation of the entire historic district in these early years. While her alterations to these houses were not subject to the same preservation standards and design guidelines we would apply today, they have, nevertheless, acquired importance in their own right as an early record of an evolving national preservation ethic.

III. ANALYSIS

Permit to Demolish

In considering a Permit to Demolish/Capsulate, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-105(B), which relate only to the subject property and not the neighboring properties:

Standard	Description of Standard	Standard Met?
(1)	Is the building or structure of such architectural or historical interest that its moving, removing, capsulating or razing would be to the detriment of the public interest?	No
(2)	Is the building or structure of such interest that it could be made into a historic 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 study and interest in American history, stimulating interest and study in architecture and design, educating citizens in American culture and heritage, and making the city a more attractive and desirable place in which to live?	No

The amount of demolition and capsulation is limited in scope and the majority of the demolition involves the later portion of the building. 59.5 square feet of the rear (east) wall will be demolished and capsulated for the construction of the addition, and 21 square feet of the rear roof will be demolished to install the skylights. The areas of demolition on the rear (east) wall and low-slope of the roof are minimal in scope. The rear wall demolition is located on the 1966 addition and the original 19th-century portion of the building, if any interior structure remains after that substantial renovation, will not be affected by the proposed addition. Staff supports the proposed modest amount of demolition and capsulation and finds that none of the above criteria are met.

Addition and Alterations

Skylights are a common method to bring more light into the interior of an existing historic structure. The *Design Guidelines* state that skylights should be located on the least visually prominent section of the roof of structure, and should not be located on a roof section facing the street. Additionally, low or flat profile glass skylights are preferred, and the flashing around the skylights should match the color of the roofing material in order to reduce the visual intrusion.

The proposed aluminum framed skylights have a low profile, and are located on the least visually prominent section of the rear roof. The skylights do not disrupt the architectural character of any windows, dormer or chimney spacing, and staff does not have any objection to the skylights.



**Figure 1 Existing south elevation from
N. St. Asaph St.**

The applicant is proposing to construct a 150-square foot addition on the rear elevation at the basement level. The proposed addition will be used as a sunroom and includes large aluminum-clad windows on the east and south elevations, and three skylights on the sloped metal roof. The sunroom will also be accessible from the exterior of the property by a door on the east elevation. The sunroom's south elevation will be minimally visible from North Saint Asaph Street, and the metal roof on the east elevation will be faintly visible from Princess Street.

The *Design Guidelines* state that an addition should be clearly distinguishable from the original structure. It should not obscure or dilute the architectural and historic importance of an existing building by creating a false sense of the past. The Boards generally prefer addition designs that are respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure. The low visibility of the addition from the public right-of-way makes the sunroom a background element with respect to the existing structure and nearby historic houses. The sunroom is clearly distinguished from the rest of the structure with its visually open design with large windows and minimal solid structure. The existing foundation is echoed by the brick veneer base of the sunroom.

Staff believes that the proposed addition and alterations will comply with the Design Guidelines and will harm very little, if any, historic fabric, will be distinguished from the original structure, and will have no adverse effect on the architectural character of either the original pre-1885 structure or the significant 1966 renovation.



Figure 2 Existing east elevation from Princess Street showing subject property. Sunroom addition will be located below the first floor windows indicated by the red arrow.

Staff recommends approval of the Permit to Demolish/Encapsulate and the Certificate of Appropriateness for alterations and an addition with the condition noted above.

STAFF

Amirah Lane, Historic Preservation Planner, Planning & Zoning
Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

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

Zoning Comments

C-1 Proposed scope of work complies with zoning.

Code Administration

C-1 A building permit, plan review and inspections are required for alterations listed in BAR application.

Transportation and Environmental Services

- 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)
- 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 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)

Alexandria Archaeology

No comments received

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR2017-00198 & BAR2017-00199: 331 N Saint Asaph Street

Project Summary

This project is proposed to be for the partition renovation of and small addition to the house at 331 N. St. Asaph Street, Alexandria, Va. The majority of the work proposed is interior work focusing largely on the Bathrooms, Staircase, Basement Utility Room and Basement Kitchen & Dining Room.

The proposed exterior work includes the addition of a single-story Sunroom to the Basement and the Addition of skylights at the existing roof. The Sunroom will allow for the extension of the new Kitchen/Dining area in the Basement. The height of the Sunroom is not proposed to exceed the level of the existing Lower Floor window sills. This Sunroom area is not proposed to exceed 150sf and be difficult to see from the Public Space.

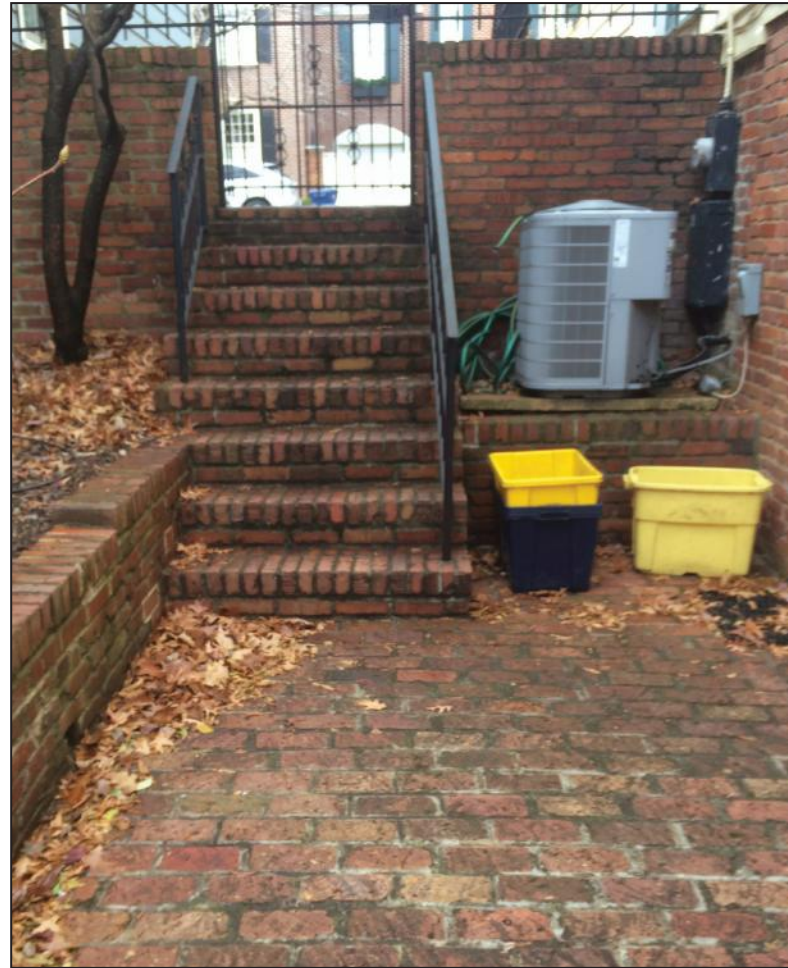
The proposed skylights too are proposed to be located such that it will be difficult to see them from the Public Space. Several neighboring houses have skylights similar to those proposed here, though more prominently visible from the Public Space.

Right: Photo of front of Existing House



Existing Property Conditions - Rear and Side Parking Space

The rear of the Existing house has a sunken patio space and garden beds with surrounding wood fencing. The Side Yard has one parking space and a raised stoop allowing for the side entry in to the Project House.



