

Docket Items #3 & #4  
BAR CASE #2017-0246 &  
2017-0247

BAR Meeting  
July 26, 2017

**ISSUE:** Partial Demolition/Capsulation, Alterations and Addition

**APPLICANT:** Doris Sokoloff and Mimi Konoza

**LOCATION:** 317 North Patrick Street

**ZONE:** RB/Residential

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**STAFF RECOMMENDATION**

Staff recommends approval of the Permit to Demolish/Capsulate, and Certificate of Appropriateness with the following conditions:

1. That the applicant coordinate with staff on the condition of the historic siding after the removal of the vinyl siding so that as much of the historic fabric can be maintained and preserved as possible; and,
2. That the trim over the windows on the first floor be simplified, or modified in the field if there is evidence of a different trim profile.

## **GENERAL NOTES TO THE APPLICANT**

1. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a stamped copy of the Certificate of Appropriateness or Permit to Demolish PRIOR to applying for a building permit. Contact BAR Staff, Room 2100, City Hall, 703-746-3833, or [preservation@alexandriava.gov](mailto:preservation@alexandriava.gov) for further information.
2. **APPEAL OF DECISION:** In accordance with the Zoning Ordinance, if the Board of Architectural Review denies or approves an application in whole or in part, the applicant or opponent may appeal the Board's decision to City Council on or before 14 days after the decision of the Board.
3. **COMPLIANCE WITH BAR POLICIES:** All materials must comply with the BAR's adopted policies unless otherwise specifically approved.
4. **BUILDING PERMITS:** Most projects approved by the Board of Architectural Review require the issuance of one or more construction permits by Building and Fire Code Administration (including signs). The applicant is responsible for obtaining all necessary construction permits after receiving Board of Architectural Review approval. Contact Code Administration, Room 4200, City Hall, 703-838-4360 for further information.
5. **EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B) and 10-206(B) of the Zoning Ordinance, any official Board of Architectural Review approval will expire 12 months from the date of issuance if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.
6. **HISTORIC PROPERTY TAX CREDITS:** Applicants performing extensive, certified rehabilitations of historic properties may separately be eligible for state and/or federal tax credits. Consult with the Virginia Department of Historic Resources (VDHR) prior to initiating any work to determine whether the proposed project may qualify for such credits.



**BAR #2017-00246 & 47  
317 North Patrick Street**



**Note:** Staff coupled the applications for a Permit to Demolish/Capsulate (BAR #2017-0246) and Certificate of Appropriateness (BAR #2017-0247) for clarity and brevity.

## **I. ISSUE**

The applicant is requesting approval of a Permit to Demolish/Capsulate, and a Certificate of Appropriateness for alterations and an addition at 317 North Patrick Street.

A very limited amount of capsulation is proposed so that the existing side patio can be enclosed to create a screened porch.

The applicant intends to remove all of the vinyl siding and vinyl corner boards on the house and will coordinate with staff to evaluate the condition of the historic siding below the vinyl, and will repair and replace as recommended.

In addition, the applicant proposes the following alterations:

- Installation of a stained wood four-panel door
- Removal of the front porch piers and railing and installation of new Victorian-style porch with turned columns with decorative brackets and turned newel posts, as well as a simple synthetic wood railing
- Installation of operable wood shutters
- Installation of wood crown molding trim over the existing windows on the front façade
- Installation of a standing seam metal roof on the front porch
- Installation of Jeld-Wen two-over-two painted wood, simulated-divided-light windows on the rear ell (existing historic windows on the main block to remain)
- Installation of a bronze light fixture at the front door

The addition of the screen porch utilizes the footprint of the existing side patio and the existing stacked stone retaining wall forms the bottom third of the enclosed porch. Synthetic trim and screens will be added and the new porch roof will be clad with architectural grade shingles in a weathered wood color.

## **II. HISTORY**

The two-story, three-bay vernacular frame Italianate style townhouse at 317 North Patrick Street is shown on the **1891** Sanborn Fire Insurance Company, the first time this block was mapped by the company. This property is considered an “Early” building in the Parker-Gray District. The one-story front porch with craftsman style columns was added sometime after 1958, as it does not appear on the Sanborn map from that year. Staff could locate no previous Board of Architectural Review (BAR) approvals for the subject property.

Delaney Court located behind the subject property is public.

### III. ANALYSIS

#### Permit to Demolish/Capsulate

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

Standard	Description of Standard	Standard Met?
(1)	Is the building or structure of such architectural or historic interest that its removal would be to the detriment of the public interest?	No
(2)	Is the building or structure of such interest that it could be made into an historic shrine?	No
(3)	Is the building or structure of such old and unusual or uncommon design, texture and material that it could not be reproduced or be reproduced only with great difficulty?	No
(4)	Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?	No
(5)	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 to live?	No
(6)	Would retention of the building or structure help maintain the scale and character of the neighborhood?	No

Staff has no objection to the capsulation of a small portion of the first floor of the rear ell in order to construct the screen porch. There will be no loss of material of such old and unusual or uncommon design, texture and material and that it could be reproduced easily. Staff recommends approval of the Permit to Demolish/Capsulate, as submitted.

#### Certificate of Appropriateness

Staff is pleased that this historic townhouse is being significantly rehabilitated and that existing historically inappropriate materials – vinyl siding and trim – will be removed. While much of the project could have been approved administratively, there were certain aspects of the proposal that require BAR approval so it is being brought forward in it's entirety to provide context and to reduce the applicant's fees.

While nationally accepted preservation policy, such as the Secretary of the Interior's Standards for Rehabilitation say that elements that have acquired significance in their own right should remain to show the construction evolution of the building, there is a case to be made for

removing later features that detract from the architectural character of the original structure and staff finds that to be the case here. As the front porch is a later, mid-20<sup>th</sup> century addition that appears to fall just outside the 1810-1959 period of significance of the National Register district, staff has no objection to the addition of Victorian details to the porch which better relate to the Italianate style of the house than the vernacular craftsman style it has now. Alternatively, the new porch should not give the impression that it is an original feature. It should be compatible yet have subtle differences that are apparent to a future architect or scholar. The synthetic wood baluster and brackets and the flagstone porch floor help make that distinction.

The new side porch sits on the existing low, stone patio wall and is similarly made of synthetic materials that are compatible with but subtly different from the original. The porch form is historically appropriate and it is minimally visible from a public way.

Staff commends the applicant for recognizing the need to retain the historic siding under the existing vinyl and for rehabilitating and preserving the existing windows, which contain cylinder glass. As the BAR is aware, when the *Residential Reference Guide* was adopted in 2012, the BAR stated the importance of retaining historic materials, or using historically appropriate materials, on street facing façades, while allowing for greater material flexibility on the sides and rear of early buildings. Depending on the condition of the historic siding, staff will work with the applicant to identify non-street-facing locations where synthetic siding may be appropriate. While there was likely a thicker trim around the windows originally, staff believes it may have been less decorative and more vernacular than what was proposed by the applicant. Because the removal of the vinyl siding is likely to reveal paint ghost marks indicating the original trim width, staff recommends that the final trim width be determined working with staff in the field.

Staff supports the proposed alterations, finding them an appropriate and compatible rehabilitation of this building, with the conditions noted above.

#### **STAFF**

Stephanie Sample, 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.

