

Docket Item # 17
BAR CASE # 2017-0200

BAR Meeting
July 5, 2017

ISSUE: Certificate of Appropriateness for Alterations

APPLICANT: Dennis Cearn and Carlene Cross

LOCATION: 210 Jefferson Street

ZONE: RM/Townhouse zone

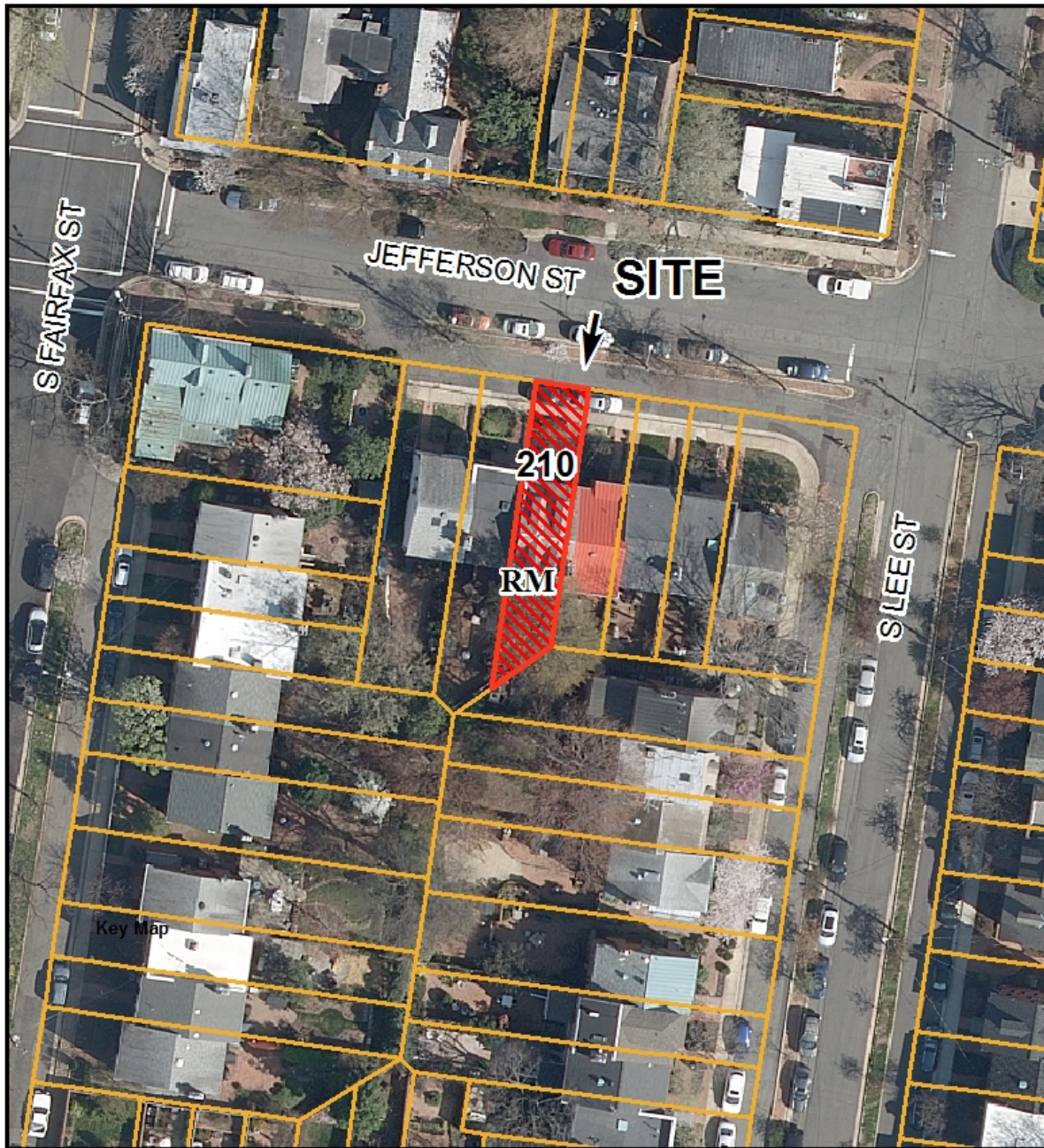
STAFF RECOMMENDATION

Staff recommends approval of the application with the following conditions:

1. Delete the decorative face trim at the four replacement windows on the first and second floor;
2. Work with staff on the proportions of the entry door surround;
3. Work with staff on final design details of the pedimented dormers to improve the proportions and make the stylistic elements compatible with the vernacular townhouse;
4. The existing round wood window adjacent to the front door must be carefully removed and stored on site for possible future reuse; and
5. All replacement windows must meet the Alexandria Replacement Window Performance Specifications.

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 #2017-00200
210 Jefferson Street



I. ISSUE

The applicant is requesting approval of a Certificate of Appropriateness for exterior alterations. The proposed alterations include the following:

1. Replace existing six-panel front entry door and add door surround;
2. Replace four windows front (north) elevation and add window trim;
3. Replace two dormer windows on the front (north) elevation and replace window trim;
4. Replace bull's eye window with stained glass window.

The applicant has already painted the property which was previously painted brick, which did not require BAR approval, and removed the inoperable shutters, which did not comply with the BAR's adopted *Design Guidelines*.

II. HISTORY

The three-story, three-bay Colonial Revival townhouse at 210 Jefferson Street is a part of the Yates Garden community and first appears on the **1958** Sanborn maps. The BAR approved a rear addition on the property in 1982.

III. ANALYSIS

While these townhouses were constructed shortly after the Old and Historic Alexandria District was created in 1946, and were certainly not the reason for creating the district, they were included in the original district boundaries and over time their character and presence has contributed to the district as a whole. Additionally, much like the garden apartment complexes on the north and south ends of Washington Street, the Yates Gardens townhouses are now sixty and seventy years old and they have acquired historic significance in their own right as an early master planned mixed use development (the retail center was demolished to construct the Beltway). When constructed, the Yates Gardens townhouses were conceived as larger compositions on block-faces rather than individually-designed townhouses. Their character is a result of the collective expression of the vernacular Colonial Revival style that was deemed appropriate for George Washington's home town. The original design intent was not high-style dwellings rather it was much more modest and vernacular in style and were constructed on a large scale to meet increased housing demands prompted during and after World War II.

