

Docket Item #5 & #6
BAR CASE # 2018-0045 &
2018-0046

BAR Meeting
February 28, 2018

ISSUE: After-the-fact Permit to Demolish and a Certificate of Appropriateness for alterations

APPLICANT: MSI Investments, LLC (Marcel Clarke)

LOCATION: 323 North Henry Street

ZONE: CL/Commercial low zone

STAFF RECOMMENDATION

Staff recommends that the BAR deny the request for after-the-fact approval of demolition of historic siding and the after-the-fact Certificate of Appropriateness to install fiber cement siding. Staff recommends approval of portions of the after-the-fact Certificate of Appropriateness with the following conditions:

1. The applicant must remedy the violation by replacing the fiber cement siding on the west elevation with wood siding to match the historic siding size, profile and exposure.
2. The inappropriate replacement window sash must be replaced with architecturally appropriate 6/6 single-glazed wood windows that comply with the *Alexandria Boards of Architectural Review Window Policy*. The face trim below the windows must be replaced with a historically appropriate sill.
3. Replace the inappropriate size shutters so that they are hinged and operable to comply with the *BAR Policies for Minor Architectural Elements*.
4. The work must be completed within six months to resolve the outstanding violations.

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.



Note: Staff coupled the applications for a Permit to Demolish (BAR #2018-00045) and Certificate of Appropriateness (BAR #2017-00046) for clarity and brevity.

I. ISSUE

The applicant is requesting after-the-fact approval for a Permit to Demolish for the demolition of historic siding, and after-the-fact approval of a Certificate of Appropriateness for the installation of new fiber cement siding, non-complying replacement windows and inoperable shutters on the front (west) elevation of the subject property. The demolition and alterations occurred after BAR staff approved an administrative application for exterior alterations that complied with the *Parker-Gray Residential Reference Guide*. Following a site inspection, the applicant and contractor were told that the siding on the north and west elevation was historic, that much of it was in reasonably repairable condition and that it must be retained and repaired per the BAR's adopted policy.

The historic siding on the west (front) elevation was a clapboard siding with a 4 inch reveal. Staff notes that the historic German lap siding on the north elevation was repaired and retained as directed by staff. After demolishing the historic material without BAR approval, the applicant proceeded to install new fiber cement siding with a 7" inch exposure, stylistically incorrect replacement wood windows and inoperable shutters in the wrong size without BAR approval.

II. HISTORY

The two-story, frame, side-gabled dwelling at 323 North Henry Street was constructed during the **mid-19th century**. The dwelling is shown on the 1877 Hopkins map and side-gabled dwellings were seldom constructed after the Civil War, when new metal roofing technology enabled low-slope roofs in the Italianate Victorian style. It is clear from the 1863 Bird's View of Alexandria that the 300 block of North Henry was developed. However, because only the potential rear elevation is visible, staff cannot differentiate the exact dwelling. The vernacular building was originally a part of a pair of townhouses that first appeared on the 1891 Sanborn Fire Insurance Map. The Parker-Gray Residential Reference Guide considers this to be an "Early" (pre-1932) dwelling.

Previous Approvals

On December 9, 1998, the Board approved the after-the-fact request to remove a six-foot stockade fence, and install a six-foot wood fence with vertical planks topped with diagonal lattice. (BAR98-00210)

On August 16, 2017, staff administratively approved exterior alterations (BAR2017-00298) that complied with the *Parker-Gray Residential Reference Guide*. The conditions of this approval included staff inspection of the condition of the historic siding on the north and west elevations, repair of the existing windows on the west elevation, and replacement shutters that were operable and sized to fit the opening of the windows. Staff later determined that the windows on the west elevation were not original and could be replaced. The applicant was instructed to work with staff to select stylistically appropriate wood windows for the west elevation. The current replacement windows were installed without the consultation with historic preservation staff.

On September 19, 2017, staff administratively approved the replacement of non-historic siding on the south elevation with smooth fiber-cement lap siding. (BAR2017-00277)

III. ANALYSIS

On January 24, 2016, the Parker-Gray BAR adopted a new design guideline for the replacement of siding and trim after an extensive community engagement process that also included input from BAR members. This design guideline, as well as other recently updated design guidelines, are a result of the work of the Parker-Gray Work Group that convened in 2011 to both clarify and streamline the BAR's regulations and procedures. That effort also led to the differentiation between "Early" (pre-1932) and "Later" (post-1931) buildings in Parker-Gray as well as the creation of the Parker-Gray Residential Reference Guide. The recently adopted design guidelines provide guidance to property owners, contractors and the BAR about policies and practices. Continuing the basic tenets of both the 1993 *Design Guidelines* and nationally accepted preservation practices, the underlying principle is that "original historic materials should be retained and repaired, rather than replaced.

The adopted siding design guideline clearly states the "BAR requires retention of historic siding, if present, on buildings or additions constructed prior to 1932 ("early" buildings)." The Guideline further outlines the process for determining the appropriate course of action and notes that "an informed and careful field analysis of the condition of existing siding must be completed by BAR staff before any decision to replace historic materials is made."

In this particular case, BAR staff had consulted with the property owner and his representatives on multiple occasions regarding the BAR process, beginning in July 2017. Prior to submitting an administrative approval application, test patches were evaluated by staff in July 2017. The test patches confirmed that historic siding was underneath the later layers of siding on the north and west elevations. Prior to beginning the administratively approved alterations, staff conducted another site visit on September 8, 2017 to review the condition of the newly exposed historic siding. Staff determined that the historic wood siding on both the north and west elevations was reasonably repairable and should be retained and repaired. During this visit, staff also informed the contractor and applicant's representative that the windows on the west elevation were not original and could be replaced with historically appropriate windows. It was noted at that time that the replacement windows must be approved by staff prior to being installed. The current replacement windows on the west elevation did not received staff approval.

