

ISSUE: Certificate of Appropriateness for alterations

APPLICANT: Laura Cain

LOCATION: Old and Historic Alexandria District
303 N Washington Street

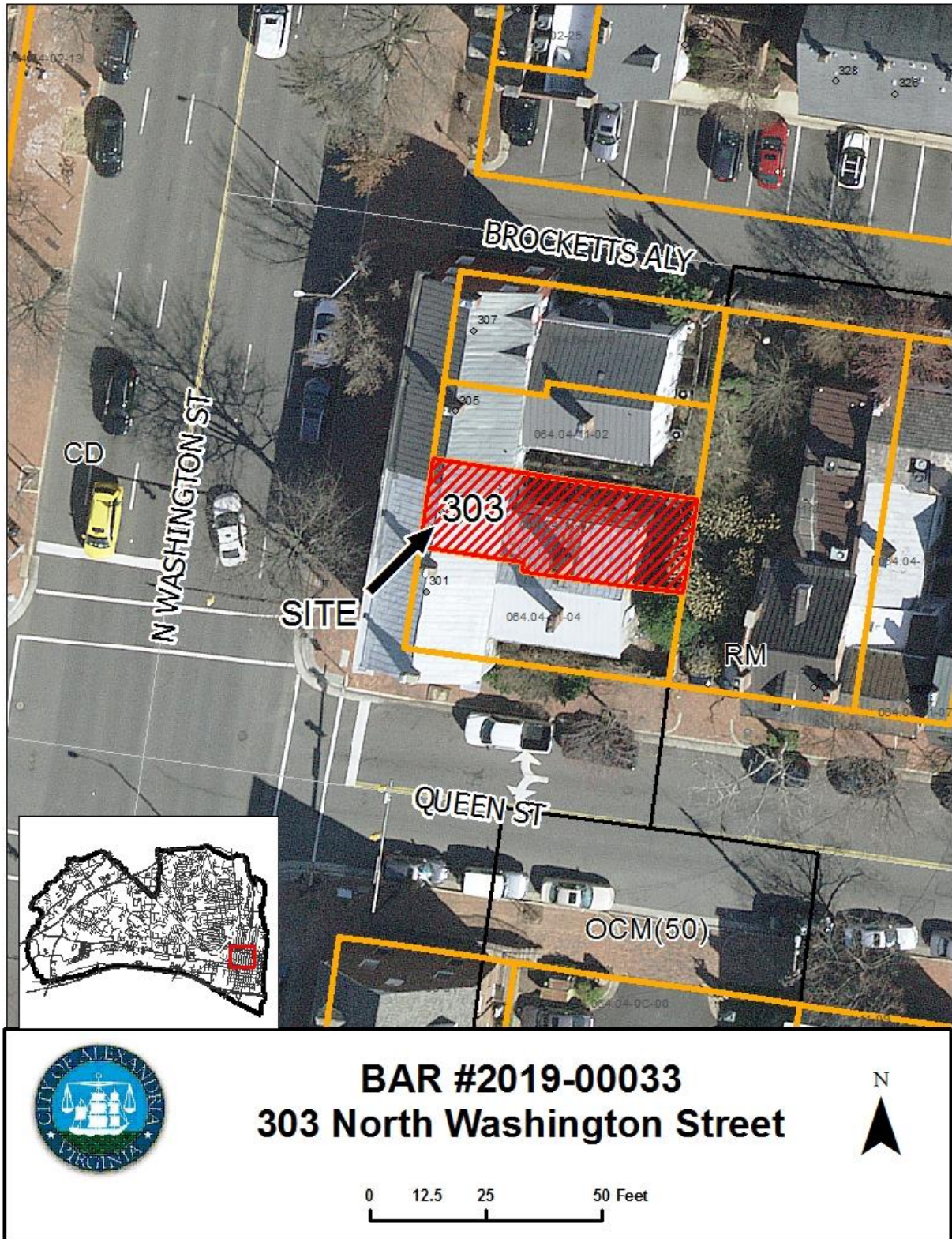
ZONE: CD/Commercial downtown zone

STAFF RECOMMENDATION

Staff recommends approval of the Certificate of Appropriateness, as submitted.