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

R-1 The building permit must be approved and issued prior to the issuance of any permit for



demolition. (T&ES)

- R-2 Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R-3 No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)
- F-1 After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)
- F-2 If the alley located at the rear of the parcel is to be used at any point of the construction process the following will be required:  
For a Public Alley - The applicant shall contact T&ES, Construction Permitting & Inspections at (703) 746-4035 to discuss any permits and accommodation requirements that will be required.  
For a Private Alley - The applicant must provide proof, in the form of an affidavit at a minimum, from owner of the alley granting permission of use. (T&ES)
- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)
- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-3 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-4 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)
- C-5 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)

## **V. ATTACHMENTS**

*1 – Supplemental Materials*

*2 – Application for BAR 2017-0246 & 2017-0247:317 North Patrick Street*



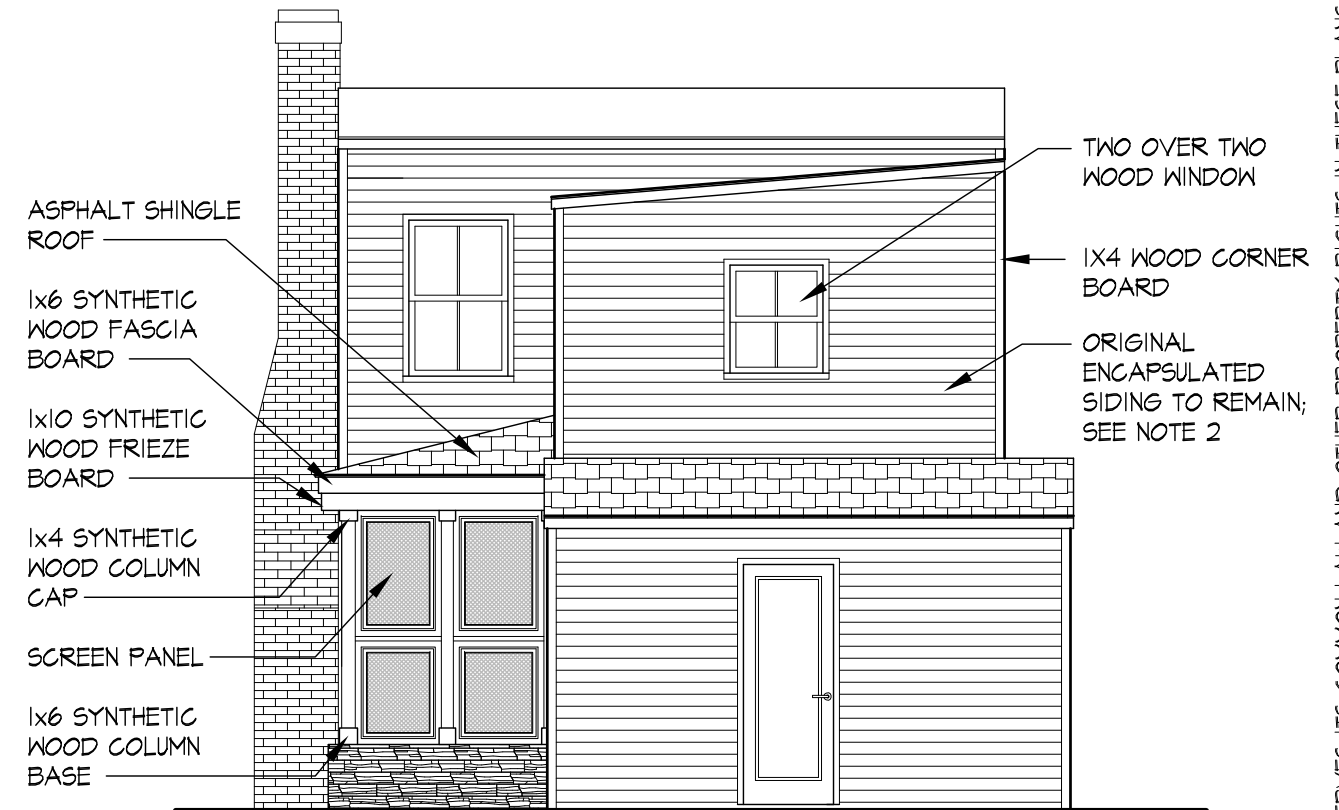
1

A1

## PROPOSED WEST ELEVATION

SCALE: 3/16" = 1'-0"

1. SEE THE ATTACHED MATERIAL SPECIFICATIONS PACKET FOR DETAILED MATERIAL INFORMATION.
2. EXISTING VINYL SIDING TO BE REMOVED AND THE ORIGINAL ENCAPSULATED SIDING SHALL BE EVALUATED BY THE BAR STAFF AND THE ARCHITECT TO DETERMINE THE CONDITION OF THE SIDING AND IF REPAIRS OR REPLACEMENT ARE NECESSARY



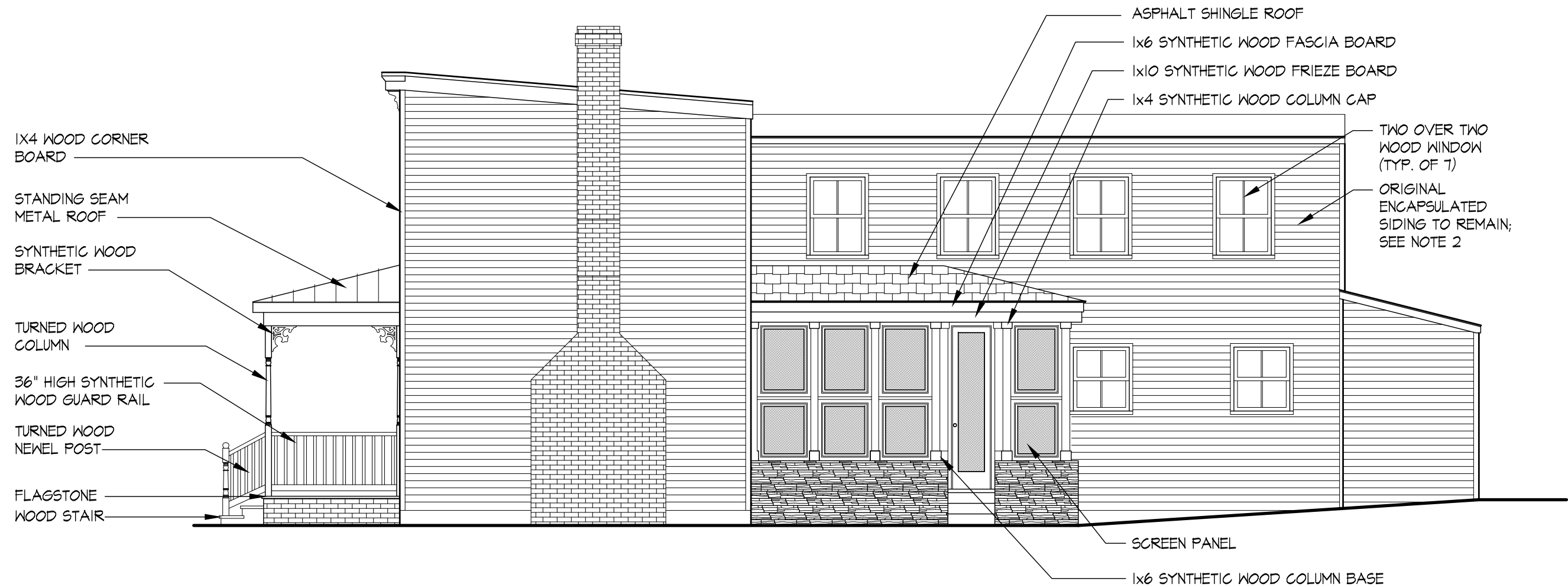
2

A1

## PROPOSED EAST ELEVATION

SCALE: 3/16" = 1'-0"





1  
A2

## PROPOSED SOUTH ELEVATION

SCALE: 3/16" = 1'-0"

1. SEE THE ATTACHED MATERIAL SPECIFICATIONS PACKET FOR DETAILED MATERIAL INFORMATION.
2. EXISTING VINYL SIDING TO BE REMOVED AND THE ORIGINAL ENCAPSULATED SIDING SHALL BE EVALUATED BY THE BAR STAFF AND THE ARCHITECT TO DETERMINE THE CONDITION OF THE SIDING AND IF REPAIRS OR REPLACEMENT ARE NECESSARY