A test patch on the east (rear) and south elevation confirmed that there was no historic siding underneath. Since the east elevation is non-street facing and the south elevation is not functionally visible from the public right-of-way, fiber cement siding was approved as the replacement material based on the criteria of the *Parker-Gary Residential Reference Guide*. In January 2018, staff noticed that the historic siding on the west elevation, a significant portion of which was previously determined to be in good condition and salvageable based on staff inspection, had been demolished and destroyed. In its place, the owner had installed smooth fiber-cement lap siding, though the exposure appears to match that of the original siding.

Additionally, wood replacement windows with a stylistically incorrect window configuration and inoperable shutters of an incorrect size were installed. The owner was then issued a Notice of Violation and responded accordingly. The owner made an application to the Parker-Gary BAR to seek after-the-fact approval of the demolition of historic material and the installation of inappropriate siding on the west elevation. Additionally, the owner is seeking after-the-fact

approval to retain the stylistically inaccurate 1/1 double hung windows and to install wrought iron h-hinges to make the current shutters operable.

As may be seen from the image of the west elevation below, some of the original siding was in very poor condition but significant portions were salvageable and would have provided a tangible link to the early material and workmanship on this simple structure. The short lengths between window openings are typically split and well beyond reasonable repair. Therefore, staff's practice is to recommend that all of the longer lengths be carefully removed, sanded in a controlled environment and cut to be used at the lower level of the building where it is easily seen and for new, matching siding to be blended above. While this is obviously more work than wholesale replacement, it is the difference between historic preservation and the creation of a faux streetscape of modern buildings. In addition, dry, straight first growth lumber used in this siding is virtually impossible to locate and will last far longer than what is available today.



Figure 1: Historic wood siding on front (west) elevation.
Red rectangles indicate areas containing significant proportions of siding material that staff determined should be repaired and retained.

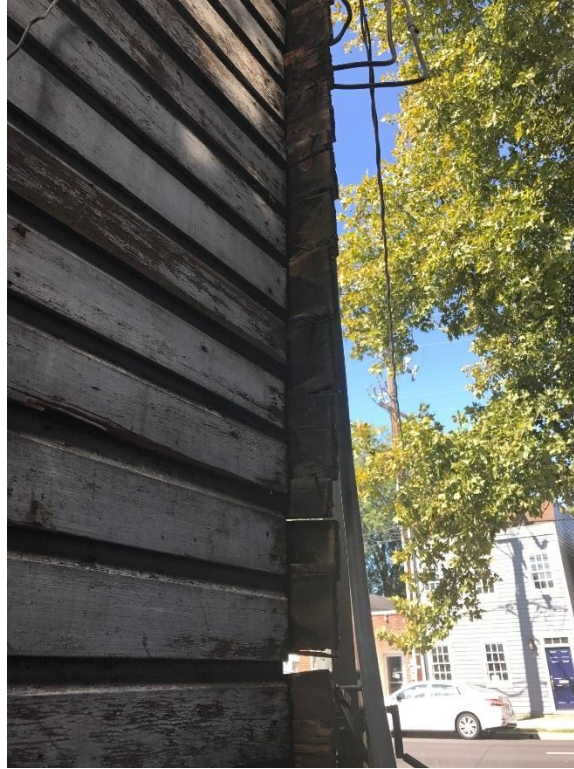


Figure 2: Historic wood siding on the north elevation that was repaired and retained following staff's determination.

As a reminder to the BAR, the City includes a courtesy letter each year in the tax statements of all property owners within both regulated historic districts reminding them of the BAR's regulatory role including notification that the BAR reviews all exterior alterations. This same letter is also sent to new property owners shortly after purchase as part of the City's outreach because Virginia law does not require real estate agents to disclose that a property is located in a locally-regulated historic district. In this case, staff had numerous on-site consultations with the applicant's representatives, as well as email communication. There is no doubt that the property owner was aware of the appropriate course of action.

Permit to Demolish

The Parker-Gray District board of architectural review shall consider any or all of the following criteria in determining whether or not to grant a permit to move, remove, capsulate or demolish in whole or in part a building or structure within the Parker-Gray District.

<i>1) Is the building or structure of such architectural or historic interest that its removal would be to the detriment of the public interest?</i>	Yes , the removal of historic siding, the only remaining historic fabric extant on the exterior from the public way, is a detriment to the public interest as it represents the unnecessary loss of authentic material that contributes to the overall character and integrity of the historic district.
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2) <i>Is the building or structure of such interest that it could be made into an historic shrine?</i>	No , historic shrines are buildings associated with famous people, such as Mount Vernon or the Carlyle House.
3) <i>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?</i>	Yes , the historic siding on the west elevation was plainly visible from the public way and surviving mid-19 th -century historic clapboards are extremely unique in Alexandria and feature old-growth wood and cut nails. It will require finding reclaimed old-growth lumber as well as specialized milling tools and processes to recreate the mid-19 th -c. siding.
4) <i>Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?</i>	Yes , preservation of the building and its historic fabric would help preserve and protect the 300 block of North Henry Street which features several early buildings in Parker-Gray. Retaining historic material, as it was feasible in this case, would contribute to the preservation and protection of this area.
5) <i>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?</i>	Yes , Alexandria is defined in large part by its historic resources and character, creating an authentic setting for residents and visitors alike. While the subject building itself may not attract visitors, it contributes to the overall character of the historic district. The historic district is multi-faceted and attracts a range of people for different reasons. When circumstances such as this arise where there has been a removal of historic material appropriate repairs and replacement materials are encouraged; however, the unnecessary removal of historic fabric at individual properties threatens the overall integrity of the historic districts. Alexandria prides itself on being an authentic place and preventing inappropriate alterations without approval is at the heart of maintaining its authenticity.
6) <i>Would retention of the building or structure help maintain the scale and character of the neighborhood?</i>	Yes , retention of the historic siding contributes to the character of this neighborhood with its mid-19 th -c. collection of frame dwellings.