*Photos of Rear and Side Yard space of
the Existing House*

PROPERTY LEGAL DESCRIPTION LOT 331 N ST ASAPH ST

MAP 064.04-03-48

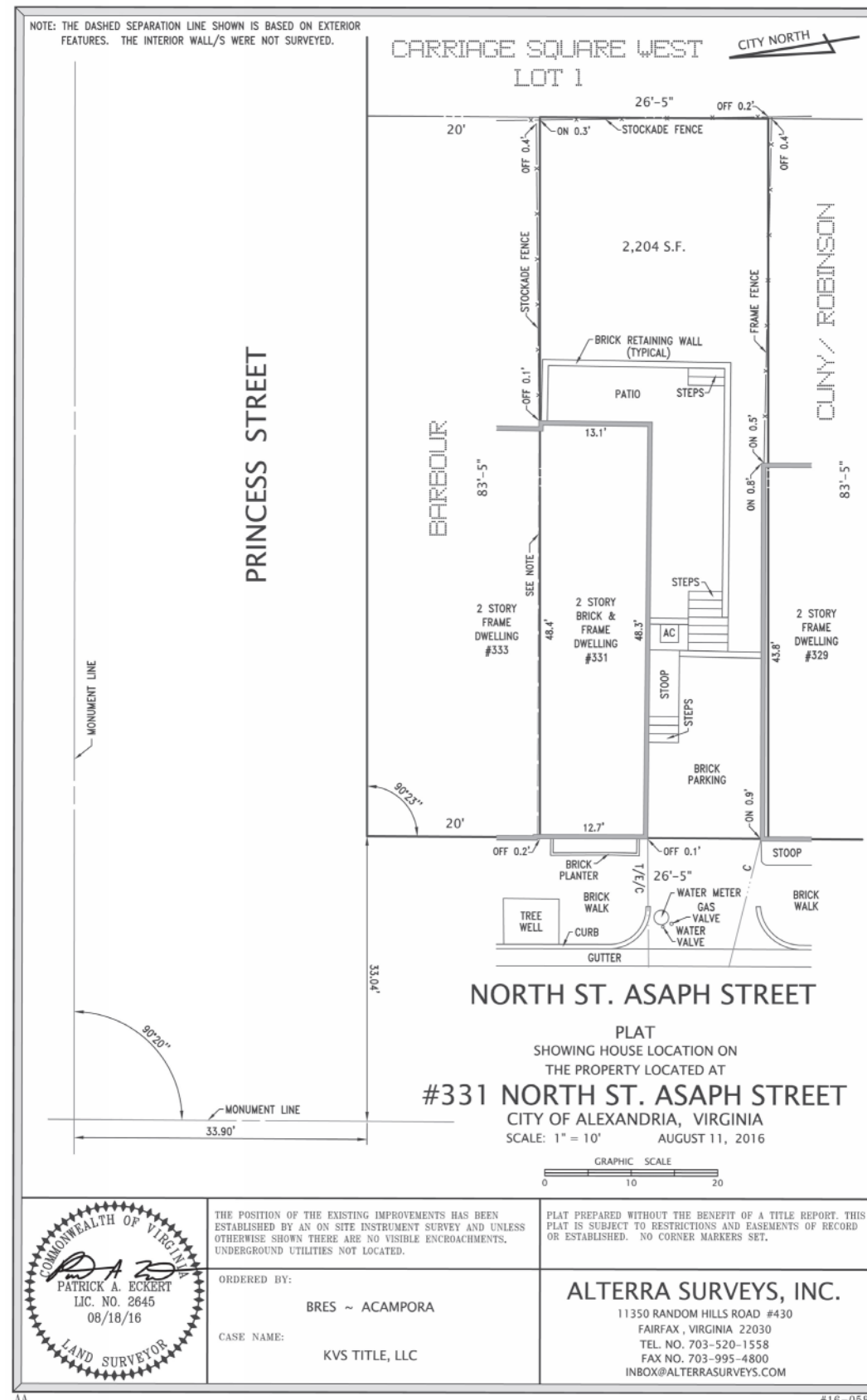
BUILT 1820

ZONING

1. ZONING PARCEL # 064.04-03-48
2. ZONED - RM
3. LOT SIZE - 2193 SF
4. ABOVE GRADE LIVING AREA - 1152 SF
5. TOTAL BASEMENT AREA - 576 SF
6. SIDE YARD SETBACK - EACH SINGLE AND TWO-FAMILY DWELLING SHALL PROVIDE TWO SIDE YARDS OF A MINIMUM SIZE OF FIVE FEET. EACH INTERIOR END LOT IN A GROUP OF TOWNHOUSES SHALL PROVIDE ONE SIDE YARD OF A MINIMUM SIZE OF FIVE FEET.
7. REAR YARD SETBACK - EACH RESIDENTIAL USE SHALL PROVIDE A REAR YARD BASED ON A SETBACK RATIO OF 1:2 AND A MINIMUM SIZE OF 16 FEET.
8. OPEN AND USABLE SPACE - (1) EACH RESIDENTIAL LOT SHALL PROVIDE OPEN AND USABLE SPACE IN AN AMOUNT EQUAL TO THE LESSER OF THE FOLLOWING: (A) 35 PERCENT OF THE LOT AREA, OR (B) THE AMOUNT EXISTING ON JUNE 24, 1992. IN NO EVENT MAY THE AMOUNT OF OPEN AND USABLE SPACE PROVIDED BE LESS THAN 300 SQUARE FEET. (2) NO NEW CONSTRUCTION, NO ADDITIONS TO ANY EXISTING DWELLING AND NO ACCESSORY STRUCTURE WHICH WILL REDUCE THE OPEN AND USABLE SPACE BELOW THAT REQUIRED UNDER SECTION 3-1106(B)(1) ABOVE SHALL BE ALLOWED TO BE BUILT ON THE LOT.
9. FAR - THE MAXIMUM PERMITTED FLOOR AREA RATIO IS 1.50.

OLD AND HISTORIC ALEXANDRIA DISTRICT - BOARD OF ARCHITECTURAL REVIEW

1. HDB-BAR WINDOW REPLACEMENT INFO (PORTION) - 1. DIRECT REPLACEMENT OF ANY WINDOW REQUIRES AN ADMINISTRATIVE FINDING OF APPROPRIATENESS FROM THE BOARD OF ARCHITECTURAL REVIEW (BAR) STAFF, UNDER SEC. 10-109 AND 10-209 OF THE ALEXANDRIA ZONING ORDINANCE. A BUILDING PERMIT FROM CODE ADMINISTRATION IS ALSO REQUIRED PER A CITY CODE AMENDMENT, EFFECTIVE JUNE 1, 2010. 2. BAR STAFF MAY ADMINISTRATIVELY APPROVE THE DIRECT REPLACEMENT OF WINDOWS IN THE EXISTING OPENINGS WHICH COMPLY WITH ALL OF THE POLICIES STATED IN SECTION B, BELOW, AND WITH THE ALEXANDRIA REPLACEMENT WINDOW PERFORMANCE SPECIFICATIONS LISTED IN SECTION C, BELOW. PRIOR TO ANY APPROVAL, QUALIFIED BAR STAFF MUST FIRST FIELD SURVEY AND CONFIRM THE EXISTING WINDOW'S AGE, ARCHITECTURAL STYLE AND CONDITION. 3. WHEN STAFF MAKES A WRITTEN FINDING THAT A WINDOW IS NOT VISIBLE FROM A PUBLIC RIGHT-OF-WAY, THE WINDOW IS NOT REGULATED BY THE BAR AND MAY BE REPLACED WITH ANY SUITABLE WINDOW ALLOWED BY THE VIRGINIA CONSTRUCTION CODE. HOWEVER, WHETHER VISIBLE OR NOT, A BUILDING PERMIT IS REQUIRED FROM CODE ADMINISTRATION TO REPLACE A WINDOW IN THE HISTORIC DISTRICTS.
2. HDB-BAR GENERAL STANDARDS (PORTION) - SUBJECT TO THE PROVISIONS OF SECTION 10-105(A)(1) ABOVE, THE OLD AND HISTORIC ALEXANDRIA DISTRICT BOARD OF ARCHITECTURAL REVIEW OR THE CITY COUNCIL ON APPEAL SHALL CONSIDER THE FOLLOWING FEATURES AND FACTORS IN PASSING UPON THE APPROPRIATENESS OF THE PROPOSED CONSTRUCTION, RECONSTRUCTION, ALTERATION OR RESTORATION OF BUILDINGS OR STRUCTURES: (A) OVERALL ARCHITECTURAL DESIGN, FORM, STYLE AND STRUCTURE, INCLUDING, BUT NOT LIMITED TO, THE HEIGHT, MASS AND SCALE OF BUILDINGS OR STRUCTURES; (B) ARCHITECTURAL DETAILS INCLUDING, BUT NOT LIMITED TO, ORIGINAL MATERIALS AND METHODS OF CONSTRUCTION, THE PATTERN, DESIGN AND STYLE OF FENESTRATION, ORNAMENTATION, LIGHTING, SIGNAGE AND LIKE DECORATIVE OR FUNCTIONAL FIXTURES OF BUILDINGS OR STRUCTURES; THE DEGREE TO WHICH THE DISTINGUISHING ORIGINAL QUALITIES OR CHARACTER OF A BUILDING, STRUCTURE OR SITE (INCLUDING HISTORIC MATERIALS) ARE RETAINED; (C) DESIGN AND ARRANGEMENT OF BUILDINGS AND STRUCTURES ON THE SITE; AND THE IMPACT UPON THE HISTORIC SETTING, STREETScape OR ENVIRONS; (D) TEXTURE, MATERIAL AND COLOR, AND THE EXTENT TO WHICH ANY NEW ARCHITECTURAL FEATURES ARE HISTORICALLY APPROPRIATE TO THE EXISTING STRUCTURE AND ADJACENT EXISTING STRUCTURES; (E) THE RELATION OF THE FEATURES IN SECTIONS 10-105(A)(2)(A) THROUGH (D) TO SIMILAR FEATURES OF THE PREEXISTING BUILDING OR STRUCTURE, IF ANY, AND TO BUILDINGS AND STRUCTURES IN THE IMMEDIATE SURROUNDINGS; (F) THE EXTENT TO WHICH THE BUILDING OR STRUCTURE WOULD BE HARMONIOUS WITH OR INCONGRUOUS TO THE OLD AND HISTORIC ASPECT OF THE GEORGE WASHINGTON MEMORIAL PARKWAY;....



