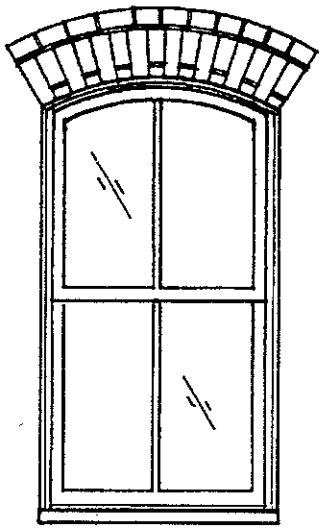

DESIGN GUIDELINES

FOR THE

OLD AND HISTORIC ALEXANDRIA DISTRICT

AND THE

PARKER-GRAY DISTRICT

City of Alexandria, Virginia
Department of Planning and Community Development

DESIGN GUIDELINES

FOR THE

OLD AND HISTORIC ALEXANDRIA DISTRICT

AND THE

PARKER-GRAY DISTRICT

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ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

The Design Guidelines were written by Peter H. Smith, Principal Staff, Boards of Architectural Review.

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May 1993

INTRODUCTION TO THE DESIGN GUIDELINES

The design guidelines for the two regulated historic districts in Alexandria have been developed to provide information and assistance to applicants in understanding the process of the Boards of Architectural Review. The guidelines should be viewed as a distillation of generally accepted design approaches in the historic districts. The guidelines should not be viewed as a device that dictates a specific design response nor should the guidelines be viewed as prohibiting a particular design approach. There may be better ways to meet some design objectives that have not been reviewed by the Boards in the past. New and untried approaches to common design problems are encouraged and should not be rejected out of hand simply because they appear to be outside the common practices outlined in the guidelines.

Some of the benefits of these design guidelines are:

• The design guidelines can help protect and reinforce the existing character of the historic districts.

• The design guidelines can streamline the design review process by providing examples that are consistent with the philosophy of the Boards and community standards. Applications which respond to the guidelines should take less time to process and reduce the amount of time at public hearings and the need for design restudy.

• The design guidelines can serve as design tools for architects, designers and builders to be used in the preliminary design phase so that design decisions can reflect pre-set goals defined for the historic districts.

• The design guidelines can provide examples of solutions to common design concerns in the historic districts. This can save time and money so that generic solutions do not have to be constantly re-invented.

• The design guidelines can help conserve the historic fabric of the districts by providing information on appropriate repair and replacement materials.

• The design guidelines can help to discourage inappropriate design approaches.

• The design guidelines can also help to increase the public awareness of design issues, the architectural heritage of Alexandria and the need for conservation of the physical fabric of the districts.

• Finally, the design guidelines can help promote consistency in rulings made by the Boards and a continuity of policy over time.

There are a number of things that these design guidelines cannot do:

• The design guidelines cannot ensure quality design. They only provide information about what is considered compatible design in the historic districts. The attention to design detail, contextual sensitivity to the surrounding streetscape and creativity in individual projects are what must be used to develop quality design in individual instances.

• The design guidelines cannot directly limit growth, regulate use or control density. Design guidelines can, however, help control the visual impact of a project.

• The design guidelines cannot control the interior design of projects.

• Finally, the design guidelines cannot increase rehabilitation activity. That decision is up to individual property owners. However, the guidelines can provide guidance once a decision is made to undertake a project.

The guidelines that have been developed for Alexandria's historic districts are based exclusively on the preservation experience in the City as it has evolved over the long history of the Boards of Architectural Review. Although the guidelines are application spe-

cific, they generally do not provide generic "Do" and "Don't" examples. The Boards believe that such generic examples are inappropriate given the long standing preservation experience in the City and the strong preferences of the Board as to appropriate and inappropriate treatment of properties in the historic districts. In addition, because the Standards of the Secretary of the Interior for Rehabilitation are general in nature and not specific to the historic preservation needs of Alexandria, the Boards have chosen not to adopt the Secretary's Standards. However, the guidelines for Alexandria's historic districts are not inconsistent with the Secretary's Standards and are, in most respects, more stringent than the Federal standards.

The guidelines are intended to be user friendly and provide specific information to citizens in determining the preferences and philosophy of the Boards. They are divided into individual sections which deal with the range and types of projects that are reviewed by the Boards. Each section is designed to stand alone so that an applicant is not confronted with a large and seemingly impenetrable amount of information that is not germane to the undertaking at hand. Almost all of the examples illustrated are from designs approved by the Boards.

Finally, the guidelines are not a static document. The Boards have specifically declared their intention to update the guidelines as preservation philosophies in Alexandria change or new requirements are added to the City's Building Code or Zoning Ordinance.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

GUIDE TO THE BOARD OF ARCHITECTURAL REVIEW PROCESS

THE BOARDS OF ARCHITECTURAL REVIEW

There are two locally designated and regulated historic districts in Alexandria: the Old and Historic Alexandria District and the Parker-Gray District. There is a Board of Architectural Review for each district. The Boards are composed of seven members each, two of whom must be architects. Members are appointed for three year terms by City Council. The Boards must approve a Certificate of Appropriateness for all new construction and exterior alterations in the historic districts which are visible from a public street, way, place, or the Potomac River. In addition, the Boards must approve a Permit to Demolish for demolition of more than 25 square feet of a building or structure in the historic districts regardless of visibility from a public way.

THE BOARDS OF ARCHITECTURAL REVIEW WEBSITE

The B.A.R. Staff has developed a website for the Boards of Architectural Review containing valuable information for completing the application process. The site may be accessed through the City of Alexandria website and following the links for Citizen Government and Architectural Review Boards or by the following link:
http://www.ci.alexandria.va.us/city/planning_zoning/historical_preservation

The following information can be found on the Board of Architectural Review website:

- Historic Districts Map
- Addresses in the Historic Districts
- Design Guidelines
- Schedule of Hearings
- Application Form
- Filing Fees
- Dockets and Staff Reports
- Contact Information

BOUNDARIES OF THE HISTORIC DISTRICTS

The exact boundaries of the historic districts are set forth on the City zoning maps. In addition for ease of reference there is a list of buildings in the historic districts by street address.

100 YEAR OLD BUILDINGS

In addition to the historic districts, there are a number of individual building and structures outside of the boundaries of the districts which have been designated as historically or architecturally important by City Council and listed as 100 year old buildings. These designated buildings are subject to the same regulations as those buildings in the historic districts. Review of projects affecting 100 year old buildings is carried out by the Old and Historic Alexandria District Board. A listing of designated 100 year old buildings is maintained by the Department of Planning and Zoning.

B.A.R. STAFF

Each Board has a staff member of the Department of Planning and Zoning assigned to it. It is the responsibility of the staff member to carry out the administrative functions of the Board which range from helping an applicant fill out the necessary forms to ensuring sufficient legal notice is published to preparing recommendations for Board action. One of the primary duties of the Staff is to assist the applicants in the process. The staff is generally available from 9:00 am to 5:00 pm Monday through Friday. It is recommended that applicants call Staff to set up an appoint-

ment. The telephone number of B.A.R. Staff is 703-838-4666.

PRELIMINARY STAFF REVIEW

Applicants are strongly urged to contact the Staff of the B.A.R. as early in the design process as possible to discuss courses of action, design alternatives and application procedures. The purpose of early consultation is to develop a proposal that is as sensitive to the importance of the historic and architectural resources of the historic districts as possible while trying to achieve the programmatic needs of the applicant. The B.A.R. Staff is often able to convey previous Board actions on similar issues and save the applicant time, money and frustration.

APPLICATION

The application for a Certificate of Appropriateness and/or a Permit to Move, Remove, Capsulate or Demolish must be filled out and filed with the Staff of the Board by 5:00 pm on the day of the application deadline. Twelve copies of the required supporting material must accompany the application. Required supporting information and materials vary depending upon the type of the application. The specific requirements are set forth in each section of the Design Guidelines. Applications which are not complete will not be processed.

FILING DATES

Generally applications are due 30 days prior to a public hearing before the Old and Historic Alexandria District Board and the Parker-Gray District Board. Yearly schedules are available from the Department of Planning & Zoning.

FILING FEE

Applicants must submit a filing fee with each Board of Architectural Review application by 5:00 p.m. on the day of the application filing deadline. Checks should be made payable to the City of Alexandria.

NOTICE REQUIREMENTS

Applicants must notify adjacent and abutting property owners of the public hearing on the application. This normally involves notification of at least four property owners, those on either side of the property and to the front and rear. However, it is not unusual that notification may involve a dozen or more property owners. It is important to remember that only the property owners need to be notified and not the tenants of a property. In the case of a condominium with multiple owners, notice to the President of the condominium association will meet the requirements. Numbers of the parcels to be notified can be obtained from the Tax Maps for the City. Names and addresses for property owners can then be obtained from the Real Estate Assessments Office (Room 2600, City Hall) or online at http://www.ci.alexandria.va.us/city/reasearch/.

A form letter for notification is provided as a part of the application package. Applicants can use this letter or one of their own choosing so long as the relevant information is set forth. The notice letter for the public hearing must prominently display the street address of the affected property. Adjacent and abutting property owners must be notified at least ten days prior to the public hearing on the application. Notice letters must be mailed. They may be sent by regular mail so long as they are postmarked between thirty and ten days prior to the public hearing.

Following notification, the Board must be provided a Certificate of Notice which certifies notice to the adjacent and abutting property owners. The Certificate of Notice form is included in the application packet. This notice and a copy of the letter of notice that was sent along with the listing of property owners notified must be returned to the B.A.R. Staff at least five days prior to the public hearing.

Failure to notify the adjacent and abutting property owners or failure to file the Certificate of Notice will prevent the application from being considered by the Board until proper notification has taken place.

Applications which are deferred for more than 30 days require that the adjacent and abutting property owners be re-notified.

PLACARDS

As another form of public notice, the property will have a cardboard placard affixed to it prior to the public hearing. The placard provides information about the application and the date of the public hearing. By signing the application form, the applicant agrees to the placement of the placard on the property.

Placards are put up by the Staff of the Department of Planning and Zoning. They must be left in place until the public hearing. Following the public hearing on the application, they may be removed by the applicant.

ADVERTISEMENT

A legal notice of applications to be heard by the Boards of Architectural Review is published in the *Alexandria Gazette* and in the *Alexandria Journal*. In addition, *The Washington Post* normally carries notice of the Boards public hearings.

REVIEW BY OTHER CITY AGENCIES

It is the policy of the Boards of Architectural Review not to review applications for projects which do not meet all other applicable city regulations. This policy ensures that the project approved by the Board can, in fact, be constructed. Therefore, applications are routinely referred to other relevant city agencies, for their comment. These agencies include the Office of Archaeology, the Department of Transportation and Environmental Services, Code Enforcement and the Zoning Office. In addition, all applications are also reviewed by the Office of Historic Alexandria. If the project does not meet the regulations of these departments, the applicant will be contacted either by the Staff of the affected agency or B.A.R. Staff concerning problems that have been identified. In many cases the project can be modified so that it meets applicable city regulations. However, if additional city approvals are needed, for example a zoning variance, processing of the application for a certificate of appropriateness will be delayed until the other required approvals have been received.

B.A.R. STAFF REPORTS

Each application is reviewed by the B.A.R. Staff which makes a recommendation for proposed action to the Board. The Staff report sets out the relevant facts about the applicant's proposal, background information on the historic or architectural resource involved, past B.A.R. actions involving the property and other information that the Staff is aware of, including comments from all relevant city agencies who have an interest in the project. The Staff recommendation is formulated from an historic preservation point of view in order to ensure that the resource is fully considered in the process.

Staff reports will reference the relevant *Design Guideline* for a specific project. Generally, Board action on a project will be predicated on compliance with the *Guidelines*.

Staff reports are made available to the applicant and the general public on the Friday before the Wednesday hearing.

THE PUBLIC HEARING

The applicant or representative must attend the public hearing on the application. While the Board can take action on the application without the applicant being present, it is the

policy of the Board to defer consideration of applications when the applicant is not present.

The Old and Historic Alexandria District Board of Architectural Review meets the first and third Wednesday of every month. The Parker-Gray District Board meets the fourth Wednesday of every month. During the months of July and August, the Boards usually meet only once per month. Unless otherwise announced, the public hearings take place at 7:30 pm in City Council Chambers on the second floor of City Hall.

Applicants are encouraged to attend a B.A.R. public hearing prior to submitting an application to gain an understanding of what to expect. Applicants may also choose to watch the B.A.R. public hearings, generally televised live, on local access Channel 70. A Cablecast schedule is available from the Citizens Assistance Office.

At the beginning of the meeting, the Board takes action on a Consent Calendar of docket items to be approved without discussion. Following approval of the Consent Calendar, the Board hears each application in turn. While the Board reserves the right to alter the order of the hearing, this is done only rarely.

Each application is introduced by the Staff of the Board. The Chairman then asks the applicant to make a presentation about the request. Following the applicant's presentation, members of the public and representatives of civic organizations are given an opportunity to testify in support or opposition to the project. The applicant then will have a second opportunity to respond to the comments made by the public.

The Board uses *Roberts Rules of Order* in the conduct of the hearing, but tries to maintain a level of informality. B.A.R. hearings are tape recorded and televised.

Following these presentations, the Board will discuss the application and may ask additional questions. When the Board finishes the discussion, they will pass a motion to approve the application as submitted, approve the application with conditions, defer the application for restudy or deny the application.

The Board rarely denies an application, but rather seeks to work with the applicant to achieve a compromise that preserves the historic resource while meeting the goals of the applicant. Applications which are denied can be appealed to City Council. Applications which are denied cannot be brought back before the Board for a period of one year unless the Board agrees to waive this requirement.

In deferring an application for restudy, the Board usually provides guidance to the applicant on the specific items or issues that the Board finds problematic or which deserve further consideration or refinement. Though the Board will not design the project for the applicant, it will elaborate on preservation principles or contextual design issues.

CONSENT CALENDAR

The consent calendar is made up of docket items recommended by staff to be approved by the Board without discussion. Generally speaking, items recommended for inclusion on the consent calendar are those which are non-controversial and which conform to past board practices and policies. In order for an item to be considered for inclusion on the consent calendar it must meet the criteria set forth in the *Design Guidelines*.

Any item proposed for the Consent Calendar may be removed by a member of the Board or a member of the public and a full hearing will be held on the application.

THE CERTIFICATE OF APPROPRIATENESS

The evidence of Board approval of a project is the Certificate of Appropriateness. Applications which are approved are physically stamped with the Certificate of Appropriateness and signed by the Secretary to the Board.

APPEAL OF B.A.R. DECISIONS

Any final decision of the Board can be appealed to City Council. Appeals can be made by 1) the applicant or 2) citizens through a petition signed by at least 25 property owners in the District. Appeals must be filed with the City Clerk (Room 2300, City Hall) **within 14 days of the Board's decision**. There is a $150 filing fee for the appeal process.

Failure to file an appeal within this time period means that the decision of the Board is final.

Once an appeal is filed, it is then scheduled for consideration by City Council at a public hearing. These public hearings are normally held once a month on the Saturday following the second Tuesday. City Council hearings on appeals are similar to the format at the Board hearing.

City Council members are provided a summary of the B.A.R. action, copies of the application and a copy of the minutes or a transcript of the B.A.R. public hearing.

Legal notice of the City Council hearing on the appeal is published by the Department of Planning & Zoning in the *Alexandria Gazette* and *Alexandria Journal*. Notice of an appeal hearing will be mailed to the appellant, the applicant, the adjacent and abutting property owners, and the subscribers to the B.A.R. docket by the Department of Planning and Zoning. B.A.R. Staff will also post a placard on the property.

APPEAL OF CITY COUNCIL DECISIONS

City Council decision on B.A.R. appeals can be appealed to Circuit Court by the applicant or citizens through a petition signed by at least 25 property owners in the District.

THE BUILDING PERMIT PROCESS

After the public hearing, the Staff of the Board will stamp two copies of all approved applications with the Certificate of Appropriateness. One set of the application drawings will be returned to the applicant. The second copy is retained in the B.A.R. files for reference.

Most projects approved by the Board require the issuance of a building permit. Application for a building permit is made to Code Enforcement, Room 4200, City Hall. The stamped plans with the Certificate of Appropriateness will be required by Code Enforcement prior to the issuance of a building permit as evidence of compliance with the historic district ordinances.

Further information on the building permit process can be found in *When is a Permit Required?* Which is available from the Code Enforcement. Office or online at http://www.ci.alexandria.va.us/city/codeenforcement

Once the building permit is obtained actual construction work can commence.

EXPIRATION DATE OF B.A.R. APPROVALS

B.A.R. approval of Certificates of Appropriateness or Permits to Demolish expire at the end of a 12 month period, unless work on the project has been "commenced and substantially pursued" during that period. However, any period of time during which the project was on appeal to City Council or Circuit Court

is excluded from this 12 month period.

For any number of reasons, project initiation may be delayed. Although re-approval is not automatic, the Board will often re-approve projects which have not commenced construction within the 12 month period.

AMENDMENTS TO APPROVED PROJECTS

For any number of reasons, the design of projects may change as the construction process is undertaken. Changes to projects are treated as an amendment to previously approved plans and are reviewed in the same manner as the initial application for a Certificate of Appropriateness. A new application is required along with supporting materials and notification of adjacent and abutting property owners and construction of these new elements may not proceed until the Board has approved the changes. If a project or portions of a project are constructed without Board approval, the applicant may be required to remove the changes at their own expense.

CERTIFICATES OF OCCUPANCY

Following completion of a construction project which involves changes to the footprint of a structure or a new building, a Certificate of Occupancy and Use must be approved by the authorizing city agencies which range from Code Enforcement to the Zoning Office to the Health Department and include the Board of Architectural Review. The Certificate of Occupancy must be approved prior to the occupation of the building.

B.A.R. approval of a Certificate of Occupancy is based on the actual construction conforming to the approved design. If the design deviates from that approved by the Board, the Certificate of Occupancy will not be approved. The applicant may then file a new application for a Certificate of Appropriateness for approval of the project as built or modify the project so that it conforms to the plans approved by the Board.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 4/23/03

USE OF THE DESIGN GUIDELINES

INTRODUCTION

The Design Guidelines for Alexandria's regulated historic districts are a tool to assist the general public and the Boards of Architectural Review in the design review process. The guidelines should be viewed as a distillation of generally accepted design approaches in the historic districts The guidelines should not be viewed as a device that dictates a specific design response nor should the guidelines be viewed as prohibiting a particular design approach. There may be better ways to meet some design objectives that have not been reviewed by the Boards in the past. New and untried approaches to common design problems should not be rejected out of hand simply because they appear to be outside the common practices outlined in the guidelines.

The guidelines set forth in clear terms the practices and policies of the Boards. As such, they should be of substantial benefit to the non-design professional in providing information on the types of projects and kinds of information that the Boards need in order to intelligently consider a project.

It must be emphasized, however, that the guidelines are intended only to provide guidance and that the Boards consider each application on a case-by-case basis. It is entirely possible that an application may conform to the guidelines, but be considered incompatible by the Boards. The Boards view the Guidelines as a living document that will change as circumstances warrant.

The Boards will strive to provide consistency in their decisions by giving careful attention to the Guidelines. The Boards recognize, however, that they may, in their decisions, have to depart from the Guidelines where such departure is appropriate to assure the historic fabric of the districts.

GUIDELINES ORGANIZATION

Each section of the guidelines is designed to be independent. An applicant need only pick up the guideline section or sections dealing with the specifics of a particular project rather than having an entire book containing a great deal of information that is not germane to the specific undertaking.

Each guideline is divided into the following sections:

INTRODUCTION: contains background information on the threshold that must be met before Board approval is required. It states in general terms why the Boards considers the issue important.

REQUIREMENTS: deals primarily with conditions of the Zoning Ordinance and the Building Code that must be met in order for a project to be undertaken. All of the zoning information reflects the new zoning ordinance adopted by City Council on June 24, 1992.

GUIDELINES: This is the heart of each design guideline because it sets forth the policies and practices of the Boards.

APPLICATION REQUIREMENTS: sets forth the specific types of information required by the Boards to review particular types of projects. Application requirements vary from project type to project type.

REFERENCES: provides a list of readily available source material for further information. In all instances this material is available from the B.A.R. Staff.

ARCHAEOLOGICAL CONSIDERATIONS: is included in every section where ground disturbing activities may take place. It sets forth the requirements of the Archaeological Protection Ordinance.

RELATED SECTIONS: other relevant guidelines are cross referenced. Generally, if other guidelines are cross-referenced an applicant will probably need the other cited sections.

The illustrations are, for the most part, from recent Board cases and are intended to illustrate the types of submissions that the Boards receive and the level of information required. Few generic examples of preservation work are included because of the long history of preservation activity in Alexandria. Illustrations are provided for information only. For this reason, specific dimensions have been deleted from the illustrations as a way of simplifying the information. Certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

FOR FURTHER INFORMATION:

Boards of Architectural Review
City Hall, 301 King Street
Room 2100
Alexandria, VA 22314
Telephone: (703)838-4666

HISTORY OF THE PHYSICAL DEVELOPMENT OF THE DISTRICTS

The following is a brief overview of the physical development of Alexandria's two locally designated preservation districts. It is intended only as an introduction. Extensive materials on the history and development of Alexandria are available at the Lloyd House Archives of the Alexandria Public Library (220 North Washington Street).

OLD AND HISTORIC ALEXANDRIA DISTRICT

The Old and Historic Alexandria District is the third historic district established in the United States. It was established in 1946 following the designation of historic districts in Charleston (1924) and New Orleans (1931). The district, with its protections for historic buildings, was established to better control development along the George Washington Memorial Parkway as it passes through the City as Washington Street and to protect what many residents saw as the colonial heritage of the City.

Over the years, the boundaries of the historic district have changed substantially. Today, the district generally runs from the southern edge of the City at Hunting Creek north to Bashford Lane and from the Potomac River on the east to near the King Street Metro Station on the west. Additionally, all of the George Washington Memorial Parkway including that portion designated as Washington Street within the City's boundaries and a buffer zone on either side is included in the borders of the historic district. The exact boundaries of the historic districts are set forth on the City zoning maps which are available from the Department of Planning and Community Development. In addition, for ease of reference there is a list of buildings included in the historic districts by street address. The core area of the district is designated a National Historic Landmark by the U.S. Department of the Interior.