The challenge for the BAR at this time is that once historic fabric has been demolished without approval, it is difficult, if not impossible to “restore” the original material. However, in the case of siding, while the original material is no longer extant, it is possible to return this elevation to its prior condition by replacing all of the fiber cement with painted wood to match the original material. Therefore, staff’s recommendation is for the BAR to deny the request for after-the-fact demolition for the removal of the original wood siding. Staff recommends that the BAR require the applicant to match the historic siding, per staff’s photographs. Staff recommends that the BAR require correction of this violation within six months.

Certificate of Appropriateness

Siding

The applicant is requesting after-the-fact approval to retain the fiber cement siding on the west elevation of 323 N Henry Street. Fiber cement siding on a street-facing elevation on an Early building is not permitted according to the Parker-Gray Residential Reference Guide. The building no longer has historic exterior materials on the west elevation, which represented distinguishing original qualities such as the simple clapboard siding made of old-growth wood, as discussed above in the Permit to Demolish. This fiber cement siding was installed after the historic clapboard siding was removed without BAR approval. The 7” exposure and uniformly smooth finish of the replacement siding further contributes to an inauthentic and inaccurate representation of what was here. Additionally, the west elevation is a street-facing elevation and plainly visible from the public right-of-way.



Figure 3: Current west elevation with inaccurate siding, windows and shutters.

Windows

Windows are a principal character-defining feature of a building and serve both functional and aesthetic purposes. The size, location, type and trim of windows are a defining element of historic architectural styles. Upon staff's site visit in September 2017, it was determined that the windows on the west elevation had been previously replaced and the 1/1 configuration was inappropriate for the mid-19th-century building. The applicant's representatives were instructed to work with staff to select appropriate windows prior to installation. The current inappropriate replacement windows were replaced without staff approval or a building permit.

The applicant is proposing to retain the wood 1/1 windows that are currently installed. These windows are the wrong configuration and do not comply with *Alexandria Boards of Architectural Review Window Policy*. The appropriate windows for this mid-19th-century building are multi-light (6/6) single glazed painted wood windows that comply with the *Alexandria Replacement Window Performance Specifications*. Windows on street facing facades must be single glazed (they may have removable double glazing panels and/or storm windows) but, depending on the window manufacturer, it is likely that the applicant may simply replace the sash without having to remove the frame and trim. When the siding on the front is replaced, staff strongly recommends that the inappropriate mitered, face-molding below the windows be replaced with a historically appropriate sill.

Shutters

The *Design Guidelines* states that window and door shutters are an important visual detail of the overall composition of a building and serve both a functional and decorative purposes. Shutters serve as a means of clearly defining the openings or voids in a building façade. Inappropriate shutters can detract from the design integrity of a building and create a false impression of the architectural character of a structure.

The request for shutters was approved administratively as a part of case BAR2017-00298. A condition of the approval was that the replacement shutters must be operable and sized to fit the opening of the windows. To correct this violation, the applicant is proposing to add h-hinges to the replacement shutters to make them operable. Staff notes that the existing shutters are too tall and too narrow for these window openings and can never actually be "operable." In addition, the windows are improperly trimmed at the base with a face trim where a sill board should be located. Staff recommends replacement of these shutters with appropriately sized and operational shutters.

IV. SUMMARY

Staff strongly supports the applicant's efforts to improve this historic property for modern use and to extend its original service as a dwelling. However, allowing inappropriate alterations done without BAR approval to remain does a disservice to the general welfare of the city and threatens to erode tourist interest and property values in Alexandria's signature Old Town. Property owners are stewards of the historic buildings which they occupy. It is not fair for one group to follow the rules established by the community for everyone's benefit while others, particularly contractors and developers from out-of-town, to ignore or even flout them. The concept of being a steward of the historic resources helps to protect and preserve the built environment and cultural resources for the future for everyone.

Staff's recommendation is for the BAR to deny the request for after-the-fact demolition for the removal of the siding on the west elevation and request for after-the-fact certificate of appropriateness for the siding replacement with inappropriate replacement siding. Regarding the windows, staff recommends that the inappropriate replacement windows be replaced with architecturally appropriate 6/6 single glazed wood windows that comply with the *Alexandria Boards of Architectural Review Window Policy*. Concerning the shutters, staff recommends that the installed shutters be replaced with operable shutters of the correct size that comply with the *BAR Policies for Minor Architectural Elements*.

These corrections should be conditioned upon staff's final review and approval of the wood siding, windows and shutters prior to installation. Staff recommends that the BAR require correction of this violation within six months.