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

A. Property Information

A1. Street Address 331 N. St. Asaph Street Zone RM

A2.	2204 SF	x 1.5	= 3306 SF
	<i>Total Lot Area</i>	<i>Floor Area Ratio Allowed by Zone</i>	<i>Maximum Allowable Floor Area</i>

B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	624.3	Basement**	0
First Floor	624.3	Stairways**	0
Second Floor	624.3	Mechanical**	0
Third Floor	0	Other**	0
Porches/ Other	0	Total Exclusions	
Total Gross *	1873		

B1. Existing Gross Floor Area *
1873 Sq. Ft.
B2. Allowable Floor Exclusions**
0 Sq. Ft.
B3. Existing Floor Area minus Exclusions
1873 Sq. Ft.
(subtract B2 from B1)

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

Proposed Gross Area*		Allowable Exclusions	
Basement	150	Basement**	0
First Floor	0	Stairways**	0
Second Floor	0	Mechanical**	0
Third Floor	0	Other**	0
Porches/ Other	0	Total Exclusions	
Total Gross *	150		

C1. Proposed Gross Floor Area *
150 Sq. Ft.
 C2. Allowable Floor Exclusions**
0 Sq. Ft.
 C3. Proposed Floor Area minus
 Exclusions 150 Sq. Ft.
 (subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3)	2023	Sq. Ft.
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D2. Total Floor Area Allowed by Zone (A2) 3306 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	$624.3 + 283.7 = 1296$ SF
Required Open Space	$2204 \times .35 = 771.4$ SF
Proposed Open Space	$1296 - 150 = 1146$ SF

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

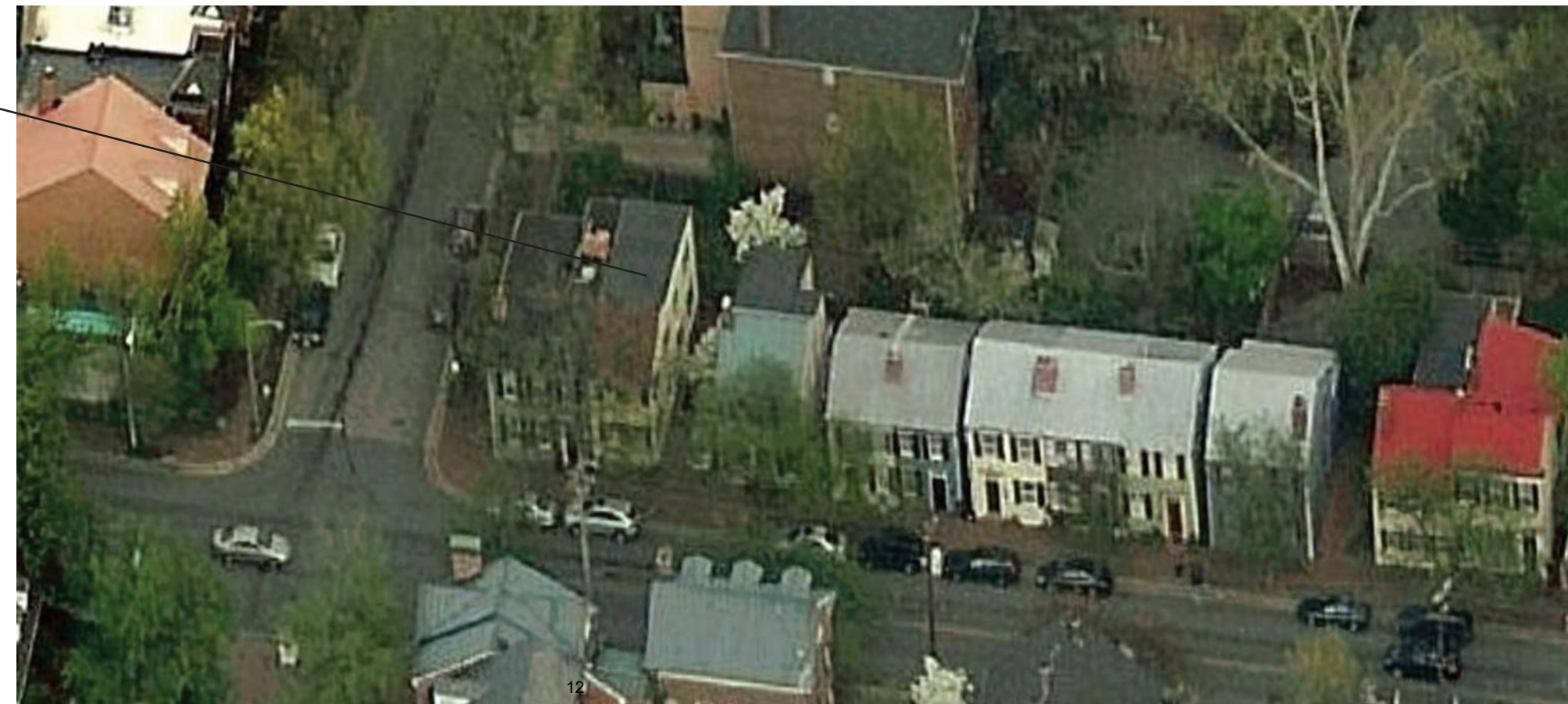
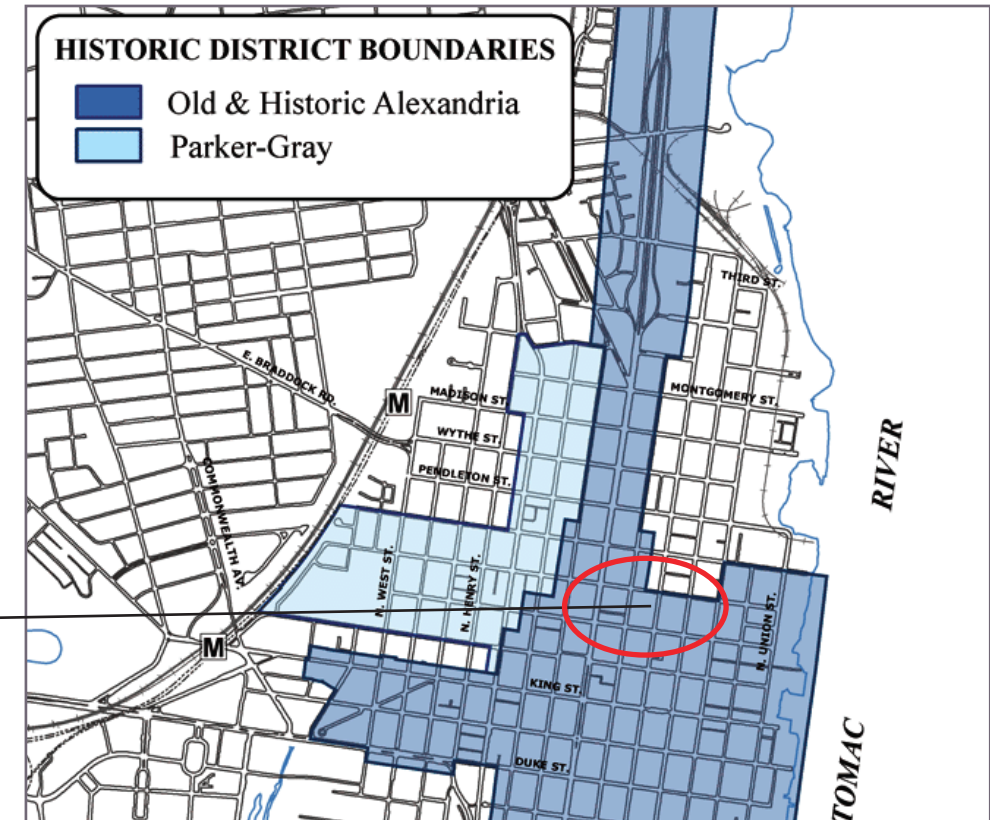
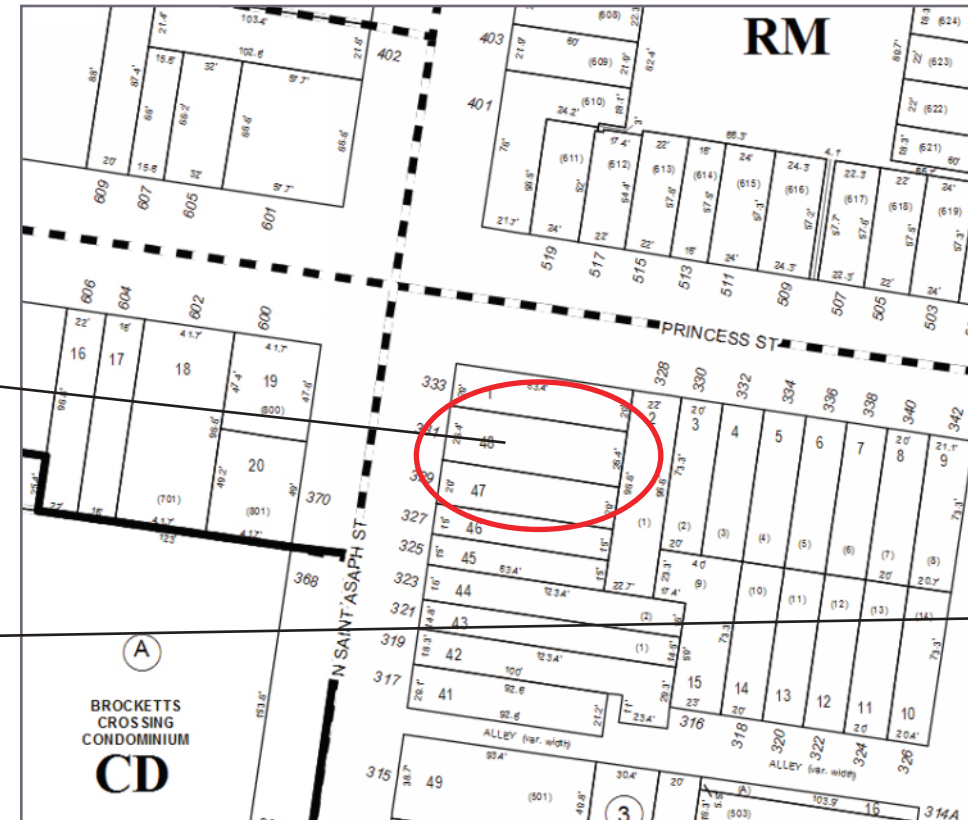
Signature:  Date: 5/22/2017