Alexandria was founded in 1749 and the original city grid was surveyed, according to tradition, with the assistance of George Washington. Alexandria is proud of its association with the father of the country and is often referred to as George Washington's home town.

There is a rich and varied architectural history in the Old and Historic Alexandria District. There are approximately 4,000 buildings in the district with well over 200 structures dating from the 18th century. No other historic district in the United States contains as many extant original 18th century buildings. However, the majority of the district is composed of modest buildings dating from the late-19th and early-20th century.

In addition to the remarkable ensemble of late-18th and early-19th century buildings, the district includes representative examples of virtually every architectural style that has been popular on the east coast in the last two hundred years. There are significant examples of Greek Revival, Italianate, Queen Anne, American Foursquare, Colonial Revival, Art Deco, curtain wall, urban townhouse, and roadside commercial style buildings - both high style and vernacular. There are varieties of folk and vernacular architecture as well as high style academic designs within the district.

The residents of the district care deeply about architecture and are generally well informed and committed to the preservation of the architectural fabric. One indication of this concern for the architecture of the City are the two local newspaper columns on architecture, one weekly, the other monthly, that make well informed and lively critiques of development projects. Alexandria is one of only a few cities to have such columns in its local papers. The City and the Boards of Architectural Review are extremely cogni-

zant of the City's national historic importance and do their utmost to preserve the tangible links to the founding years of the republic.

The district has a large proportion of residential structures as well as significant concentrations of office and commercial buildings. Office and commercial buildings are clustered primarily in and around Washington Street, King Street, Union Street and around the King Street Metro station. For the most part, the rest of the historic district is residential in nature dominated by two and three story brick and wood rowhouses.

Activity in the Alexandria waterfront area dates as early as 1619 when there was active trading off Oronoco Bay in copper, tobacco, furs, dyes and oils. By the late-18th century Alexandria had become the largest tobacco port and warehousing facility on the Potomac River. By the late 1770s, Alexandria had established itself as a foreign commerce port and a shipbuilding center for ocean going vessels. Before the Revolution the City was handling tonnages comparable to the ocean ports of New York and Boston. Alexandria continued a period of relative prosperity as a transshipment point until the 1830s.

The core of the City, as laid out in 1749, covered the area bounded by the Potomac River on the east, Pitt Street on the west, Wolfe Street on the south, and Oronoco Street on the north. The boundaries of the City were significantly expanded in 1762 to extend westward to St. Asaph Street and southward to Wilkes Street. The city boundaries were enlarged again in 1785 and extended westward to West Street, north to Montgomery Street and southward all the way to Hunting Creek. Other expansions of the area of the present day historic district took place between 1858 and 1915.

The first building lots were sold on July 13-14, 1749 and purchasers were required to improve the lots within two years. It is commonly believed that this requirement was responsible for the distinctive "flounder" style houses found throughout the historic district. The flounder house is basically a half house with a steeply raked roof, no windows along the interior lot line and is often set well back from the front property line. The belief is that these houses could be quickly and cheaply built to satisfy the lot requirements and then a more substantial structure could be built on the front portion of the lot as circumstances improved. Today, remarkably, more than a dozen flounder houses exist which have never had the front portion of the lot improved.

When the City of Washington was established as a ten mile square, virtually the entire City of Alexandria was included in the boundaries. Alexandria was part of the District of Columbia from 1791 until it was retroceded to the Commonwealth of Virginia in 1846.

During the period ca. 1791 to ca. 1820 when Alexandria was part of the Federal city, there was a period of substantial expansion of the building stock of the city. A large number of Federal style residential buildings were constructed during this period. For example, the Lord Fairfax House built in 1799 at 607 Cameron Street is an example of the high style Federal architecture constructed during this period of prosperity. Today, Federal style architecture is one of the character defining features of the historic district.

Construction of the Alexandria-Georgetown Canal began in 1831 and was largely completed by 1843. However, the canal was unsuccessful financially and accumulated a substantial debt load. This resulted in the failure of the Bank of Alexandria in 1834 presaging the national financial panic of 1837. While some notable Greek Revival style buildings, primarily institutional, were constructed in the early 1840s (the Lyceum, 1839; Courthouse, ca.1842, now demolished; and, the Second Presbyterian Church, ca.1842), there were few residential structures built in the 1840s due to the financial condition of the City. However, by the mid-1850s economic conditions had improved considerably and there was substantial construction of residential dwellings and other buildings (Athenaeum, 1851-52). This boomlet came to an end with the outbreak of the Civil War.

At the beginning of the Civil War, native son Robert E. Lee left to head the Confederate Army. The City was occupied by Federal troops as part of the defense of Washington and to prevent attacks on the Federal capital from the Potomac River. As a result, no battles were fought in the City during the War and there was little property destruction, although a large number of structures were requisitioned by the Federal government and used for war related activities including prisons and hospitals.

Because of the occupation, there was extremely limited river related commerce and by 1865 the port had declined to a point where it was chiefly used by fishing boats. Alexandria had considerable difficulty recovering from the Civil War and until the late-19th century, there was relatively little growth in the City. During the last two decades of the 19th century, there was again modest development of residential structures.

Beginning with plans in the late 1930s several large scale residential subdivisions were approved in the area south of Gibbon Street. For example, the Yates Garden subdivision, east of Washington Street and west of Fairfax Street from Gibbon to Green Streets, was built during the period 1939 to 1953. This residential area of Colonial Revival townhouses covers approximately 14 blocks.

To the west of Washington Street, from Franklin to Church Streets, another residential subdivision project, the Patrick Henry Homes, was approved ca. 1948. This subdivision, also largely Colonial Revival style townhouses, covers approximately 6 blocks. This area includes a strip shopping center, ca. 1950, in the 800 block of South Washington Street as well as a substantial concentration of low-rise garden apartment complexes.

The area south of Green Street was further developed in 1950 with the construction of the large Hunting Towers apartment complex and associated shopping center. However, beginning in the late 1950s, the construction of the Capital Beltway and the Woodrow Wilson Bridge and associated ramps greatly altered this section of the historic district.

Beginning in the late 1950s, extensive planning was undertaken for a massive urban renewal project of approximately 24 blocks centered around the intersection of Washington and King Streets. There was vigorous citizen opposition to the proposed project which was eventually scaled back. The urban renewal project that was approved in 1961 involved six blocks running from Fairfax Street to St. Asaph Street on both sides of King Street. The urban renewal project resulted in considerable loss of late-18th and early-19th century building fabric. The urban renewal build-out was completed in 1981.

Another major urban renewal project involving residential properties was carried out in the Dip area west of South Alfred Street and south of Duke Street. This project, completed in the mid-1980s, involved renovation of existing residential units as well as substantial construction of new multi-family housing.

Until the end of World War II the Potomac River front area was occupied primarily by heavy industrial uses including iron foundries and cement factories. As the industrial uses were supplanted, there were proposals for large scale commercial development of the area. To a significant degree, large scale commercial development did take place in the northern area of the waterfront beginning at Queen Street and running northward to First Street. While this area had originally been included under the jurisdiction of the Board of Architectural Review, it was deleted by City Council in 1951.

World War I brought the construction of the Torpedo Plant which was expanded in World War II. Beginning in the late 1970s the City undertook extensive efforts to revitalize the waterfront area. A design competition in 1978 was responsible for the revitalization of the Torpedo Factory area between King and Queen Streets. By the early 1990s construction of new office, retail and commercial buildings in this area was largely

completed.

Development of the Potomac River front area south of King Street was delayed until the late 1980s primarily because of legal disputes between the Federal government and the City. The disputes centered on the boundary line created by the Potomac River. Because of this there is a patchwork of uses and limited public access to the waterfront. By the early 1990s, construction had begun on two large scale residential townhouse projects along this section of the waterfront. However, one significant area on the waterfront between Wilkes Street and Gibbon Street is still the subject of litigation between the Federal government and the City.

The Old and Historic Alexandria District ordinance was passed by City Council in 1946 in response to criticism of the zoning practices of the City with respect to the George Washington Memorial Parkway and Washington Street by the National Capital Park and Planning Commission. In 1929 the City had entered into a perpetual easement with the Federal government for the protection of the "memorial" character of the Parkway as it passes through the City.

The original draft of the 1946 ordinance required special permits to build along Washington Street as well as for other exterior architectural features within the boundaries of the historic district. By the time of the passage of the ordinance the provision requiring a special permit for a building along Washington Street had been deleted in favor of a more general admonition about the preservation of the memorial character of the Parkway and a new section had been added requiring approval of the Board of Architectural Review for the razing of any building over 100 years old within the boundaries of the district. This provision was included as part of the original ordinance in response to threats to a historic structure at the corner of Prince and South Washington Streets.

THE PARKER-GRAY DISTRICT

The Parker-Gray preservation district is an approximately 40 block area situated wholly west of Washington Street extending basically north to south from First Street to Cameron Street and from east to west from Alfred Street to North West Street. Most of the district has been determined eligible for listing on the National Register of Historic Places.

The exact boundaries of the historic districts are set forth on the City zoning maps which are available from the Department of Planning and Community Development. In addition, for ease of reference there is a list of buildings by street address.

The Parker-Gray District is named for the Parker-Gray School which opened in the district in 1920. It, in turn, was named in commemoration of John Parker and Sarah Gray who had been principals of two segregated schools, the Snowden School for Boys and the Hallowell School for Girls in Alexandria during the latter part of the 19th century.

Most of the Parker-Gray District is residential with commercial development occurring primarily along or adjacent to Route 1 which traverses the district as North Patrick and North Henry Streets. Most buildings in the district date from the late-19th or early-20th centuries, although there are smatterings of early-19th structures. There is considerable architectural diversity in the Parker-Gray District with variation from block to block and sometimes within the same block.

During the late-19th century, railroads ran through the district at-grade with tracks on both Henry and Fayette Streets. Today, evidence of the railroad era such as shipping docks can still be found in a number of places. The bifurcation of Route 1 onto two streets, Patrick Street for northbound traffic and Henry Street for southbound traffic, in 1963 has been an impediment to substantial residential rehabilitation for structures fronting on these streets.

There are a number of architecturally notable structures in the district such as late-19th century Queen Anne style brick townhouses. The Carver Theatre and Stores at Queen and Fayette Streets were designed by John Zink, a nationally prominent movie theatre architect, in 1947. It was built in an area of the district known as Uptown, a center for black business and cultural life during the mid-20th century.

The Third Baptist Church on Princess Street, built prior to 1877, one of the oldest buildings in the district, was originally built in a Romanesque Revival style with buttressed walls, arched windows and dominant tower. The Meade Memorial Episcopal Church on North Alfred Street, built ca. 1910, is a significant example of Gothic Revival style architecture in the district.

Today, the City of Alexandria operates the Black History Resource Center on North Alfred Street, the site of the Robinson Library, built in 1940 as the African-American community's first public library. The Resource Center presents the history and accomplishments of blacks in Alexandria.

The architectural significance of many buildings in what is now the Parker-Gray District was noted during a 1970 survey of architecturally significant buildings in Alexandria conducted by the noted preservation architect Russell Wright. In 1975 the Alexandria City Council began the passage of a series of city ordinances designed to preserve the residential character of the area from a number of development threats, including transportation projects such as Metro.

In 1975 and 1976 with a grant from the National Endowment for the Arts, the City undertook a neighborhood conservation study of what was called Census Tract 16, an area largely synonymous with the current Parker-Gray District. The study was designed to try to preserve the existing housing stock for the existing residents and to combat displacement as the housing stock of the area was rehabilitated. The study recommended a complex mechanism of ownership and sale through a cooperative housing partnership as a means of conserving the existing residential character of the area. Although the study received a great deal of favorable publicity in the national preservation press, it proved to be controversial on the local level and was not implemented. However, the study did serve as a catalyst to foster an appreciation of the significance of the architecture within the area.

In 1977, the following year, the Council designated a significant number of buildings in the area as 100 Year Old buildings subject to review by the Board of Architectural Review. Later, in 1984, Council formally took action to establish the district and bring the whole area under the purview of the Board of Architectural Review. The preservation district was designated primarily as a means of ensuring the maintenance of the residential character of the district. In 1985 Council created a new panel of the Board of Architectural Review for the Parker-Gray District and its first meeting was held in 1986. Finally, in 1992 the Parker-Gray District panel was abolished and formally became the Parker-Gray District Board of Architectural Review.

100 YEAR OLD BUILDINGS

A number of individual buildings and structures outside of the boundaries of the historic districts have been designated as historically or architecturally important by the City Council and listed as 100 Year Old buildings. A listing of designated 100 Year Old buildings is maintained by the Department of Planning and Community Development.

The types of individually listed buildings and structures run the gamut from early 19th farm houses to urban rowhouses to a number of high style buildings on the grounds of the Episcopal Theological Seminary to a remnant of an early railroad bridge. There has been no attempt to prepare a comprehensive list of buildings over 100 years old outside the boundaries of the historic districts.

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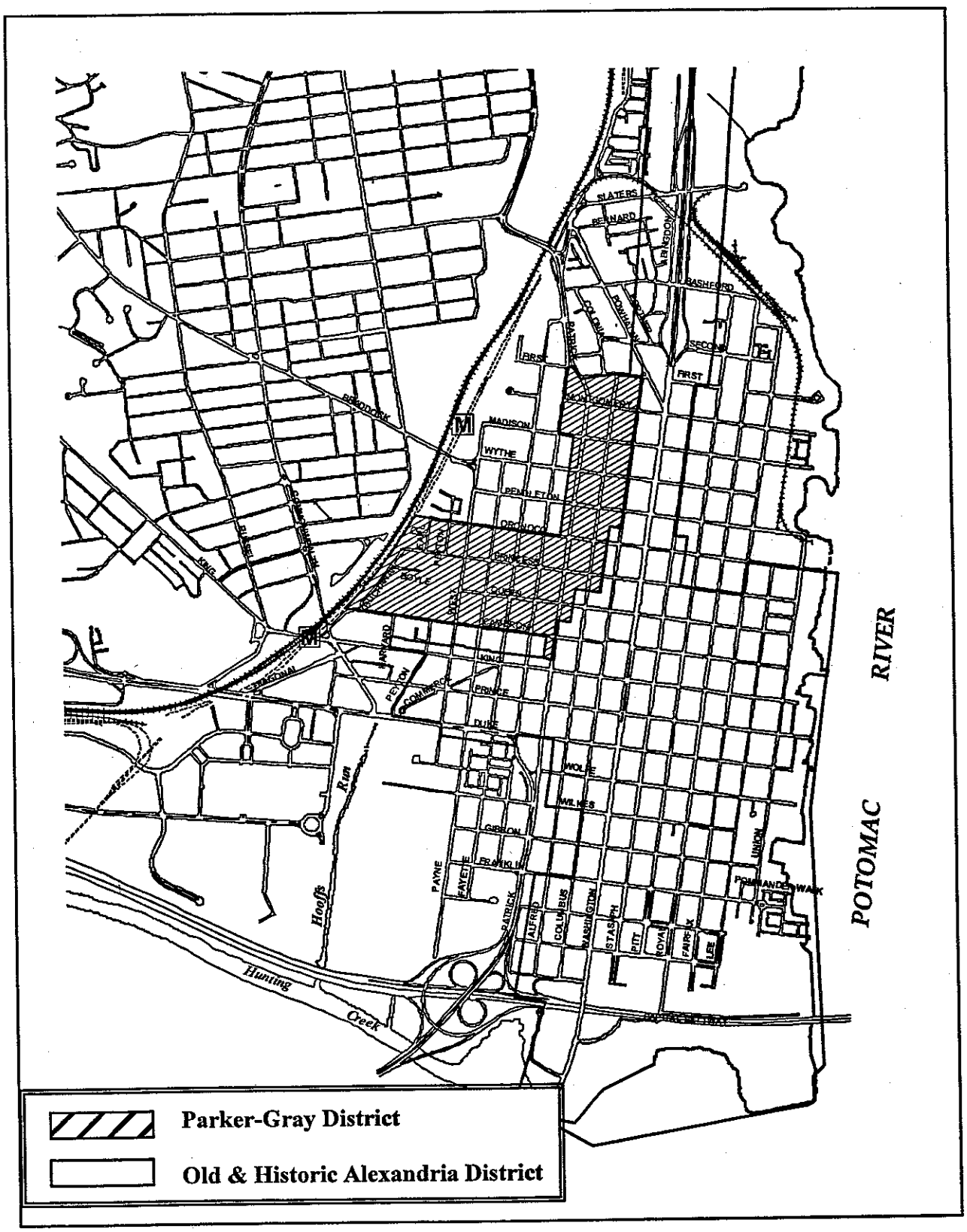
Parker-Gray District
Old & Historic Alexandria District
POTOMAC
RIVER
Hunting
Creek
Hooffs
Run
SLATERS
BERNARD
BASHFORD
SECOND
FIRST
MADISON
WYTHE
PENDLETON
ORONOCO
KING
PRINCE
DUKE
WOLFE
WILKES
GIBBON
FRANKLIN
PAYNE
FAYETTE
PATRICK
ALFRED
COLUMBUS
WASHINGTON
ST. ASAPH
PITT
ROYAL
FAIRFAX
LEE
UNION
POTOMAC WALK
BRADDOCK
SEMINARY
PENDLETON
ORONOCO
KING

DESIGN GUIDELINES REFERENCE MATERIALS

This is a brief bibliography of reference works on historic architecture in Alexandria as well as common general works on historic preservation practice. It is intended as a starting point for anyone seeking information to further understand the Guidelines. Most of this information can be found at Lloyd House, the City archives, which is part of the Alexandria Public Library system. Lloyd House is located at 220 North Washington Street (Telephone: 703/838-4577).

Lloyd House has extensive holdings including photographs which can be used to research buildings in the historic districts.

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CHAPTER 1

SIGNS

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INTRODUCTION

Signs and awnings are prominent visual elements of the streetscape in commercial areas of the historic districts. Although there is no requirement to use professional designers, applicants should note that most sign designs approved by the Boards of Architectural Review are prepared by sign contractors as part of their service.

Signs inform the public as to the nature of the business in a particular building and can quickly and easily transmit a business image to a passerby and create a potential customer or client. Businesses often use large signs in order to attract attention. Overly large signs are not appropriate in most areas of the historic districts because they detract from the architectural integrity of the districts.

Signs should blend with and not detract from the historic architecture of the districts. When signs distract, shout out to the pedestrian, are not sensitively placed on the architecture or obscure it, a negative image of the historic commercial streetscape is created. High quality signs that complement the historic building help maintain the quality of the historic districts, attracting tourists, residents and businesses.

The style, ornament, materials, color, and texture of the architecture are the dominant man-made visual elements of the historic streetscape. Signs, awnings, and other visual additions should play a secondary role. Signs should augment, not compete with, the surrounding architecture.

Many business owners ask, "Why would my small sign be of such importance to the B.A.R.?" The answer is that the commercial areas of the districts are made up of hundreds of signs, which taken in total, effect the overall visual quality of the historic districts. These hundreds of signs convey much about the quality of the historic districts and are part of the overall image that residents and tourists alike experience in the historic districts.

REQUIREMENTS

- All signs must meet the requirements of Article IX, Signs, Marquees and Awnings, of the Zoning Ordinance.
- All signs must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).
- A building permit is required for the erection of signs over 2 1/2 square feet in area.
- Any sign which requires a building permit for compliance with the USBC and which is over a public-right-of-way requires liability insurance approved by the City Attorney.
- Each sign must have a permit number posted in the lower right corner in 1/2" high contrasting letters (§ 9-401(C) of the Zoning Ordinance). The permit number is the B.A.R. case number.

SIGNS SUBJECT TO REVIEW

All signs over one square foot in area that are permanently affixed to a building or

structure in the historic districts must meet the requirements of the Alexandria sign ordinance (§ 9-100 et. seq. of the Zoning Ordinance), the Virginia Uniform Statewide Building Code and must also be reviewed and approved by the B.A.R. prior to installation. This includes signs in or visible through the windows of commercial establishments and flags not recognized as official government symbols.

SIGNS NOT SUBJECT TO REVIEW

(See § 9-301(B)(1-5) of the Zoning Ordinance)

- One sign per building under 1 square foot in area.
- Temporary signs, which must be removed at the end of the project:

  Window signs between 1 and 4 square feet in area specifically authorized by the City Manager.

  Unlighted contractor or architect signs up to 32 square feet in area.

  Unlighted subcontractor signs up to 8 square feet in area.

  Unlighted real estate signs up to 4 square feet in area.

PROHIBITED SIGNS

The following types of signs are prohibited throughout the City of Alexandria by Article IX of the Zoning Ordinance and are, therefore, not permitted in the historic districts:

- Portable or moveable signs.
- Flashing or animated signs.
- Signs which visually interfere with traffic.

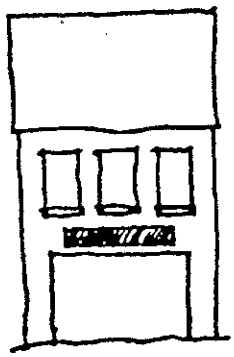
HANGING SIGNS

Hanging signs must be placed so that the bottom of the sign is a minimum of ~~18'~~ 8' above a public pedestrian sidewalk or parking area and a minimum of ~~14~~ 14.5' above an alley used by vehicles.

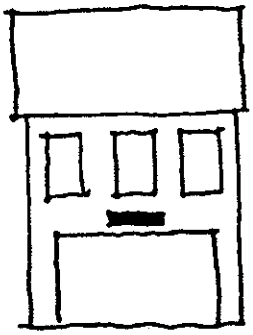
Hanging signs cannot project more than 4' from the building wall or to within 1' of the curb line.

