

BAR Meeting  
July 11, 2018

**ISSUE:** Alterations

**APPLICANT:** Christ Church

**LOCATION:** 121 North Columbus Street

**ZONE:** CD / commercial downtown

---

**STAFF RECOMMENDATION**

Staff recommends approval of the request with the condition that the applicant work with staff for final selection of the brick. Provide a mock-up of the proposed lime mortar color, composition and joint profile with final approval by staff prior to commencing work.

**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, 703-746-4200 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.





## **I. ISSUE**

The applicant is requesting approval to remove a non-functioning accessibility lift and to fill the opening with brick and mortar to match the existing surrounding wall at the first Parish Hall. The area to be bricked-in measures roughly 58 inches by 102 inches and is obliquely visible from the sidewalk on North Columbus Street. It is an opening that once had a window with brick below, similar to the adjacent window opening.



**Figure 1. Existing conditions with original condition seen at window on left and current condition of modified opening with only the original arch remaining.**

## **II. HISTORY**

Christ Church is perhaps one of the most historic and iconic buildings and places in Alexandria. It is closely associated with George Washington, among others, and is designated as a National Historic Landmark. Christ Church was constructed 1767-1773 with the bell tower constructed in 1818. The Christ Church Parish Hall, the subject of this particular application, was constructed circa **1854**, according to the Church's records. It is a well-detailed and beautifully constructed Italianate building with semicircular arched windows and doors and a two-story tower (added in 1901). The Colonial Revival style Memorial Parish Hall fronting on North Washington Street, designed by Williamsburg-trained Alexandria architect Milton Grigg, was approved "reluctantly" by the BAR on February 23, 1950.

In 1985 the BAR approved a request here however most of the minutes from 1985 no longer exist (BAR Case #85-179, 9/18/85) In 2007, the BAR approved the construction of a brick accessibility ramp and landing to access the Parish Hall located at the forecourt of 121 North Columbus Street as well as brick steps at the south entry to this building.

Staff was unable to locate any records related to the removal of the window to accommodate the lift.

### III. ANALYSIS

Staff supports the request with the conditions related to the mortar and brick noted above, to be consistent with the draft *Masonry Design Guideline*. The *Design Guidelines* regarding accessibility have stated that “there are a number of means of making buildings in the historic districts accessible without unduly compromising the historic integrity of the structure.” When the window was removed and the lift was installed, it had minimal impact on the physical integrity of this building due to its inconspicuous location. The lift was made redundant when the brick ramp was installed in front of the building. Once an accessibility lift or ramp is no longer needed, the BAR’s preference has been for the element to be removed and staff appreciates the applicant’s efforts to remove the non-functioning lift and restore this wall area. In this case, neither the window nor the brick exist that were in this location. Therefore, recognizing the minimal visibility and the lack of original material, staff supports the simple brick infill of this opening with a minimum 1” recess that will allow the evolution of this portion of the wall to remain legible and so that it may be easily reversible in the future if a window or doorway is reinstalled.



Figure 2. Visibility from public way of area proposed for alteration.

**STAFF**

Catherine K. Miliaras, Principal 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**

C-1 Proposed alterations comply with zoning.

**Code Administration**

C-1 A building code consultation recommended to remove non-functioning Accessible lift prior to the start of alterations.

**Transportation and Environmental Services**

R-1 The building permit must be approved and issued prior to the issuance of any permit for demolition, if a separate demolition permit is required. (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**

- F-1 There is low potential for significant archaeological resources to be disturbed by this project. No archaeological action is required.

**V. ATTACHMENTS**

- 1 – Application for BAR 2018-00263: 121 North Columbus Street*  
*2 – Supplemental Materials*

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

ADDRESS OF PROJECT: 121 North Columbus StreetTAX MAP AND PARCEL: 064.04-07-25 ZONING: \_\_\_\_\_

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: Christ ChurchAddress: 118 North Washington StreetCity: Alexandria State: VA Zip: 22314Phone: 703-549-1450 E-mail: NYORKSIMMONS@historicchristchurch.orgAuthorized Agent (if applicable): ☐ Attorney ☐ Architect ☒ parishionerName: Anne Shine

Phone: \_\_\_\_\_

E-mail: ANNE SHINE1438@gmail.com

Legal Property Owner:

Name: Christ ChurchAddress: 118 North Washington StreetCity: Alexandria State: VA Zip: 22314Phone: 703-549-1450 E-mail: NYORKSIMMONS@historicchristchurch.org

- ☐ 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.

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

**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*modification of existing wall*☐ ADDITION☐ DEMOLITION/ENCAPSULATION☐ SIGNAGE**DESCRIPTION OF PROPOSED WORK:** Please describe the proposed work in detail (Additional pages may be attached).

*Brickwork in modified portion of wall facing alley;  
removal of non-functioning lift (handicap ramp now in place);  
area is 58½" wide and 102½ inches high;  
brick and mortar to match original, and will be recessed.*

**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*

- 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.



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

**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.

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 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: Anne B Shine

Printed Name: ANNE B SHINE

Date: 6-2-18

## 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. Steven Reed, Trustee	3933 Cpl. Ellis Avenue Alex VA 22304	N/A
2. Melinda Hudson, Trustee	531 S. Lee St Alex VA 22314	N/A
3. John Wilmer, Trustee	504 Malcolm Place Alex VA 22302	N/A

**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.

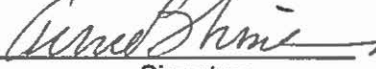
Name	Address	Percent of Ownership
1. Christ Church	118 N. WASHINGTON ST ALEXANDRIA VA 22314	100%
2.		
3.		

**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. Trustees of Christ Church, as above	N/A	BAR
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.

6-2-18      ANNE B. SHINE        
 Date                      Printed Name                      Signature



← 102 1/2" →  
or 8.54'

← 58 1/2" → or 4.875'

41.589  
square ft



