

**ISSUE:** Permit to Demolish/Capsulate (partial) and Certificate of Appropriateness for alterations

**APPLICANT:** Matt & Erica Gray

**LOCATION:** Parker-Gray District  
225 North West Street

**ZONE:** RB/Townhouse Zone

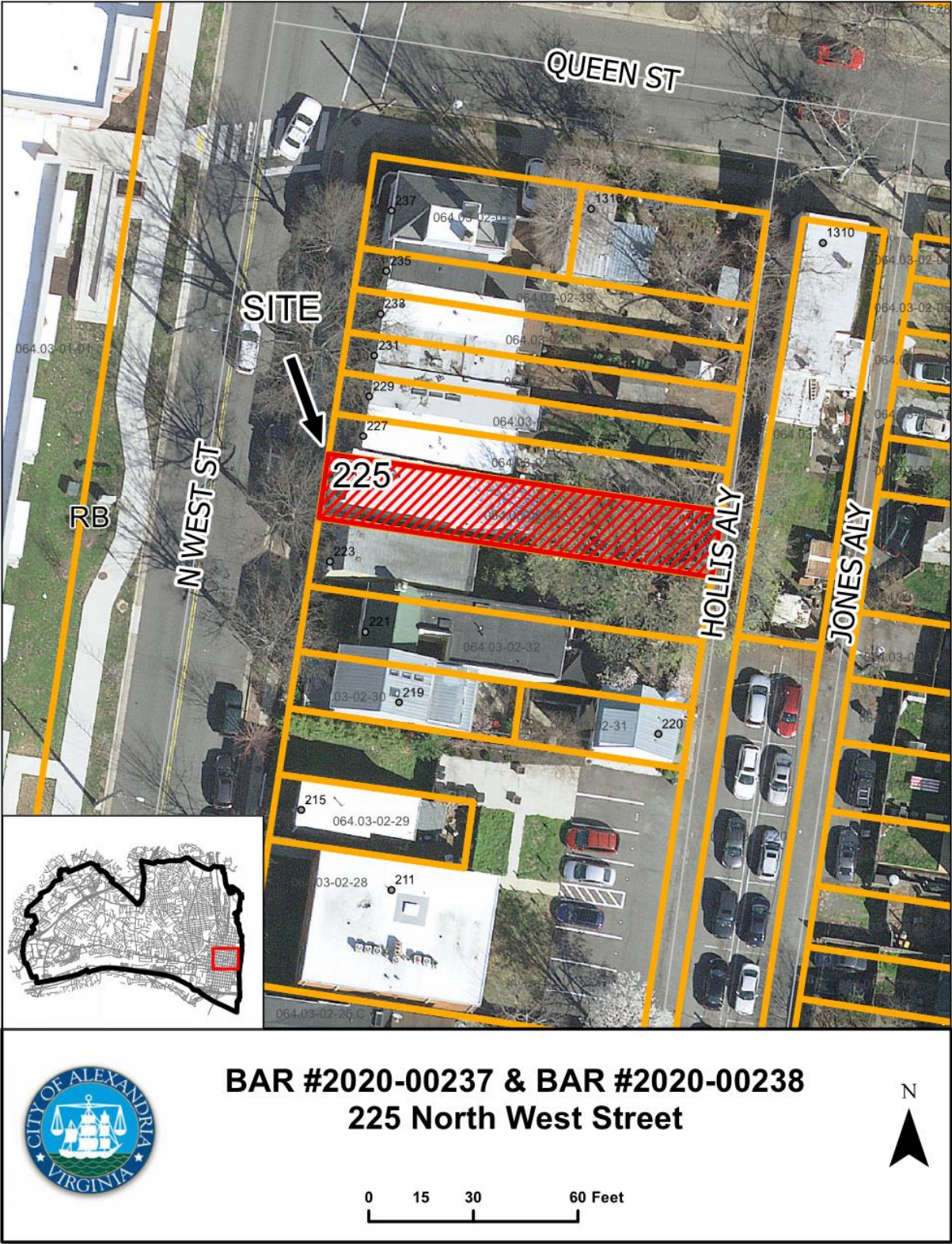
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**STAFF RECOMMENDATION**

Staff recommends approval of the Permit to Demolish/Capsulate (partial) and Certificate of Appropriateness for alterations as submitted.