FREESTANDING SIGNS

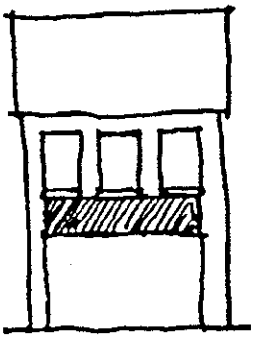
Freestanding signs are only allowed on lots with at least a 100' frontage and which provide drive-in services or parking.



Maximum Appropriate Size
Sign is correctly proportioned on building.



Appropriate Small Sign
Small signs are appropriate for professional offices.



Not Appropriate
Sign is too large and overwhelms building.

Flat signs.
Flat signs are attached directly to the building surface. They are generally made of wood, metal or other material that can be painted or silk-screened. Flat signs must respect the proportions of the building and the architectural characteristics. In most areas of the historic districts, flat signs should be pedestrian in scale. Lettering heights should not exceed 8" to 12".

PERMITTED SIZES OF SIGNS

Total Sign Area
The sign ordinance permits the total sign area on a building to be 1 square foot of signage for every 1 linear foot of building frontage. For example, if a building is 20 feet wide, up to 20 square feet of sign area is permitted not including window sign area.

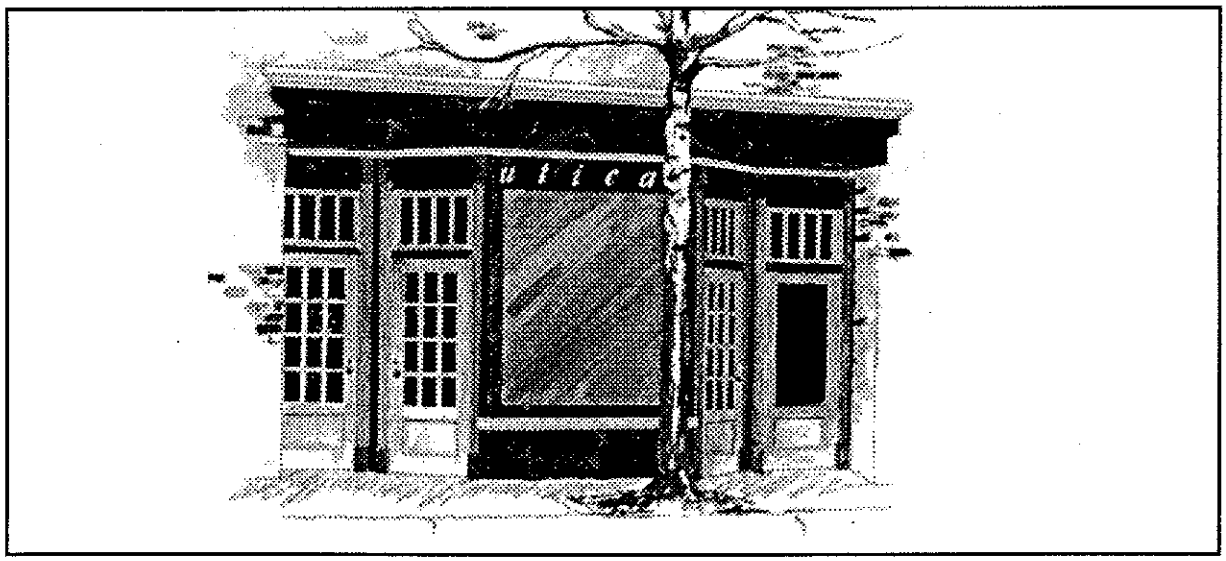
Size of Window Signs
Window signs may be on the interior or placed on the exterior of a window. In either case, the total area of all window signs may not exceed 20% of the total window area.

OUTDOOR DISPLAY OF GOODS

§ 4-507 (A) of the Zoning Ordinance requires that all merchandise be displayed within a completely enclosed building, except that plants, flowers and produce only may be displayed on the property with a permit from the Director of Planning. Other goods displayed on steps, in alcoves or in building entrances is not permitted.

GUIDELINES

- Signs should be designed in styles, materials, type faces, colors and lettering that are appropriate and sympathetic to the historic style of the building. Sign styles or designs should not postdate the era of the building for which they are intended. For example, signs made of plastic are not appropriate on 18th and 19th century commercial structures.
- Signs should be as simple as possible and avoid repetitious and undue verbiage.
- Signs should be designed to be compatible with the historic building or structure.
- Signs should not detract from the architectural characteristics of historic structures. Similarly, signs should not overwhelm or obscure the architecture and decorative features of historic buildings.
- Generally, only one sign per business is appropriate.
- Exterior cloth and plastic banner-type signs, whether installed vertically or horizontally, are strongly discouraged. It is the policy of the Boards that this type of sign is inappropriate in the historic districts.



Example of a flat sign located on a projecting bay for a retail store.
SOURCE: 203 South Union Street, BAR Case #91-75

• In all instances in which the Boards take action to approve exterior cloth and plastic banner-type signs the approval will be conditioned on a specific time period during which the sign may be displayed.

• The Boards are particularly concerned with the maintenance of the memorial character of the George Washington Memorial Parkway which passes through Alexandria as Washington Street. Therefore, requests for certificates of appropriateness for signs on Washington Street must be compatible with the memorial nature of the Parkway.

• Buildings with multiple business and retail tenants, should have a sign plan providing for coordinated graphics and placement.

• Signs in the historic districts are often not as large as the maximum allowable under the Zoning Ordinance.

• Logos – Standard corporate logos are permitted within the historic districts; however, modifications of standard sizes and colors are often required by the Boards.

• The most common materials used for signs in the historic districts are painted or silk-screened wood signs and painted or silk-screened metal or plastic signs.

SIGN INSTALLATION

• Signs should not be attached to a building in a manner which requires the removal of historic materials to create the minimum clearance height required by the building code. For example, a cornice or frieze should not be removed or altered to permit the installation of a sign.

• Individual letter signs should be blind mounted on the front of a building. For example, letters can be pin mounted so that the fastening hardware is not visible.

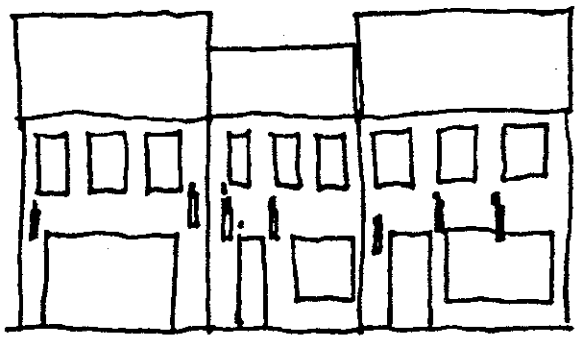
• On masonry buildings, signs should be anchored through the mortar joints rather than directly into the masonry unit (e.g. brick) itself.

• Signs should be professionally installed so that the final appearance is neat and clean.

• Window signs should not obscure the interior view of a retail establishment. Windows should not be painted, inappropriately tinted or otherwise made opaque.

• The Boards consider any sign located more than 4' behind the plane of a storefront window to be an interior decoration and not a window sign.

Appropriate
Hanging signs aligned and only one sign per business.



Not Appropriate
Hanging signs not aligned and more than one sign per business.

Placement of hanging signs.
For safety reasons, the sign ordinance requires that the bottom of a hanging sign be at least 10' above a public sidewalk and at least 14' above a public alley. Hanging signs should generally be located adjacent to the main entrance or doorway to a business (either side). A business should use only one hanging sign on a building. Efforts should be made to align a hanging sign with the placement of other hanging signs on the street.

PREFERRED SIGNS

In general, the following types of exterior signs are preferred by the Boards of Architectural Review:

Flat signs – generally mounted flush on the wall of a building.

Hanging signs – this type is suspended from a bracket and generally mounted perpendicular to the face of a building.

Symbol or Icon sign – this type of hanging sign portrays in a graphic manner the type of merchandise or service provided.

- Signs painted directly on a building are permitted. Their use on unpainted masonry surfaces, however, is discouraged because they are difficult to remove if the building tenant changes.

DISCOURAGED SIGNS

The following types of sign treatments are strongly discouraged by the Boards:

- Internally illuminated signs.
- Telephone numbers on signs.
- Exposed neon tubing.
- Flags.

NEON SIGNS

The Boards of Architectural Review have adopted the following policy statement regarding the appropriateness of signs whose principal illuminating element is neon or argon gas:

1. Neon signs are not appropriate in the following instances:

   (a) On buildings constructed prior to the introduction of neon in the United States in 1923.

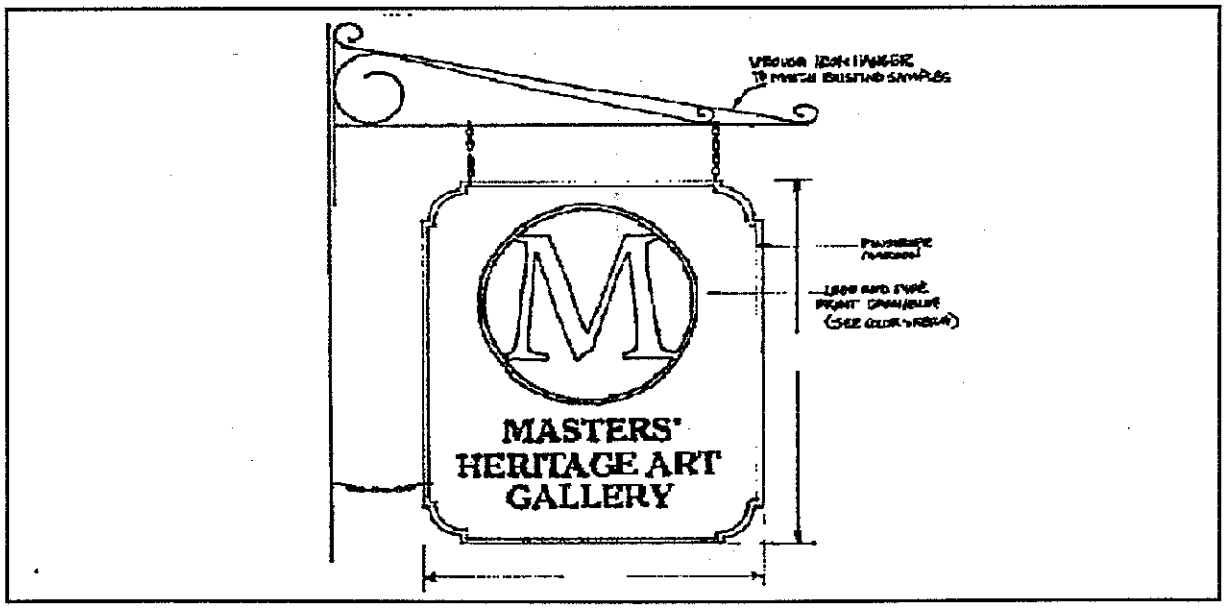
   (b) In locations which are prominently visible in residential areas of the historic districts.

   (c) On buildings which front on the George Washington Memorial Parkway (Washington Street).

   (d) On buildings which face Market Square or the Courthouse.

   (e) On building facades which are visible from the Potomac River.

2. Neon signs may be appropriate on certain 20th century buildings in some sections of the historic districts.



Application drawing for a hanging sign on South Washington Street including graphics and sign bracket.

SOURCE: 228 S. Washington Street, BAR Case #91-43, Joseph Paquet, designer

3. The visual impact of neon signs on significant buildings in the immediate vicinity of proposed signs must be evaluated to determine the appropriateness of the proposed sign.

4. Halo or back-lit signs which use neon or argon gas as the illuminating agent are not subject to this policy. This type of sign has channeled letters that are opaque with the illuminating agent providing indirect background light. The appropriateness of these signs is considered by the Boards on a case-by-case basis as with any other sign.

5. Animated or flashing neon signs are prohibited by the Zoning Ordinance.

APPLICATION REQUIREMENTS

In order to properly evaluate the design of a proposed sign, the Boards of Architectural Review require that an accurate depiction of the design and text of the sign be presented. Sketches which are not to scale and merely set forth the text of a sign are not acceptable. Applicants should note that most sign designs approved by the Boards of Architectural Review are prepared by professional designers.

All applications for approval of signs must contain the following information:

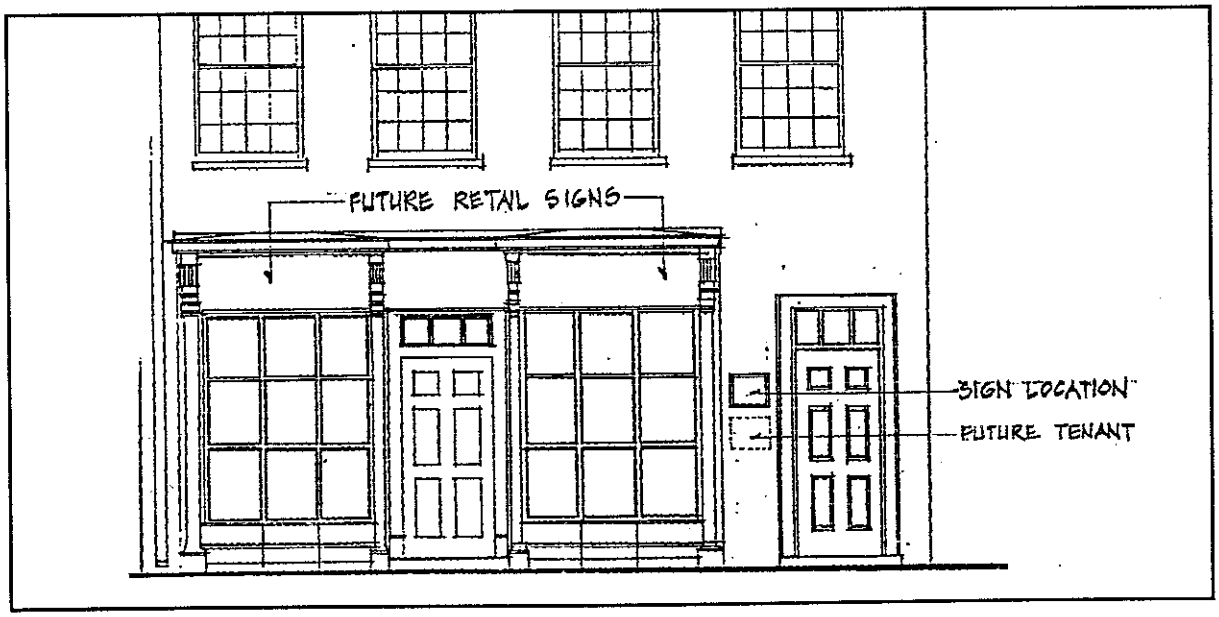
Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for business owners and contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing and adjacent buildings are required for reference.

Plat
A plat of the property locating the building and the sign or an elevation of the building, depending upon the type of sign, must be provided.

Drawing
Drawings of signs must be accurate and to scale or proportionally correct with the overall size written on the drawing.

Shape
The drawings must accurately portray the shape of the proposed sign.



Sign plan for a building on King Street including approval of one sign and location of future signs.

SOURCE: 919 King Street, BAR Case #90-40, April Eberly Luber, AIA, Architect

Graphics
(design elements, logos, ornamentation)
A drawing must accurately portray the size and type face of the lettering, logo, etc. as it will appear on the sign. Drawings which merely use handwriting to portray what the sign will say are not acceptable.

Materials
The application must clearly state what the sign materials are; for example, wood, metal, plastic, etc. It is useful to supply an actual example of the sign material to the Boards for review.

Colors
The specific colors proposed for the sign must be shown. This can be done through a color rendering of a drawing of the sign or by supplying color samples, such as paint chips.

Individual Letters
An accurate drawing of the placement of the letters in proper proportion on the building is required.

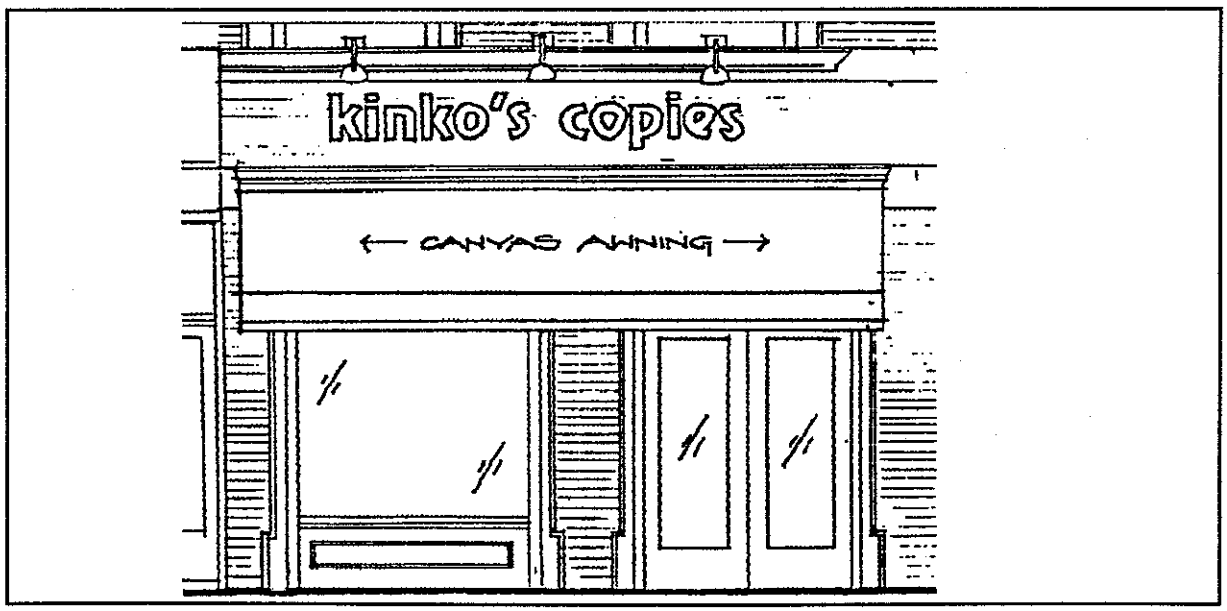
Placement and Mounting
The sign application must include a drawing and/or photomontage depicting the installation of the proposed sign on the building, noting dimensions and mounting method.

Hanging or Projecting Signs
The sign bracket or method of mounting must be shown on the drawing with the sign in correct proportion. The drawing must accurately depict where on the building the bracket will be located and the height above the sidewalk.

Flat Signs
The drawing must depict the exact location of the sign on the building and the method of attachment.

Freestanding Signs
An illustration accurately depicting the placement of the sign together with a site plan showing the location of the sign are required. The drawing must indicate the height of the sign above the ground. In addition, the drawing must clearly indicate the design and material of the pole or stanchion to which the sign will be attached.

Illumination
The type of illumination of a sign must be specified in the application together with the number of lumens that the lighting will emit.



Individual letter flat sign attached to a building sign band with lights above.
SOURCE: 112 S. Washington Street, BAR Case #90-156, April Eberly Luber, AIA, Architect

The design and location of lighting fixtures must be approved by the Boards.