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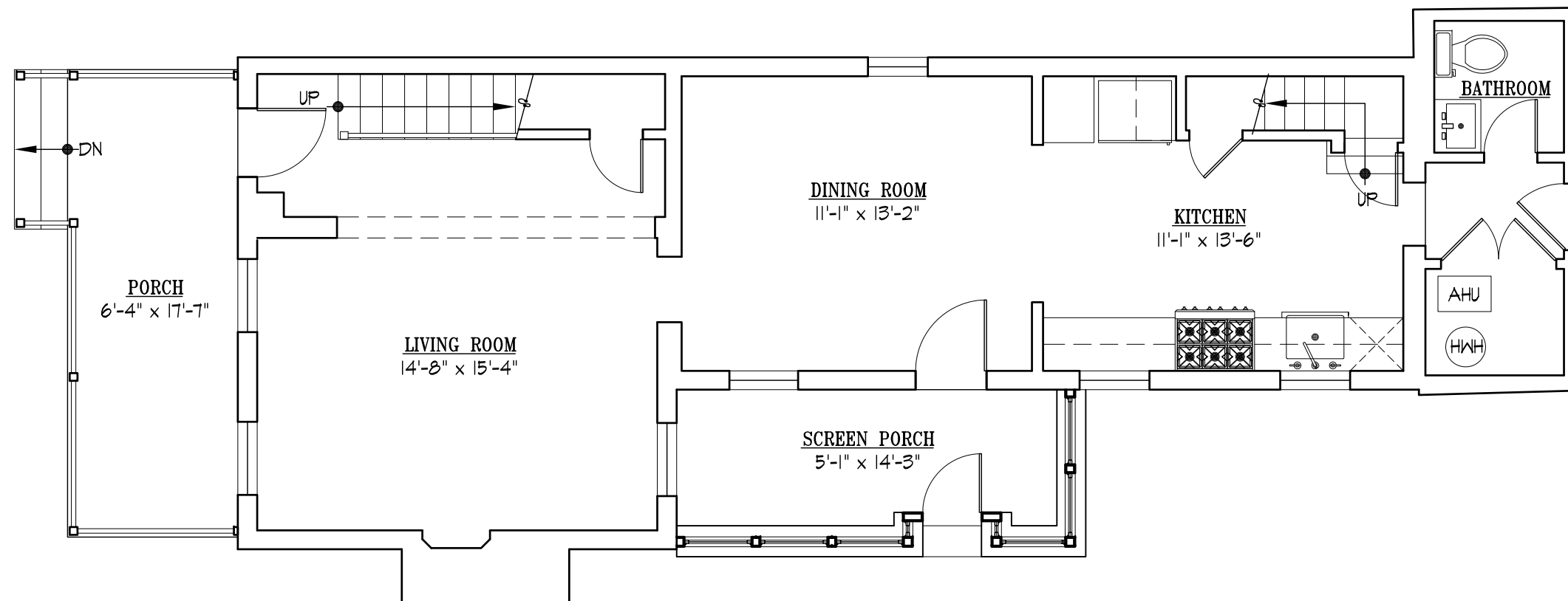
1  
A3

## PROPOSED NORTH ELEVATION

SCALE: 3/16" = 1'-0"

1. SEE THE ATTACHED MATERIAL SPECIFICATIONS PACKET FOR DETAILED MATERIAL INFORMATION.
2. EXISTING VINYL SIDING TO BE REMOVED AND THE ORIGINAL ENCAPSULATED SIDING SHALL BE EVALUATED BY THE BAR STAFF AND THE ARCHITECT TO DETERMINE THE CONDITION OF THE SIDING AND IF REPAIRS OR REPLACEMENT ARE NECESSARY

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**1 FIRST FLOOR PLAN**  
A4

SCALE: 3/16" = 1'-0"

1. SEE THE ATTACHED MATERIAL SPECIFICATIONS PACKET  
FOR DETAILED MATERIAL INFORMATION.

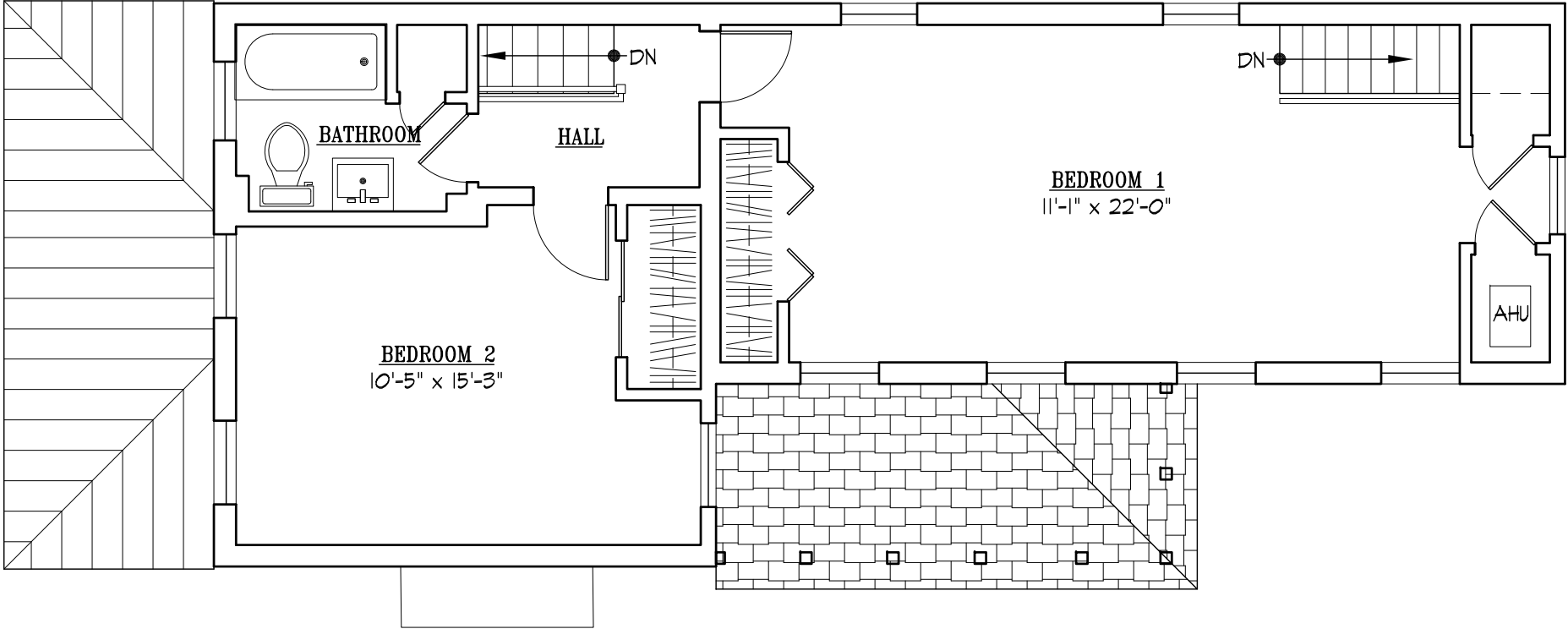
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1  
A5

**SECOND FLOOR PLAN**

SCALE: 3/16" = 1'-0"

1. SEE THE ATTACHED MATERIAL SPECIFICATIONS PACKET  
FOR DETAILED MATERIAL INFORMATION.



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317 N. PATRICK STREET  
(SUBJECT PROPERTY)