**GENERAL NOTES TO THE APPLICANT**

1. **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.
2. **COMPLIANCE WITH BAR POLICIES:** All materials must comply with the BAR's adopted policies unless otherwise specifically approved.
3. **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.
4. **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](mailto:preservation@alexandriava.gov) for further information.
5. **EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B), 10-206(B) and 10-307 of the Zoning Ordinance, any 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 #2020-00238) and Certificate of Appropriateness (BAR #2020-00237) for clarity and brevity. The Permit to Demolish requires a roll call vote.

## **I. APPLICANT'S PROPOSAL**

The applicant proposes enclosing a door on the south elevation, replacing a window with a door on the east/rear elevation, and enclosing a second-floor window on the east elevation.

### **Site context**

This mid-block house backs to Hollis Alley, a public right of way.

## **II. HISTORY**

According to the National Register of Historic Places nomination form for the Uptown-Parker-Gray Historic District, 225 North West "...is part of a row of adjoining houses, most which appear to have been built at the same time. The row appears to have been built **shortly after the 1877** Hopkins map was developed." Sanborn Fire Insurance maps support this construction date, as this two-story, two-bay, Italianate style frame townhouse appears on the maps from 1891 through 1958. It retains the same basic rectangular form throughout its history but appears to have been enlarged at some point between 1907 and 1912.

### ***Previous BAR Approvals***

BAR2020-00165: Administrative approval to replace existing aluminum siding with wood on the west/front elevation and fiber cement on the other elevations; repair the roof; install new front door; remove awnings and shutters.

BAR2010-00260: This case relates to the neighboring property at 227 North West Street, which widened the house 14" to meet the north side wall of 225 North West Street. Previously, there had been a 14" gap between the two houses. While this case pertains to a different property, staff found it relevant to include here.

## **III. ANALYSIS**

### **Permit to Demolish/Capsulate**

In considering a Permit to Demolish/Capsulate, the Board must consider the following criteria set forth in the Zoning Ordinance, §10-205(B), which relate only to the subject property and not to neighboring properties. The Board has purview of the proposed demolition/capsulation regardless of visibility.

Standard	Description of Standard	Standard Met?
(1)	Is the building or structure of such architectural or historic interest that its removal would be to the detriment of the public interest?	No
(2)	Is the building or structure of such interest that it could be made into an historic shrine?	No
(3)	Is the building or structure of such old and unusual or uncommon design, texture and material that it could not be reproduced or be reproduced only with great difficulty?	No
(4)	Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?	No
(5)	Would retention of the building or structure promote the general welfare by maintaining and increasing real estate values, generating business, creating new positions, attracting tourists, students, writers, historians, artists and artisans, attracting new residents, encouraging study and interest in American history, stimulating interest and study in architecture and design, educating citizens in American culture and heritage and making the city a more attractive and desirable place to live?	No
(6)	Would retention of the building or structure help maintain the scale and character of the neighborhood?	No

In the opinion of staff, none of the criteria for demolition and capsulation are met and the Permit to Demolish/Capsulate should be granted. The proposed demolition involves a very small area, the size of a 3' x 6'8" door, and the removed materials could be easily replicated.

#### Certificate of Appropriateness

The *Design Guidelines* note that "...original historic material should be retained and repaired rather than replaced." In this project, the proposed changes have very little, if any, impact on original historic material.

The applicant proposes minor changes to the house to make it more livable. The door opening on the south elevation will be enclosed in order to improve kitchen functionality. It will be covered with the same fiber cement that staff previously approved administratively (BAR2020-0165). Likewise, a window opening on the east/rear elevation will be enclosed to allow for a master bedroom closet. This too will be clad in that same fiber cement siding. Finally, the applicant proposes converting an existing window on the east/rear elevation to a 3' x 6'8" door. This requires a very small area of demolition. The door and the door glass meet all specifications. See **Figure 1** for changes to east/rear elevation.



Very little, if any, of the original exterior construction materials remain. Sanborn Fire Insurance maps and building permits indicate that this was a frame dwelling until at least 1947. The owners recently removed aluminum siding, which was installed in 1966 (permit #23618) to reveal cinder block underneath. In 1947, the house was clad in bricktex (permit #5833). If any of the original siding remains, it would be under the cinderblock. Creating a new door would cause minimal harm.