Should the BAR disagree with the staff recommendation and find that after-the-fact approval of fiber cement siding is acceptable and consistent with the BAR's adopted policies and design guidelines, then staff recommends that the BAR levy a fine in the amount that would have to be spent to restore the original siding condition using reclaimed wood as part of the after-the-fact approval. These funds would then be allocated to a fund to promote preservation education in the community through lectures and hands-on workshops. The BAR has the authority to issue such a fine related to demolition per Chapter 11 of the zoning ordinance. Section 11-207(C) states the following:

A class one civil violation shall be deemed to exist until such time as the director certifies to the board of architectural review that the unlawfully demolished building or structure has been reconstructed to the pre-existing footprint, envelope, configuration and appearance, using original materials and techniques of construction to the extent possible; provided, however, that, after a public hearing for which notice has been given pursuant to [section 11-300](#), the board of architectural review may determine that a class one civil violation shall cease to exist at such time as the person responsible therefor shall have paid to the city a sum equivalent to the cost of reconstruction required under this [section 11-207\(C\)\(6\)](#), such sum to be used exclusively for the purpose of promoting historic preservation within the city as determined by the director.

Should the BAR pursue this alternative, staff will research the cost of acquiring, milling and planing reclaimed old-growth wood and, working with established contractors who regularly restore historic siding, determine the cost of the reconstruction. That amount will be the final amount that the applicant will pay to the City for promoting historic preservation. Once that amount is paid, the violation will cease to exist.

STAFF

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

V. CITY DEPARTMENT COMMENTS

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

Zoning Comments

- F-1 On November 12, 1981, the Board of Zoning Appeals granted approval for BZA application 3021 for a variance for side yard setbacks.
- F-2 The subject property is a residential structure in a CL zone, which was previously zoned RB.
- C-1 Proposed scope of work complies with zoning.

Code Administration

- C-1 A building permit, plan review and inspections are required.

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)
- 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)

Alexandria Archaeology

- C-1 A building permit, plan review and inspections are required.

VI. ATTACHMENTS

- 1 – Application for BAR2018-00045 & BAR2018-00046: 323 N Henry Street*
- 2 – Supplemental Materials*

BAR Case # _____

ADDRESS OF PROJECT: 323 N HENRY ST, ALEXANDRIA, VA 22314

TAX MAP AND PARCEL: _____ ZONING: CL

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: MSI INVESTMENT, LLC

Address: 10045 ESTEPE DR

City: MANASSAS State: VA Zip: 20111

Phone: 410-419-2587 E-mail: MARCEL@MSIINVESTMENTS.NET

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

Name: _____ Phone: _____

E-mail: _____

Legal Property Owner:

Name: MSI INVESTMENTS, LLC

Address: 10045 ESTEPE DR

City: MANASSAS State: VA Zip: 20111

Phone: 410-419-2587 E-mail: MARCEL@MSIINVESTMENTS.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.

Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018

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).

- 1) INSTALL REPLACEMENT SIDING ON WEST ELEVATION. OR KEEP CURRENT SIDING INTACT.
- 2) RETAIN WOOD ULTIMATE DOUBLE HUNG WINDOWS THAT ARE CURRENTLY INSTALLED
- 3) INSTALL WROUGHT IRON H-HINGES (BLACK RUST PROOF FINISH) TO MAKE CURRENT SHUTTERS OPERATIONAL

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.

- | | | | |
|-------------------------------------|-----|-------------------------------------|---|
| <input type="checkbox"/> | N/A | <input checked="" type="checkbox"/> | Survey plat showing the extent of the proposed demolition/encapsulation. |
| <input type="checkbox"/> | | <input checked="" type="checkbox"/> | Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation. |
| <input type="checkbox"/> | | <input checked="" type="checkbox"/> | Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished. |
| <input checked="" type="checkbox"/> | | <input type="checkbox"/> | Description of the reason for demolition/encapsulation. |
| <input checked="" type="checkbox"/> | | <input type="checkbox"/> | Description of the alternatives to demolition/encapsulation and why such alternatives are not considered feasible. |

Application Materials
 BAR2018-00045.00046
 323 N Henry
 Date Routed: 2.6.2018

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.

Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018

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: MARCEL CLARKEDate: 1/19/18

Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018

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. <i>MANUEL CLARKE</i>	<i>10045 ESTEPPLE DR MANASSAS, VA 20108</i>	<i>100%</i>
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 *323 N. HENRY ST. ALEX, VA* (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. <i>MANUEL CLARKE</i>	<i>10045 ESTEPPLE DR MANASSAS, VA 20108</i>	<i>100%</i>
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. <i>MST INVESTMENTS, LLC</i>	<i>N/A</i>	<i>N/A</i>
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.

2/19/18
 Date

MANUEL CLARKE
 Printed Name

[Signature]
 Signature

LSON & NELSON

v Project 1

Quote #: N646CTK

A Proposal for Window and Door Products prepared for:

Job Site:
22314

Shipping Address:
OLD TOWN WINDOWS & DOORS
4886 STAMP RD
TEMPLE HILLS, MD 20748-6715

Project Description:
PO

Featuring products from:

Marvin Windows and Doors



BUTCH JONES
OLD TOWN WINDOWS & DOORS
631 S PATRICK ST
ALEXANDRIA, VA 22314-4018
Phone: (703) 838-2779

Email:
wjones@oldtownwindowsanddoors.com

This report was generated on 9/20/2017 12:03:38 PM using the Marvin Order Management System, version 0002.16.00 (Current). Price in USD. Unit availability and price are subject to change. Dealer terms and conditions may apply.

Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018

UNIT SUMMARY

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.