317 N. PATRICK STREET  
(SUBJECT PROPERTY)

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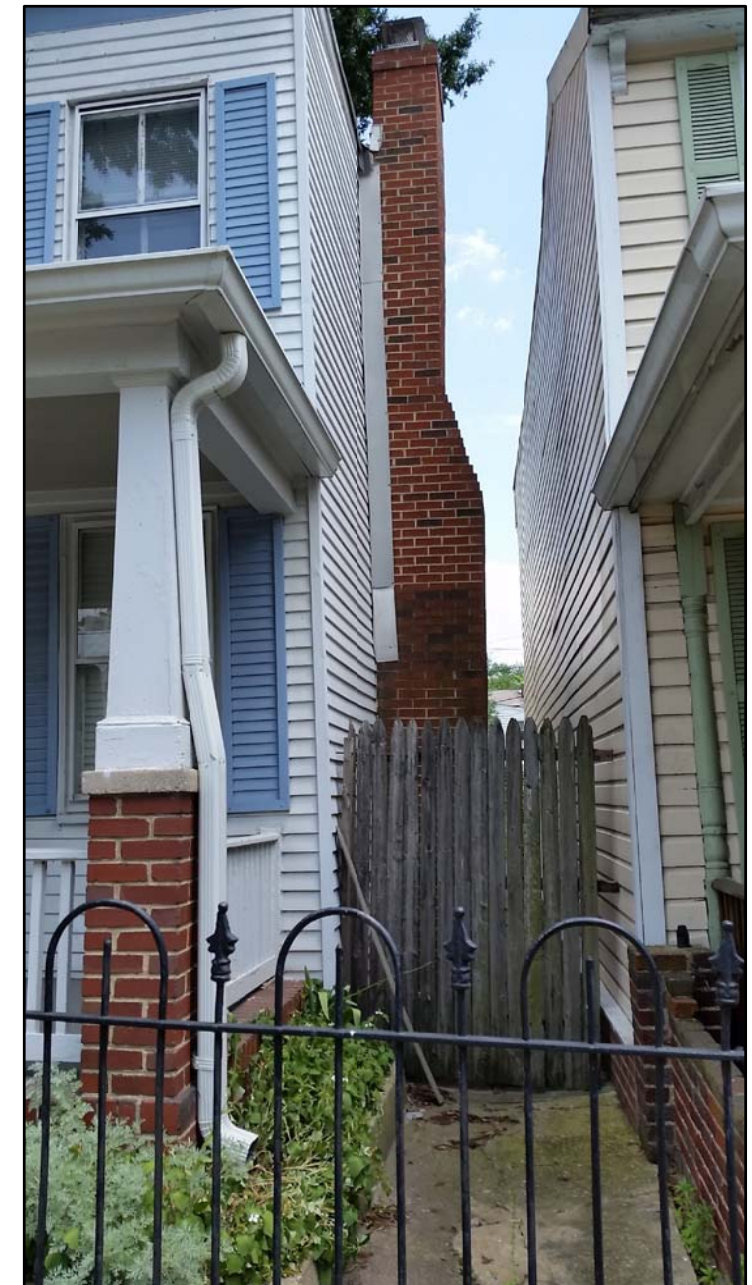
FRONT - WEST VIEW



SIDE YARD - NORTH WEST VIEW



REAR - EAST VIEW



SIDE YARD - WEST VIEW

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# SOKOLOFF & KONOZA RESIDENCE

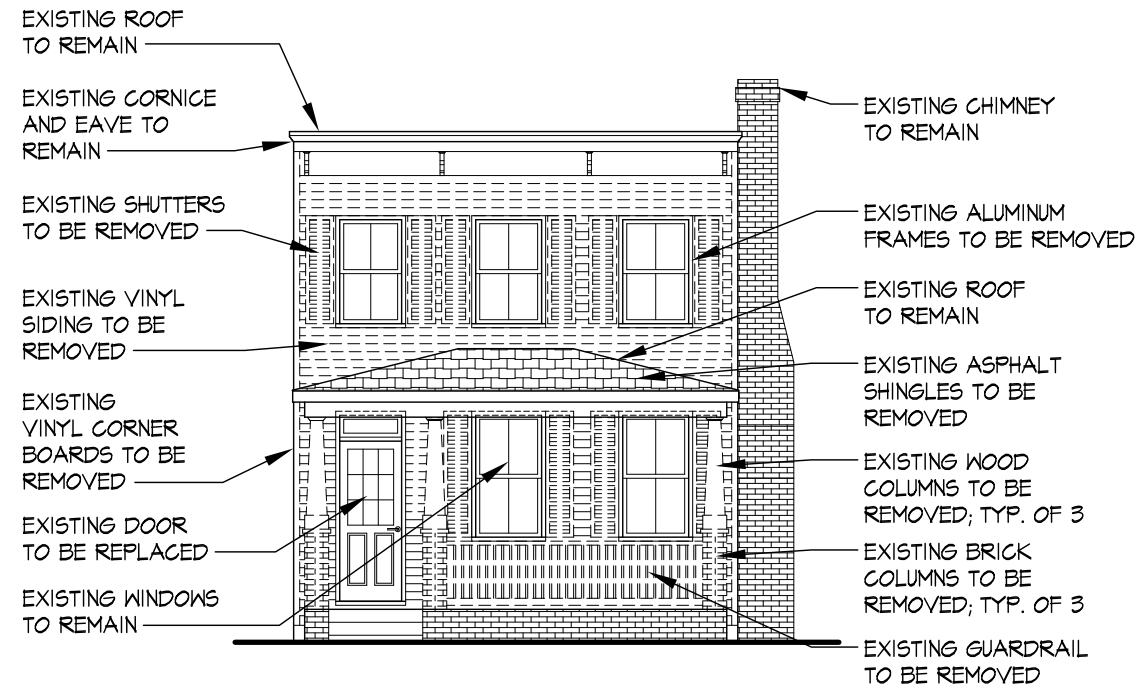
317 NORTH PATRICK STREET ALEXANDRIA, VA 22314