GENERAL NOTES TO THE APPLICANT

1. **ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND PERMITS TO DEMOLISH:** Applicants must obtain a 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 Department of 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. APPLICANT'S PROPOSAL

The applicant is requesting a Certificate of Appropriateness to replace a metal window in a sub-grade window well, at 303 North Washington Street. The proposed aluminum-clad wood window will be sized to match the existing opening. The building is in the Old and Historic Alexandria District.

II. HISTORY

303 North Washington Street is a three-story frame rowhouse that is part of Brockett's Row and was originally constructed in **1808** by Robert Brockett. According to Ethelyn Cox's Historic Alexandria Virginia Street by Street, the house was renovated and restyled in a vernacular Greek Revival style around 1852.

Previous BAR Approvals

BAR2016-00330 – staff administratively approved the in-kind repair of an existing chimney.

BAR2008-00041 – the Board approved a Certificate of Appropriateness for signage.

III. ANALYSIS

The *Design Guidelines* state that windows are a principal character defining feature of a building and serve both functional and aesthetic purposes. The proposed aluminum-clad wood window meets the BAR's adopted window policy and could be approved administratively if the building was constructed after 1934. However, because of the age of the building staff can only administratively approve a painted wood window on this building.

Though the window being replaced is on the street facing, primary façade, it is almost entirely below grade in a small window well and is minimally visible from the public way. There is a ground level planter in front of the window well but the BAR does not consider plants to be screening material. The new window will replace an existing metal window and not a historic wood window. The BAR has generally supported aluminum clad or fiberglass windows in these locations because they are subject to high levels of moisture and limited air movement. Although windows are character defining elements of architectural styles, Staff has no objection to the proposed window replacement in this case because the existing sash is not historic, it is a small size that is minimally visible, and the design and muntin configuration is historically appropriate.

Staff recommends approval of the Certificate of Appropriateness, as submitted.

STAFF

Amirah Lane, Historic Preservation Planner, Planning & Zoning

Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

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

Zoning

No Comments required.

Code Administration

No Comments required.

Transportation and Environmental Services

No Comments required.

Alexandria Archaeology

No Comments required.

V. ATTACHMENTS

1 – Supplemental Materials

2 – Application for BAR 2019-00033: 303 North Washington Street

BAR Case # _____

ADDRESS OF PROJECT: 303 N. Washington St. Alexandria, VA 22314
TAX MAP AND PARCEL: 064.04-11-03 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: Laura Cain

Address: 303 N Washington St.

City: Alexandria State: VA Zip: 22314

Phone: 352-8703766 E-mail: cainle@aol.com

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

Name: _____ Phone: _____

E-mail: _____

Legal Property Owner:

Name: Same

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

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

☐ awning
☐ doors
☐ lighting
☐ other _____

☐ fence, gate or garden wall
☒ windows
☐ pergola/trellis

☐ HVAC equipment
☐ siding
☐ painting unpainted masonry

☐ shutters
☐ shed

☐ ADDITION
☐ DEMOLITION/ENCAPSULATION
☐ SIGNAGE

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

Replace basement window in sub-grade window well
 at front of house. Existing window rusted beyond repair.
 New window made custom to match specs.
 See attached proposal and photos.

SUBMITTAL REQUIREMENTS:

Items listed below comprise the **minimum supporting materials** for BAR applications. Staff may request additional information during application review. Please refer to the relevant section of the *Design Guidelines* for further information on appropriate treatments.

Applicants must use the checklist below to ensure the application is complete. Include all information and material that are necessary to thoroughly describe the project. Incomplete applications will delay the docketing of the application for review. Pre-application meetings are required for all proposed additions. All applicants are encouraged to meet with staff prior to submission of a completed application.