Existing Property Conditions
Zoning and Aerial Information

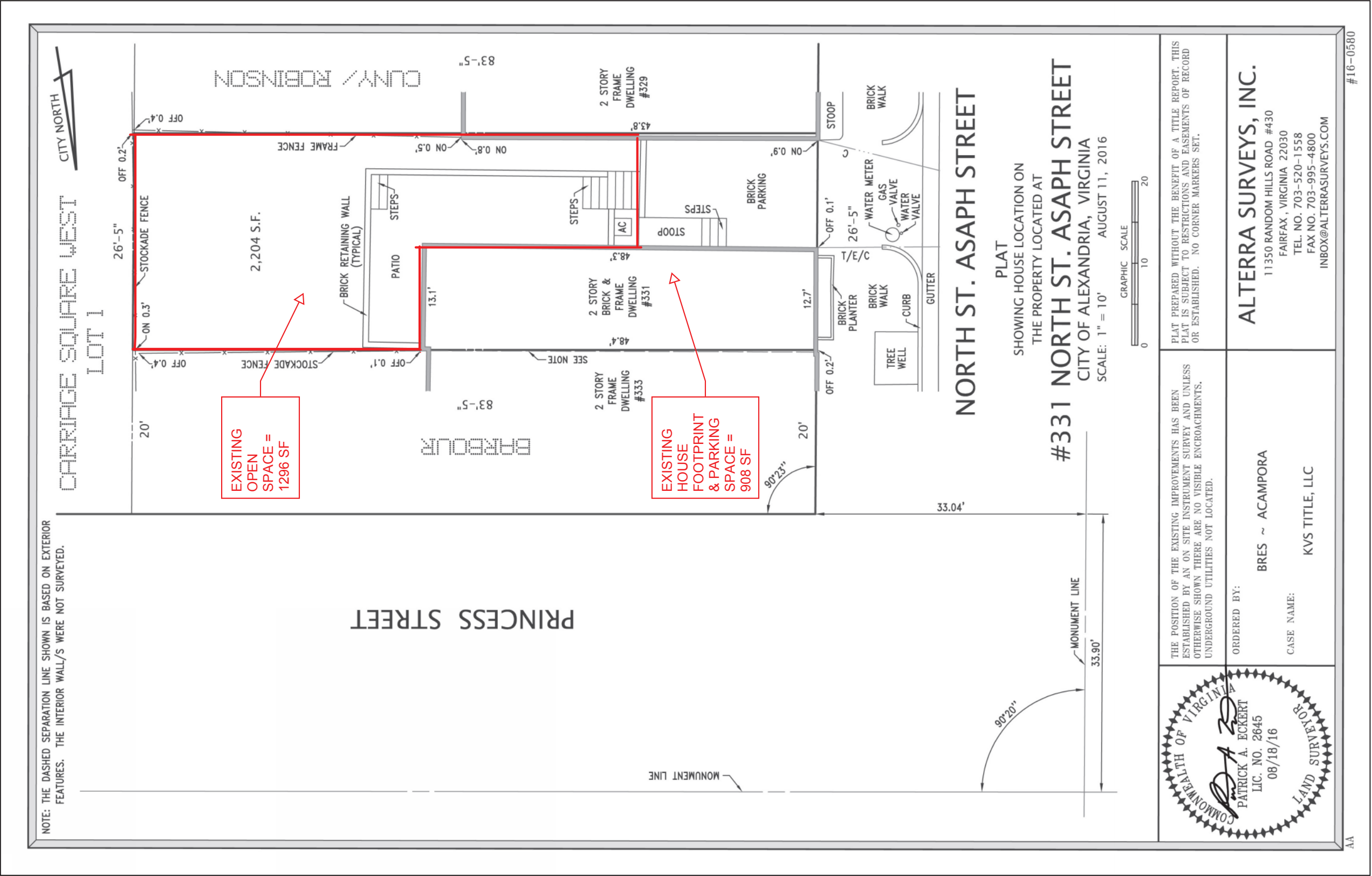
Zoning Map

OHAD - BAR Map

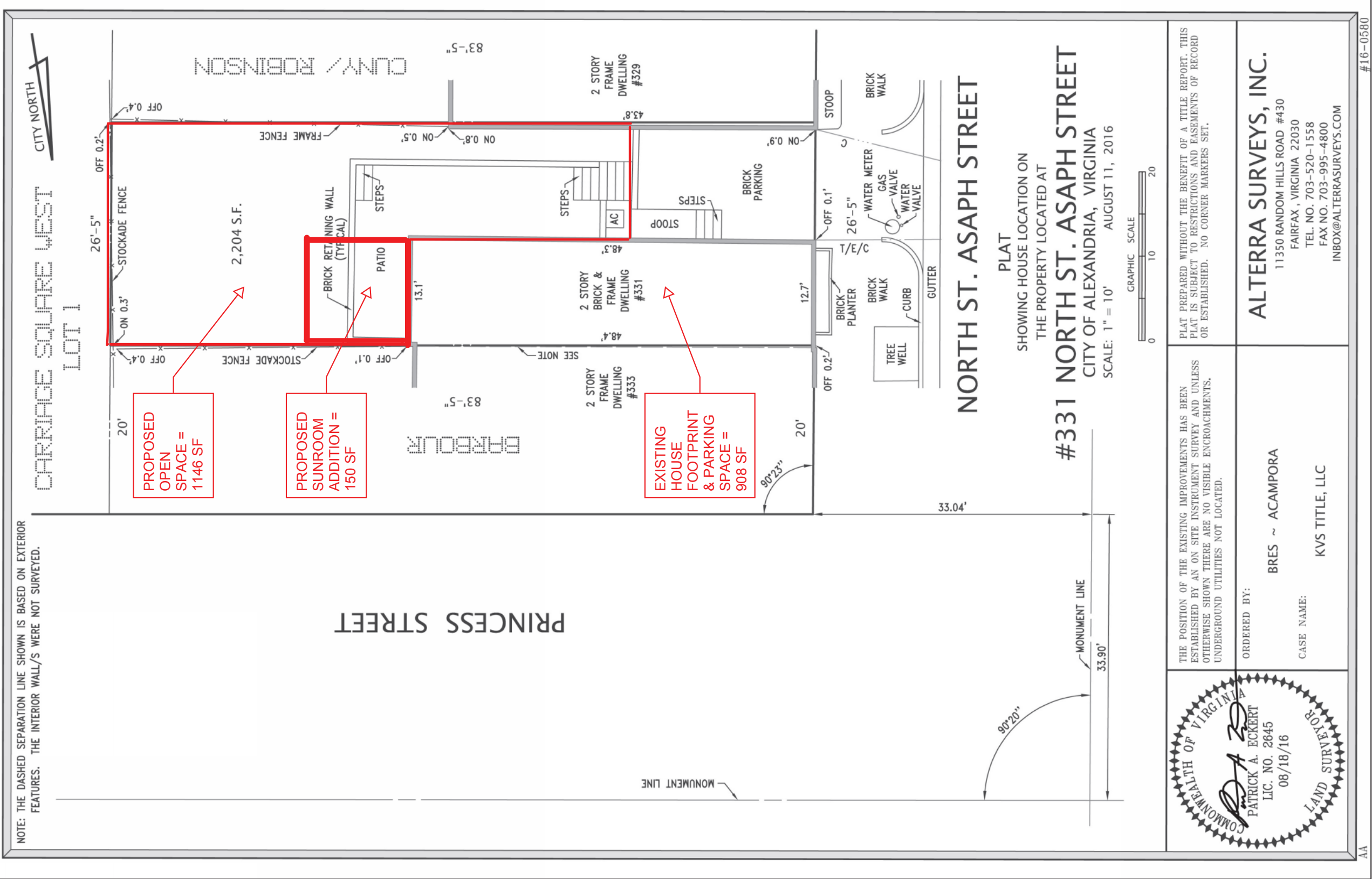
Birds Eye View of Existing Project