## EXISTING HOUSE CONDITIONS

6/28/17

A7



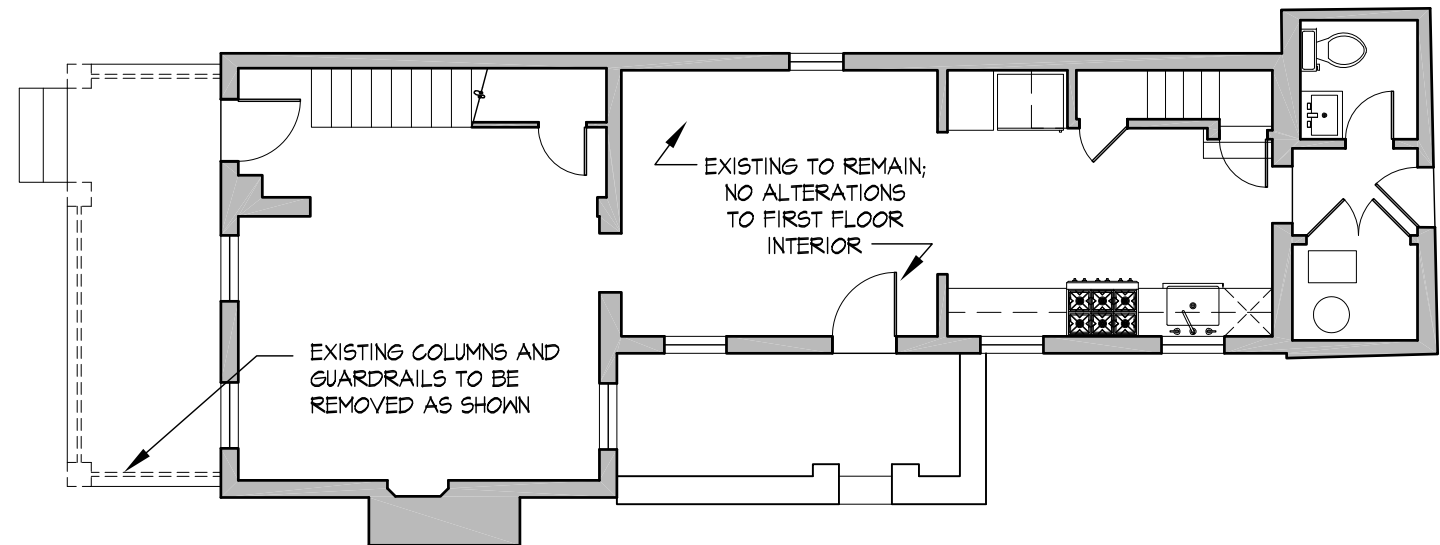


1

## WEST DEMOLITION ELEVATION

A8

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

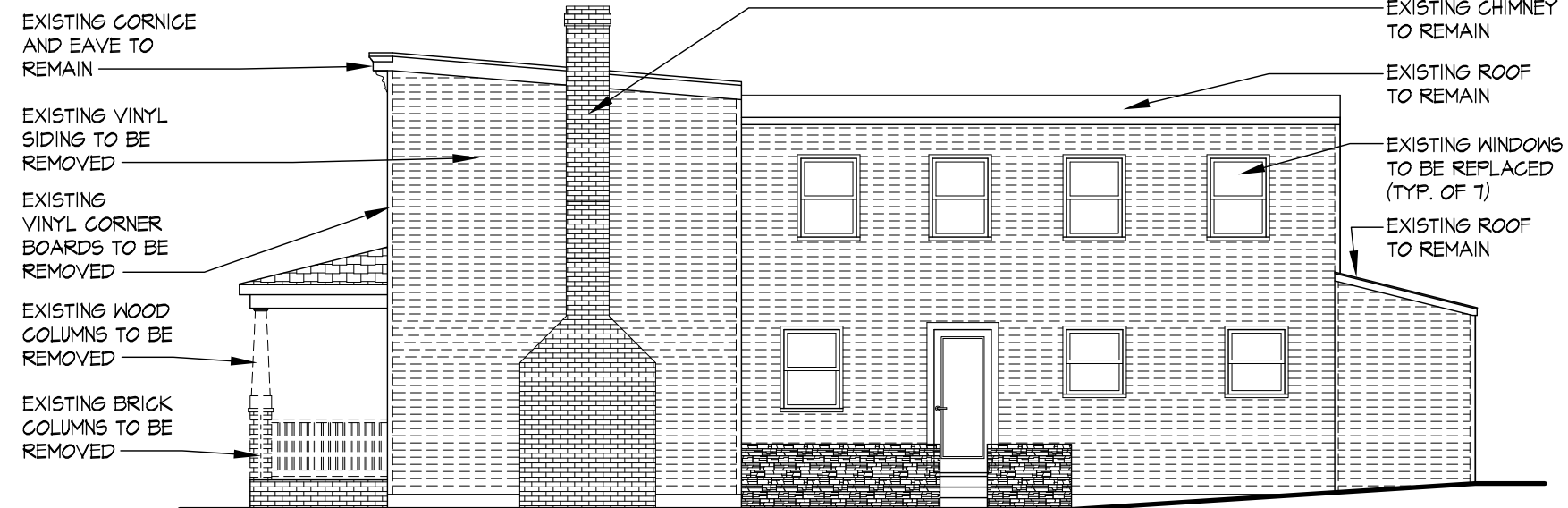


2

## PROPOSED FIRST FLOOR DEMOLITION PLAN

A8

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



3

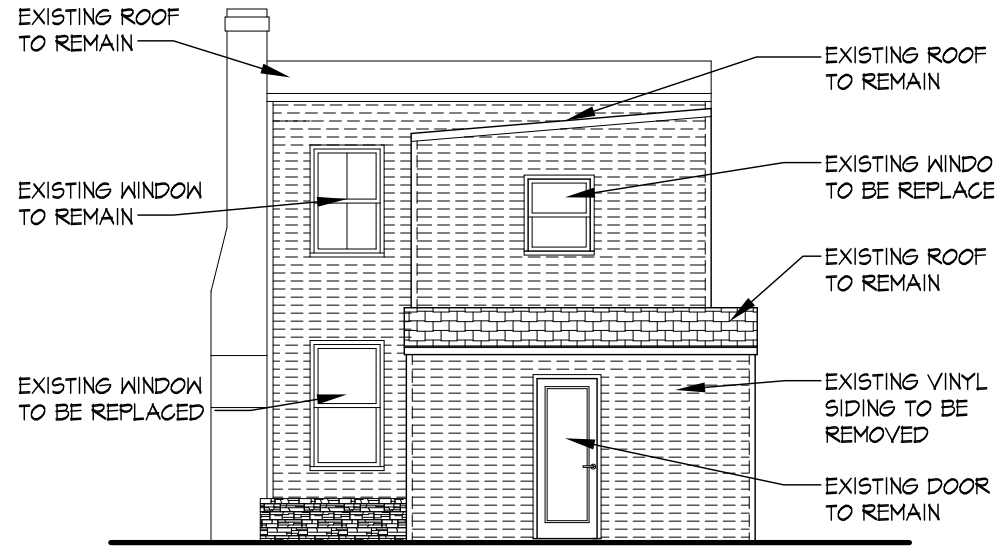
## SOUTH DEMOLITION ELEVATION

A8

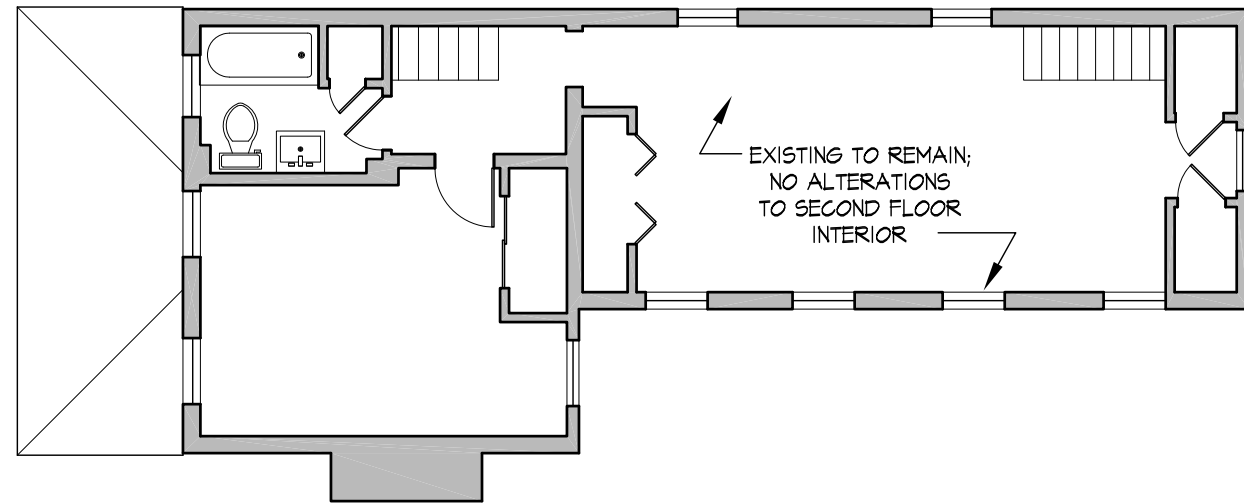
SCALE: 1/8" = 1'-0"