Electronic copies of submission materials should be submitted whenever possible.

Demolition/Encapsulation : *All applicants requesting 25 square feet or more of demolition/encapsulation must complete this section. Check N/A if an item in this section does not apply to your project.*

- ☐ ☐ N/A

☐ Survey plat showing the extent of the proposed demolition/encapsulation.
☐ Existing elevation drawings clearly showing all elements proposed for demolition/encapsulation.
☐ Clear and labeled photographs of all elevations of the building if the entire structure is proposed to be demolished.
☐ Description of the reason for demolition/encapsulation.
☐ Description of the alternatives to demolition/encapsulation and why such alternatives are not considered feasible.

Additions & New Construction: *Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. All plans must be folded and collated into 3 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. Check N/A if an item in this section does not apply to your project.*

- ☐ ☐ N/A
- ☐ ☐ Scaled survey plat showing dimensions of lot and location of existing building and other structures on the lot, location of proposed structure or addition, dimensions of existing structure(s), proposed addition or new construction, and all exterior, ground and roof mounted equipment.
- ☐ ☐ FAR & Open Space calculation form.
- ☐ ☐ Clear and labeled photographs of the site, surrounding properties and existing structures, if applicable.
- ☐ ☐ Existing elevations must be scaled and include dimensions.
- ☐ ☐ Proposed elevations must be scaled and include dimensions. Include the relationship to adjacent structures in plan and elevations.
- ☐ ☐ Materials and colors to be used must be specified and delineated on the drawings. Actual samples may be provided or required.
- ☐ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
- ☐ ☐ For development site plan projects, a model showing mass relationships to adjacent properties and structures.

Signs & Awnings: *One sign per building under one square foot does not require BAR approval unless illuminated. All other signs including window signs require BAR approval. Check N/A if an item in this section does not apply to your project.*

- ☐ ☐ N/A
- ☐ ☐ Linear feet of building: Front: _____ Secondary front (if corner lot): _____
- ☐ ☐ Square feet of existing signs to remain: _____
- ☐ ☐ Photograph of building showing existing conditions.
- ☐ ☐ Dimensioned drawings of proposed sign identifying materials, color, lettering style and text.
- ☐ ☐ Location of sign (show exact location on building including the height above sidewalk).
- ☐ ☐ Means of attachment (drawing or manufacturer's cut sheet of bracket if applicable).
- ☐ ☐ Description of lighting (if applicable). Include manufacturer's cut sheet for any new lighting fixtures and information detailing how it will be attached to the building's facade.

Alterations: *Check N/A if an item in this section does not apply to your project.*

- ☒ ☐ N/A
- ☒ ☐ Clear and labeled photographs of the site, especially the area being impacted by the alterations, all sides of the building and any pertinent details.
- ☒ ☐ Manufacturer's specifications for materials to include, but not limited to: roofing, siding, windows, doors, lighting, fencing, HVAC equipment and walls.
- ☒ ☐ Drawings accurately representing the changes to the proposed structure, including materials and overall dimensions. Drawings must be to scale.
- ☐ ☒ An official survey plat showing the proposed locations of HVAC units, fences, and sheds.
- ☒ ☐ Historic elevations or photographs should accompany any request to return a structure to an earlier appearance.

ALL APPLICATIONS: *Please read and check that you have read and understand the following items:*

- ☒ I have submitted a filing fee with this application. (Checks should be made payable to the City of Alexandria. Please contact staff for assistance in determining the appropriate fee.)
- ☒ I understand the notice requirements and will return a copy of the three respective notice forms to BAR staff at least five days prior to the hearing. If I am unsure to whom I should send notice I will contact Planning and Zoning staff for assistance in identifying adjacent parcels.
- ☒ I, the applicant, or an authorized representative will be present at the public hearing.
- ☒ I understand that any revisions to this initial application submission (including applications deferred for restudy) must be accompanied by the BAR Supplemental form and 3 sets of revised materials.