Property

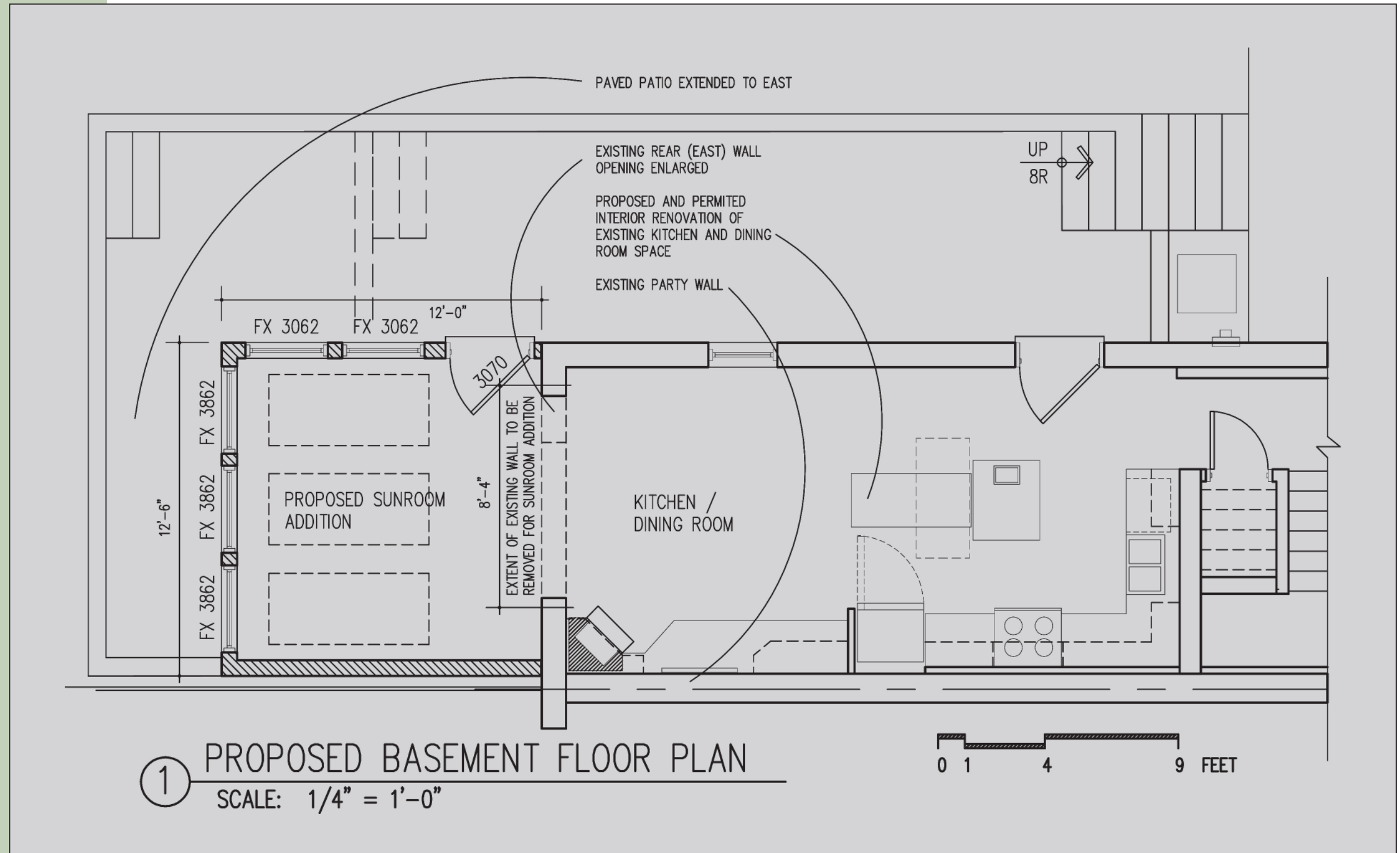


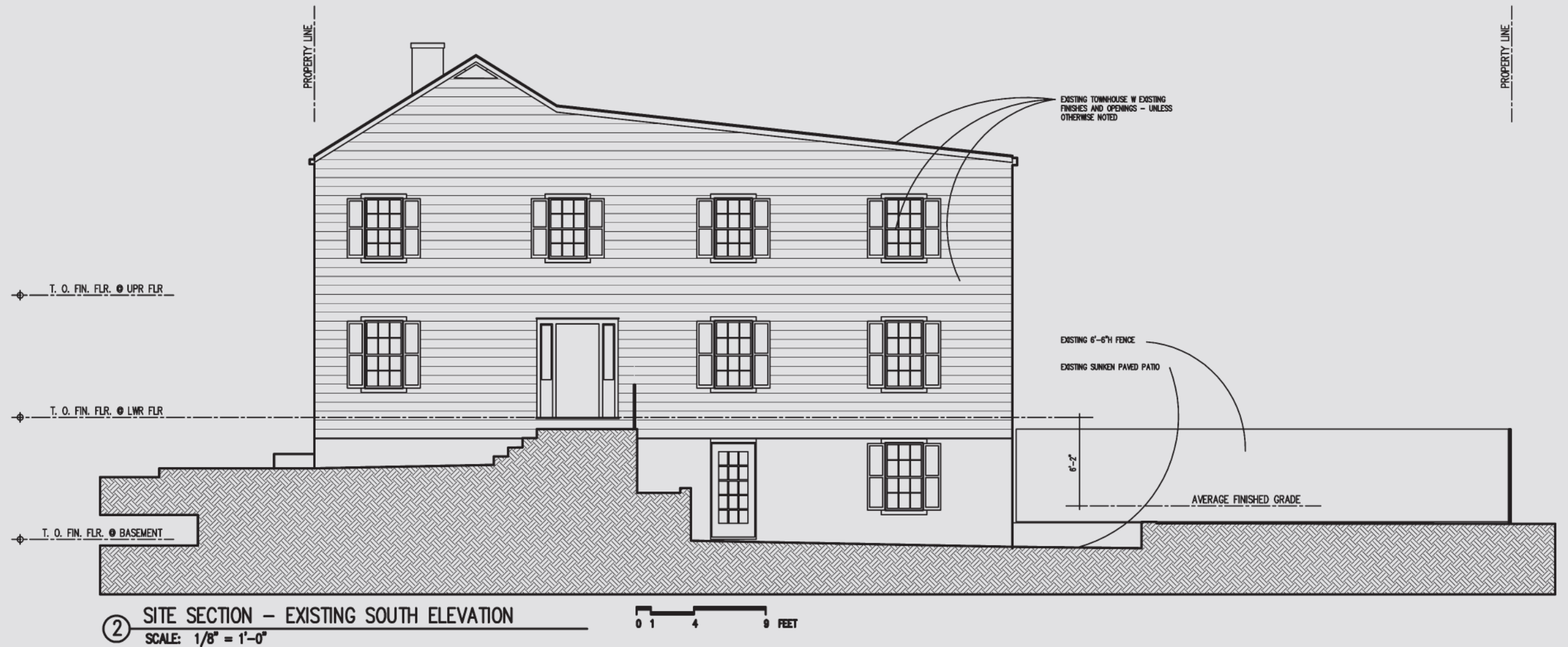
Project Existing Plat with
Markups indicating current
Open Space conditions