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

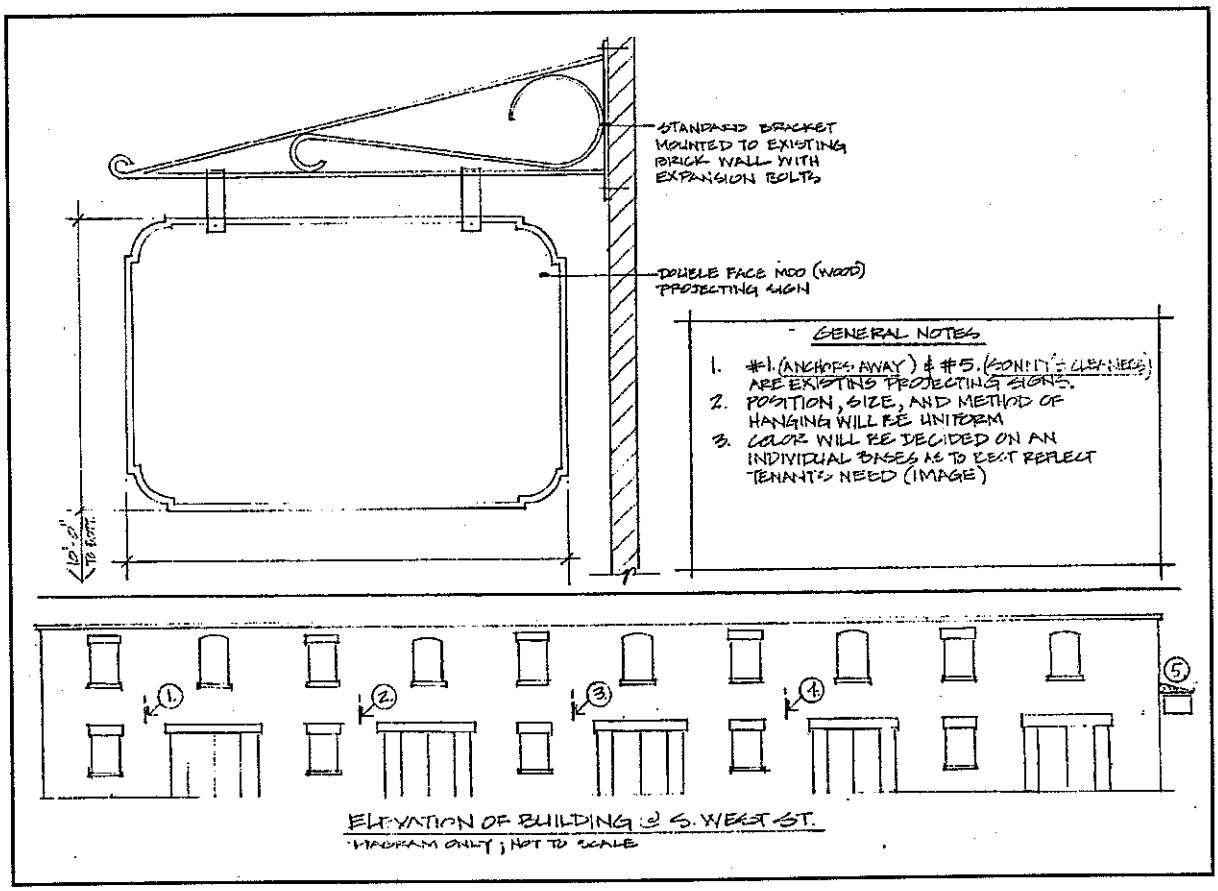
ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

RELATED SECTIONS

ATMs
Awnings
Filling Stations
Exterior Lighting
Planters

MULTI-TENANT BUILDING SIGN PLANS

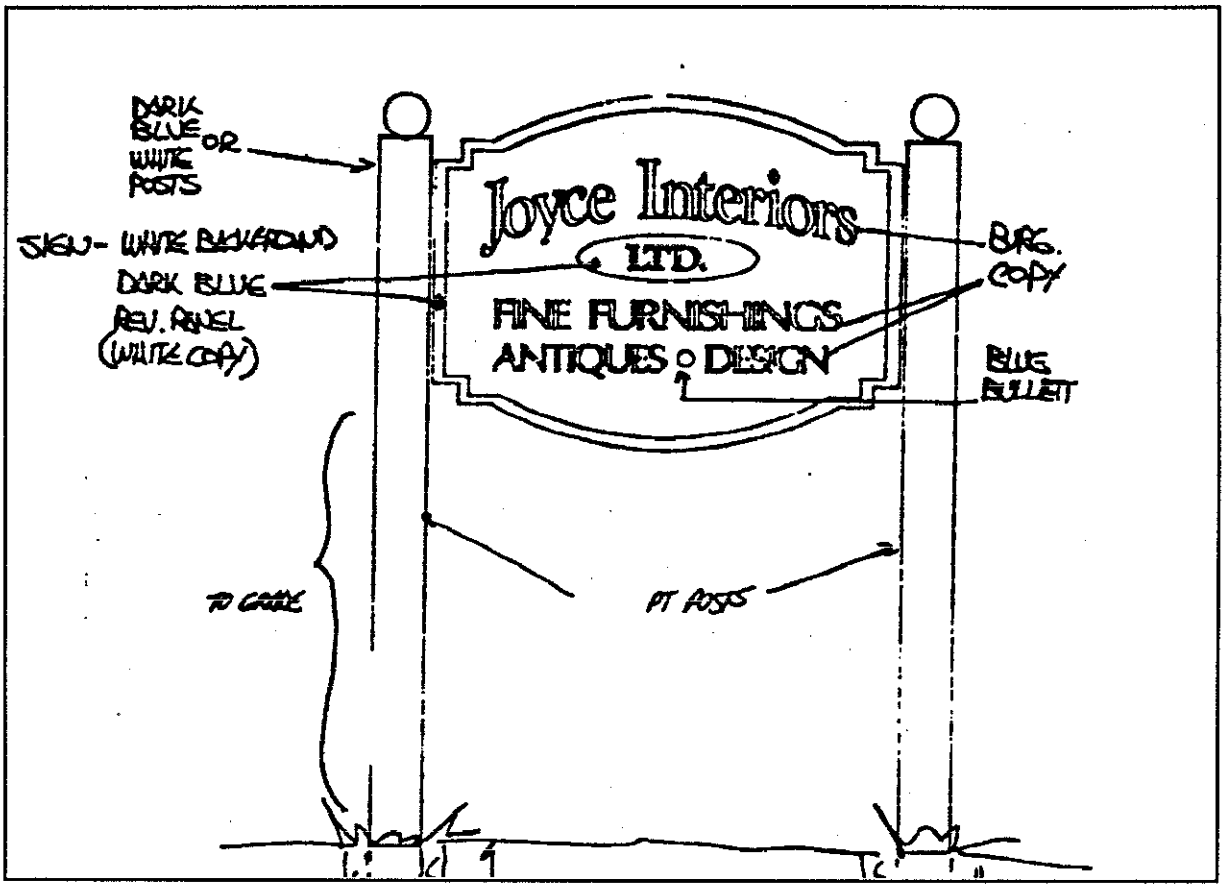
Many buildings in the historic districts house more than one tenant or business, each of which may need a sign in order to have a visible presence. In such instances the Boards prefer that a sign plan be developed to prevent a jumbled appearance with uncoordinated signs. A sign plan typically specifies the size, type and location of all signs on the building. Each tenant then makes an individual application for approval of their own graphics. Once approved by the Boards, a sign plan can remain in force for a number of years, virtually assuring approval of new tenant signs as the retail and commercial occupancy of a building changes.



SOURCE: 103 South West Street, BAR Case #87-2, Gary Cunningham, Artios Signs & Graphics

FREESTANDING SIGNS

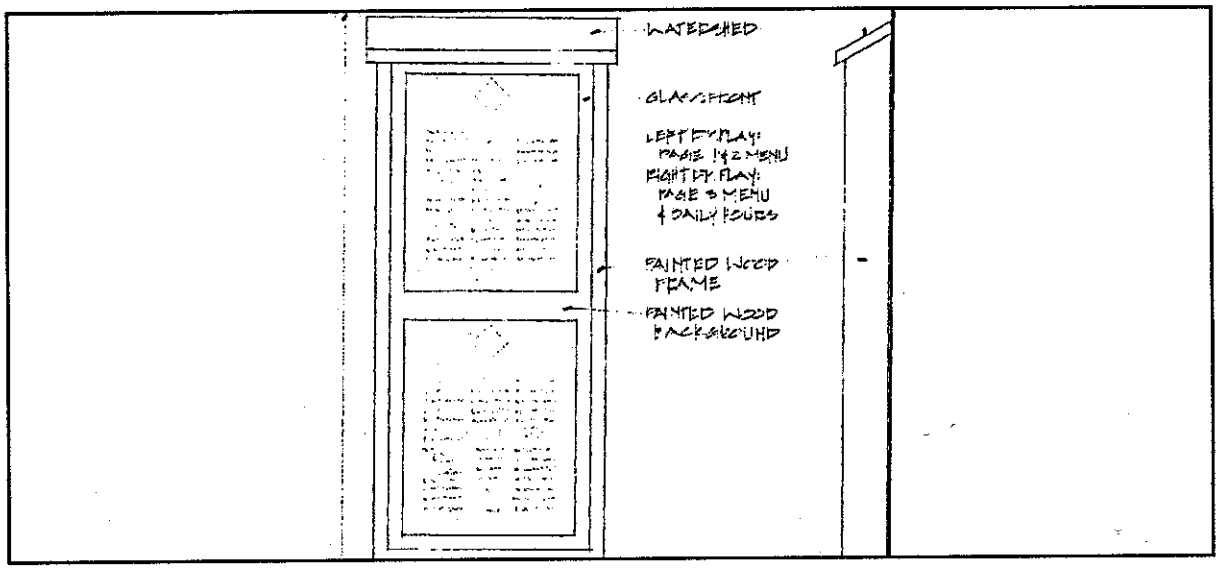
Freestanding signs are independent of the building and are typically mounted on a post or pole. Such signs can be finished on one or two sides and are typically made of wood or metal. Freestanding signs are only allowed on lots with at least a 100' frontage and which provide drive-in services or parking. Freestanding signs are only appropriate for buildings which are set well back from the street and have no other means of appropriate signage. It is general Board policy to limit freestanding signs to the major arterial streets such as Washington Street or to businesses that are housed in structures which have minimum visibility from the major commercial streets.

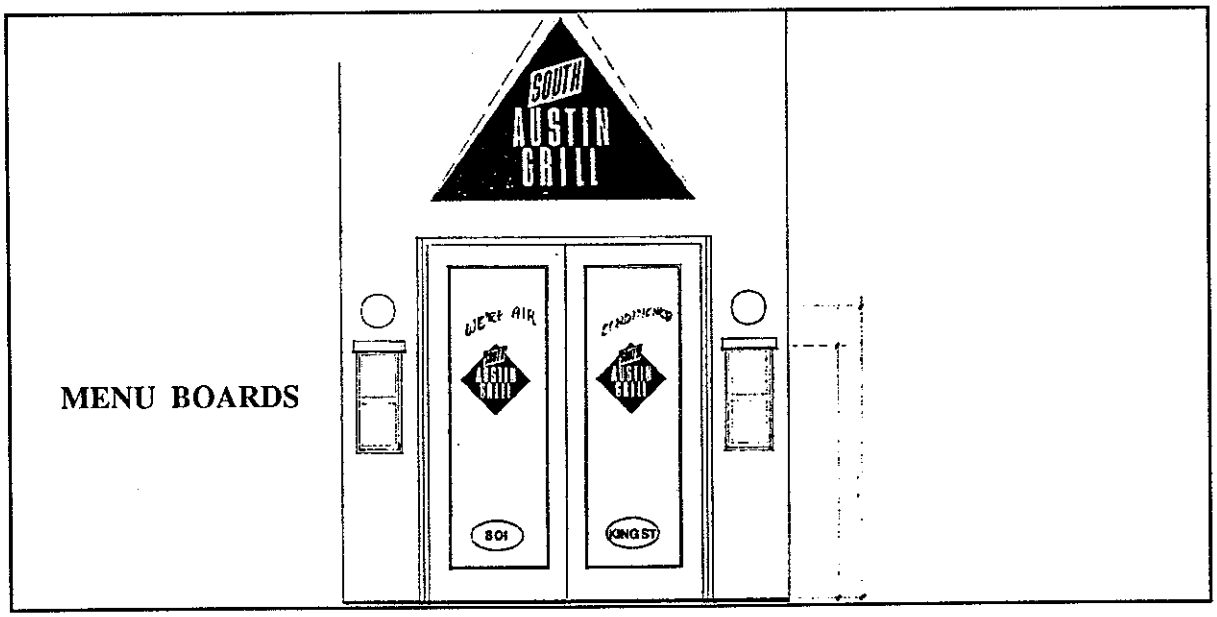


SOURCE: 112 S. Fayette Street, BAR Case #92-10, Old Town Sign Company

MENU BOARDS

Many restaurants in the historic districts display menus and/or lists of daily specials. The Boards are cognizant of this specialized type signage desired by most restaurants. Menu boards should be designed so that the menu or other listings are not exposed to the elements and allowed to deteriorate.





MENU BOARDS

Details for a menuboard case and location on the facade.
SOURCE: 801 King Street, BAR Case #91-65, Dick Hedgepeth Design

CHAPTER 2

BUILDING ALTERATIONS

CONTENTS

Accessibility for Persons with Disabilities
Accessory Structures
Awnings
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Exterior and Storm Doors
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Roof Drainage Systems
Electrical and Gas Service
Exhaust and Supply Fans
Fences, Walls & Gates
HVAC Systems
Exterior Lighting
Paint Colors
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Planters
Porches
Replacement Materials
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INTRODUCTION

This chapter of the guidelines deals with a number of different design issues regarding alterations to properties that require approval of a certificate of appropriateness by the Boards of Architectural Review.

Alterations to buildings are the most frequently considered items by the Boards. Alterations are changes to existing buildings that affect the exterior appearance. Alterations are usually made to change or upgrade the physical appearance of a structure. Some alterations, such as installation of air conditioning units, are primarily done for comfort or mechanical reasons. Other alterations are done for purely aesthetic reasons. Large scale changes to buildings or new construction are addressed in separate chapters.

When considered individually, many of these items may seem relatively minor in nature; however, the cumulative effect of inappropriate small changes to buildings in the historic districts will erode the overall historic and architectural cohesiveness that make the districts significant.

This chapter is organized alphabetically. Some of the guidelines for building alterations are primarily for commercial properties while others are of principal concern to residential properties. Many are equally applicable to either type of property. The alterations discussed make up the bulk of applications reviewed by the Boards of Architectural Review. This section is designed to be used in conjunction with the chapters on NEW CONSTRUCTION and ADDITIONS. Each of the various design details discussed in this section must be addressed in each application for a certificate of appropriateness for either new construction or additions.

Some of the alterations discussed require issuance of a building permit by Code Enforcement, while others do not. Specific information on building permit requirements and the costs may be obtained from Code Enforcement, Room 4200, City Hall, 301 King Street. Telephone: (703)838-4360.

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to keep historic materials and repair them rather than replace an item with new material.

The information contained in the Design Guidelines applies to both the Old and Historic Alexandria District and the Parker-Gray District unless otherwise noted.

Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ACCESSIBILITY FOR PERSONS WITH DISABILITIES

INTRODUCTION

All exterior changes visible from a public way made for the purpose of providing or improving accessibility for persons with disabilities require review and approval of a certificate of appropriateness by the Boards of Architectural Review.

One of the biggest challenges facing historic buildings open to the public is making them accessible to persons with disabilities without destroying their historic or architectural character. This challenge was created, in part, by the Americans with Disabilities Act (ADA) which was passed by Congress in 1990. The Act significantly expanded accessibility requirements to include virtually all buildings which are open to the general public including historic structures.

Additional accessibility requirements modeled on the ADA were adopted by the Commonwealth of Virginia and incorporated as part of the Uniform Statewide Building Code (USBC). In Alexandria, the USBC is administered by the Code Enforcement Bureau, Room 4200, City Hall, 301 King Street. (Telephone: 703/838-4360). An applicant is required to comply with both the ADA and the USBC.

Single and two family residential buildings as well as religious structures are exempt from the requirements of both the USBC and the ADA.

USBC requires that if a building which is a "public accommodation" is altered after January 26, 1992, the altered areas must be readily accessible to and usable by persons with disabilities. An "alteration" to a building includes changes that could affect its use by persons with disabilities and includes remodeling, renovation, restoration, reconstruction, structural changes and the rearrangement in the configuration of walls and partitions. Additionally, all new construction must be accessible and usable.

As of January 26, 1993 all places of public accommodation must comply with the provisions of the ADA.

A building that is open to the public is identified in the Act as a place of public accommodation. Places of public accommodation include restaurants, hotels, theaters, doctors' offices, pharmacies, retail stores, museums, libraries, parks, private schools and day care centers. All such places of public accommodation must remove architectural barriers where such removal is "readily achievable." The term "readily achievable" is defined by the Act as meaning easily accomplished with little difficulty or expense. However, there are no regulations that precisely define these terms. It is expected that all places of public accommodation will comply with the provisions of the ADA and the USBC.

While there are no exceptions to this requirement, a qualified historic building may be permitted to meet alternative minimum accessibility requirements. A qualified historic building is defined as one that is listed in or eligible for listing in the National Register of Historic Places or one that is designated as historic under an appropriate State or local law.

Approval of alternative minimum accessibility under the ADA may be approved by the State Historic Preservation Officer in Virginia in consultation with interested persons. The State Historic Preservation Office is located in the Virginia Historic Landmarks Commission, 221 Governor Street, Richmond. (Telephone: 804/786-3143). For example, the ADA regulations provide that ramp slopes for historic building can be modified, if approved.

Alternative minimum accessibility requirements under the USBC may be approved by the Director, Code Enforcement Bureau, City of Alexandria.

Following approval for alternative minimum accessibility standards, a certificate of appropriateness must then be reviewed and approved by the Boards of Architectural Review.

There are a number of means of making buildings in the historic districts accessible without unduly compromising the historic integrity of the structure. Alternatives to physical changes to a building should be explored before considering undertaking alterations. For example, in some instances, retailers may be able to designate an employee to provide access to products to persons with disabilities off-site.

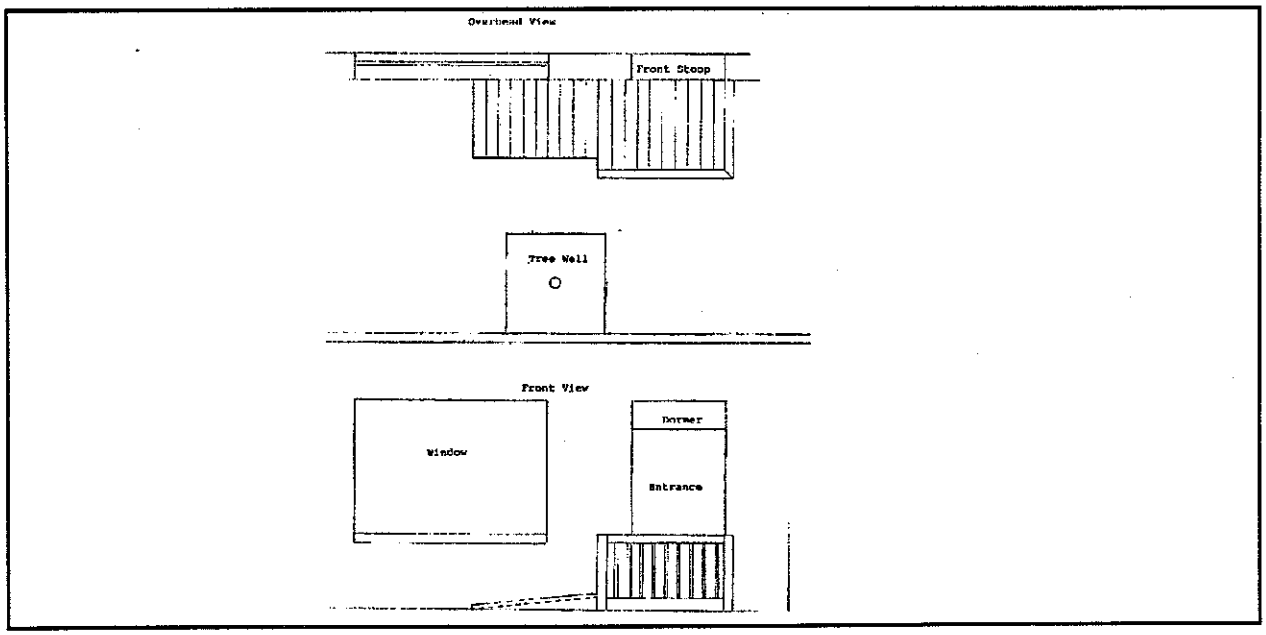
If physical changes must be made, there are some simple solutions that can be used to accommodate wheelchair accessibility to a historic structure with minimal impact. For example, thresholds at doorways can be removed and an interior ramp provided so that the exterior appearance of a historic structure remains unchanged. Another alternative is to alter the level of the surrounding grade so that it gently slopes up to meet an entranceway. Mechanical lifts can be installed to provide access to an entrance.

There are a number of products specifically designed to provide accessibility to historic structures. For example, wheelchair lifts can be installed below grade so that there is no physical alteration to the exterior of a structure. In instances where physical alteration of a building takes place, it is also likely that compliance with the USBC and the ADA may involve the reconfiguration of historic doorways and doors to accommodate the width of wheelchairs. In addition, door hardware may have to modified to meet USBC and ADA requirements.

REQUIREMENTS

• Construction projects to improve or provide accessibility for persons with disabilities must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and require the issuance of a building permit.

• Construction projects to meet the requirements of the ADA must meet the requirements of the *Accessibility Guidelines for Building and Facilities* issued by the U.S. Architectural and Transportation Barriers



Proposal for a painted wood accessibility ramp for a coffee shop.
SOURCE: 102 South Patrick Street, BAR Case #91-151, Michael Elmendorf, designer

Compliance Board (56 FR 35455).

• Signage indicating accessible entrances and routes must be a part of any accessibility project. In some instances such signage may also require review and approval by the Boards of Architectural Review.

• Hand railings are required for accessibility ramps over 6" in height or greater than a 1:20 slope, except for single family dwellings or those which do not serve as an exit for a commercial or multi-family structure (USBC).

• Accessibility ramps not more than 12' in length including the landing are permitted to project into the public right-of-way a specified number of feet depending upon the width of the street.

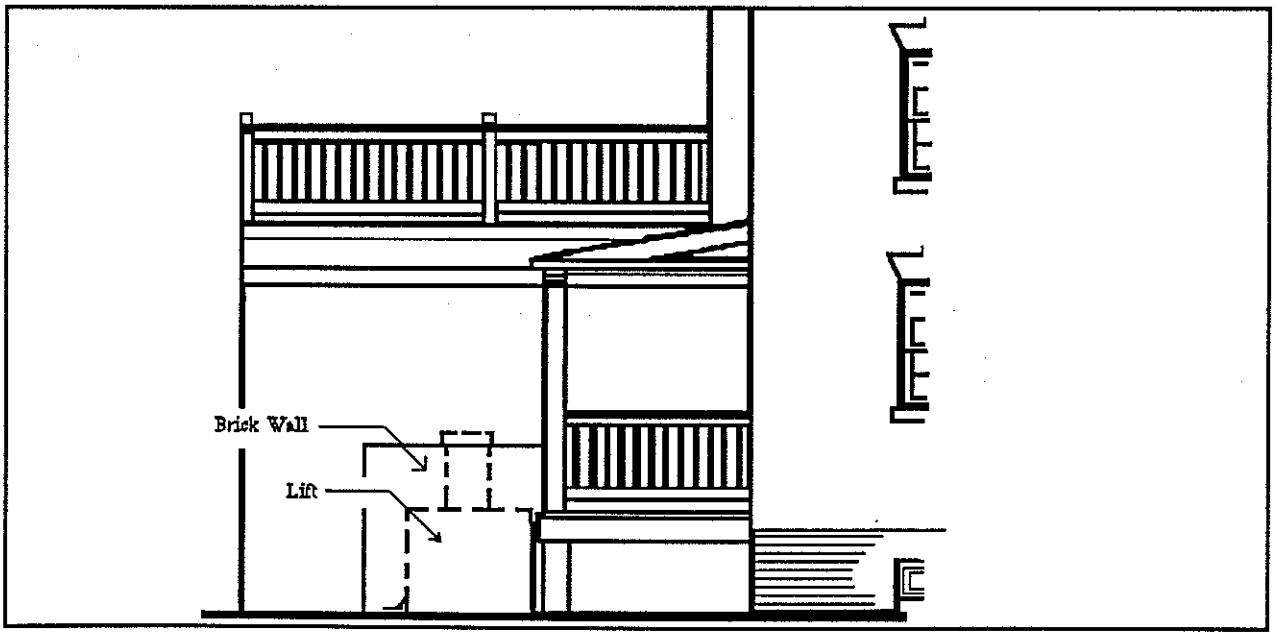
• Accessibility ramps which project into the public right-of-way beyond the permitted length must have an approved encroachment ordinance passed by City Council.

• Vision clearance. There is a general City requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards the power to waive this requirement as well as other yard requirements where it determines that the maintenance of the building line is important.