As property values in the historic district have steadily increased over the years, the BAR sees increasing requests to improve properties through the construction of additions as well as through the increased ornamentation of original elements. While staff would not support adding high-style decorative trim and similar elements to an 18th or early 19th-century townhouse, it is less clear where the line of appropriateness falls for mid-20th-century resources. On the one hand, making a house appear higher style than it was when constructed generally goes against preservation guidance but on the other hand, Alexandria is not a museum and modest improvements are what made the rich tapestry of buildings that residents and tourists enjoy today.

An accentuated front door is an important identifying feature of the Colonial Revival style. Entrance doors in this style often had large glazed areas and the proposed 12 light wood door design is architecturally appropriate. Boral brand synthetic wood trim will surround the

proposed door, and the simple trabeated (post and beam) forms are generally consistent with the door. However, the proportions of the trim surrounding the door need further refinement, as the trim on the sides should be significantly narrower than the entablature above the door is tall, or the entablature should be taller. While the BAR's Minor Architectural Elements policy only permits synthetic trim on buildings constructed after 1975, when these products generally became commercially available, staff supports its use in the proposed locations on this Yates Garden townhouse. Staff can work with the applicant on these details with direction provided by the BAR.

The applicant also proposes to replace the four windows on the front, and add pilasters and crown molding to the existing two front-gable dormers. The replacement windows at the dormer are proposed to be arched top double-hung windows with a light configuration, inspired by Georgian style dormers on Gentry Row on Prince Street. Staff concurs that the existing dormers are poorly proportioned, could use improvement and has no objection to the more classically inspired design. However, the proposed alterations require reconstruction of the dormer roof and the enlarged dormers will have to be even taller to contain the new windows and trim, at the risk of overwhelming the two-story dwelling below. In addition, staff notes that the dormer window materials in the application package are inconsistent. The drawings show a 6/6 sash with a single light transom and the window specifications call for 1/1 with a round-top upper sash. Finally, while the proposed dormer trim was used during the Colonial Revival period, it is much more grand than was used on the simple townhouses in the Yates Garden development. It is also not the same proportions as the applicant's example and is incomplete, lacking the molding in the rake below the apex of the pediment.

Should the BAR find the arched window and revised dormers to be appropriate for this house, staff will continue to work with the applicant and the window manufacturer on a round top double hung sash without a transom and with an appropriate divided light design and surrounding trim.

The 1st and 2nd story windows on the front (north) elevation are shown to be replaced appropriately in-kind with painted wood SDL windows with composite trim proposed around each opening. Trim such as this is used on wood frame houses to receive the siding at the jamb, not applied to the face of masonry structures. Indeed, the window trim example in the application is surrounded by clapboard siding. Masonry buildings have brick mould trim that is recessed from the face of the structure. Staff cannot support the proposed trim around these four windows.

Finally, a stained or art glass window is proposed in the round opening adjacent to the front door. Stained glass is a decorative element found on a range of architectural styles from the late 19th-century to the present day. While stained glass was not common in the Colonial Revival period, in Alexandria, art glass has become more of a matter of personal taste and this is a reversible alteration. Because the proposed round window is small in size, staff has no objection to its installation, finding that it will be much more discreet than the photo montage suggests. However, because the owner may take it to a future house or a subsequent owner may have different taste, staff recommends that the existing window, which can be difficult and expensive to reproduce, be carefully removed and stored on site for potential future reuse.

In summary, staff recommends approval of the proposed alterations with the conditions 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 project complies with zoning.

Code Administration

C-1 A building permit, plan review and inspections are required for the description listed in the 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

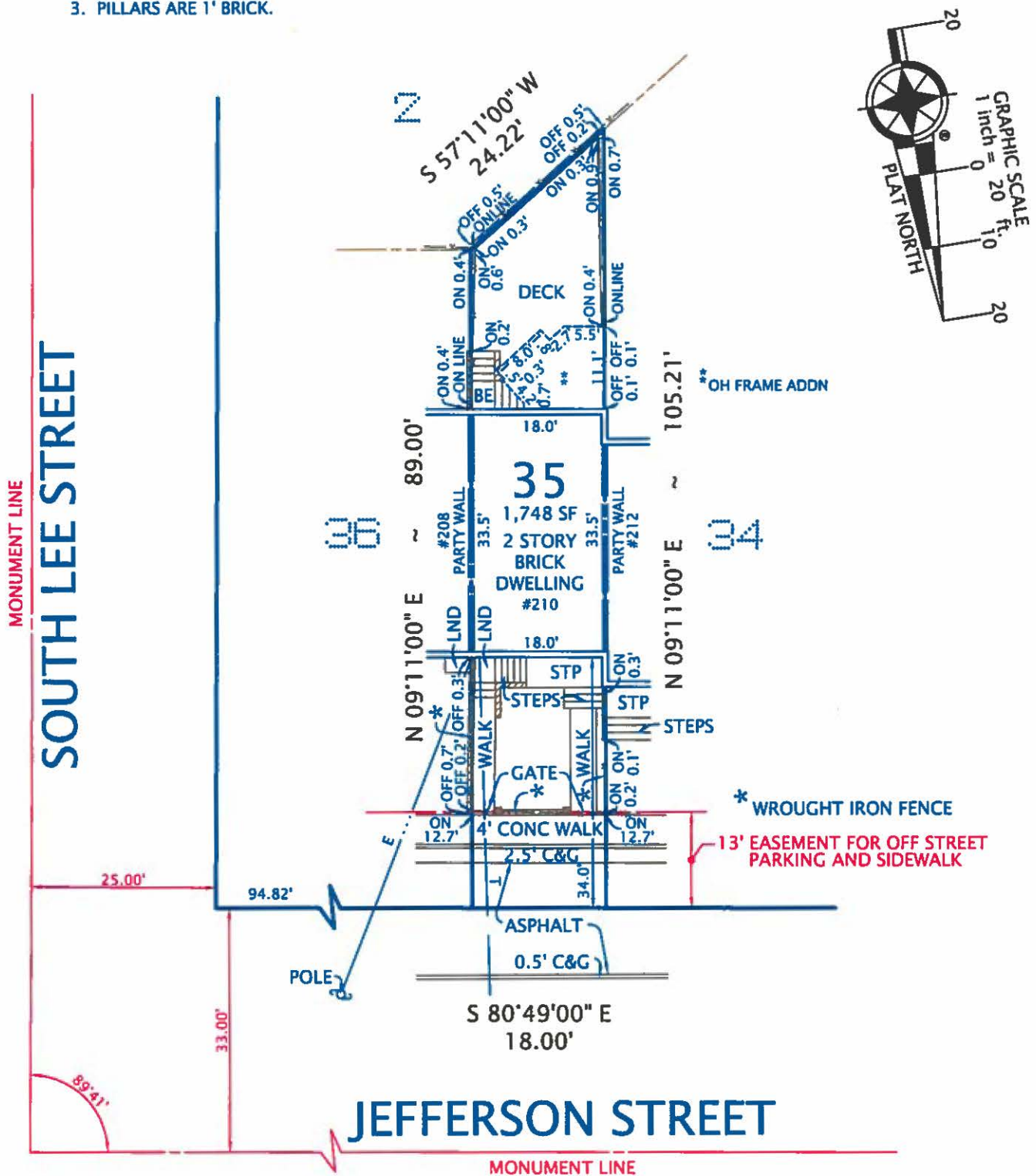
No comments received.