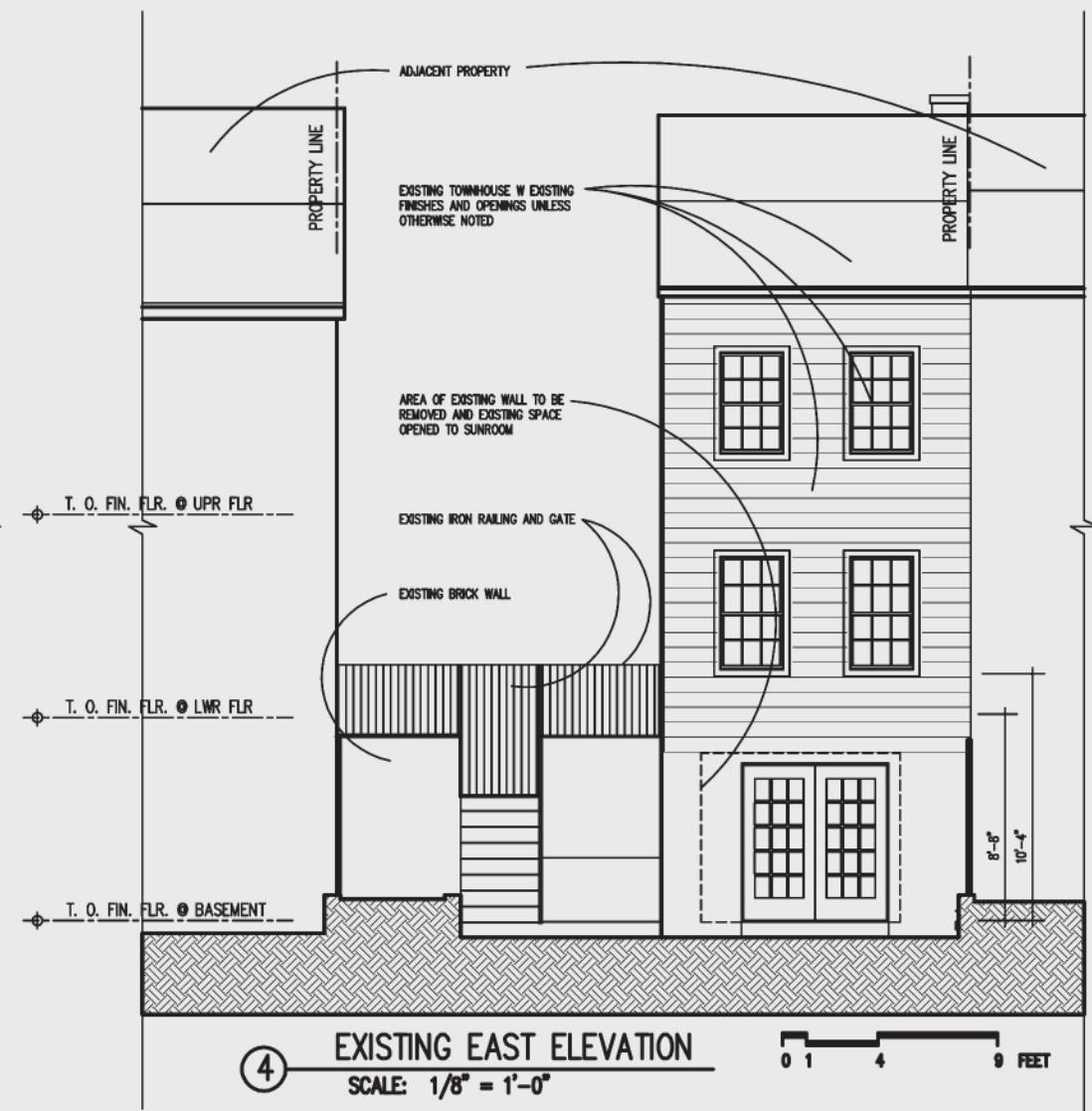
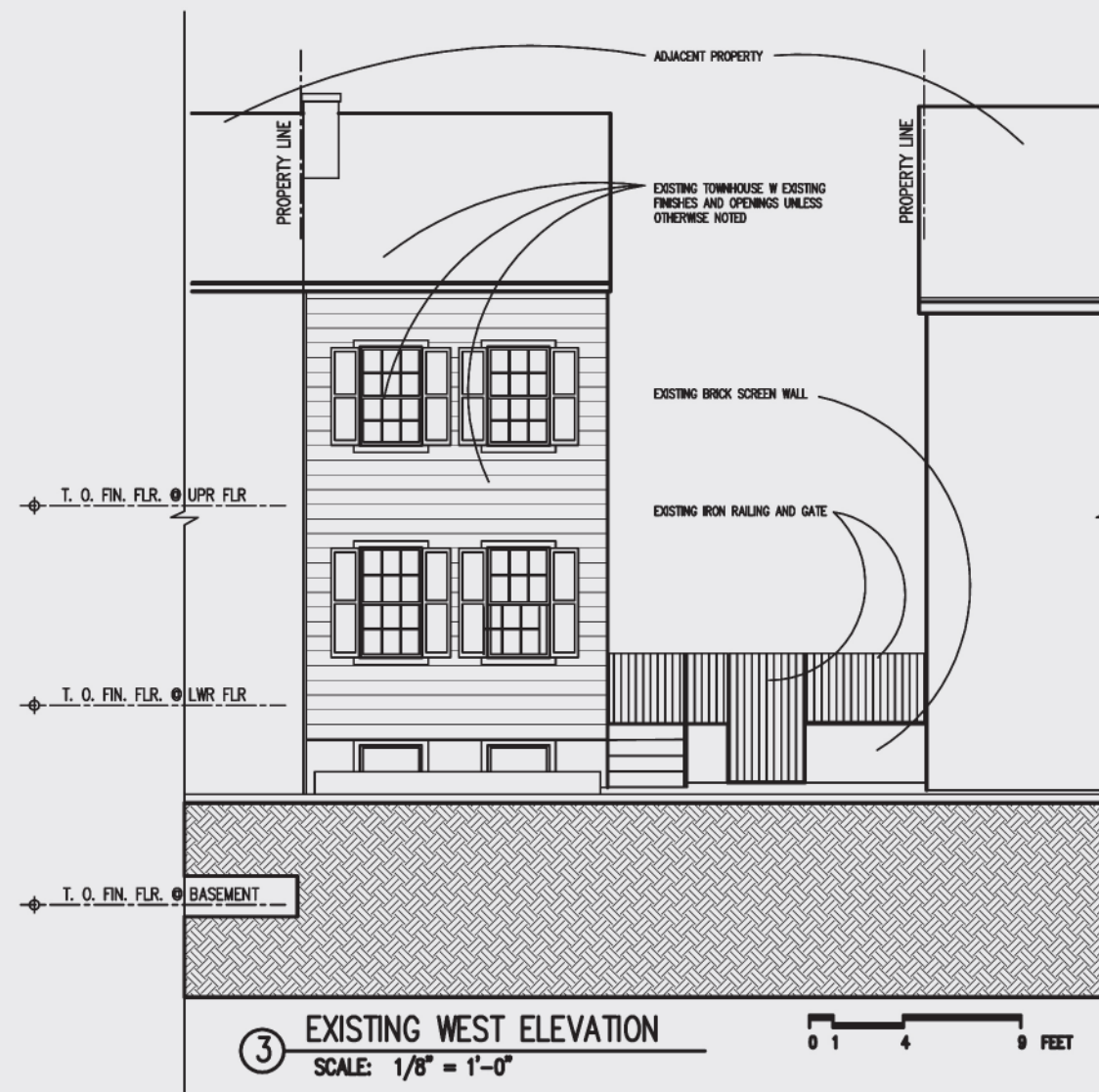