Figure 1: East elevation

Staff supports the proposed changes to the house. The applicant should be commended for restoring this house, which had been the subject of numerous maintenance complaints over the past 15 years.

#### **STAFF**

Susan Hellman, Historic Preservation Planner, Planning & Zoning

Tony LaColla, AICP, Land Use Services Division Chief, 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 permit and plan review are required prior to the start of construction.

**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 Previously reviewed under BAR2020-00165 (T&ES)

F-2 After review of the information provided, an approved grading plan is not required at this time. Please note that if any changes are made to the plan it is suggested that T&ES be included in the review. (T&ES)

F-3 If the alley located at the rear of the parcel is to be used at any point of the construction process the following will be required:

For a Public Alley - The applicant shall contact T&ES, Construction Permitting & Inspections at (703) 746-4035 to discuss any permits and accommodation requirements that will be required.

For a Private Alley - The applicant must provide proof, in the form of an affidavit at a minimum, from owner of the alley granting permission of use. (T&ES)

C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)

C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)

C-3 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 No archaeological oversight will be necessary for this proposed project.

**V. ATTACHMENTS**

*1 – Supplemental Materials*

*2 – Application for BAR 2020-00237& 2020-00238: 225 North West Street*

ADDRESS OF PROJECT: 225 North West Street, Alexandria, Virginia 22314

DISTRICT: ☐ Old & Historic Alexandria ☒ Parker – Gray ☒ 100 Year Old Building  
064.03-02-34 RB

TAX MAP AND PARCEL: \_\_\_\_\_ 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)*

Matt Gray &amp; Erica Gray

Name: \_\_\_\_\_

Address: 225 North West Street

City: Alexandria State: VA Zip: 22314

Phone: 571-405-7671 E-mail: mgray@msg.properties

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

Name: \_\_\_\_\_

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

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

Legal Property Owner:

Matt Gray &amp; Erica Gray

Name: \_\_\_\_\_

Address: 225 N. West Street

City: Alexandria State: VA Zip: 22206

Phone: 571-405-7671 E-mail: Same as above

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

- ☐ Yes ☐ No Is there an historic preservation easement on this property?
- ☐ Yes ☐ No If yes, has the easement holder agreed to the proposed alterations?
- ☐ Yes ☒ No Is there a homeowner's association for this property?
- ☐ Yes ☐ No If yes, has the homeowner's association approved the proposed alterations?

If you answered yes to any of the above, please attach a copy of the letter approving the project.



**NATURE OF PROPOSED WORK:** *Please check all that apply*

- ☐ NEW CONSTRUCTION  
☒ EXTERIOR ALTERATION: *Please check all that apply.*  

☐ awning  
☒ 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).*

- 1) A door on the south side of the property will need to be filled in to accomdate a new kitchen. Hardi plank siding will cover it. We are calling this "Door #1". There is no other way to layout the kitchen without taking more windows out. This is the most logical solution.
- 2) A window will be removed on the east (backyard) side. It will be replaced with an exterior door to allow access to backyard. This is "Door #2". This door is unsalvageable & will be replaced with better material. Wood stairs will be installed.
- 3) A window will be covered with Hardi plank on the east (backyard) side. There is no where else to put closet without covering more windows. This is "window #1".

**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.

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

- ☐ <sup>N/A</sup> ☐ 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.*

- ☐ <sup>N/A</sup> ☐ 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.*


- ☐ <sup>N/A</sup> ☐ 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 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: Matt Gray & Erica Gray  
 Date: 5/15/2020

# 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 three 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. Erica Gray	225 N. West Street Alexandria, Virginia, 22314	50
2. Matt Gray	225 N. West Street Alexandria, Virginia, 22314	50
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 225 N. West Street (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three 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. Erica Gray	225 N. West Street Alexandria, Virginia, 22314	50
2. Matt Gray	225 N. West Street Alexandria, Virginia, 22314	50
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.