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR2017-00200: 210 Jefferson Street

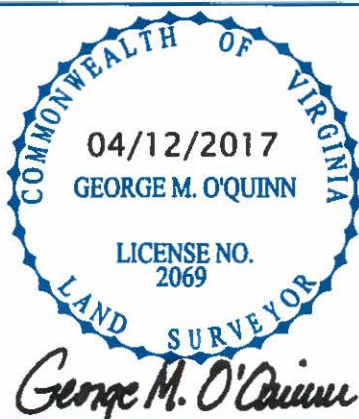
- NOTES: 1. FENCES ARE FRAME UNLESS NOTED.
2. RET. WALLS ARE 0.7' BRICK.
3. PILLARS ARE 1' BRICK.



PLAT
SHOWING HOUSE LOCATION ON
LOT 35, BLOCK 6
YATES GARDENS
(DEED BOOK 366, PAGE 154)
CITY OF ALEXANDRIA, VIRGINIA
SCALE: 1" = 20' APRIL 12, 2017

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE:

THIS PLAT IS SUBJECT TO RESTRICTIONS OF RECORD.
A TITLE REPORT WAS NOT FURNISHED.
NO CORNER MARKERS SET.



Ordered by:
MBH
Settlement Group, L.C.
228 S. Washington Street
Suite 100
Alexandria, VA 22314
Phone: (703) 739-0100
Fax: (703) 739-8339

DOMINION Surveyors Inc.
8808-H PEAR TREE VILLAGE COURT
ALEXANDRIA, VIRGINIA 22309
703-619-6555
FAX: 703-799-6412

General Description of Proposed Work

The Applicant intends to make minor exterior alterations to the front wall of property consisting of:

- Painting previously painted masonry (see photos of existing and final exterior paint)
- Remove shutters (permanently)
- Replace existing 6-panel front entry door and add door surround
- Replace four (4) exterior windows in front and add window trim
- Replace two (2) exterior dormer windows and replace window trim
- Replace round exterior window with stained glass window





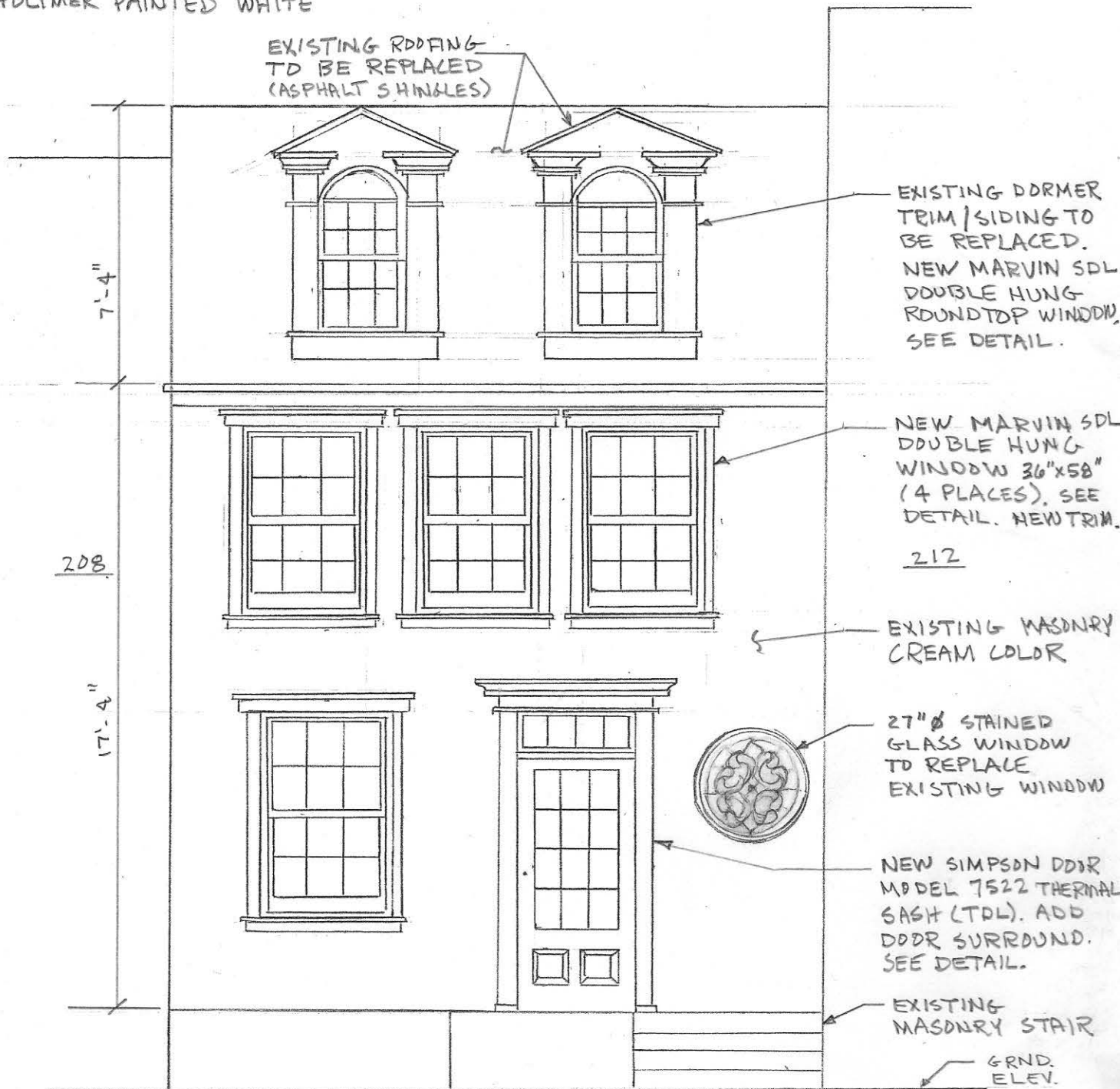
DAVID EVANS
AND ASSOCIATES INC.