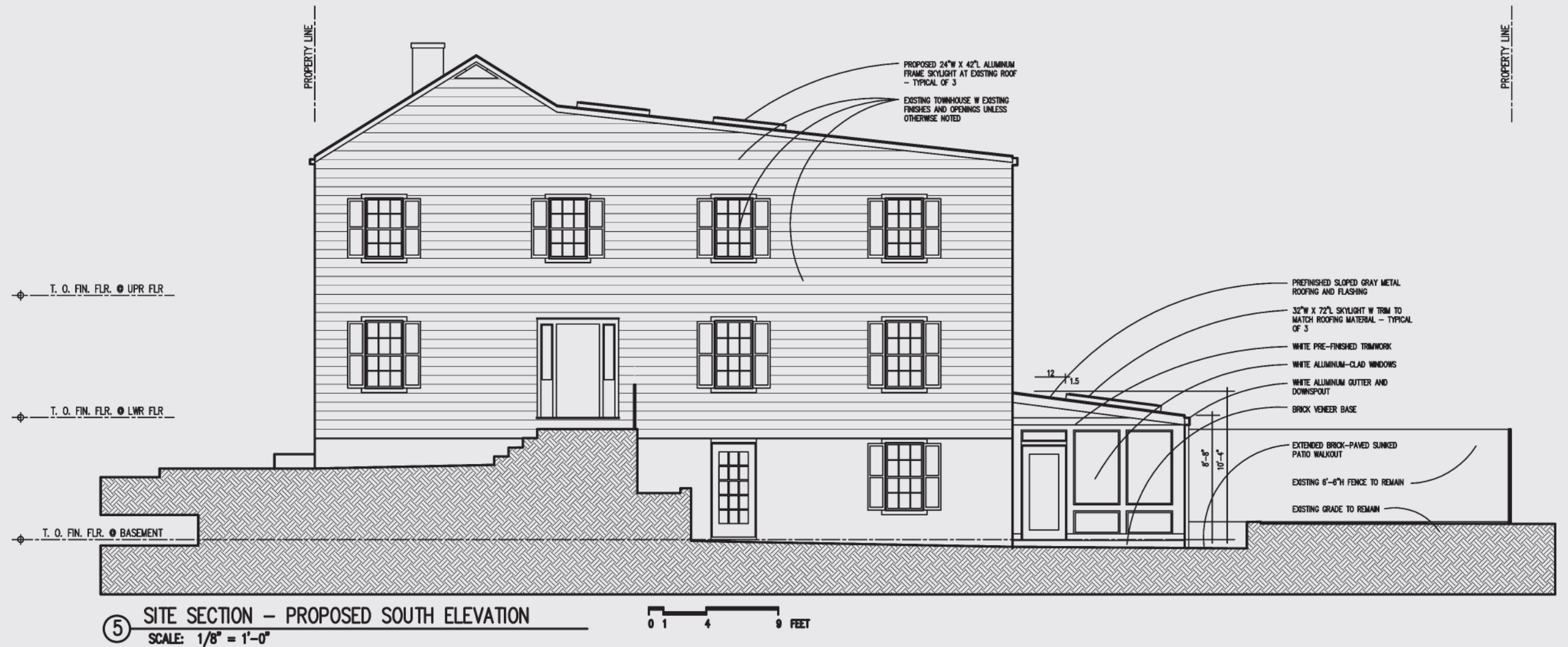
Project Existing Plat with
Proposed Project Markups
Open Space conditions

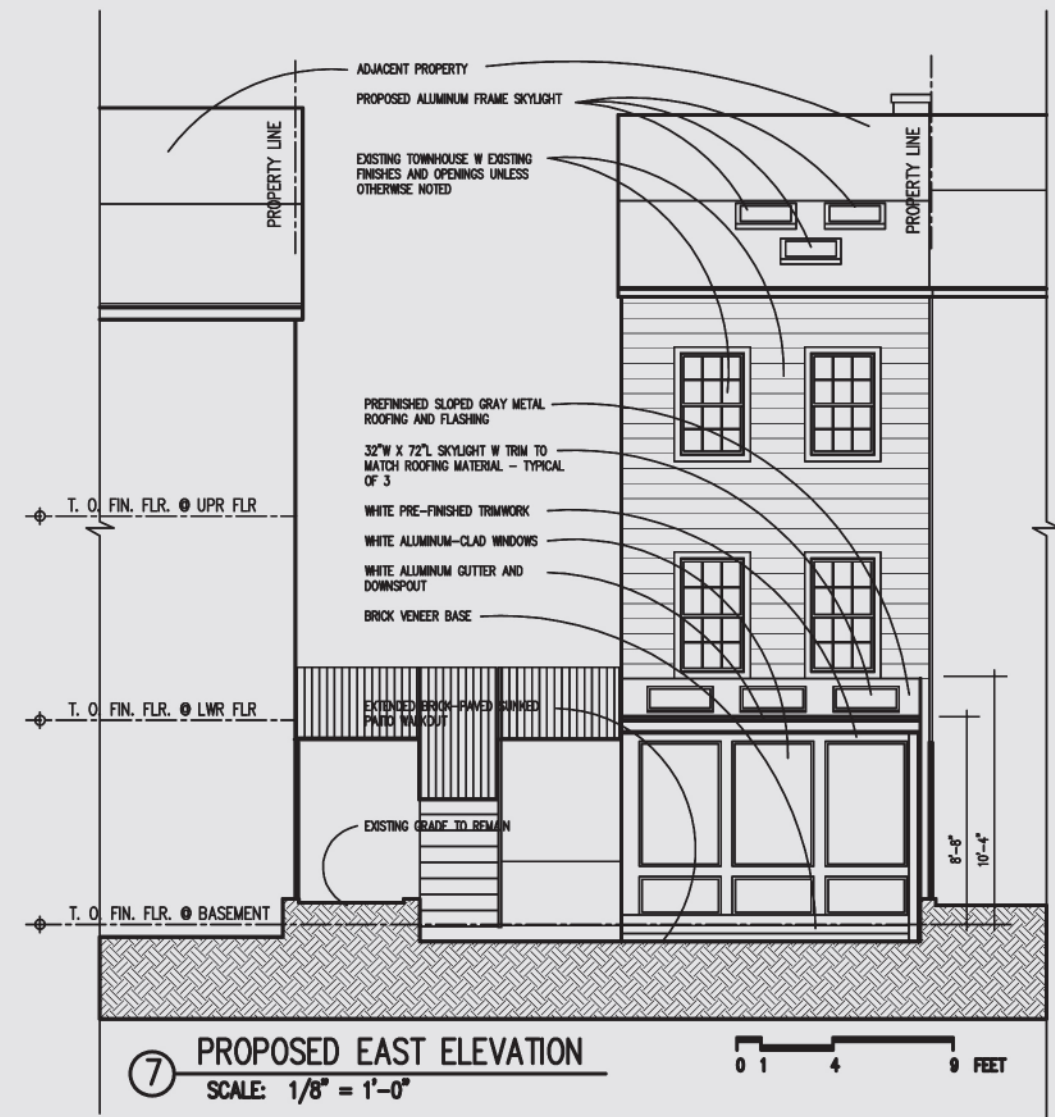
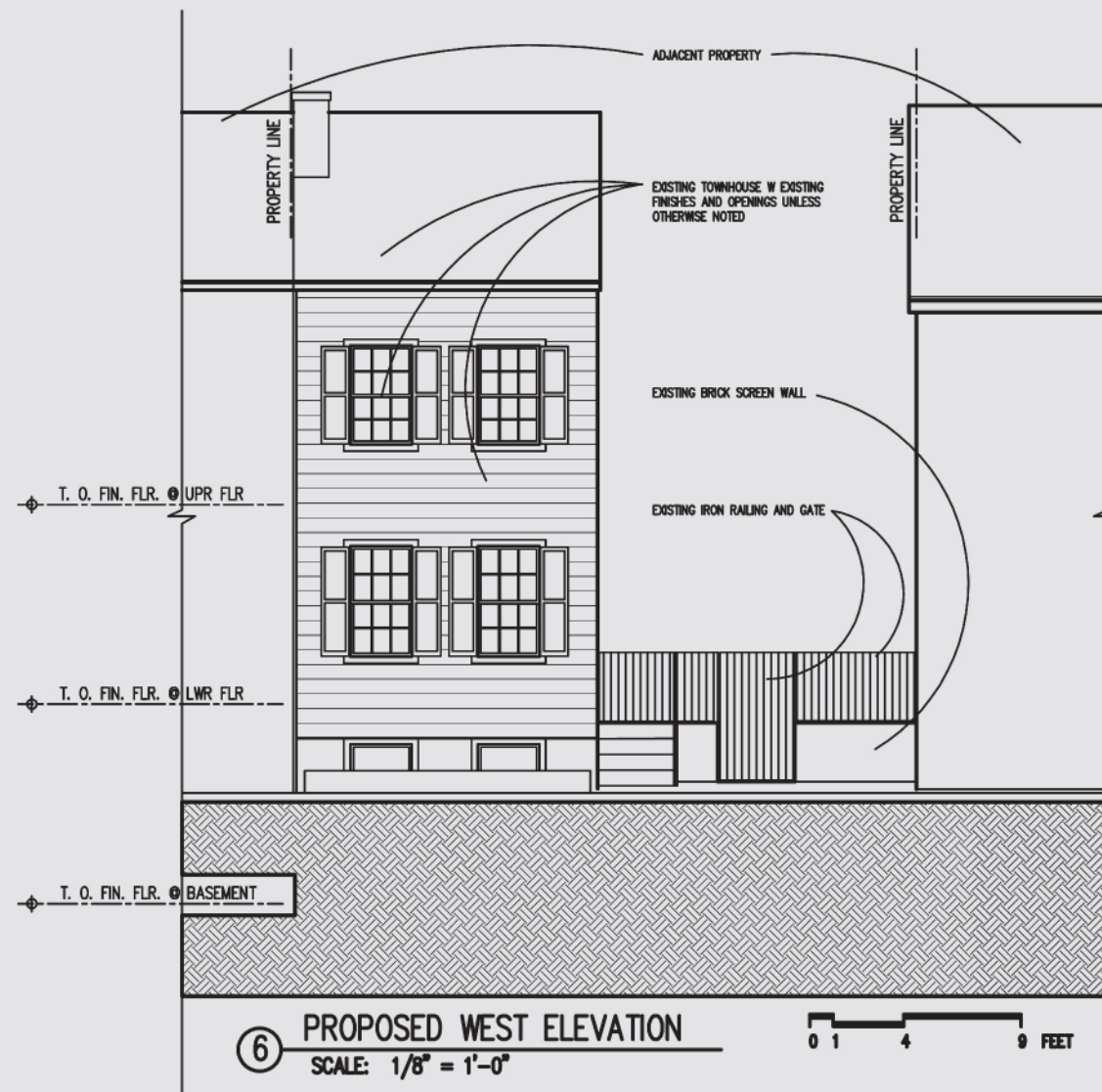