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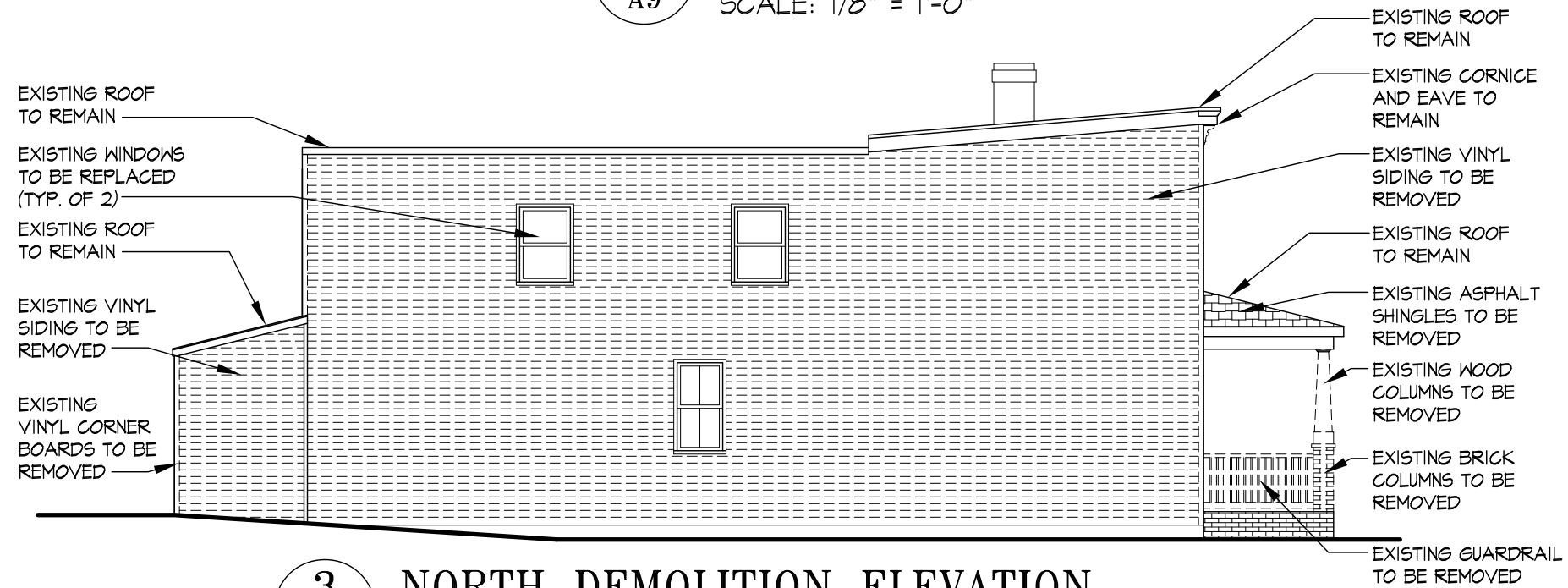




**1 EAST DEMOLITION ELEVATION**  
A9 SCALE: 1/8" = 1'-0"



**2 PROPOSED SECOND FLOOR DEMOLITION PLAN**  
A9 SCALE: 1/8" = 1'-0"

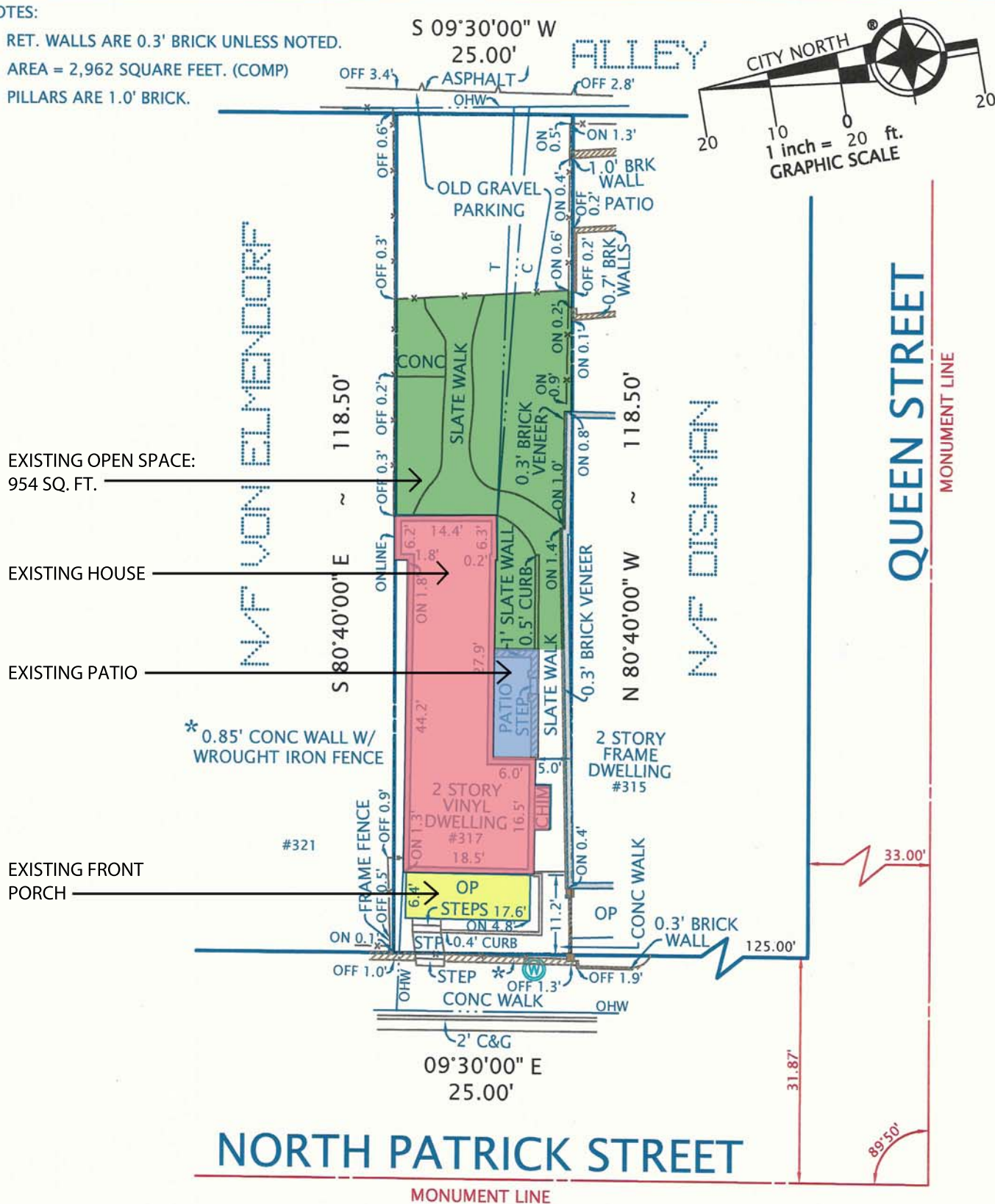


**3 NORTH DEMOLITION ELEVATION**  
A9 SCALE: 1/8" = 1'-0"

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NOTES:

1. RET. WALLS ARE 0.3' BRICK UNLESS NOTED.
2. AREA = 2,962 SQUARE FEET. (COMP)
3. PILLARS ARE 1.0' BRICK.



PLAT  
SHOWING HOUSE LOCATION ON  
THE PROPERTY LOCATED AT  
**#317 NORTH PATRICK STREET**

(INSTRUMENT NO. 050028797)

CITY OF ALEXANDRIA, VIRGINIA

SCALE: 1" = 20'

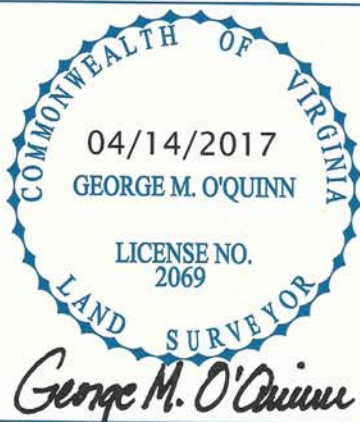
APRIL 14, 2017

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:

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



NOTES:

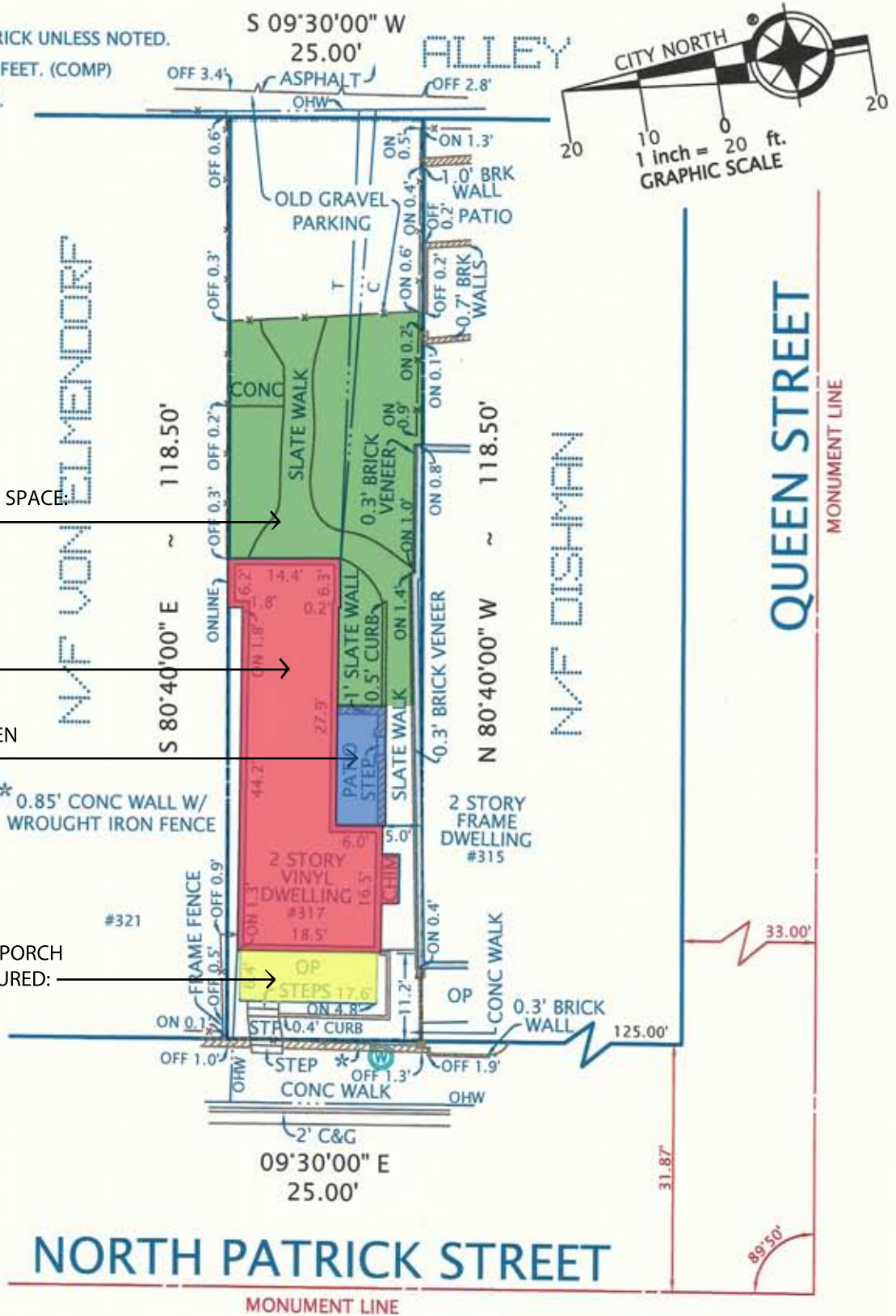
- 1. RET. WALLS ARE 0.3' BRICK UNLESS NOTED.
- 2. AREA = 2,962 SQUARE FEET. (COMP)
- 3. PILLARS ARE 1.0' BRICK.

PROPOSED OPEN SPACE:  
954 SQ. FT.

EXISTING HOUSE  
TO REMAIN:

PROPOSED SCREEN  
PORCH:

EXISTING FRONT PORCH  
TO BE RECONFIGURED:



PLAT  
SHOWING HOUSE LOCATION ON  
THE PROPERTY LOCATED AT  
**#317 NORTH PATRICK STREET**

(INSTRUMENT NO. 050028797)

CITY OF ALEXANDRIA, VIRGINIA

SCALE: 1" = 20'

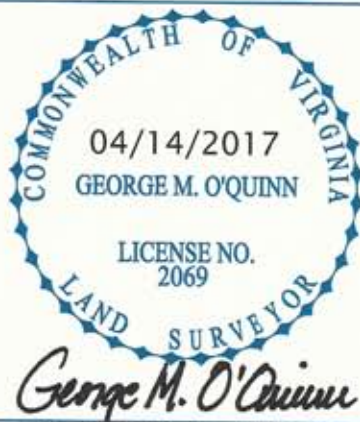
APRIL 14, 2017

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.



**MBH**  
Settlement Group, L.C.

Ordered by:

228 S. Washington Street  
Suite 100  
Alexandria, VA 22314  
Phone: (703) 739-0100  
Fax: (703) 739-8339



**DOMINION**

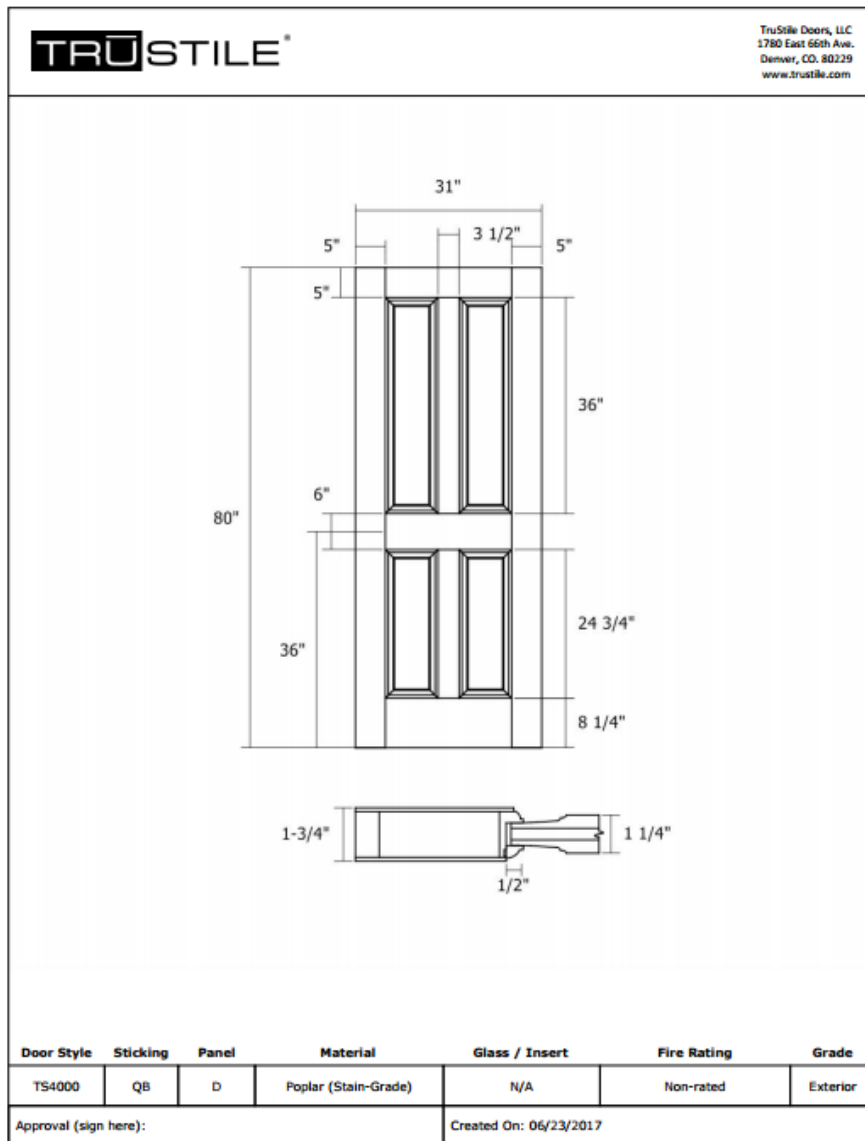
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Inc.®