JOB DESCRIPTION _____
CALCULATION FOR _____

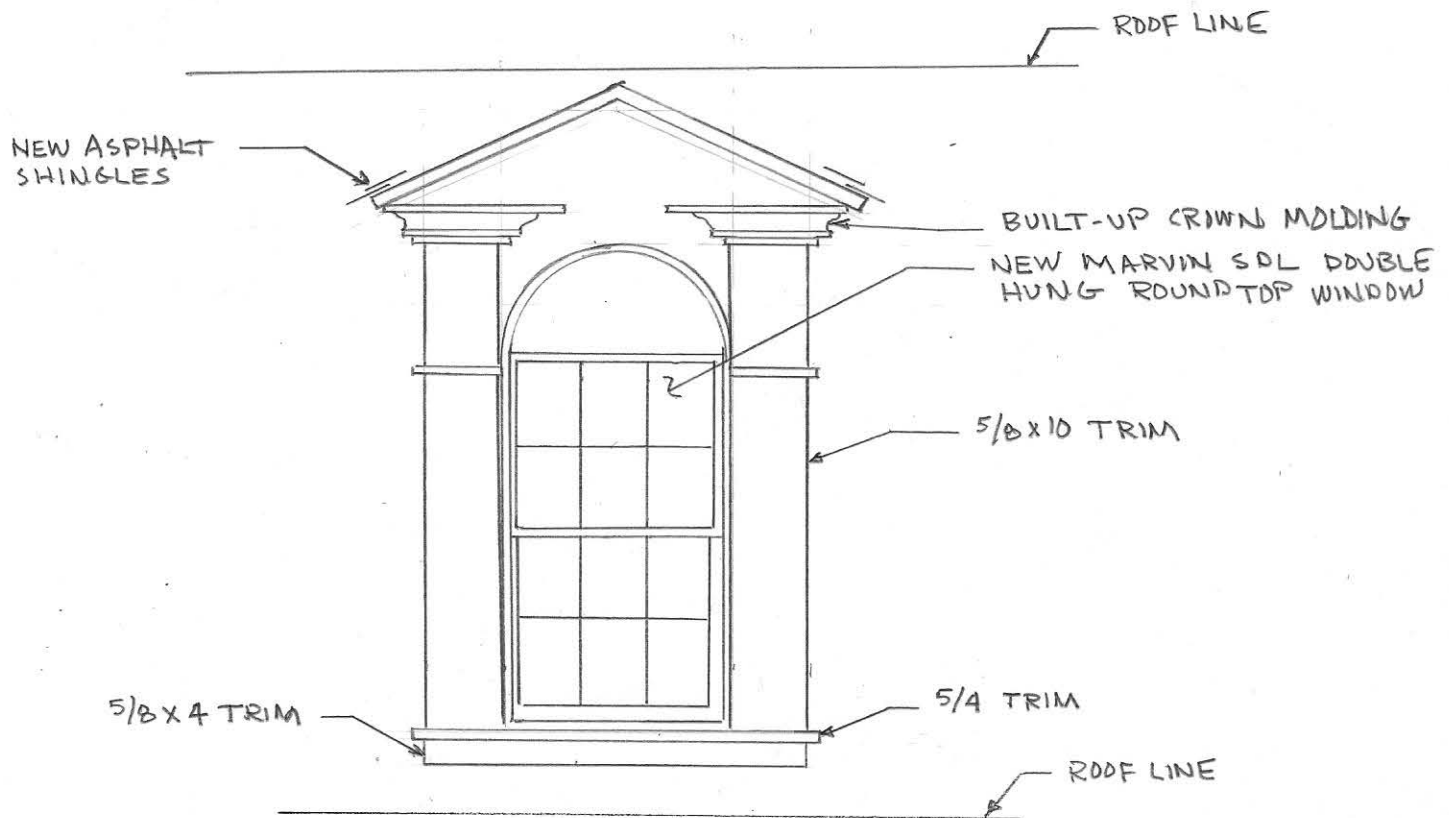
JN. _____
BY _____ DATE _____
SHEET _____ OF _____ SHEETS
CHECKED BY _____ DATE _____

NOTES:

1. TRIM TO BE COMPOSITE
POLYMER PAINTED WHITE

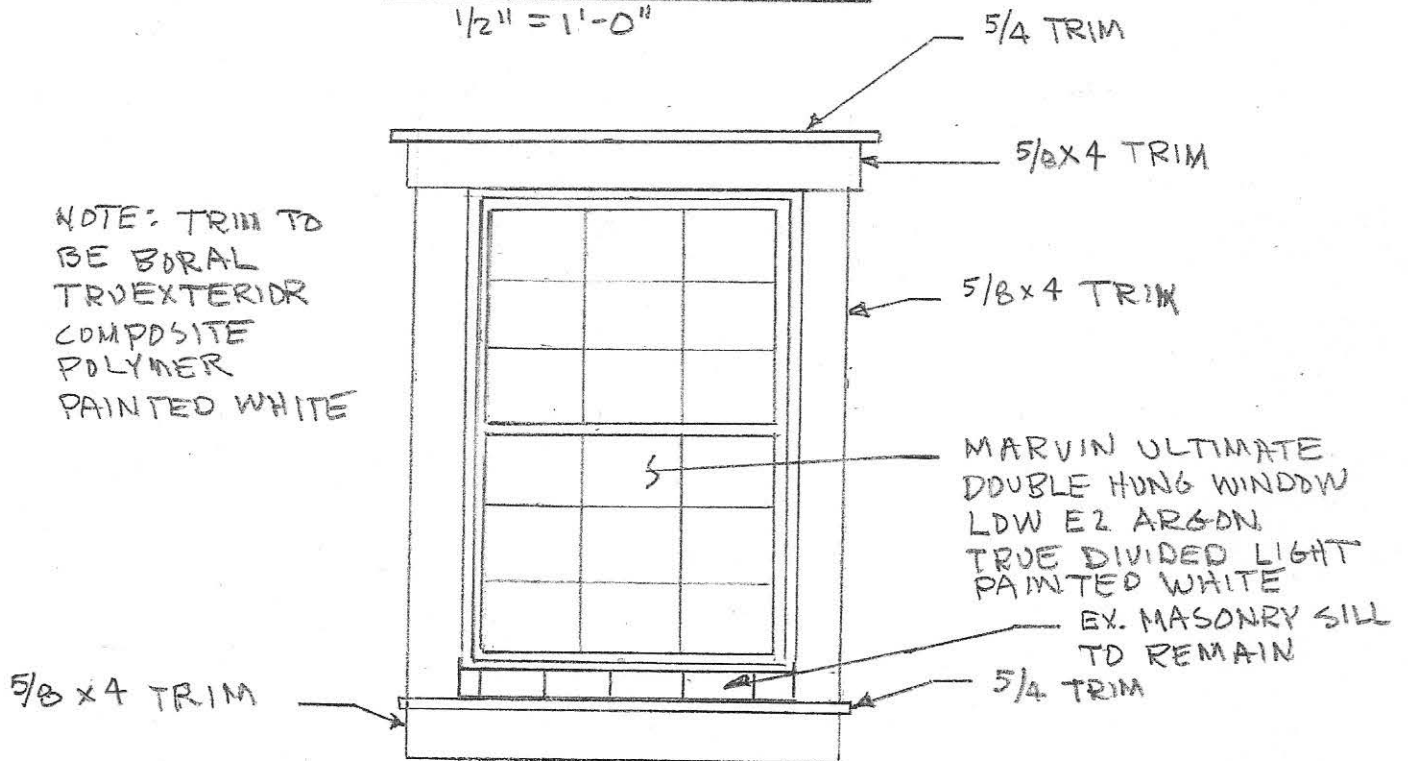


210 JEFFERSON STREET
FRONT ELEVATION - PROPOSED
 $\frac{1}{4}'' = 1'-0''$



DORMER ELEVATION

1/2" = 1'-0"



WINDOW ELEVATION TYPICAL

1/2" = 1'-0"



DAVID EVANS
AND ASSOCIATES INC.