GUIDELINES

• The Boards recognize the importance of balancing accessibility with historic preservation objectives and require that access be appropriate to the historic structure. Thus, the Boards may require an applicant to seek approval of alternative minimum accessibility requirements from the State Historic Preservation Officer and/or approval of Virginia USBC modifications from the City's Director of the Code Enforcement Bureau.

• Accessibility ramps and structures should not hide, obscure or cause the removal of historic architectural details.



Location for mechanical wheelchair lift and brick screening wall proposed as part of a renovation plan for an office building.
SOURCE: 500 North Washington Street, BAR Case #90-107, Thomas Mannon, AIA, architect (Redrawn)

• The goal of the Boards is to balance accessibility with historic preservation. As such, the applicant should carefully study the use for every possible entrance to the structure of access within the confines of the ADA and the USBC.

• While it is expected under the ADA and the USBC that access will be located at the most widely used entrance to a building and not located at a secondary entrance or an otherwise little used entrance, the Boards may require an applicant to seek appropriate modifications where providing access at such primary locations would result in the loss or concealment of exterior historic architectural fabric or character.

• Accessibility ramps and structures should be made of materials which are sympathetic to the building materials generally found in the historic districts. For example, throughout the historic districts painted wood is an appropriate material for accessibility ramps. However, 20th century mass produced wrought iron railing material is only appropriate for buildings post dating ca. 1950.

• Accessibility ramps constructed of unpainted pressure treated wood are strongly discouraged.

• Signage to indicate access routes must meet the requirements of the Sign Guidelines, Chapter 1.

• In some instances, accessibility ramps and structures should be screened or landscaped to minimize adverse impact on historic structures.

• Accessibility ramps and structures should generally be painted the predominant color of the building or the color of the trimwork.

• Handrails should be designed to be minimum visual elements. Pickets should not be

ARCHAEOLOGICAL CONSIDERATIONS

The construction of accessibility ramps and structures that create ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES
In residential zones, the application for construction of accessibility ramps and structures that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES
In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with the construction of accessibility ramps and structures may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

included unless required as a guardrail.

APPLICATION REQUIREMENTS

All applications for approval of accessibility ramps and structures must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photographs of Existing Building
Clear photographs of the existing building are required for reference.

Plot Plan
A plot plan accurately showing the location of the proposed accessibility ramp or structure is required.

Drawings
Drawings accurately representing the elevation to be altered by the accessibility structure and the proposed accessibility modification indicating materials and overall dimensions including height are required. The drawings should have a minimum scale of 3/32" = 1' and at least one set must meet the minimum permit size of 24" x 36". The major dimensions of the existing building and the modification must be indicated. Additional copies of the required drawings may be reduced if they are clearly legible.

Materials
The materials to be used for the accessibility ramp or structure must be specified.

Type
For manufactured products, a cut sheet or manufacturer's specifications accurately depicting the proposed accessibility structure must be included.

Color
The proposed color of the accessibility modification must be indicated and an actual color sample provided.

RELATED SECTIONS

Signs
Stoops, Steps and Railings

FOR FURTHER INFORMATION:

Alexandria Commission on Disabled Persons
Telephone: (703)838-0710
TDD: (703)836-1493

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW 5/25/93

ACCESSORY STRUCTURES & OUTBUILDINGS

INTRODUCTION

Free-standing accessory structures such as garages, pool and patio structures, garden and yard structures which may include storage sheds, greenhouses and gazebos, guest cottages, and similar structures that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review. The Boards are frequently asked to approve accessory free-standing storage sheds to augment existing storage space.

Historically, outbuildings have been an integral part of residential and commercial properties in the historic districts. With the advent of indoor plumbing, the necessity of some types of outbuildings disappeared. Today, accessory structures or outbuildings serve decorative as well as functional needs.

REQUIREMENTS

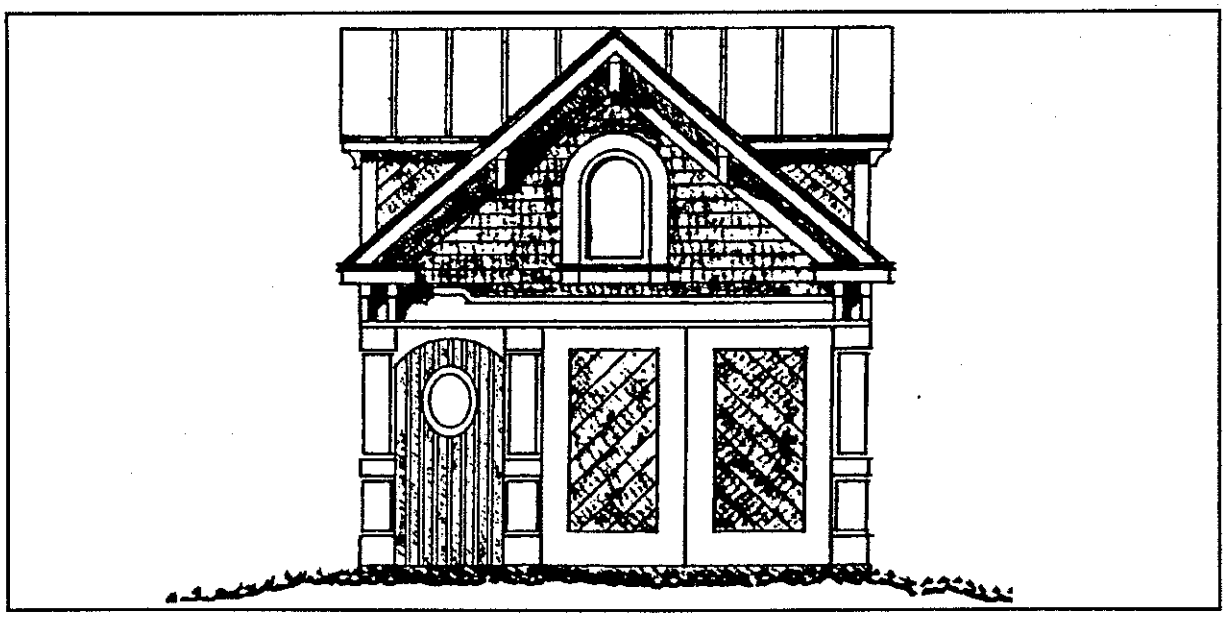
All applications for B.A.R. approval of free-standing accessory structures must comply with the requirements of the zoning regulations prior to consideration by the Boards. The specific requirements may be obtained from the Zoning Administrator.

• RESIDENTIAL ZONES
In residential zones, the requirements include the following:

Sideyard, rear yard and front yard:
The Zoning Ordinance requires that free-standing accessory structures must be removed a certain number of feet from a property line regardless of the location of the existing building. This setback will depend upon the specific zone and the width of the lot.

Open space:
The Zoning Ordinance requires that a percentage of the lot must be maintained as open space for adequate light and air and to help prevent the spread of fire. The amount of open space required varies by zone.

As a general rule, land under a covering



Elevation drawing for a new wood garage.
SOURCE: 829 Queen Street, BAR Case #91-12, Carl Elefante, AIA, Elefante Mallari Architecture

such as a canopy, roof, eave, or deck may not be counted as part of the required open space requirement.

• COMMERCIAL ZONES
There are no setback requirements for free-standing accessory structures in commercial zones unless the property abuts a residential zone. In such an instance, a zone transition setback is required. This setback requirement is set forth in the Zoning Ordinance.

• Vision clearance
There is a general City requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards of Architectural Review the power to waive this requirement as well as other yard requirements where the maintenance of the building line is important to the character of the blockface.

• All construction of accessory buildings must meet the requirements of the Virginia USBC and building permits are generally required for the construction of accessory structures.

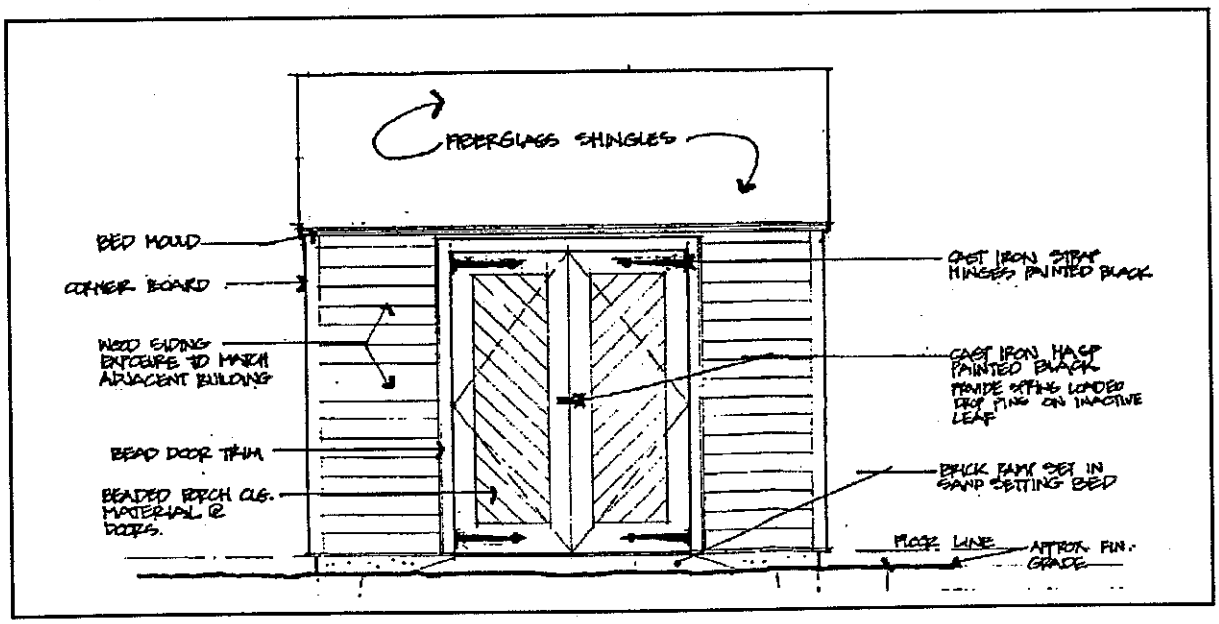
• Walls of accessory structures which require building permits and which are within 3' of a property line must have a fire resistance rating of at least 1 hour.

• Building permits are not required for construction of accessory buildings that are 150 square feet or less in area and 8' 6" or less in height. Building dimensions must be verified by the Zoning Office.

GUIDELINES

• Free-standing accessory structures should complement, not compete with, the architecture of the main building.

• The materials of accessory structures should follow the historic usage of materials. For example, accessory structures were often constructed of simpler materials than the main building. The materials of accessory structures should not detract from the materials of the main building.



Elevation drawing for a garden shed.
SOURCE: 213 Wilkes Street, BAR Case #91-239, Gwen Mullen, applicant

• Exterior finishes for accessory structures should be selected to complement the main building. For example, accessory structures constructed of wood should be painted to match or complement the predominant color of the main structure. Stone or brick accessory structures should generally not be painted.

• Pre-fabricated late 20th century storage sheds and greenhouses are generally not appropriate in the historic districts.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed accessory structure, the Boards of Architectural Review requires that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for accessory structures presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

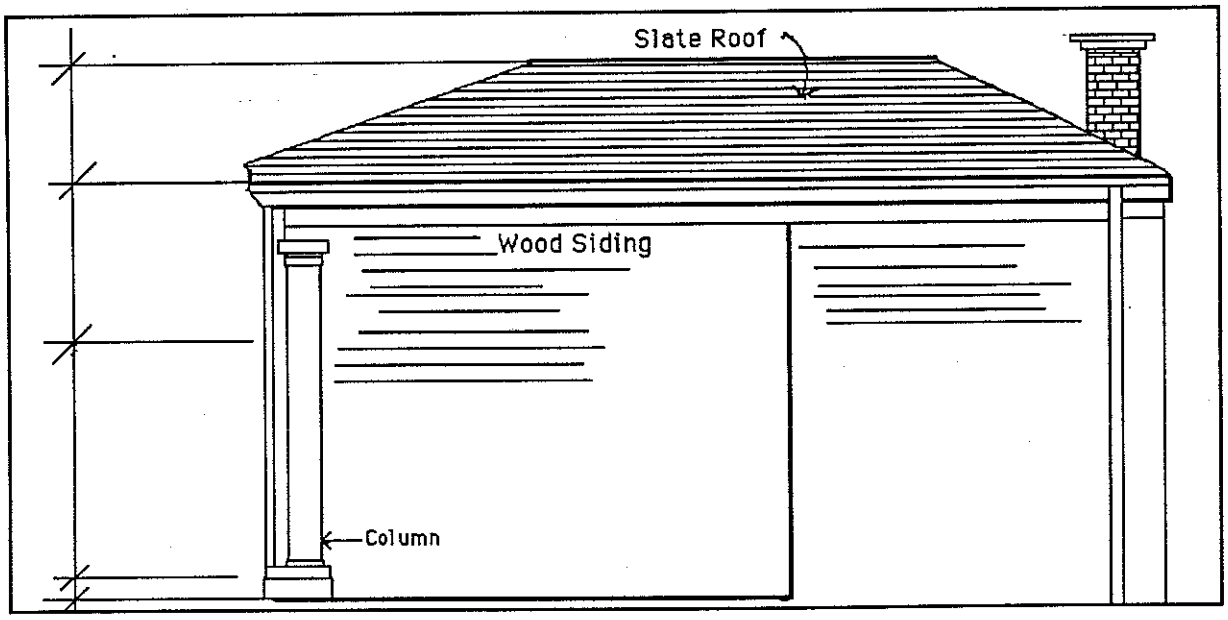
All applications for approval of accessory structures must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building and Yard/Garden
Clear photographs of the existing building and yard/garden are required for reference.

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of the addition including property lines, accessory structures, fences and gradelines is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings
Drawings accurately representing all elevations of changes to the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent



Proposal for a pool house.
SOURCE: 602 Princess Street, BAR Case #90-200 (re-drawn)

buildings is required. The drawings should have a minimum scale of 3/32" = 1', however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio and Open Space Calculations

Applicants must provide accurate F.A.R. and open space calculations for the new addition. Forms for these calculations are available at the time of application.

Materials

The materials to be used for the structure must be specified.

Color

The proposed color(s) of the structure must be indicated and an actual color sample(s) provided.

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

ARCHAEOLOGICAL CONSIDERATIONS

Accessory structures that require below grade footings, foundations, or that create other types of ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

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In residential zones, applications for construction of accessory structures that involve ground disturbing activities are reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES

In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with the construction of accessory structures may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

AWNINGS

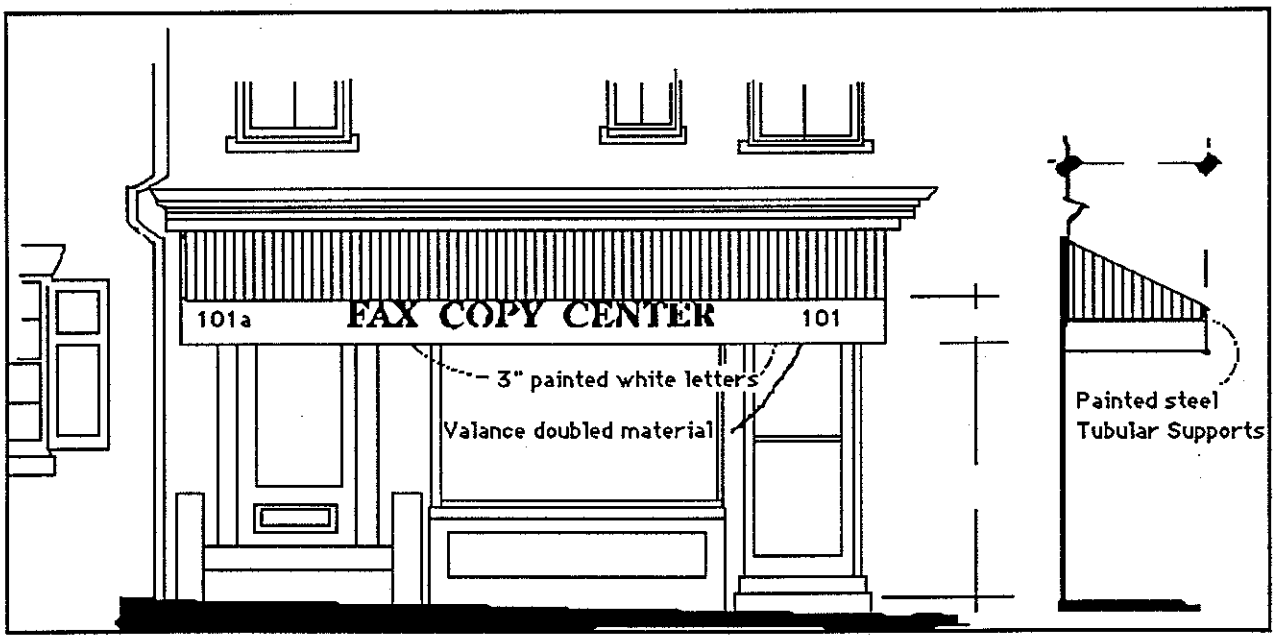
INTRODUCTION

From the mid-19th century until the mid-20th century, awnings were a common feature on commercial buildings in Alexandria and were used to a lesser extent on residential structures. Prior to the widespread use of air-conditioning, awnings served an extremely functional role by keeping the interiors of structures shaded from the heat of the sun as well as providing protection from rain. Today, awnings on commercial structures are most commonly used as decorative elements. Today, while awnings on residential structures may still have functional value, they are rarely used because of the widespread use of air-conditioning.

On retail and commercial buildings awnings are most commonly used as a visual identifying element over the main entrance to a business. Like signs, awnings can have a powerful visual effect on the overall appearance of a building and like signs, awnings should play a secondary role and augment, not compete with the architecture of a historic building.

Historically, awnings in the commercial districts of Alexandria were the retractable sloped or shed type usually with valances. The ability to change the configuration of the awning allowed regulation of the amount of sunlight entering a building interior. Awnings on residential structures were also generally of the shed type and retractable for the same reason.

As the functional need for awnings has changed, their general configuration has changed as well. Today, most awnings on commercial buildings are constructed on fixed or rigid frames in a wide variety of shapes. The fixed frame awning is used for the aesthetic affect and to attract attention to a business as much as for any functional reason. For historic buildings, appropriate shed awnings (both retractable and non-retractable) are preferred in the historic districts, especially for mid-19th to mid-20th century buildings. However, other awning configurations on rigid or fixed frames may be considered for late-20th century buildings.



Typical example of an approved shed awning on a commercial structure. The shed type awning is appropriate to the historical period of this building, 1877.

SOURCE: 600 King Street, BAR Case #90-101, rust, orling, & neale, architects, (Re-drawn)

Awnings must be kept clean and require continuous maintenance. To assure continued maintenance, the Boards have sometimes required a maintenance agreement prior to approval of an awning.

REQUIREMENTS

• All awnings must meet the requirements of the Zoning Ordinance for Signs, Marquees and Awnings (§ 9-100 of the Zoning Ordinance).

• All awnings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• A building permit is required for the erection of all awnings.

• The height of an awning above the sidewalk must meet the requirements of USBC § 510.2 & § 510.3.

• Some awnings over public space may require passage of an encroachment ordinance by City Council. (See Awning Encroachments)

• Signs are permitted on awnings in areas of the historic districts that are commercially zoned.

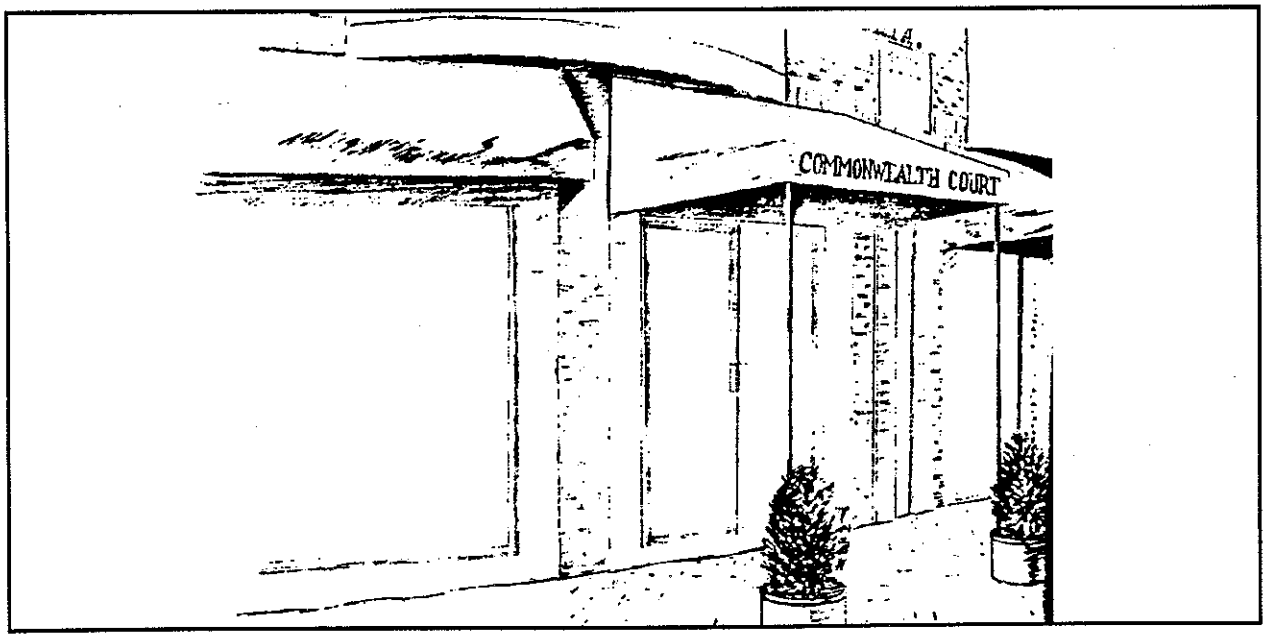
• Awnings in areas of the historic districts which are zoned for residential use may not contain signs or serve as the background for signs.