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

APPLICANT OR AUTHORIZED AGENT:

Signature: _____

Printed Name: Laura Cain

Date: 1-31-19

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>Laura Cain</i>	<i>303 N. Washington St. Alexandria, VA 22314</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 *303 N. Washington St.* (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>Laura Cain</i>	<i>303 N. Washington St. Alexandria, VA 22314</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>Laura Cain</i>	<i>none</i>	<i>none</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.

1-31-19 *Laura Cain* *Laura Cain*
Date Printed Name Signature

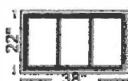




Customer Approval Form:

Signature: _____

Date: _____



Viewed from the Exterior

Quote Number: 10976145

Line Number: 10

Quote Qty: 1

Scaling: 1/2" = 1'

Description: ProLine, Sash Set Fixed, 38 X 22, Black

Rough Opening: 38.75" X 22.75"

These drawings are based on our interpretation of the information provided to us. They are submitted for final approval of the individual** responsible for the project and are not intended to create any warranty or other liability. The user** is responsible for compliance with applicable building codes or other regulations and determining the suitability of the suggestions for the particular application, including the final design of reinforcement, flashing, and sealant systems for all window and door installations.
** building owner, architect, contractor, installer and/or consumer



Quote Name: Cain,Laura,2216338

Project Name: Cain,Laura,2216338

Jobsite Location: Alexandria, VA

Room Location: None Assigned

Sales Branch Location: 71700 K. C. Company, Inc.



Proposal - Detailed

Pella Window and Door Showroom of Falls Church
7505-D Leesburg Pike Idylwood Plaza
Falls Church, VA 22043
Phone: (703) 847-5772 Fax: (703) 847-5788

Sales Rep Name: Haddon, Larry
Sales Rep Phone: 703-674-7821
Sales Rep E-Mail: lhaddon@pellamidatlantic.com
Sales Rep Fax:

Customer Information	Project/Delivery Address	Order Information
Laura Cain 303 N Washington St ALEXANDRIA, VA 22314-2501 Primary Phone: (352) 8703766 Mobile Phone: Fax Number: E-Mail: cainle@aol.com Contact Name: Great Plains #: Customer Number: 1009012948 Customer Account: 1005053137	Cain, Laura, 2216338 303 N Washington St Lot # Alexandria, VA 22314-2501 County: Owner Name: Laura Cain Owner Phone: (352) 8703766	Quote Name: Cain, Laura, 2216338 Order Number: 71760H68K Quote Number: 10976145 Order Type: Installed Sales Wall Depth: Payment Terms: Tax Code: ALEXANVAI8 Cust Delivery Date: None Quoted Date: 1/22/2019 Contracted Date: 1/24/2019 Booked Date: Customer PO #:

Line #	Location:	Attributes
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10 None Assigned

ProLine, Sash Set Fixed, Black

Qty

1



PK #
2027

Viewed From Exterior

1: SizeNon-Standard Size Fixed Sash Set

General Information: Clad, 5", 3 11/16", No Certification

Exterior Color / Finish: Standard Enduraclad, Black

Interior Color / Finish: Bright White Paint Interior

Glass: Insulated Low-E NaturalSun Low-E Insulating Glass Air Filled High Altitude

Performance Information: U-Factor 0.33, SHGC 0.51, VLT 0.58, CPD PEL-N-22-00694-00001, Performance Class LC, PG 50, Calculated Positive DP

Rating 50, Calculated Negative DP Rating 50, Year Rated 08

Grille: SDL, No Custom Grille, 7/8", Traditional (3W1H)

RPSET201 - INSTALL for 0 - 1000

Qty 1

RIW210 - Full Tear Out Installation - Single Unit

Qty 1

RIW212 - Steel Casement Removal

Qty 1

Thank You For Your Interest In Pella® Products

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