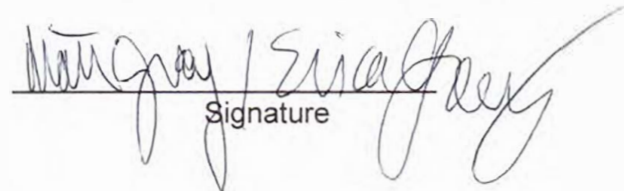
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. Not applicable	Not applicable	Not applicable
2.		
3.		

**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.

5/14/2020  
Date

Erica & Matt Gray  
Printed Name

  
Signature

NOTES: 1. FENCES ARE FRAME UNLESS NOTED.  
2. WALLS ARE 0.5' FRAME UNLESS NOTED.

HOLLIS ALLEY

10' WIDE

S 09°30'00" W  
19.25'



Window to be removed.  
Door #2 to be installed.

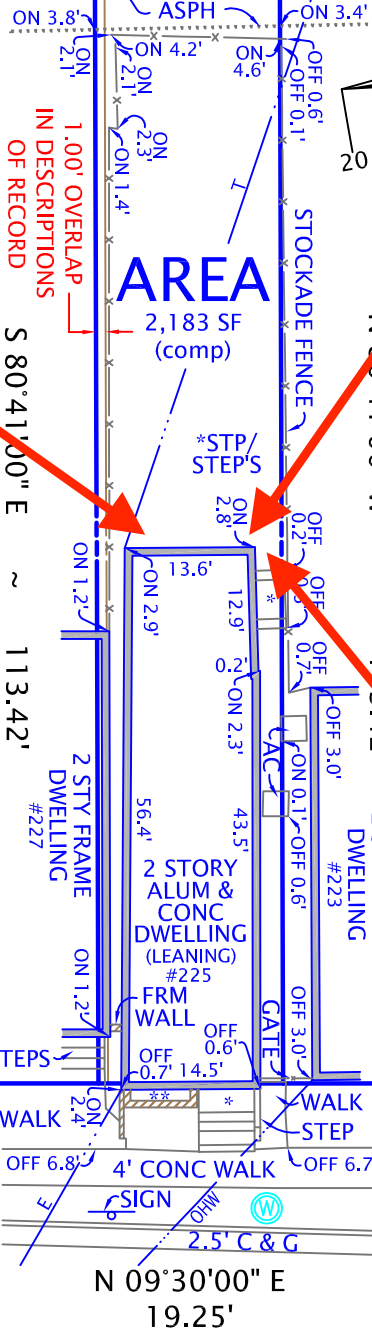
Door #1 will be filled in  
here and covered with  
Hardiplank.

Window #1 will be  
covered here with  
hardiplank.

MONUMENT LINE  
QUEEN STREET

NE CORNER

NE CORNER



NORTH WEST STREET

MONUMENT LINE

PLAT  
SHOWING HOUSE LOCATION ON  
THE PROPERTY LOCATED AT  
**#225 NORTH WEST STREET**  
(DEED BOOK 1223, PAGE 260)  
**CITY OF ALEXANDRIA, VIRGINIA**  
SCALE: 1" = 20'      FEBRUARY 25, 2020

I HEREBY CERTIFY THAT THE POSITIONS OF  
ALL THE EXISTING IMPROVEMENTS HAVE BEEN  
CAREFULLY ESTABLISHED BY A CURRENT FIELD  
SURVEY AND UNLESS SHOWN THERE ARE NO  
VISIBLE ENCROACHMENTS AS OF THIS DATE:

THIS PLAT IS SUBJECT TO  
RESTRICTIONS OF RECORD.

A TITLE REPORT WAS NOT FURNISHED.  
NO CORNER MARKERS SET.



Ordered by:

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



Surveyors  
Inc.®

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

Existing Elevations & New Specifications  
225 N. West Street, Alexandria, VA 22314

East Elevation  
(Backyard)  
Door #2



Window #1 to be covered with hardi plank to allow for master bedroom closet.

Remove existing window and replace with door below.

“Trek” stairs from existing floor to grass below.  
“Trek” stair spec per below.



New Door Type  
Door #2



New door to be typical 32" x 80".

New Stair To Exit Door #2



South Elevation  
(Side yard)  
Door #1



Existing door to be covered to allow for new kitchen cabinets. Door to be covered by Hardi plank. Hardi plank to match previous ADMIN approval by BAR.