• Awnings must be placed so that the bottom of the awning is at least 7' above a public sidewalk.

• Awnings on commercial buildings which are illuminated at night and which face residential buildings must be turned off after 10:30pm each day. (See §9-105(c) of the Zoning Ordinance).

AWNING ENCROACHMENTS

Any awning with ground supports which projects over a public right of way, such as a sidewalk or alley, requires approval of an encroachment ordinance by the City Council prior to installation, under the provisions of § 9-104(E) of the Zoning Ordinance. The encroachment ordinance gives the building owner permission to utilize public space of the City for private use and requires indem-



Application for a rigid frame awning for a late-20th century building.
SOURCE: 1101 King Street, BAR Case #91-144, Zinser & Dunn Architects

nity of the City. Applications for encroachments are made to the Department of Planning and Community Development. The request is reviewed by the Planning Commission and decided by the City Council.

It is the policy of the B.A.R. to review the design of a proposed awning which requires an encroachment before the matter is considered by the Planning Commission. The recommendation of the B.A.R. on the design of the awning is considered along with other factors by the Planning Commission in making a recommendation to City Council regarding the encroachment. If the encroachment ordinance is passed by City Council, a certificate of appropriateness will be issued and an owner may erect an awning as soon after enactment of the ordinance as a building permit can be obtained.

GUIDELINES

• Awnings should be appropriate and sympathetic to the historical style of the building to which they are attached. For example, rigid frame bullnose awnings are not appropriate on buildings which pre-date the mid-20th century.

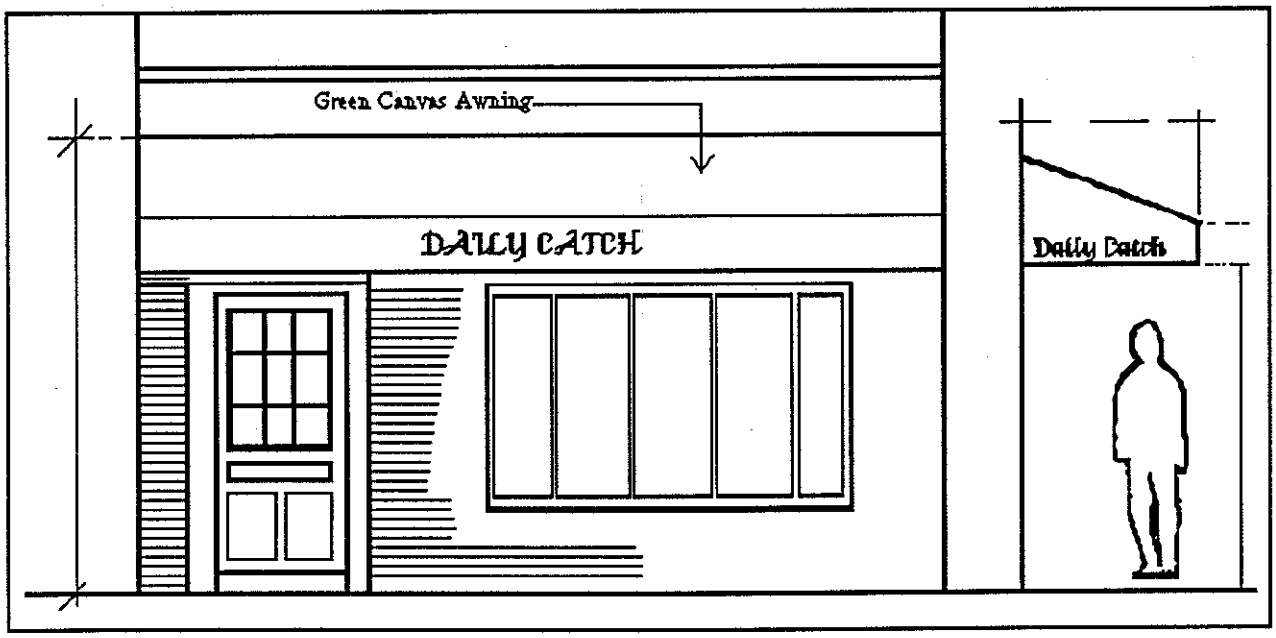
• Shed or sloped awnings are more appropriate than other awning forms in the historic districts.

• Awnings should be made of a canvas type fabric. Awnings made from plastic fabric are strongly discouraged.

• In the Old and Historic Alexandria District, awnings of rigid materials such as plastic or metal are strongly discouraged. In the Parker-Gray District, awning materials are evaluated on a case-by-case basis.

• The color should be appropriate to the building. Single color awnings are usually appropriate for buildings with extensive facade ornamentation. Striped awnings are generally only appropriate on buildings with simple and unadorned facades.

• Awnings should not overwhelm or obscure the architecture and decorative features of historic buildings.



Proposal for a shed awning for a 20th century commerical building.
SOURCE: 1118 King Street, BAR Case #88-67, JCA Architects (Re-drawn)

• Window awnings on residential structures should be no wider than the window opening itself.

• Translucent and/or internally lit awnings are not appropriate in the historic districts and are strongly discouraged.

• Awning installation:
Awnings may not be attached to a building in a manner which requires the removal of historic materials to create the minimum clearance height required by the building code. For example, a cornice or frieze may not be removed or altered to permit the installation of an awning.

On masonry buildings awnings should be anchored through the mortar joints rather than directly into the masonry unit itself.

• Awnings require regular cleaning and the fabric material should be replaced when it begins to deteriorate.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed awning, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for awnings presented to the Boards of Architectural Review are prepared by the building designer or the awning installation company; however, a professionally prepared submission is not mandatory.

All applications for approval of awnings must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
Clear photographs of the entire existing building and a close-up of the immediate area where the awning will be located are required for reference.

Plat
A plat showing the area of the public way which will be encroached upon by the awning and the location of the building in relation to the public street or alley is required.

Inappropriate shaped awnings hide and confuse the shape of window and door openings.

Size
Drawings of awnings must be to scale with the overall sizes written on the drawing.

Shape
The drawings must portray an accurate representation of the shape of the awning, with front and side views.

Graphics (design elements, logos, ornamentation)
For awnings which contain signage, the drawing for the proposed signage must be accurate and portray the lettering, style, logo, etc. including dimensions. Drawings which merely use handwriting to portray the graphic elements are not acceptable.

Materials
An actual sample of the awning material in the specified color(s) must be provided.

Colors
The color(s) proposed for the awning must be specified. A colored rendering of the awning as it will appear on the building should be supplied.

Placement
A drawing accurately depicting the installation of the proposed awning on the building is required.

Illumination
In certain instances, awning illumination is required by the USBC. The type of illumination of the awning must be specified together with the number of lumens that the lighting will emit. The design and location of lighting fixtures for awning illumination must be approved by the Boards.

RELATED SECTION

Signs

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

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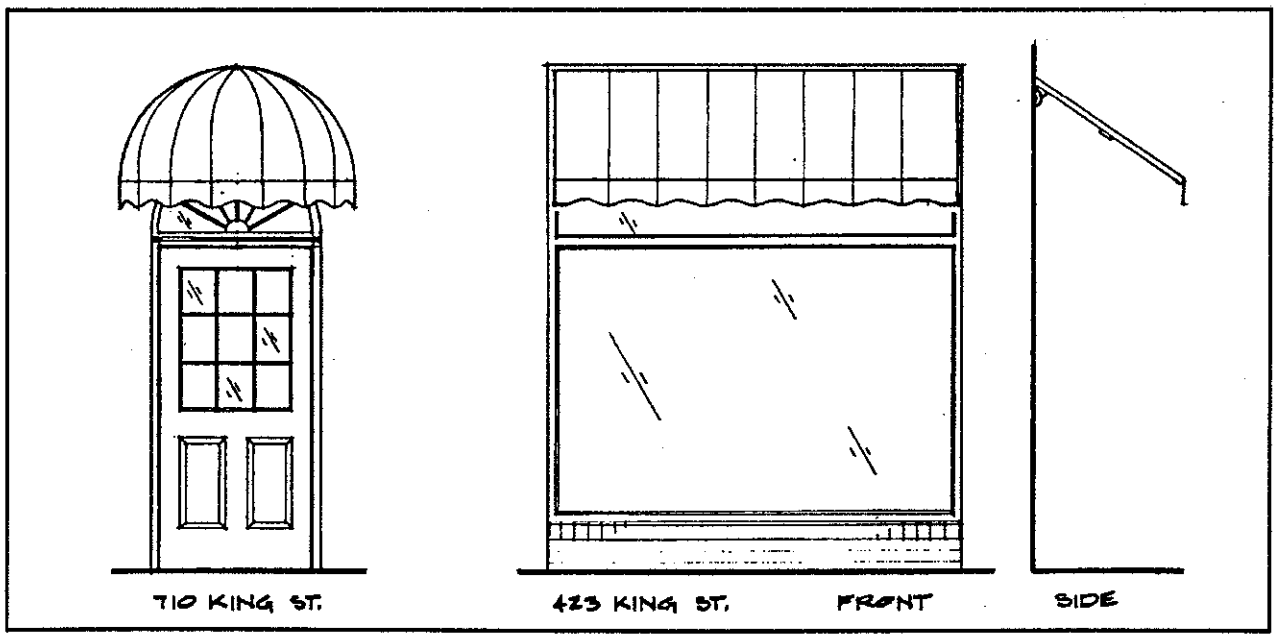


Rigid frame bullnose awnings are only appropriate for buildings dating from the late-20th century. Retractable shed type awnings are preferred in the historic districts.

CHIMNEYS & FLUES

INTRODUCTION

Chimneys and flues that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Chimneys and flues are important functional elements of a building and provide visual variety to the roofline. At the same time, chimneys and flues can have an important impact on the overall visual composition of a building and, if not appropriately located on a building, may be a visual disruption of a unified building design.

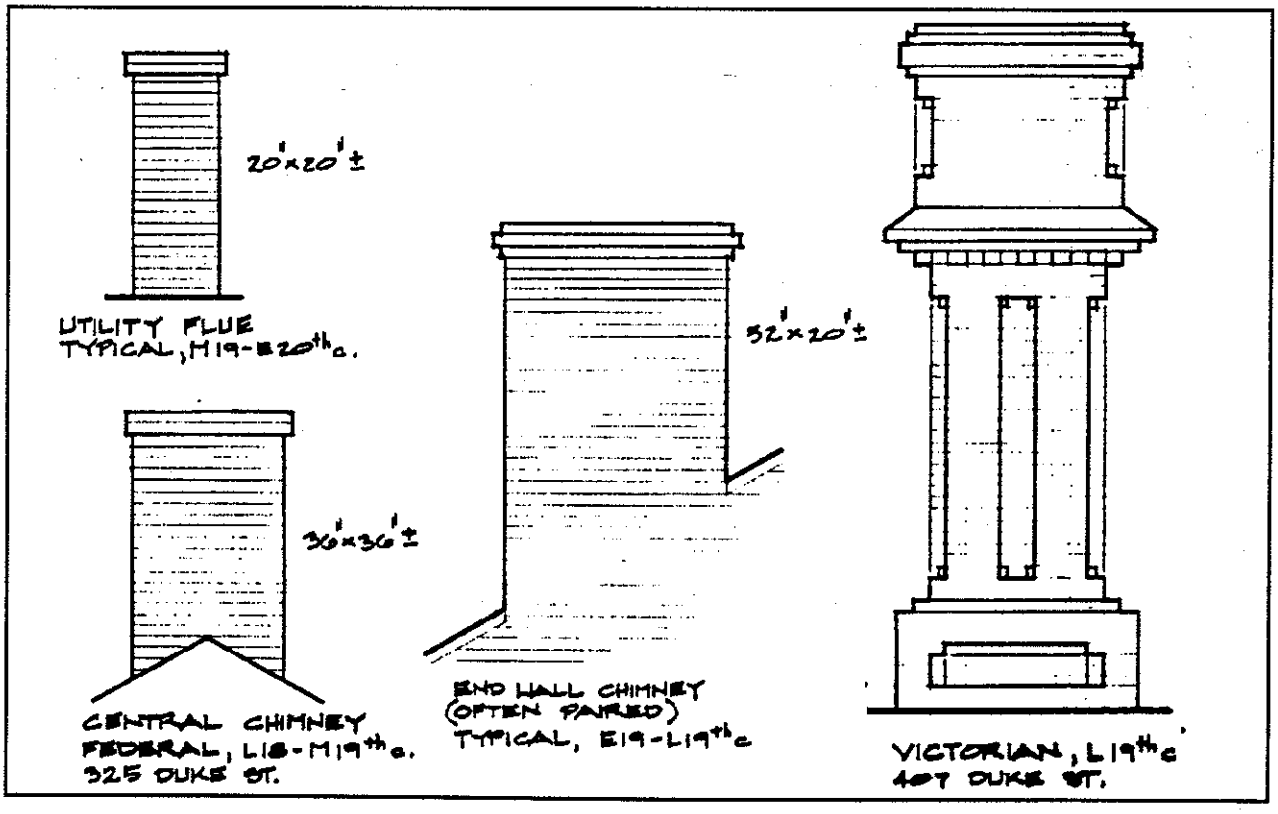
The vast majority of structures in the historic districts have interior chimneys and flues. With interior chimneys and flues the only expression of the chimney is through the roof of a structure. Exterior chimneys, that is, brick or masonry chimneys on the outside of a building wall, are found primarily on buildings dating from the late-18th and early-19th centuries.

Metal flues and roof vents are required for venting many 20th century furnaces and appliances. If visible from a public way, these secondary roof flues and vents require approval of a certificate of appropriateness.

REQUIREMENTS

- Construction of chimneys and flues must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- The USBC specifies minimum heights for masonry chimneys. Generally, chimneys and flues must be 2' higher than an adjacent roof within 10'.



Examples of Alexandria chimney types. Few examples of elaborate Victorian chimneys are found in the historic districts.

• Chimneys and flues must comply with applicable front yard, sideyard and rear yard requirements of the Zoning Ordinance. (See § 7-202(A)(4) of the Zoning Ordinance)

GUIDELINES

• Existing chimneys should be maintained *in situ* and not removed without a compelling reason and substantial justification.

• Chimneys should not be reduced in height.

• Masonry chimneys should not be simplified in style.

• New chimneys should be appropriate to the period of the structure. For example, brick chimneys are generally appropriate on 19th-century brick buildings while prefabricated 20th-century metal pipe style chimneys are not appropriate on 18th and 19th century structures.

• The architectural style of a chimney should reflect the period of the building. For example, Victorian chimneys are often highly ornate with elaborate corbelling.

• Chimneys on commercial and industrial type structures may be made of metal in certain instances.

• Chimneys should not be added to a structure in an attempt to make the structure appear older than it actually is.

• Decorative non-functional chimneys are generally not appropriate and should be avoided.

• Chimneys may be painted to match the color of the building. However, unpainted masonry chimneys on unpainted masonry houses should not be painted.

• Chimneys should be appropriate to the scale of the structure.

• The Boards strongly discourage the use of exterior metal flue chimneys.

• Exterior pre-fabricated metal chimneys should generally be covered with masonry or masonry like material to match the existing structure.

• Small metal flues, plumbing vents in the roof, and attic exhaust vents required for 20th century functional requirements should be located on visually inconspicuous areas of the roof. Such metal flues and vents should be painted to match the existing color of the roof material in order to reduce visibility.

• Victorian era roof and cornice vents should not be removed as they are a part of the historic design of such a structure.

• Ridge vents running the length of a building ridge line are strongly discouraged.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed chimney, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for chimneys presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of chimneys, flues and roof vents must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Placement
The drawing must accurately show the placement of the chimney, flue or vent on the building.

Plat
A plat showing the relationship of the building and chimney to the lot must be supplied in order to determine the applicable yard setback requirements.

Size
The drawing must accurately indicate the size of the chimney, flue or vent.

Materials
The material to be used for the chimney, flue or vent must be indicated. In some instances, it may be appropriate to supply an actual sample of the material. In the case of pre-fabricated chimneys a cut-sheet or manufacturers specifications with the termination piece noted must be supplied.

Color
The proposed color that the chimney, flue or vent is to be painted must be indicated and an actual color sample provided.

RELATED SECTION

Siding Materials

REFERENCE:
Preservation Brief 2, *Repointing Mortar Joints in Historic Brick Buildings*
(Copies of this Preservation Brief are available from the B.A.R. Staff)

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

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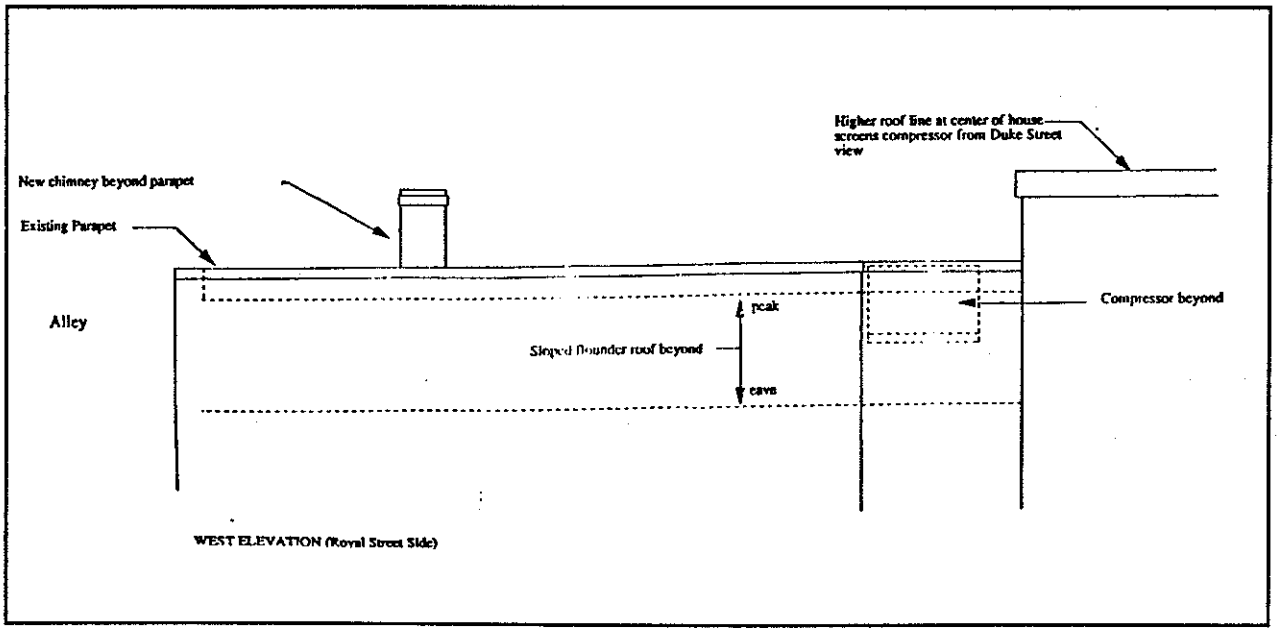


Application for new chimney.
SOURCE: 321 Duke Street, BAR Case #91-50, Robert Holland Associates Architects

DECKS

INTRODUCTION

Open decks, either at ground level or on the roof of a structure, that are visible from a public way require review and approval of a certificate of appropriateness by the Boards of Architectural Review.

Open decks are generally constructed above grade and are usually made of wood, although metal is also used in deck construction. A porch is similar, but has a roof covering. A patio is constructed at ground level (at-grade) and is usually made of brick, concrete or other masonry material.

Open decks are primarily a late-20th century occurrence and have had wide spread popularity since the 1970s. However, as a general rule decks are suburban in character and not appropriate in the historic districts. Nevertheless, the Boards are cognizant of the amenity that open air decks create and has approved the construction of decks in a number of instances in sections of the historic districts that have a distinctly suburban feel or where there is minimal visibility of the deck from a public way.

The Boards have expressed serious reservations regarding the appropriateness of roof decks on structures in the historic districts. In several instances roof decks have not proved to be an aesthetic asset to a property.

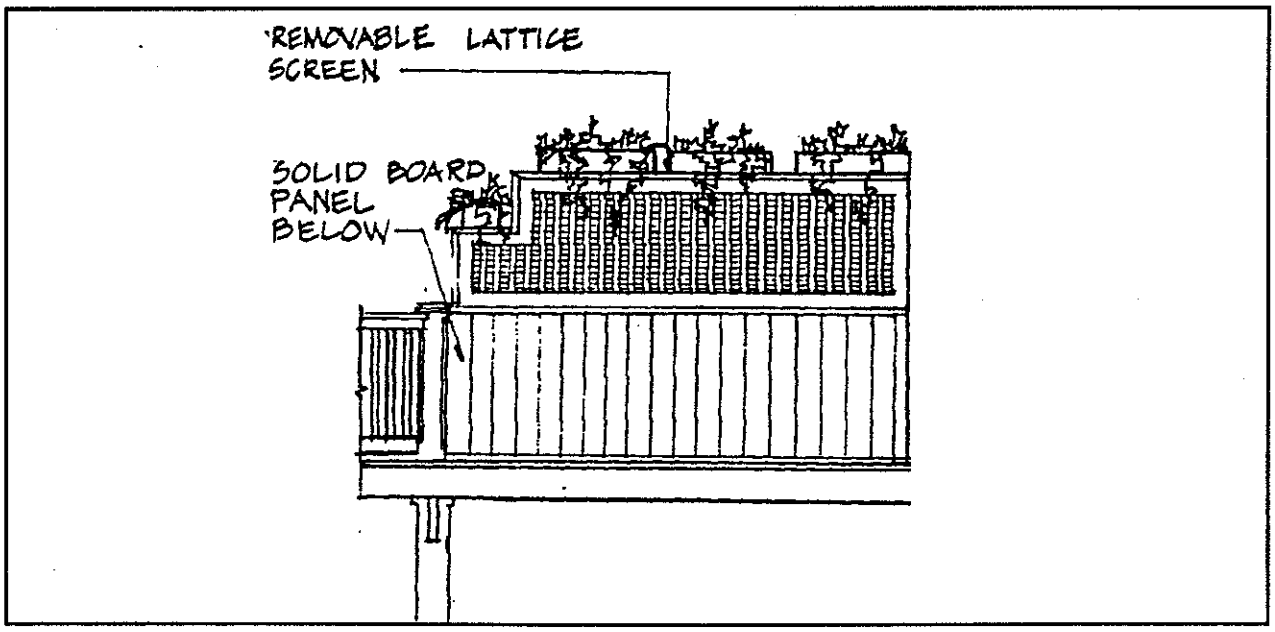
REQUIREMENTS

GENERAL

• Deck construction must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and a building permit is required for the construction of all decks.