JOB DESCRIPTION _____

CALCULATION FOR _____

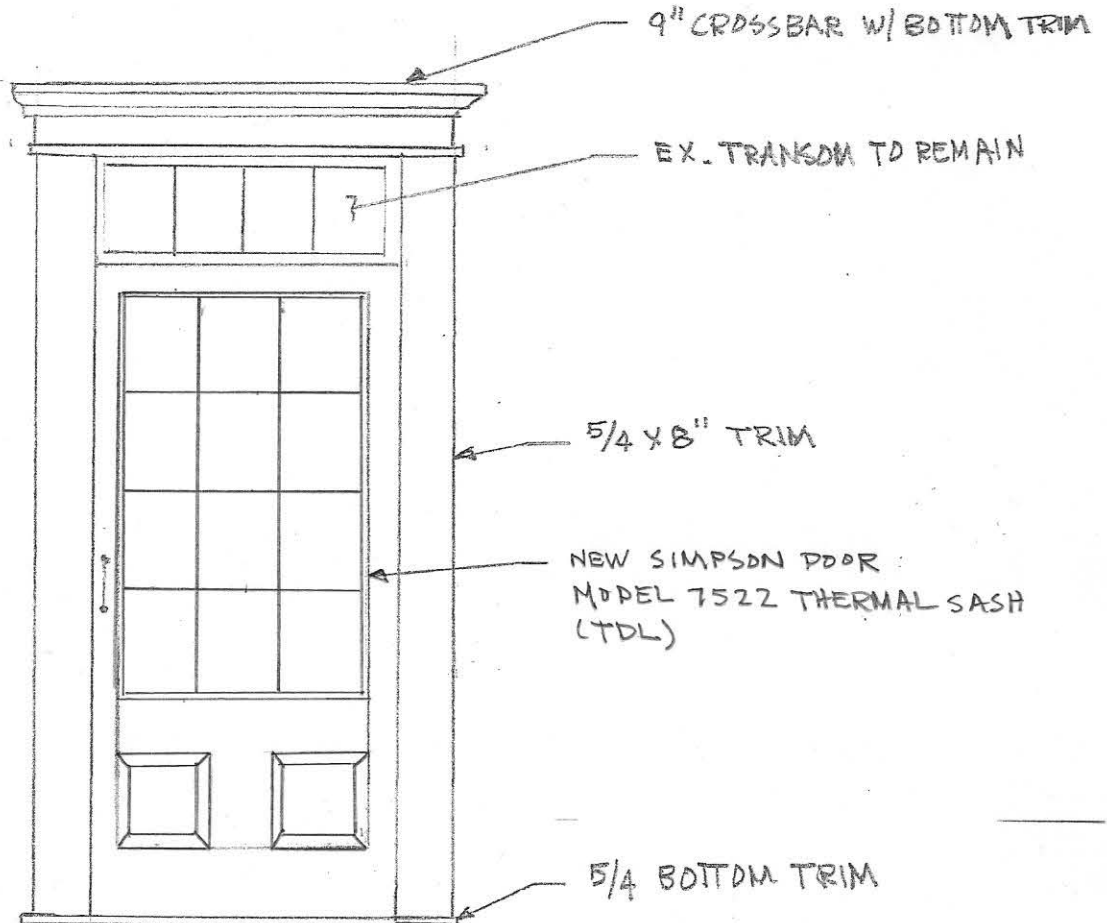
JN. _____

BY _____ DATE _____

SHEET _____ OF _____ SHEETS

CHECKED BY _____ DATE _____

NOTE: TRIM TO BE Boral
TRU EXTERIOR
COMPOSITE POLYMER
PAINTED WHITE



DOOR ELEVATION

1/2" = 1'-0"

Photos

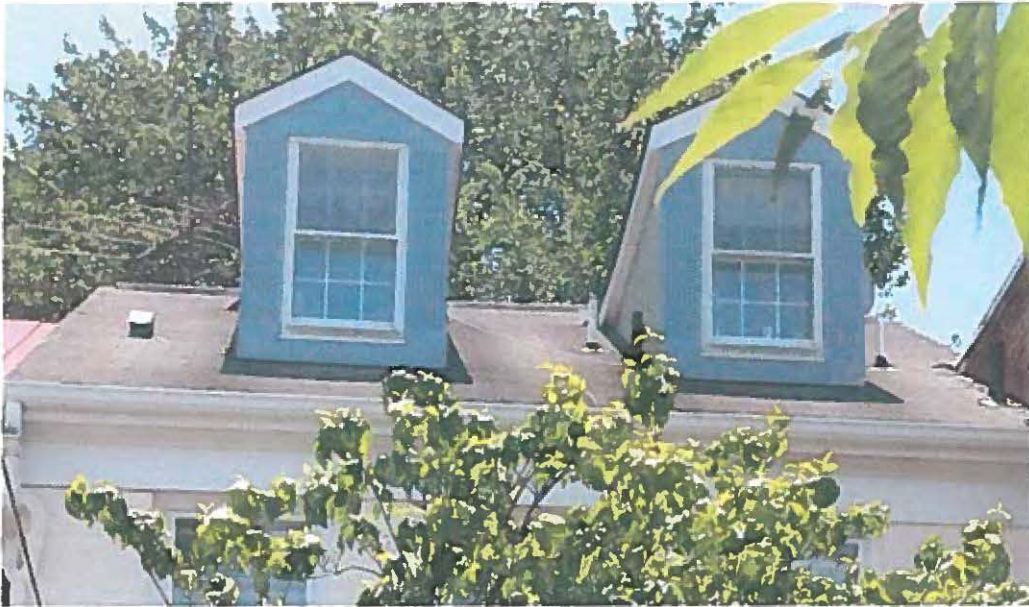


Subject property is blue home.
Original color shown.



New color (cream) shown.

Photos



Existing dormer windows shown. Note: new dormer casing will be painted cream color when completed.



Existing round exterior window shown at right. Proposed stained glass window shown at left.



Design of stained glass window as prepared by Washington Art Glass.

Photos



Existing elevation view showing existing door and windows. Door and windows proposed to be replaced and receive surround and casings.



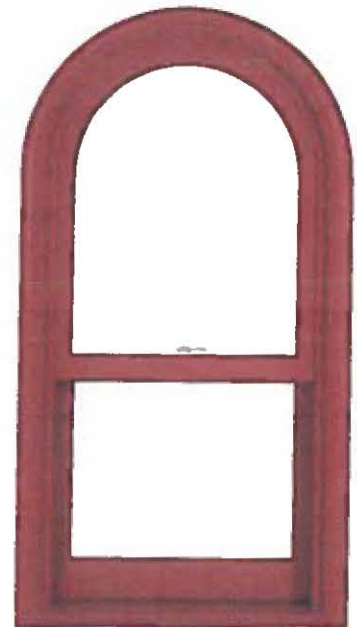
Proposed new exterior windows; Marvin Ultimate Double Hung

- Low E2 Argon insulated glass
- All wood interior and exterior
- True divided light
- Painted white



Proposed new exterior door; Simpson Thermal French Door:

- 1-3/4" Douglas Fir
- True divided light
- 3/4" insulated glass
- Painted white



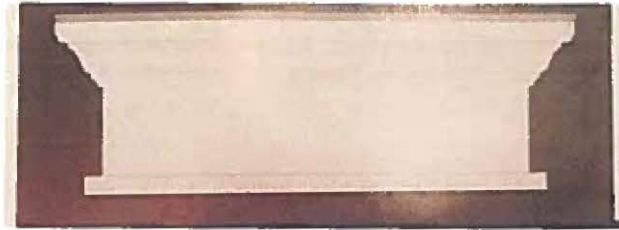
Proposed new exterior dormer window; Marvin Ultimate Double Hung Round Top

- Low E2 Argon insulated glass
- All wood interior and exterior
- Painted white

Photos



Example of proposed door surround – see detailed drawings for dimensions and actual proposed detail.



