

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

ADDRESS OF PROJECT: 517 3/4 S. Royal St. Alex, VA.

TAX MAP AND PARCEL: 11761000 ZONING: RM

080.02-04-41

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: Window Nation "Sarah Blalock"

Address: 8198 Terminal Rd #105

City: Leesburg State: VA Zip: 22079

Phone: 703-595-4048 E-mail: Sarah@WindowNation.com

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

Name: Sarah Blalock Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Legal Property Owner:

Name: Marie A. Buckley

Address: 517 3/4 S Royal St.

City: Alex State: VA Zip: 22314

Phone: 703-519-6102 E-mail: Gatsbyshouse@yahoo.com

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is there an historic preservation easement on this property?               |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | If yes, has the easement holder agreed to the proposed alterations?        |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is there a homeowner's association for this property?                      |
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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 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).*

Replacement 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

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

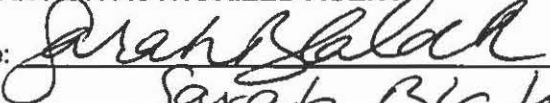
- ☐ ☒ N/A
- ☐ ☒ Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
- ☒ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, 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:   
 Printed Name: Sarah Blacklock  
 Date: 12/24/17

# 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. Marie Buckley	517 3/4 S Royal St. Alex, 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 \_\_\_\_\_ (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. Marie Buckley	517 3/4 S Royal St. Alex, 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. Window Nation	Contractor	N/A
2. Marie Buckley	Homeowner	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.

12/21/17 Sarah Blalock 

Date Printed Name Signature







































## Dealer Quotation - Quote 124017

10250 Philipp Pkwy  
Streetsboro, OH 44241  
[www.soft-lite.com](http://www.soft-lite.com)

Phone: (330) 528 3400  
Fax: (330) 528 3501

QUOTE EXPIRES  
30 DAYS FROM  
REQUESTED

### Bid For

WINDOW NATION - VA - INSTALL  
39 16-C VERO ROAD  
HALETHORPE, MD 21227  
Business: 410 766 8488  
Fax: 410 766 9346

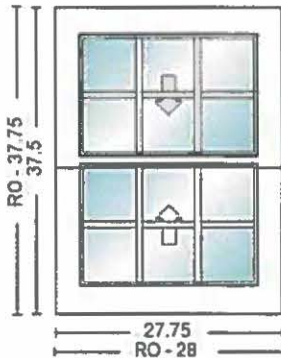
### Shipping Address

39 16-C VERO ROAD  
HALETHORPE, MD 21227

Quote Name: Unassigned Quote

Customer Number	PO	Required Date	Quoted By
714457	PRE-QUOTE BUCKLEY	1/11/2018	SwindellR

Line	Qty	Description	Each	Total
10-1	4			



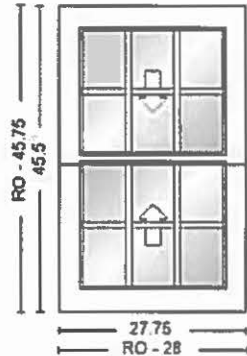
### Comment

Majesty DH , Unit Size 27.75 x 37.5, None Assigned  
RO 28 x 37.75  
Double Glazed, Double Low-E RS,  
Argon Filled  
Performance Packages = E Star 6.0  
2015  
Prefinished Pine, Base Color =  
White, Jamb Liner Color = White,  
Prefinished Color = White  
Plain Lock, Window Label = None,  
Single , White, Routed  
Half Screen, Fiberglass Mesh  
Sim Div Lite, Colonial, A-White,  
Interior Finish = Prefinished White,  
3W2H  
Overall Rough Opening Width = 28,  
Overall Rough Opening Height =  
37.75  
Clear Opening Width = 23.875, Clear  
Opening Height = 12.5, Clear  
Opening Square Footage = 2.1

### Breakdown

Customer Number	PO	Required Date	Quoted By
714457	PRE-QUOTE BUCKLEY	1/1/0001	SwindellR

Line	Qty	Description	Each	Total
20-1	4			



**Comment**  
 Majesty DH , Unit Size 27.75 x 45.5, None Assigned  
 RO 28 x 45.75  
 Double Glazed, Double Low-E RS,  
 Argon Filled  
 Performance Packages = E Star 6.0  
 2015  
 Prefinished Pine, Base Color =  
 White, Jamb Liner Color = White,  
 Prefinished Color = White  
 Plain Lock, Window Label = None,  
 Single , White, Routed  
 Half Screen, Fiberglass Mesh  
 Sim Div Lite, Colonial, A-White,  
 Interior Finish = Prefinished White,  
 3W2H  
 Overall Rough Opening Width = 28,  
 Overall Rough Opening Height =  
 45.75  
 Clear Opening Width = 23.875, Clear  
 Opening Height = 16.5, Clear  
 Opening Square Footage = 2.7

**Breakdown**


Line	Qty	Description	Each	Total
30-1	8	WOOD COMMON/SPECIAL 0-100 UI		

Line	Qty	Description	Each	Total
40-1	1	MEASURE 0-75 MILES ONE WAY		

Line	Qty	Description	Each	Total
50-1	1	COLOR/PVC COIL PER JOB		

<b>Total Qty: 8</b>	<b>Total Material</b>	<b>+</b>	<b>EMI</b>	<b>+</b>	<b>Processing</b>	<b>+</b>	<b>0.00 % Tax</b>	<b>=</b>	<b>Total</b>
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