• Vision clearance

There is a general City requirement that buildings and structures such as decks on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. Therefore, the Zoning Ordinance



Wood deck elevation.
Source: 208 S. Fayette Street, BAR Case #90-118, April Eberly Luber, AIA, Architect

gives the Boards of Architectural Review the power to waive this requirement as well as other yard requirements where the maintenance of the building line is important to the character of the blockface.

GROUND LEVEL DECKS

• Elevated decks not over two feet in height are permitted in any residential yard, except the front yard. Elevated decks over two feet in height must meet the applicable side and rear yard requirements for the underlying residential zone.

• At-grade open decks and patios may be credited as part of the minimum square foot open space requirements in residential zones.

• Patios and terraces constructed at-grade have no side and rear yard requirement.

• Decks elevated more than 30" above grade require railings.

• A plat of the property is required at the time of application to verify yard requirements and of the vision clearance.

ROOF DECKS

The above requirements also apply to the construction of roof decks. In addition, the following requirements should be noted:

• Existing buildings must have the structural capacity to support a rooftop deck. If additional structural capacity is needed, it must be designed by a professional engineer (USBC).

• Roof decks require a railing around the perimeter of the deck that is at least 36" high with baluster spacing no greater than 4" o.c. (USBC).

ARCHAEOLOGICAL CONSIDERATIONS

The construction of decks that create ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by City archaeologists to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES

In residential zones, the application for construction of decks that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES

In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with the construction of decks may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

GUIDELINES

GENERAL

• Decks should not hide, obscure or cause the removal of historic architectural details.

• Decks should be made of materials which are sympathetic to the building materials generally found in the historic districts. For example, throughout the historic districts painted wood is an appropriate material for porch construction. In addition, metal is an appropriate material for decks on 20th century buildings.

• Decks should generally be painted the predominant color of the building or the color of the trimwork.

• Decks constructed of unpainted pressure treated wood are strongly discouraged.

GROUND LEVEL DECKS

• Open decks are not appropriate for most buildings in the historic districts. As a general rule, decks are only appropriate on buildings post dating ca. 1950. Covered porches are generally more appropriate for 19th and early-20th century buildings.

• Open decks are generally only appropriate on residential structures.

• Open decks should generally be constructed at the rear of a property.

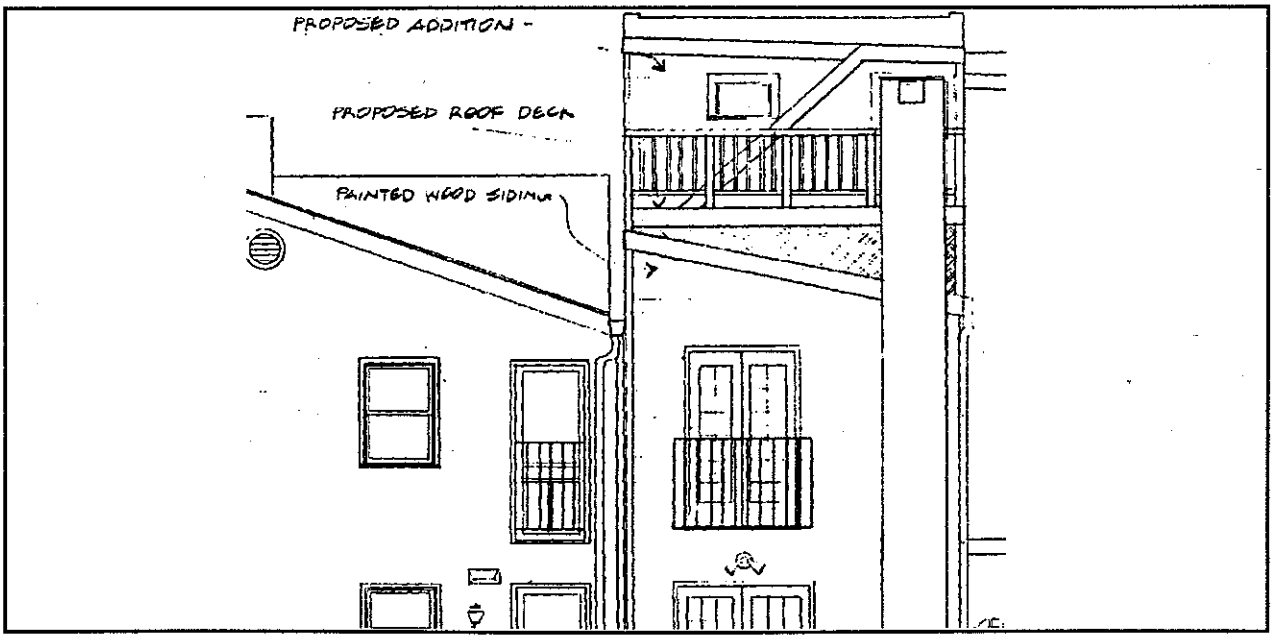
ROOF DECKS

• Roof decks should be constructed so that they do not interfere with the historic roofline of a building. For example, existing building parapets should not be altered for the construction of a roof deck.

• Material should not be used on a roof deck that detracts from the historic architecture of a structure. For example, lawn furniture and plant material should be located so as not to visually disrupt the roofline of a historic building.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed deck, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches are not acceptable. Most designs for decks presented to the Boards of Architectural Review are prepared by a pro-



Roof deck on rear of a new addition to a row house.
SOURCE: 306 N. Alfred Street, BAR Case #91-170, John Savage, Architect, P.C.

fessional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of decks must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building and Yard
Clear photographs of the existing building and yard/garden are required for reference.

Plot/Site Plan
A plot plan or site plan accurately showing the location of the proposed deck is required.

Open Space Calculations
Applicants must provide accurate open space calculations for the construction of decks. Forms for these calculations are available at the time of application.

Context
The relationship of the site of the proposed deck to surrounding properties must be illustrated, either with photographs or scaled drawings.

Size
The drawing must accurately indicate the dimensions of the proposed deck.

Materials
The materials to be used for the deck must be specified.

Color
The proposed color of the deck must be indicated and an actual color sample provided.

RELATED SECTIONS

Paint Colors
Porches
Stoops, Steps and Railings

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.
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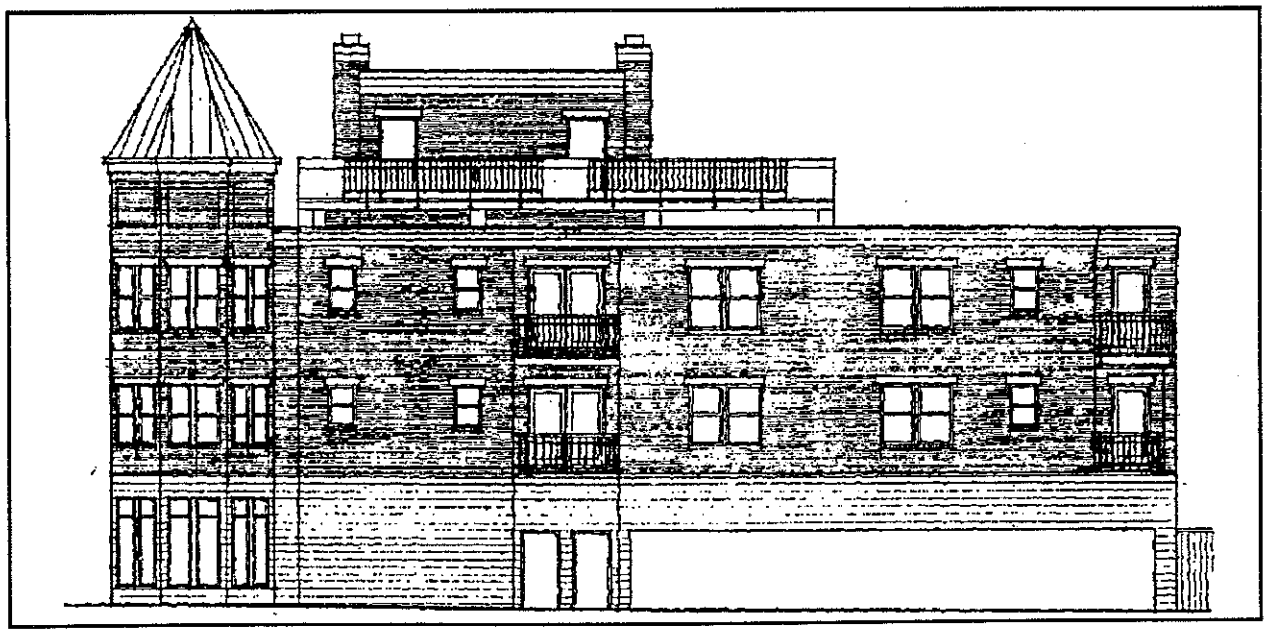


Elevation showing roof deck for a new apartment building.
SOURCE: 109-111 S. West Street, BAR Case #91-170, John Savage, Architect, P.C.

DORMERS

INTRODUCTION

Roof dormers that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Dormers provide light and ventilation to the top floor of a building and can increase the usable floor area. At the same time, dormers are particularly visible elements of a roof and can have adverse impacts on a building if not properly designed and sited. As a general rule, dormers should not be too large for the structure. If an unacceptable loss of existing historic fabric will result because of the installation of dormers, such installation is generally not appropriate.

Because installation of dormers can increase the floor area of a building, there are a number of zoning considerations that must be satisfied prior to review of the design by the Boards of Architectural Review.

REQUIREMENTS

- Construction of dormers must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- A building permit is required for the construction of all dormers.

- Dormers must meet the requirements of the Zoning Ordinance including height, setback, overhang and allowable floor area.

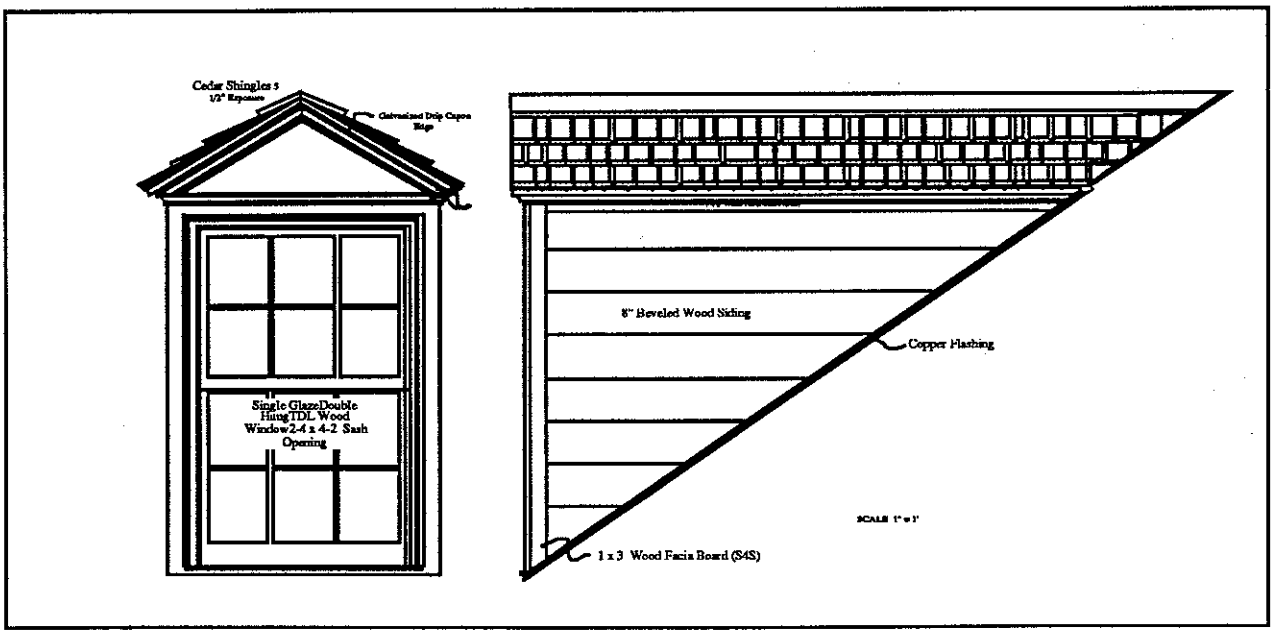
GUIDELINES

- The style of the dormer should be appropriate to the architectural style of the existing structure.

- Dormer sashes should be operable and should be the same type as the other window sashes on the structure.

- The trimwork of the dormer should match the existing window trimwork.

- Shed dormers are strongly discouraged.



Example of a dormer appropriate for use on a 19th century residential structure.
SOURCE: 311 Wilkes Street, BAR Case #92-142, Stephen Falatko, designer

• Generally, new dormers should align with the existing windows or be centered between the windows.

• New dormers should match those existing.

• Dormer trimwork should generally be painted to match the existing trim color on the building.

• Dormer sidewalls may be made of the wall material of the existing structure and painted to match, if the structure is painted. Dormer sidewalls may also be covered to match the existing roof material if it is wood or slate. Covering dormer sidewalls with aluminum or vinyl siding or standing seam metal is not appropriate.

• Dormers should match the existing proportions of the building and the windows. Historic dormers are generally tall and narrow with minimal trim at the sides of the windows.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed dormer, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for dormers presented to the Board of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

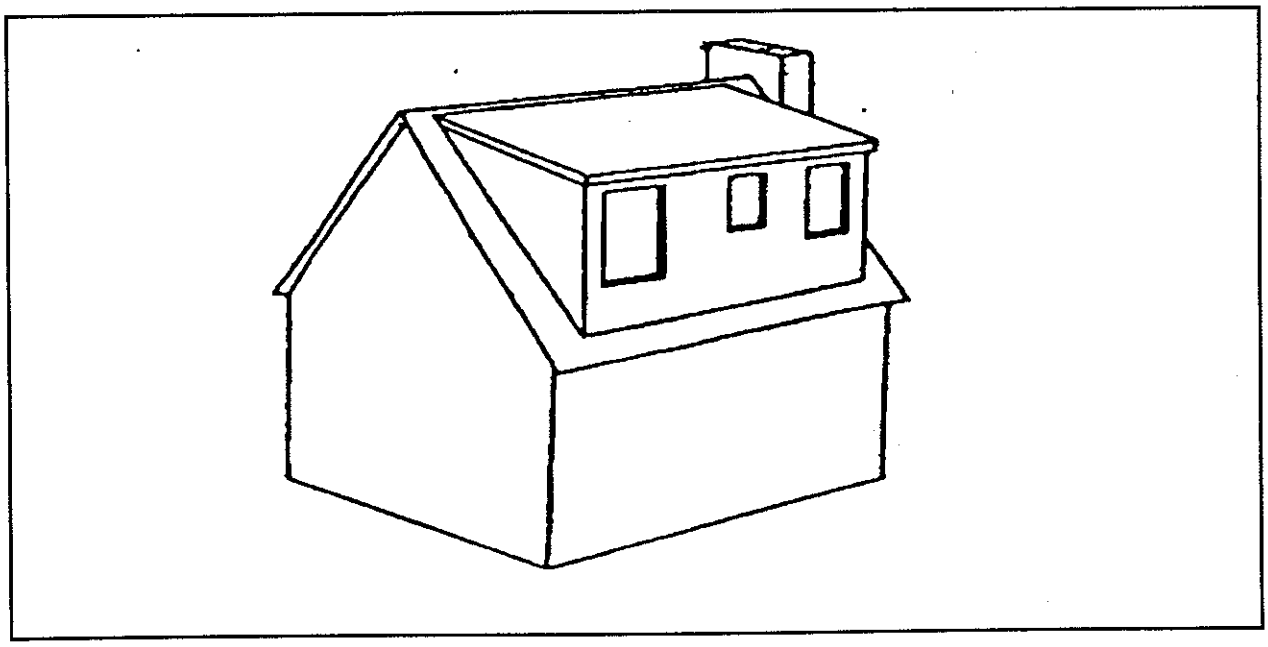
All applications for approval of dormers must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Placement
The elevation drawing must accurately show the placement of the dormer on the building. The drawing must depict the front and side elevations of the dormer.

Size
The drawing must accurately indicate the size of the dormer.



Large shed dormers are generally inappropriate.

Materials
The materials to be used for the dormer must be indicated. In some instances, it may be appropriate to supply an actual sample of the material.

Color
The color that the dormer is proposed to be painted must be indicated and an actual color sample provided.

RELATED SECTIONS

Windows
Roof Materials
Siding Materials

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

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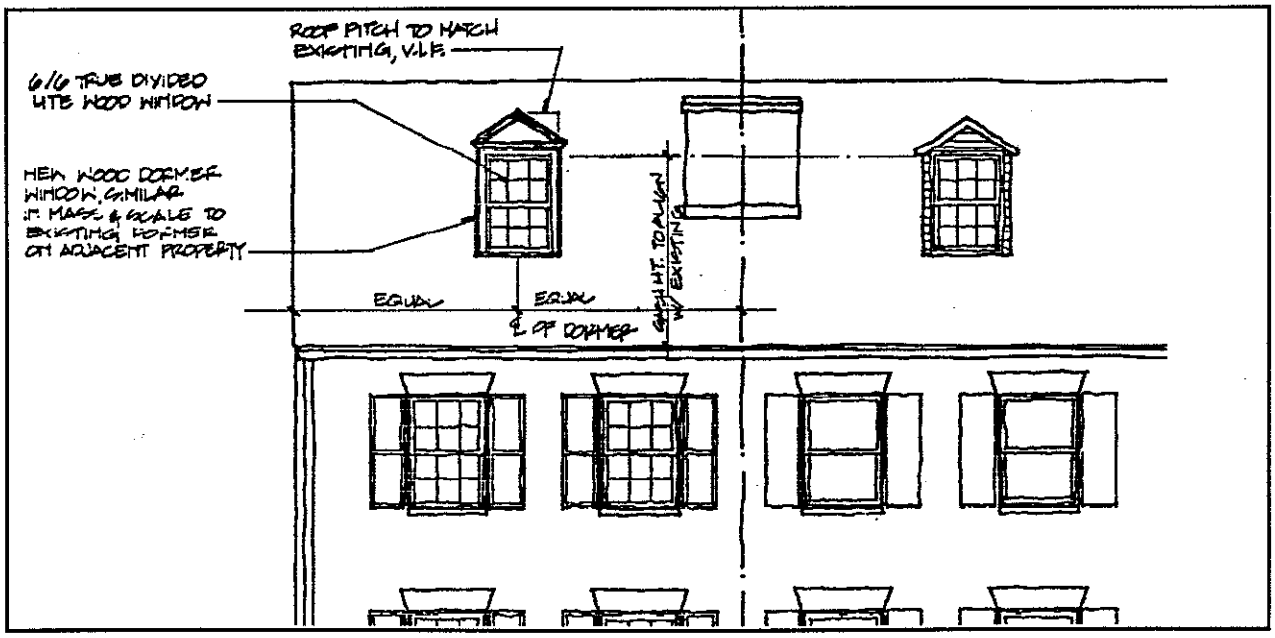

Example of an application for a new dormer window in a historic roof. The drawing indicates the placement on the roof and the type of dormer and window.
SOURCE: Case BAR #90-251, rust, orling & neale, architects

DRAINAGE SYSTEMS

INTRODUCTION

Building drainage systems including gutters and downspouts that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Building drainage systems are important functional elements of a structure. Gutters carry water run-off away from the roof surface to a downspout which carries the water to the ground and then away from a building. If a building lacks working gutters, and downspouts, serious water damage to the roof, walls and foundations can result.

While a building drainage system is a necessity, at the same time, it forms an important aesthetic component of the overall building design. For example, gutters help to define the cornice line of a building and, in some instances, are an integral part of the cornice. If not appropriately designed and located on a building, gutters and downspouts can create visual disruption to the building composition.

REQUIREMENTS

• Building drainage systems must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and be installed so that they do not impact upon or cause erosion or damage to an adjacent property because of water run-off.

• For all new construction, building drainage systems must be hard piped with a minimum 3" diameter, schedule 40 PVC to the storm sewer or curb.

GUIDELINES

• Gutters and downspouts should be made of material appropriate to the period of the structure. For example, in the Old and Historic Alexandria District extruded aluminum or vinyl gutters and downspouts are not appropriate on 18th and 19th century buildings. Wood, tin and copper gutters and downspouts are appropriate for 18th and 19th century buildings. Galvanized metal downspouts are appropriate for late-19th and 20th century buildings. In the Parker-Gray District aluminum gutters and downspouts may be approved under certain circumstances.

• Wood and galvanized metal gutters and downspouts should generally be painted to match the trim color of the building. Copper gutters and downspouts should generally not be painted.

• The profile of the gutter should be appropriate to the period of the building.

APPLICATION REQUIREMENTS

All applications for approval of building drainage systems must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Placement
Drawings must accurately show the placement of gutters and downspouts on the building.

Size, Shape and Method of Attachment
Drawings must accurately indicate the size, shape and method used to attach the gutters and downspouts.

Materials
The material to be used for the gutters and downspouts must be indicated. In some instances, it may be appropriate to supply an actual sample of the material.

Color
The color that the gutters and downspouts are proposed to be painted must be indicated and an actual color sample provided.