Proposed 9" Crosshead over door



Example of proposed door surround – see detailed drawings for dimensions and actual proposed detail.



Example of proposed dormer framing surround – see detailed drawings for dimensions and actual proposed detail.

7522 — THERMAL SASH (TDL)



SERIES: Exterior French & Sash Doors

TYPE: Exterior French & Sash

APPLICATIONS: Can be used for a swing door, with barn track hardware, with pivot hardware, in a patio swing door or slider system and many other applications for the home's exterior.





Construction Type:

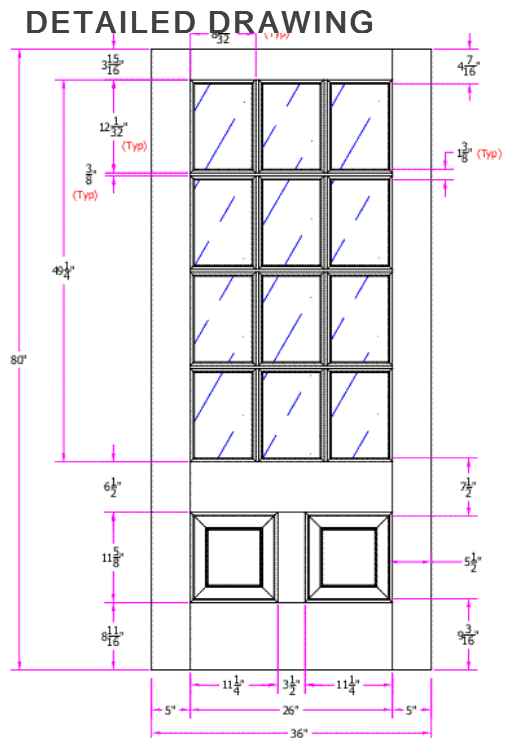
Engineered All-Wood Stiles and Rails with Dowel Pinned Stile/Rail Joinery

Panels: 1-7/16" Innerbond® Double Hip-Raised Panel

Glass: 3/4" Insulated Glazing

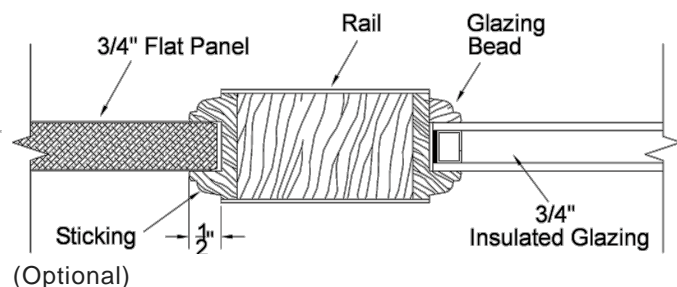
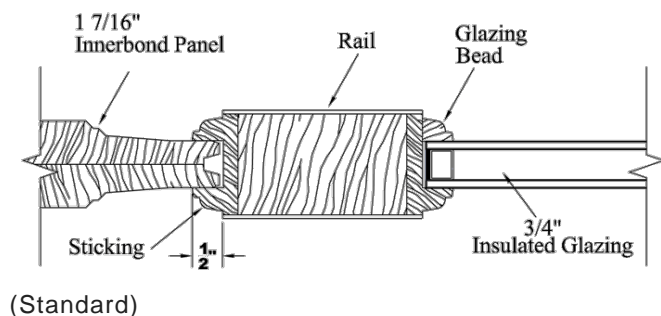
STANDARD FEATURES

-  Any Wood Species
-  Virtually Any Size
-  Glass Options
-  Privacy Rating: 1



THIS DRAWING AND THE INFORMATION CONTAINED HEREIN IS THE PROPRIETARY TO SIMPSON DOOR COMPANY

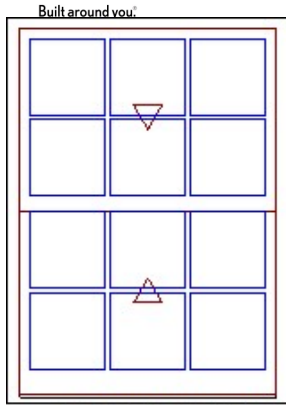
DETAILS



LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

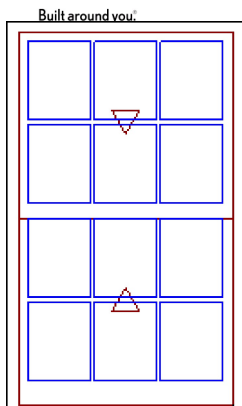
Line #1	Mark Unit: Kitchen			
Qty: 1				



MO 39 3/4" X 54"
FS 39 1/4" X 53 3/4"
RO 40 1/4" X 54 1/4"
Egress Information
Width: 35 11/16" Height: 21 11/64"
Net Clear Opening: 5.25 SqFt

Primed Pine Exterior
Primed Pine Interior
Wood Ultimate Double Hung
Rough Opening w/o Subsill
40 1/4" X 54 1/4"
Top Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Bottom Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Satin Nickel Sash Lock
Beige Jamb Hardware
No Screen
4 9/16" Jambs
Exterior Casing - None
No Subsill
No Installation Method

Line #2	Mark Unit: bath			
Qty: 1				



As Viewed From The Exterior

Primed Pine Exterior
Primed Pine Interior
Wood Ultimate Double Hung
Rough Opening w/o Subsill
36" X 58 1/4"
Top Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Bottom Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG

Accepted:

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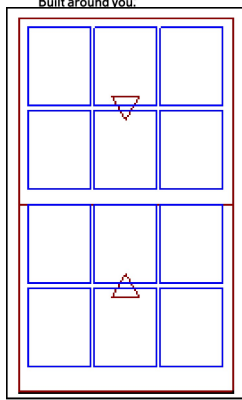
Page 3 of 7

MO 35 1/2" X 58"
FS 35" X 57 3/4"
RO 36" X 58 1/4"
Egress Information
Width: 31 7/16" Height: 23 11/64"
Net Clear Opening: 5.06 SqFt

Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Satin Nickel Sash Lock
Beige Jamb Hardware
No Screen
4 9/16" Jambs
Exterior Casing - None
No Subsill
No Installation Method

Line #3
Qty: 1

Mark Unit: BR 1



As Viewed From The
Exterior

MO 35 1/2" X 58"
FS 35" X 57 3/4"
RO 36" X 58 1/4"
Egress Information
Width: 31 7/16" Height: 23 11/64"
Net Clear Opening: 5.06 SqFt

Primed Pine Exterior
Primed Pine Interior
Wood Ultimate Double Hung
Rough Opening w/o Subsill
36" X 58 1/4"
Top Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Bottom Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Satin Nickel Sash Lock
Beige Jamb Hardware
No Screen
4 9/16" Jambs
Exterior Casing - None
No Subsill
No Installation Method

Line #4
Qty: 1

Mark Unit: BR 2

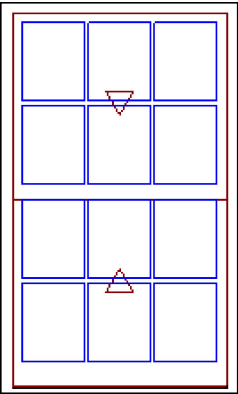


Primed Pine Exterior
Primed Pine Interior
Wood Ultimate Double Hung
Rough Opening w/o Subsill
36" X 58 1/4"
Top Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless

Accepted:

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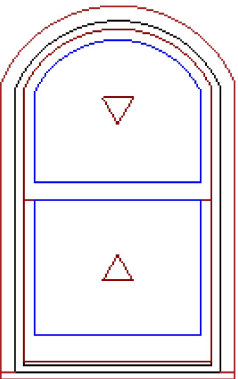
Page 4 of 7



As Viewed From The
Exterior
MO 35 1/2" X 58"
FS 35" X 57 3/4"
RO 36" X 58 1/4"
Egress Information
Width: 31 7/16" Height: 23 11/64"
Net Clear Opening: 5.06 SqFt

Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Bottom Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
Primed Pine Ext - Primed Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Satin Nickel Sash Lock
Beige Jamb Hardware
No Screen
4 9/16" Jambos
Exterior Casing - None
No Subsill
No Installation Method

Line #6	Mark Unit:			
Qty: 2				



As Viewed From The
Exterior
Pattern not drawn
because of comment
MO 31 3/8" X 49 13/16"
FS 28 1/4" X 48 1/4"
OC 30 7/8" X 49 9/16"
RO 29 1/4" X 48 3/4"
Egress Information
No Egress Information available.

Bare Pine Exterior
Bare Pine Interior
Wood Ultimate Double Hung Round Top Operator - RT6
Frame Size w/ Subsill
28 1/4" X 48 1/4"
Frame Size Springline w/ Subsill
from bottom: 39"
Rough Opening w/ Subsill
29 1/4" X 48 3/4"
Rough Opening Springline w/ Subsill
from bottom: 39 7/64"
Entered Bottom Glass Height 19"
Hindrance: Partial Travel - Current dimensions will not allow full travel of the bottom sash.
Top Sash
Bare Pine Sash Exterior
Bare Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
6 Rect Lites
Bare Pine Ext - Bare Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
Bottom Sash
Bare Pine Sash Exterior
Bare Pine Sash Interior
IG
Low E2 w/Argon
Stainless Perimeter and Spacer Bar
5/8" SDL - With Spacer Bar - Stainless
Rectangular - Special Cut 3W2H
6 Rect Lites
Bare Pine Ext - Bare Pine Int
Putty Exterior Glazing Profile
Ovolo Interior Glazing Profile
#ADDITIONAL COST FOR GOTHIC SDL GRILLES IN TOP SASH ONLY
Satin Taupe Sash Lock
Beige Jamb Hardware
Aluminum Screen

Accepted:

Processed on: 6/22/2017 10:19:40 AM

Charcoal Fiberglass Mesh
Stone White Surround
W1144 Interior Trim Bare Pine
4 9/16" Jambs
Bare Pine BMC
Bare Pine Standard Subsill
No Installation Method
Non system generated Pricing
***Note: Some balance tubes may restrict sash travel regardless of springline.

ADDRESS OF PROJECT: 210 Jefferson Street
 TAX MAP AND PARCEL: 080-04 Lot 35 Blk 6 Yates Gardens ZONING: RM

APPLICATION FOR: *(Please check all that apply)*

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

Applicant: ☒ Property Owner ☐ Business *(Please provide business name & contact person)*

Name: Dennis Cearn's & Carlene Cross

Address: 210 Jefferson Street

City: Alexandria State: VA Zip: 22314

Phone: 425 577-2618 E-mail: dennycearn's@comcast.net

Authorized Agent *(if applicable)*: ☐ Attorney ☐ Architect ☐ _____

Name: _____

Phone: _____

E-mail: _____

Legal Property Owner:

Name: Dennis J. Cearn's and Carlene Cross

Address: 210 Jefferson Street

City: Alexandria State: VA Zip: 22314

Phone: 425 577-2618 E-mail: dennycearn's@comcast.net

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

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

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

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

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

Permanently remove shutters
 Replace existing door and add door surround
 Replace 4 existing windows and add window trim
 Replace 2 existing dormer windows and replace window trim
 Replace round exterior window with stained glass

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: Dennis CearnPrinted Name: Dennis CearnDate: 04/05/17

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. Dennis J. Cearns	210 Jefferson Street Alexandria, VA 22314	50%
2. Carlene R. Cross	210 Jefferson 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 210 Jefferson Street (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. Dennis J. Cearns	210 Jefferson Street Alexandria, VA 22314	50%
2. Carlene R. Cross	210 Jefferson Street Alexandria, VA 22314	50%
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. Dennis J. Cearns	None	N/A
2. Carlene R. Cross	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.

6/21/17 Dennis J. Cearns Dennis J. Cearns
Date Printed Name Signature