NUMBER OF LINES: 4		TOTAL UNIT QTY: 5		EXT NET PRICE: USD 2,708.30		
LINE	MARK UNIT	BRAND	ITEM	NET PRICE	QTY	EXTENDED NET PRICE
1		Marvin	Wood Ultimate Double Hung CN 3024 RO 36 3/8" X 56 13/32" Entered as CN 3024	620.20	1	620.20
2		Marvin	Wood Ultimate Double Hung CN 2424 RO 30 3/8" X 56 13/32" Entered as CN 2424	564.20	1	564.20
3		Marvin	Wood Ultimate Double Hung CN 2016 RO 26 3/8" X 40 13/32" Entered as CN 2016	486.50	1	486.50
4		Marvin	Wood Ultimate Double Hung CN 2418 RO 30 3/8" X 44 13/32" Entered as CN 2418	518.70	2	1,037.40

Application Materials
 BAR2018-00045.00046
 323 N Henry
 Date Routed: 2.6.2018

Accepted:

Processed on: 9/20/2017 12:03:38 PM

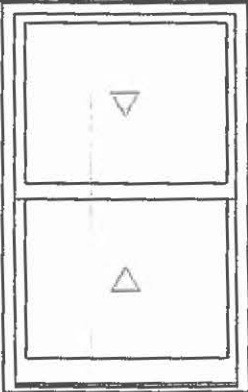
Page 2 of 9

Attachment 2

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:	Net Price:		620.20
Qty: 1		Ext. Net Price:	USD	620.20



As Viewed From The Exterior

Entered As: CN
 MO 35 7/8" X 56 5/32"
 CN 3024
 FS 35 3/8" X 55 29/32"
 RO 36 3/8" X 56 13/32"
 Egress Information
 Width: 31 13/16" Height: 22 1/4"
 Net Clear Opening: 4.92 SqFt

Primed Pine Exterior
 Primed Pine Interior
 Basic Unit
 Wood Ultimate Double Hung
 CN 3024
 Rough Opening w/o Sub sill
 36 3/8" X 56 13/32"
 Top Sash
 Primed Pine Sash Exterior
 Primed Pine Sash Interior
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Ovolo Exterior Glazing Profile
 Ovolo Interior Glazing Profile
 Bottom Sash
 Primed Pine Sash Exterior
 Primed Pine Sash Interior
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Ovolo Exterior Glazing Profile
 Ovolo Interior Glazing Profile
 Satin Nickel Sash Lock
 White Jamb Hardware
 Aluminum Screen
 Charcoal Fiberglass Mesh
 Stone White Surround
 ***Screen/Combo Ship Loose
 4 9/16" Jambs
 Exterior Casing - None
 No Sub sill
 No Installation Method
 ***Note: Screen/Combo/Storm OSM based on factory applied casing and sub sill. Field application may require special sizing.

Initials required

Seller: _____

Buyer: _____

Line #2	Mark Unit:	Net Price:		564.20
Qty: 1		Ext. Net Price:	USD	564.20

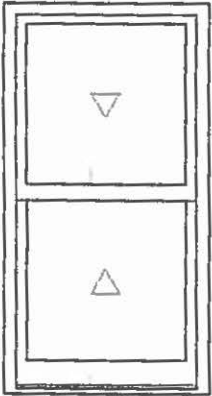
Application Materials
 BAR2018-00045.00046
 323 N Henry
 Date Routed: 2.6.2018

Accepted:

Processed on: 9/20/2017 12:03:38 PM

Page 3 of 9

Attachment 2



As Viewed From The
 Exterior
 Entered As: CN
 MO 29 7/8" X 56 5/32"
 CN 2424
 FS 29 3/8" X 55 29/32"
 RO 30 3/8" X 56 13/32"
 Egress Information
 Width: 25 13/16" Height: 22 1/4"
 Net Clear Opening: 3.99 SqFt

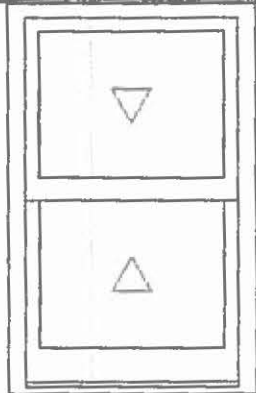
Primed Pine Exterior
 Primed Pine Interior
 Basic Unit
 Wood Ultimate Double Hung
 CN 2424
 Rough Opening w/o Subsill
 30 3/8" X 56 13/32"
 Top Sash
 Primed Pine Sash Exterior
 Primed Pine Sash Interior
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Ovolo Exterior Glazing Profile
 Ovolo Interior Glazing Profile
 Bottom Sash
 Primed Pine Sash Exterior
 Primed Pine Sash Interior
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Ovolo Exterior Glazing Profile
 Ovolo Interior Glazing Profile
 Satin Nickel Sash Lock
 White Jamb Hardware
 Aluminum Screen
 Charcoal Fiberglass Mesh
 Stone White Surround
 ***Screen/Combo Ship Loose
 4 9/16" Jamb
 Exterior Casing - None
 No Subsill
 No Installation Method
 ***Note: Screen/Combo/Storm OSM based on factory applied casing and subsill. Field application may require special sizing.

Initials required

Seller: _____

Buyer: _____

Line #3	Mark Unit:	Net Price:		486.50
Qty: 1		Ext. Net Price:	USD	486.50



As Viewed From The
 Exterior
 Entered As: CN

Accepted:

Primed Pine Exterior
 Primed Pine Interior
 Basic Unit
 Wood Ultimate Double Hung
 CN 2016
 Rough Opening w/o Subsill
 26 3/8" X 40 13/32"
 Top Sash
 Primed Pine Sash Exterior
 Primed Pine Sash Interior
 IG - 1 Lite
 Low E2 w/Argon
 Stainless Perimeter Bar
 Ovolo Exterior Glazing Profile
 Ovolo Interior Glazing Profile
 Bottom Sash
 Primed Pine Sash Exterior
 Primed Pine Sash Interior