Existing Neighborhood Roof Skylights

Several houses close to this Project House have skylights easily visible from the Public Space.



Aerial Photo Far Bottom Right with
Photos of toward the Proposed Project
from Princess Street

Existing Neighborhood Views

The attached photos show existing views of the rear of the house from the Public Space. They indicate that the existing roof is difficult to be seen, therefore making the proposed skylights also difficult to be seen.

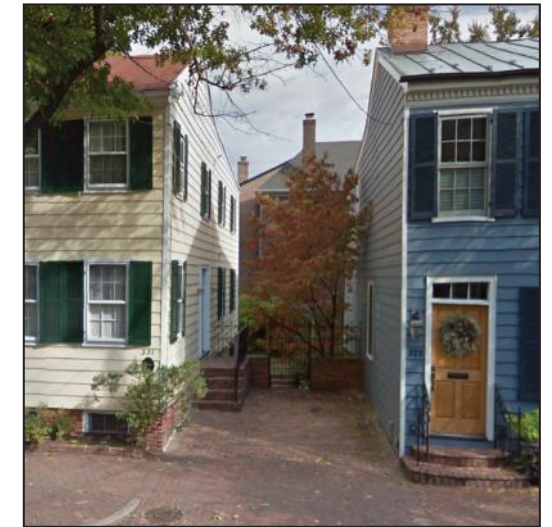
These photos also demonstrate that the portion of the rear wall where the Sunroom is to be located is also difficult to be seen.



Aerial Photo far bottom right with
Photos of toward the Proposed Project
from Princess Street

Concept Perspective Sketch
of Proposed Sunroom from St.
Asaph Street

View of Proposed Sunroom Addition
from the Public Space sidewalk



Right: Concept Sketch in Photo of
Proposed Sunroom Addition through
Side Yard space

Far Right: Photo of Side Yard space

Concept Perspective Sketch of
Proposed Sunroom



Right: Concept Sketch of Proposed
Sunroom Addition

Far Right: Photo of rear of Existing
House



DEPARTMENT OF PLANNING AND ZONING

FLOOR AREA RATIO AND OPEN SPACE CALCULATIONS

A. Property Information

A1. Street Address 331 N St Asaph Street Zone RM

A2. 2204 SF x 1.5 = 3306 SF
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B1. Existing Gross Floor Area *
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0 Sq. Ft.

B3. Existing Floor Area minus Exclusions
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 (subtract B2 from B1)

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

Proposed Gross Area*		Allowable Exclusions	
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Second Floor	0	Mechanical**	0
Third Floor	0	Other**	0
Porches/ Other	0	Total Exclusions	
Total Gross *	150		

C1. Proposed Gross Floor Area *
150 Sq. Ft.

C2. Allowable Floor Exclusions**
0 Sq. Ft.

C3. Proposed Floor Area minus Exclusions
150 Sq. Ft.
 (subtract C2 from C1)

D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 2023 Sq. Ft.

D2. Total Floor Area Allowed by Zone (A2) 3306 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	624.3 + 283.7 = 1296 SF
Required Open Space	2204 x .35 = 771.4 SF
Proposed Open Space	1296 - 150 = 1146 SF

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

Signature: 

Date: 5/22/2017

ADDRESS OF PROJECT: 331 N. ST. ASAPH ST., ALEXANDRIA, VATAX MAP AND PARCEL: 064.04-03-48, # 064.04-03-48 ZONING: RMAPPLICATION 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: ANTHONY ACAMPORAAddress: 331 N. ST. ASAPH ST.City: ALEXANDRIA State: VA Zip: 22314Phone: 540.280.4141 E-mail: ACAMPORAA@GMAIL.COMAuthorized Agent *(if applicable)*: ☐ Attorney ☒ Architect ☐ _____Name: JACK L. SCOTT, AIA Phone: 703.587.8590E-mail: JSCOTT@JACKSCOTTARCHITECTS.COM**Legal Property Owner:**Name: ANTHONY AND KATHERINE ACAMPORAAddress: 331 N. ST. ASAPH ST.City: ALEXANDRIA State: VA Zip: 22314Phone: 540.280.4141 E-mail: ACAMPORAA@GMAIL.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*

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

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

This project is proposed to be for the partition renovation of and small addition to the house at 331 N. St. Asaph Street, Alexandria, Va. The majority of the work proposed is interior work focusing largely on the Bathrooms, Staircase, Basement Utility Room and Basement Kitchen & Dining Room. The proposed exterior work includes the addition of a single-story Sunroom to the Basement and the Addition of skylights at the existing roof. The Sunroom will allow for the extension of the new Kitchen/Dining area in the Basement. The height of the Sunroom is not proposed to exceed the level of the existing Lower Floor window sills. This Sunroom area is not proposed to exceed 150sf and be difficult to see from the Public Space. The proposed skylights too are proposed to be located such that it will be difficult to see them from the Public Space. Several neighboring houses have skylights similar to those proposed here, though more prominently visible from the Public Space.

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.

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: Jack ScottPrinted Name: Jack Scott, AADate: 06.05.17

OWNERSHIP AND DISCLOSURE STATEMENT
Use additional sheets if necessary

REVISED 6/20

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. ANTHONY ACAMPORA	331 N. ST. ASAPH STREET ALEXANDRIA, VA 22314	50%
2. KATHERINE ACAMPORA	331 N. ST. ASAPH STREET ALEXANDRIA, VA 22314	50%
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.

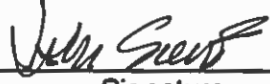
Name	Address	Percent of Ownership
1. — SAME AS ABOVE —		
2.		
3.		

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. ANTHONY ACAMPORA	NONE	N/A
2. KATHERINE ACAMPORA	NONE	N/A
3. JACK L SCOTT	NONE	N/A

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.

06.20.2017 JACK L. SCOTT (AGENT) 
Date Printed Name Signature