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

## 317 N. Patrick Street – Parker Gray District

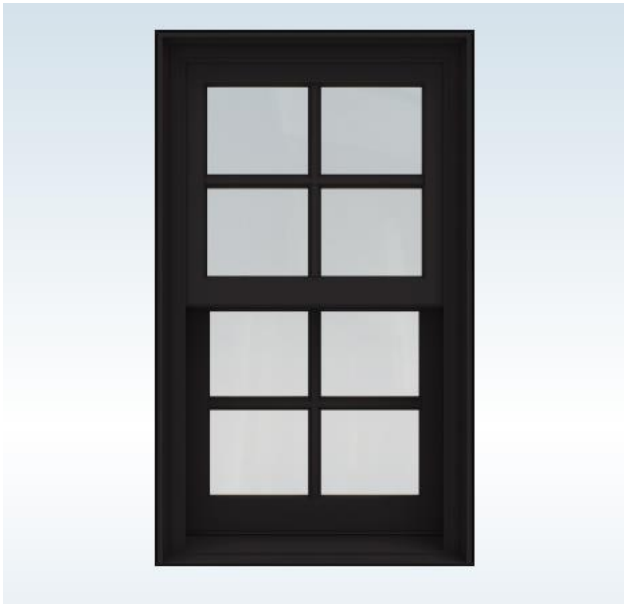
### Materials Specification List

Front Entry Door: TruStile – Wood Exterior Panel Door / TS4000  
Stained – Minwax Wood Stain - Jacobean 2750  
Satin Nickle Hardware



Windows: Jeld-wen – Sitrine Wood Double Hung Window (Painted)

Two over two lite pattern for Double Hung windows.



Front Porch Light: Kichler – Forestdale Collection Forestdale 2 Light Outdoor Wall (Olde Bronze)



Address Numbers: Satin nickle finish w/ black outline number decal on the transom @ entry door

Mailbox: Special Lite Products – Vertical Mailbox SVC-1002 (Brushed Aluminum Finish)

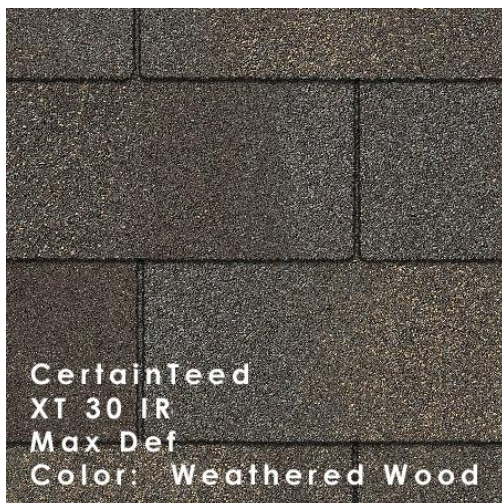


Roofing: Porch Hip Roof – Standing Seam Metal

Color –Gray

Side Porch Hip Roof – CertainTeed XT 30 IR Max Def

Color – Weathered Wood



Wood Trim: Painted – Silver Gray

Fencing: Existing fence to remain and/or be repaired as needed.





# DEPARTMENT OF PLANNING AND ZONING

## FLOOR AREA RATIO AND OPEN SPACE CALCULATIONS

### A. Property Information

A1. Street Address 317 N. Patrick Street Zone RB

A2. 2,962 x .75 = 2,221  
 Total Lot Area Floor Area Ratio Allowed by Zone Maximum Allowable Floor Area

### B. Existing Gross Floor Area

Existing Gross Area*		Allowable Exclusions	
Basement	N/A	Basement**	N/A
First Floor	756	Stairways**	N/A
Second Floor	654	Mechanical**	N/A
Third Floor	N/A	Other**	N/A
Porches/ Other	113	Total Exclusions	N/A
<b>Total Gross *</b>	<b>1,523</b>		

B1. Existing Gross Floor Area \*  
1,523 Sq. Ft.  
 B2. Allowable Floor Exclusions\*\*  
0 Sq. Ft.  
 B3. Existing Floor Area minus Exclusions  
1,523 Sq. Ft.  
 (subtract B2 from B1)

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

Proposed Gross Area*		Allowable Exclusions	
Basement	N/A	Basement**	N/A
First Floor	N/A	Stairways**	N/A
Second Floor	N/A	Mechanical**	N/A
Third Floor	N/A	Other**	N/A
Porches/ Other	89	Total Exclusions	
<b>Total Gross *</b>	<b>0</b>		

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

### D. Existing + Proposed Floor Area

D1. Total Floor Area (add B3 and C3) 1,612 Sq. Ft.  
 D2. Total Floor Area Allowed by Zone (A2) 2,221 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.

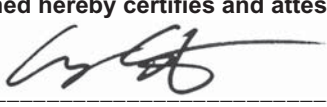
\*\* Refer to the zoning ordinance (Section 2-145(B)) and consult with zoning staff for information regarding allowable exclusions.

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	954 SF
Required Open Space	800 SF
Proposed Open Space	954 SF

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

Signature: 

Date: 6/28/17



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

ADDRESS OF PROJECT: 317 N. Patrick Street

TAX MAP AND PARCEL: 064.04-01-03

ZONING: RB

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: Doris Sokoloff and Mimi Konoza

Address: 317 N. Patrick Street

City: Alexandria State: VA Zip: 22314

Phone: E-mail: soulbark@comcast.net

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

Name: STEPHEN W. KULINSKI Phone: (703) 836-7243

E-mail: steve@kulinskigroup.com

**Legal Property Owner:**

Name: Doris Sokoloff and Mimi Konoza

Address: 317 N. Patrick Street

City: Alexandria State: VA Zip: 22314

Phone: E-mail: soulbark@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.*

☐ 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 maybe attached).*

Alterations to the exterior, by restoring and/or upgrading siding, porch columns, brick piers, and windows.

**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 12 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 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.

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

**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 12 sets of revised materials.
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The undersigned hereby attests that all of the information herein provided including the site plan, building elevations, prospective drawings of the project, and written descriptive information are true, correct and accurate. The undersigned further understands that, should such information be found incorrect, any action taken by the Board based on such information may be invalidated. The undersigned also hereby grants the City of Alexandria permission to post placard notice as required by Article XI, Division A, Section 11-301(B) of the 1992 Alexandria City Zoning Ordinance, on the property which is the subject of this application. The undersigned also hereby authorizes the City staff and members of the BAR to inspect this site as necessary in the course of research and evaluating the application. The applicant, if other than the property owner, also attests that he/she has obtained permission from the property owner to make this application.

**APPLICANT OR AUTHORIZED AGENT:**

Signature:  \_\_\_\_\_

Printed Name: STEPHEN W. KULINSKI

Date: 06/26/17

# 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. Doris Sokoloff and Mimi Konoza	317 N. Patrick Street Alexandria, VA 22314	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 317 N. Patrick 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. Doris Sokoloff and Mimi Konoza	317 N. Patrick Street Alexandria, VA 22314	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. N/A		
2.		
3.		

**NOTE:** Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

06/26/17

STEPHEN W. KULINSKI

Date

Printed Name

Signature