Processed on: 9/20/2017 12:03:38 PM

Application Materials
 BAR2018-00045.00046
 323 N Henry
 Date Routed: 2.6.2018

Page 4 of 9

Attachment 2

MO 25 7/8" X 40 5/32"
CN 2016
FS 25 3/8" X 39 29/32"
RO 26 3/8" X 40 13/32"
Egress Information
Width: 21 13/16" Height: 14 1/4"
Net Clear Opening: 2.16 SqFt

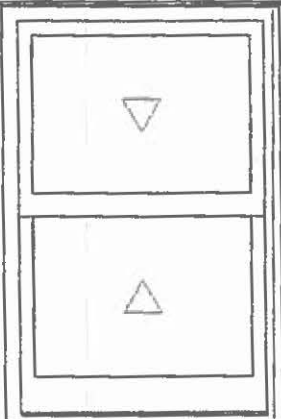
IG - 1 Lite
Low E2 w/Argon
Stainless Perimeter Bar
Ovolo Exterior Glazing Profile
Ovolo Interior Glazing Profile
Satin Nickel Sash Lock
White Jamb Hardware
Aluminum Screen
Charcoal Fiberglass Mesh
Stone White Surround
***Screen/Combo Ship Loose
4 9/16" Jamb
Exterior Casing - None
No Subsill
No Installation Method
***Note: Screen/Combo/Storm OSM based on factory applied casing and subsill. Field application may require special sizing.

Initials required

Seller: _____

Buyer: _____

Line #4	Mark Unit:	Net Price:		518.70
Qty: 2		Ext. Net Price:	USD	1,037.40



As Viewed From The Exterior
Entered As: CN
MO 29 7/8" X 44 5/32"
CN 2418
FS 29 3/8" X 43 29/32"
RO 30 3/8" X 44 13/32"
Egress Information
Width: 25 13/16" Height: 16 1/4"
Net Clear Opening: 2.91 SqFt

Primed Pine Exterior
Primed Pine Interior
Basic Unit
Wood Ultimate Double Hung
CN 2418
Rough Opening w/o Subsill
30 3/8" X 44 13/32"
Top Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG - 1 Lite
Low E2 w/Argon
Stainless Perimeter Bar
Ovolo Exterior Glazing Profile
Ovolo Interior Glazing Profile
Bottom Sash
Primed Pine Sash Exterior
Primed Pine Sash Interior
IG - 1 Lite
Low E2 w/Argon
Stainless Perimeter Bar
Ovolo Exterior Glazing Profile
Ovolo Interior Glazing Profile
Satin Nickel Sash Lock
White Jamb Hardware
Aluminum Screen
Charcoal Fiberglass Mesh
Stone White Surround
***Screen/Combo Ship Loose
4 9/16" Jamb
Exterior Casing - None
No Subsill
No Installation Method
***Note: Screen/Combo/Storm OSM based on factory applied casing and subsill. Field application may require special sizing.

Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018

Accepted:

Processed on: 9/20/2017 12:03:38 PM

Page 5 of 9

Initials required

Seller: _____

Buyer: _____

Project Subtotal Net Price: USD	2,708.30
5.750% Sales Tax: USD	155.73
Project Total Net Price: USD	2,864.03

Accepted:

Processed on: 9/20/2017 12:03:38 PM

Page 6 of 9

Attachment 2

ARMOR CONCE...

Secure yo...

> Shop now

Door Armor MAX - Complete ...
230

\$71.61

Ad feedback

Application Materials

BAR2018-00045.00046

323 N Henry

Date Routed: 2.6.2018

Sponsored products related to this item (What's this?)

Page 1 of 13

Strap Hinge Black Wrought
Iron Wrought Iron Hinge
16 1/4 Inch Hand For

1

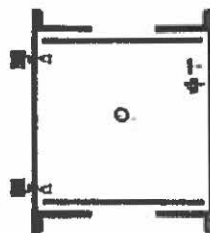
\$55.00

Wrought Iron Strap Hinge
Fleur De Lis Heavy Duty
15-1/2"

\$50.00

Black Wrought Iron
Dummy Door Hinge Fleur
De Lis 16" | Renovator's
Supply

\$19.99

Adjust-A-Gate Steel Frame
Gate Building Kit (36"-60"
wide openings up to 5'
high fe...

262

\$63.01

Adonal Hardware Allon
Black Antique Iron H
Hinge(Supplied as one
piece)

4

\$7.00

Ad feedback

Customers who viewed this item also viewed

Page 1 of 12

Wang-Data 4PCS T-Strap
11" Heavy Duty Shed
Hinge Gate Decorative
Strap Hinge Door Hinges...

4

\$21.99

T-Strap Door Hinge Black
Wrought Iron Rustproof
RSF Finish Colonial Style
Mounting Hardware...

3

\$9.99

Tee Hinges Black Wrought
Iron Rustproof Finish Set
Of 4

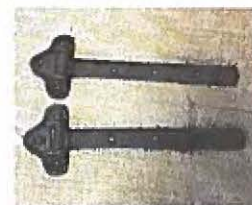
3

\$32.99

T Strap Door Hinge Black
RSF Cast Iron 5" |
Renovator's Supply

1

\$8.99

Set of 2 Rustic Cast Iron
Stable Hinges Strape
Hinge Light Duty Hing
Barn door Hinge Gate...

1

\$24.95

Customers also shopped for

Page 1 of 5

Hinge Black Wrought Iron
H Hinge Flush Hinge 3 In.
H Black Wrought Iron

1

Wrought Iron H-Hinges
Black Rustproof Finish
Mounting Hardware
Included Set Of 6Cabinet Hinge Black
Wrought Iron H Flush 3" H
| Renovator's Supply

2

Black Iron Flush Door
Hinge H Forged 7in High
Rustproof Finish

1

Strap Door Or Cabinet
Hinge Iron Fleur De Lis S
1/2 " | Renovator's Supply

1

Attachment 2

\$7.50

17

\$4.99

\$11.00

\$8.99

Special offers and product promotions

- Get 30% (up to \$15) off when you use Membership Rewards points in select new categories. Limited-time offer. Terms and conditions apply. [Learn more.](#)

Have a question?

Find answers in product info, Q&As, reviews

Application Materials

BAR2018-00045.00046

323 N Henry

Date Routed: 2.6.2018

Compare to similar items



This item Tee Hinge Black Wrought Iron RSF Finish 9 In. W

Add to Cart



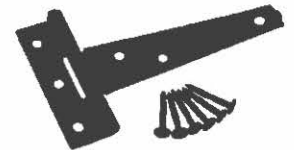
T-Strap Door Hinge Black Wrought Iron Rustproof RSF Finish Colonial Style Mounting Hardware Included

Add to Cart



Tee Hinges Black Wrought Iron Rustproof Finish Set Of 4

Add to Cart



T Strap Door Hinge Black RSF Cast Iron 5" | Renovator's Supply

Add to Cart

Customer Rating

(1)

Price \$16⁹⁹

Shipping

Sold By Yield House Industries

Color Black

Finish Types RSF

Item Dimensions 9 x 6 x 3.38 in

Material Type Wrought Iron

(3)

\$9⁹⁹

Yield House Industries

black

RSF

9 x 0.06 x 3.38 in

Wrought Iron

(3)

\$32⁹⁹

Yield House Industries

Black

RSF

9 x 6 x 3.38 in

Wrought Iron

(1)

\$8⁹⁹

Yield House Industries

Black

RSF

5 x 0.06 x 2.88 in

Wrought Iron

Product description

(2) pieces Tee Hinge. These outstanding Tee hinges crafted of wrought iron are popular on doors. A fabulous detail for a modern sleek look or for that Old Colonial charm. Affordably reclaim old doors or update a gate door. Our exclusive RSF coating protects this item for years to come. Mounting hardware included. Includes antique style slotted pyramid head screws.

Product information

Technical Details

Additional Information

Attachment 2

Have a question? Search for answers

Typical questions asked about products:

- Is the item durable?
- Is this item easy to use?
- What are the dimensions of this item?

Application Materials

BAR2018-00045.00046

323 N Henry

Date Routed: 2.6.2018

Customer reviews

1
2.0 out of 5 stars



Share your thoughts with other customers

Write a customer review

[See all 1 customer reviews](#)

Top customer reviews



lwh

Two Stars

December 20, 2017

Verified Purchase

Very flimsey

Comment

Was this review helpful to you?

Yes

No

[Report abuse](#)[See the review](#)

Write a customer review

[Ad feedback](#)

Search customer reviews

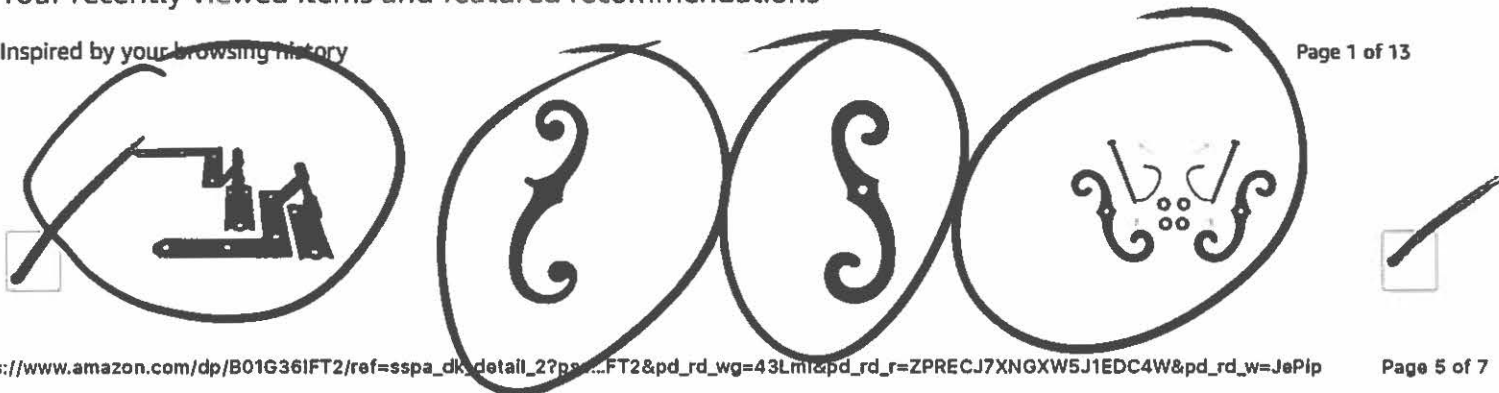
Search

[Ad feedback](#)Pages with related products. See and discover other items: [vintage hinges](#), [decorative hinge](#), [flush hinge](#), [flush hinges](#)

Your recently viewed items and featured recommendations

Inspired by your browsing history

Page 1 of 13



Attachment 2



Tools & Home Improvement ▾

Departments ▾

Browsing History ▾ Paige's Amazon.com

EN ▾

Hello, Paige
Account & Lists ▾

Orders ▾

Prime ▾

8

Cart

Tools & Home Improvement

Best Sellers

Deals & Savings

Gift Ideas

Power & Hand Tools

Lighting & Ceiling Fans

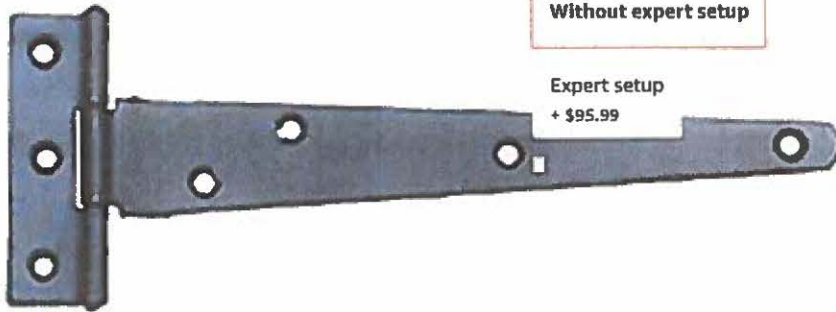
Kitchen & Bath Fixtures

Smart Home



Sports New Year Picks

Learn more ▸



Without expert setup

Expert setup
+ \$95.99

Roll over image to zoom in

Compare with similar items

New (2) from \$16.99

Report incorrect product information.

Share

Qty: (1)

Add to Cart

Turn on 1-Click ordering for this browser

Ship to:

Paige Jarvi- Manassas - 20111

Add to List

Add to your Dash Buttons

Other Sellers on Amazon

New (2) from \$16.99

Have one to sell?

Sell on Amazon



HICKORY
HARDWARE

Bluetooth
enabled deadbolt
with securemote

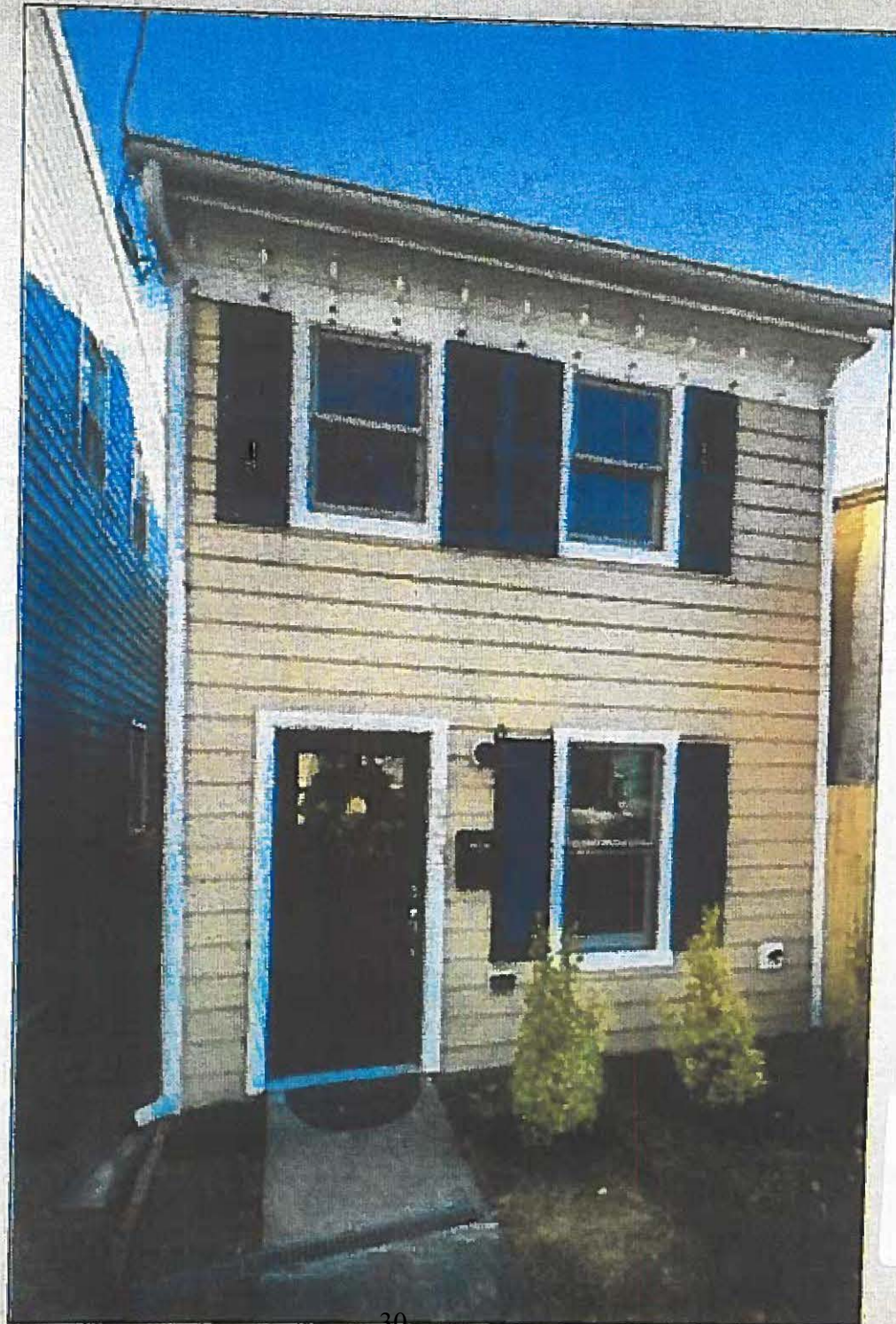
\$145⁶⁷ prime

Ad feedback

Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018



Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018



Application Materials
BAR2018-00045.00046
323 N Henry
Date Routed: 2.6.2018

Front Elevation