RELATED SECTIONS

Paint Colors
Roof Materials

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

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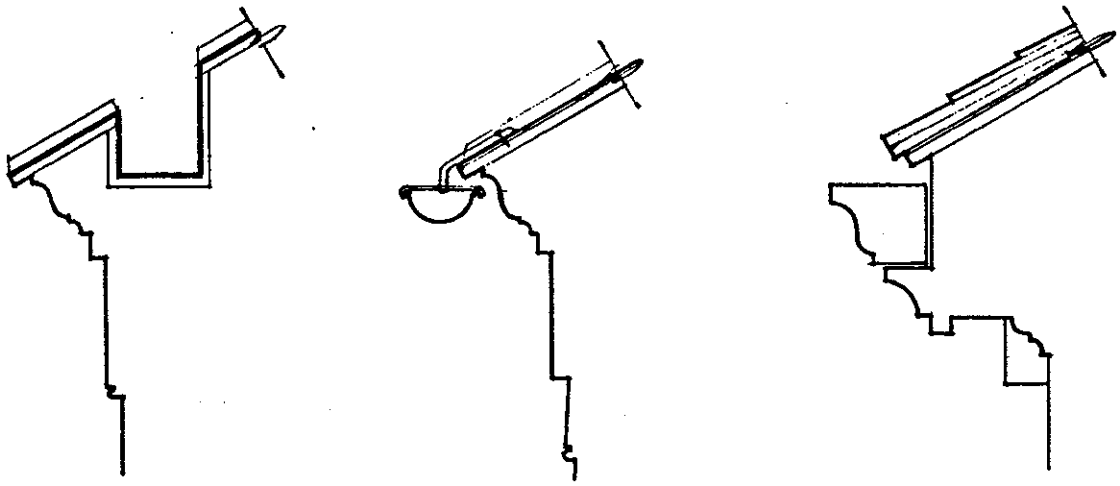


Built-in Gutter | Half-round metal gutter | Formed metal ogee gutter

ELECTRICAL AND GAS SERVICE

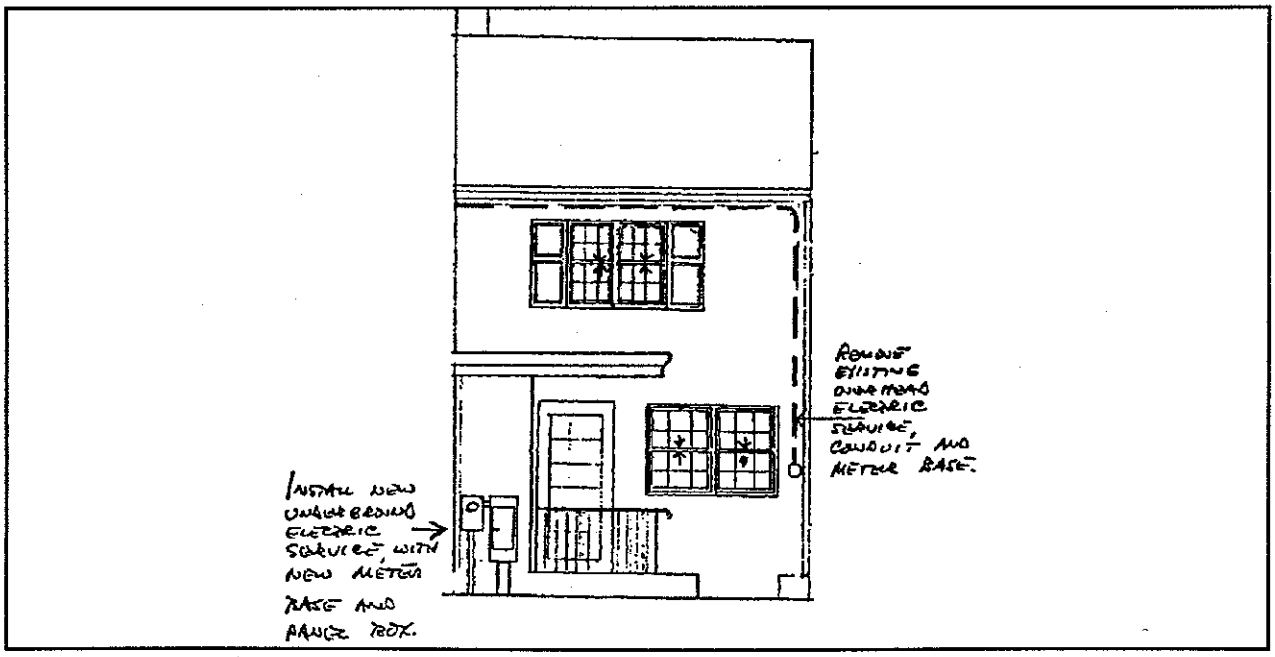
INTRODUCTION

The installation or relocation of electric, gas service and public utility meters (e.g. electrical meters and disconnect boxes and gas meters), associated services, such as service boxes for cable television, that are visible from a public way, are subject to the review and approval of a certificate of appropriateness by the Boards of Architectural Review.

Additionally, freestanding pad mounted transformers that are visible from a public way require approval of a certificate of appropriateness. Such transformers are not compatible with the historic character of the districts. However, the Boards are fully cognizant of the necessity of such devices. The Boards believe that special measures should be taken to diminish the overall visual impact of such transformers.

In the last several years, the Boards have become increasingly concerned about the adverse visual impact that the indiscriminate location of electric and gas meters and service boxes for cable television have on the architectural characteristics of historic buildings. The Boards have actively encouraged the placement of utility meters in a location that has the least adverse visual impact on a historic structure consistent with the public utility requirements for the location of such meters. Similarly, the Boards have expressed their concern that electric service, i.e. electric lines, be introduced on a building in a manner that does not impair the historic characteristics of the architecture of the structure. For example, the Boards will generally not approve the installation of electric service on an otherwise uninterrupted primary historic facade.

In the Old and Historic Alexandria District, the City has begun burying all utilities underground in the area bounded by King, Franklin, South Union and South Washington Streets. This project will result in the elimination of most overhead wires in this section of the historic district.



In general, electric meters and other utility services should be located in a area of limited visibility. In this example, the rowhouse design of the building precluded relocation of the electric meter and associated service in a less visible area of the house. The application stated that the electric meter would be heavily screened by landscaping.
SOURCE: BAR Case #91-127

Additionally, for new construction projects, substantial additions to structures and changes in the point of attachment of the existing electrical service for a building in the historic districts, the undergrounding of utilities for the building is required.

REQUIREMENTS

• Electrical and gas service work must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• A building permit is required for all electrical and gas service work.

• Freestanding pad mounted transformers require approval of a Special Use Permit by City Council (See § 7-1202 of the Zoning Ordinance).

GUIDELINES

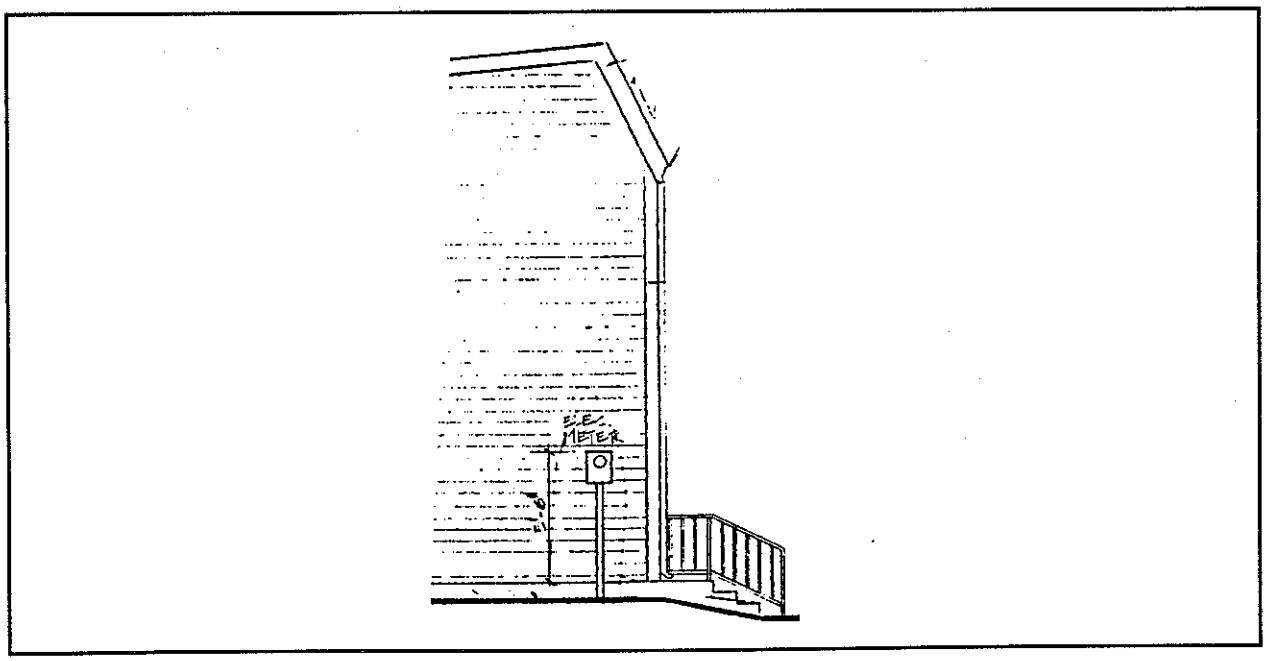
• It is the policy of the Boards to require that electric lines, utility meters and service boxes for cable television be located in the most inconspicuous location on a building. The Boards are cognizant of the constraints placed on the location of such meters by the local utility companies, Virginia Power and Washington Gas. However, within these constraints there are often a number of options for alternative locations that are available.

• Electrical conduit should not be installed on historic facades of a structure.

• If gas, electric meters or service boxes for cable television must be located in a prominent visual location on a building, screening with an enclosure, fencing materials or vegetation may be required.

• The adverse visual impact of the location of gas, electric meters and service boxes for cable television can be reduced by painting the meter a neutral background color or a color to match the predominant facade color.

• Freestanding pad mounted transformers should be screened to reduce the visual impact on the historic districts. The screening should be painted a neutral background color to reduce visibility.



Application for construction of a new house including location of electric meter on the side facade.
SOURCE: 710 N. Patrick Street, Case BAR #92-18PG, Warren L. Almquist, Architect

APPLICATION REQUIREMENTS

All applications for approval of utility meters must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Screening and Color
The drawing must indicate what type of screening, if any, is proposed and accurately show the size and location of the screening If the meter is to be painted, a color sample of the paint is required.

Size and Placement
The drawing must accurately show the size and placement of the gas or electric meter (and disconnect box, if applicable) on the building.

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

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ARCHITECTURAL REVIEW, 5/25/93

EXHAUST & SUPPLY FANS

INTRODUCTION

Exhaust and supply fans that are visible from a public way require review and approval of a certificate of appropriateness by the Boards of Architectural Review.

Exhaust and supply fans are an important functional element of many commercial properties and are particularly important for restaurants. A number of residential properties have installed attic fans which ventilate hot air from inside a building to the outside. While the Boards recognize the functional necessity of such mechanical equipment, at the same time, the Boards have expressed concern that such equipment is incompatible with 18th and 19th century architecture. Therefore, it is the general policy of the Boards that such mechanical equipment should create minimal visual disruption of the significant architectural features of 18th and 19th century buildings. This can be accomplished by locating supply and exhaust fans in visually inconspicuous areas of a building and by painting them a color that masks their visual intrusion to the greatest extent possible.

REQUIREMENTS

- Exhaust and supply fans must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

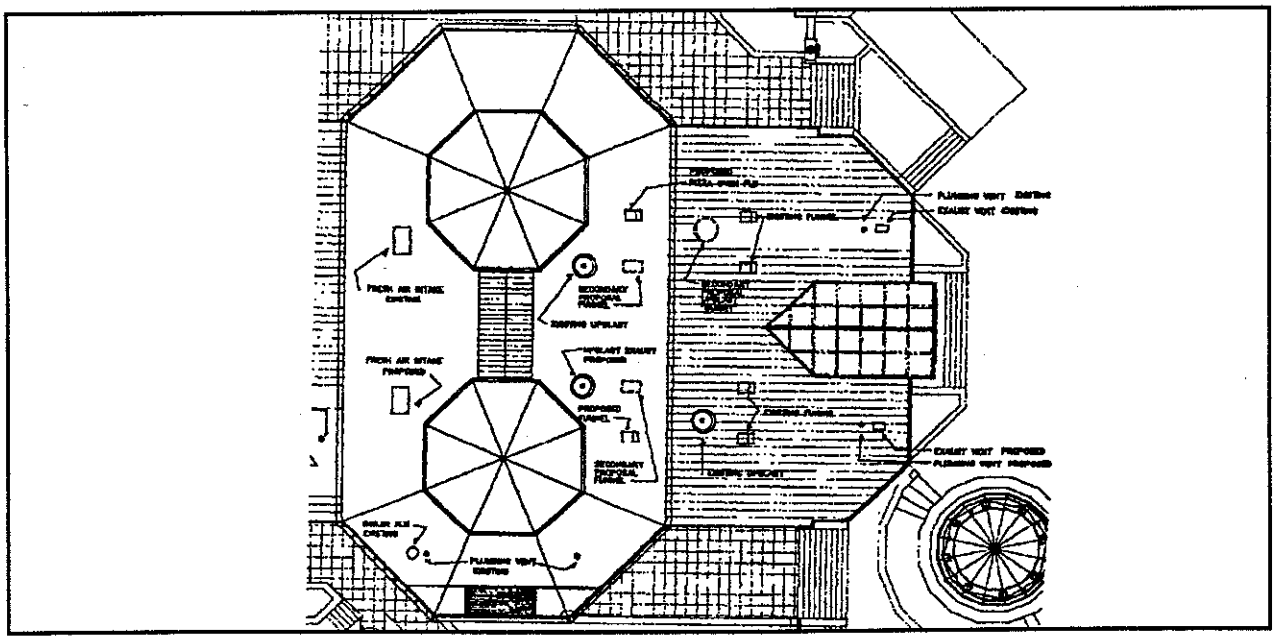
- A building permit is required for the installation of all exhaust and supply fans.

- Exhaust and supply fans located closer than 10' from the edge of a roof of commercial and multi-family residential structures must have a minimum 3' high safety guard rail (USBC).

GUIDELINES

- Exhaust and supply fans should not hide, obscure or cause the removal of historic architectural details.

- Exhaust and supply fans should be located in visually inconspicuous sections of a



Partial roof plan showing location of exhaust and supply fans for restaurants.
SOURCE: 5 Cameron Street, BAR Case #91-233

building such as the rear roof.

- Exhaust and supply fans installed on buildings should generally be painted the predominant color of the building or the roof color so that they do not form prominent visual components of a facade.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of proposed exhaust and supply fans, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that have no scale are not acceptable. Most designs for exhaust fans presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of exhaust and supply fans must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Plot Plan
A plot plan accurately showing the location of the proposed exhaust and supply fans is required.

Specifications
A cut sheet or manufacturers specifications for the exhaust and supply fans with dimensions must be included.

Color
If the exhaust and supply fans are proposed to be painted, the color must be indicated and an actual color sample provided.

RELATED SECTIONS

HVAC Equipment
Roofing Materials

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

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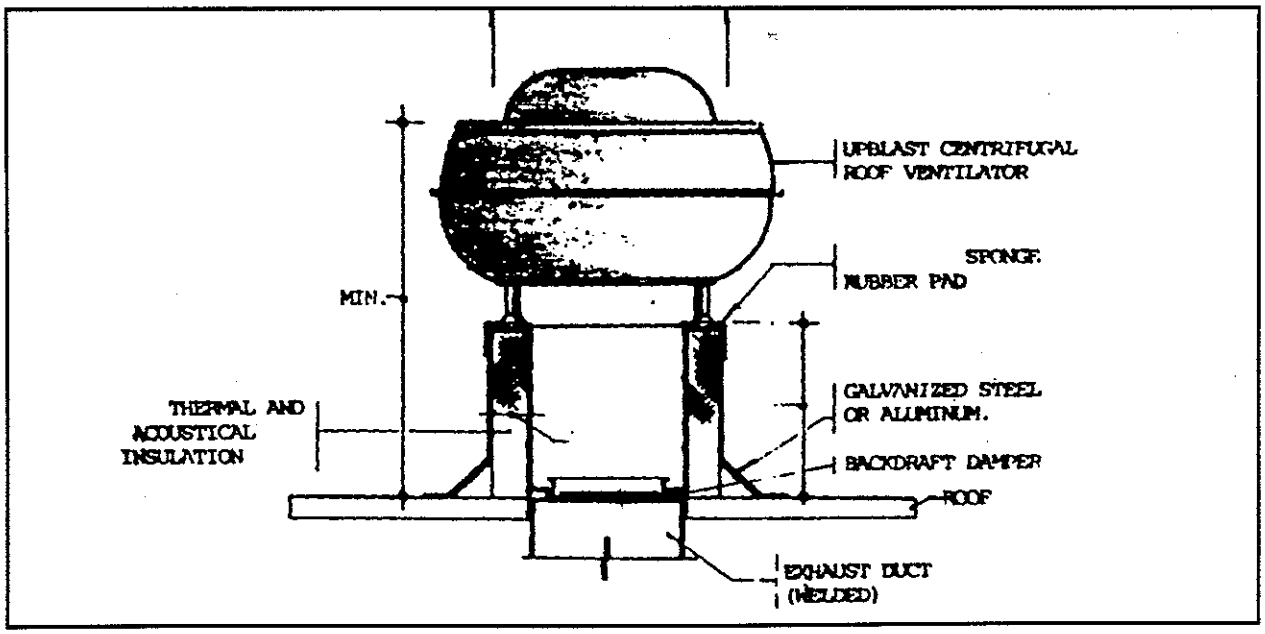


Manufacturer's specifications for a restaurant exhaust fan.
SOURCE: 1026 King Street, BAR Case #91-100, Rebecca L.G. Bostick, AIA, Architect

DOORS

INTRODUCTION

The installation of new exterior doors, whether pedestrian or vehicular, as well as storm doors visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

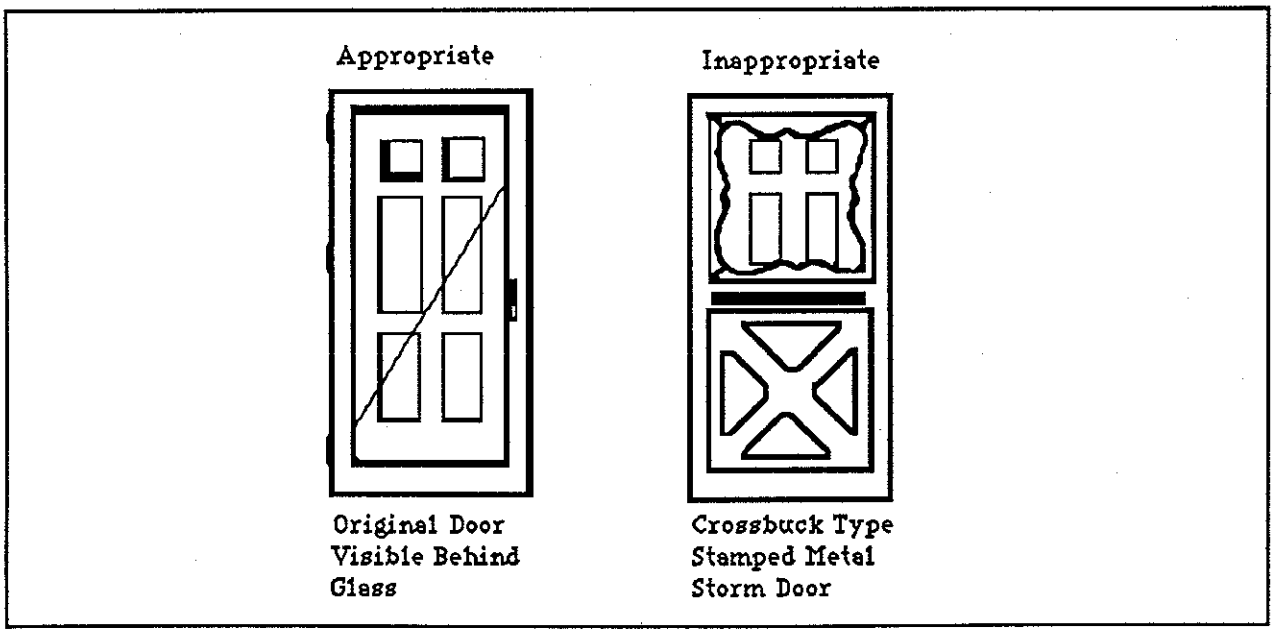
PEDESTRIAN DOORWAYS
Exterior doors and storm doors constitute prominent visual details of the main facade of a building. In addition to the door itself, details surrounding the doorway are also important visual elements of a building. Such detailing includes door frames, glass, moldings, pediments, hoods and hardware. Exterior doors and surrounding details should complement the architecture of the structure and not detract from it.

A large number of architectural styles are represented in the buildings in the historic districts and each style incorporates distinctive doorways and surrounding architectural elements. Care should be taken that the character defining features of these doorways are maintained. For example, a decorative door surround should not be removed to install a new door.

Doors and their surrounds are as much a character defining feature of architectural styles as are windows. For example, Federal and Georgian style residential structures from the late-18th and early-19th century usually have solid wood panel entrance doors. Late 19th century Victorian structures often have wood doors that incorporate glass panels. Main entrance doorways are generally more elaborate than doorways on secondary or rear entrances to a building.

Modern exterior and storm doors often contain inappropriate decorative elements that detract from the architectural integrity of the structure. For example, storm doors with foliated panels are inappropriate on structures within the historic districts.

VEHICULAR DOORWAYS
During the 18th and 19th centuries, separate accessory structures to store horses, wagons and carriages were common. With the advent of the automobile in the late-19th cen-



Storm doors should be plain and not obscure historic doors.

tury, garages for automobiles became commonplace on both residential and commercial buildings. Each required doorways. Separate residential automobile garage structures often reflect the architectural character of the principal building. In such instances, the garage door is part of the overall design of the structure. Care should be taken in the replacement of garage doors to ensure that the door is appropriate to the architectural character of the garage. For example, if the garage door has windows, the replacement door should not be solid. In many instances, however, garages were simply utilitarian structures that had little in common with the architectural characteristics of the main building. In such instances, replacement garage doors should make use of materials that are compatible with the existing structure.

RETENTION OF HISTORIC MATERIALS

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to keep historic materials and repair them rather than replace an item with new material.

GUIDELINES

PEDESTRIAN DOORWAYS

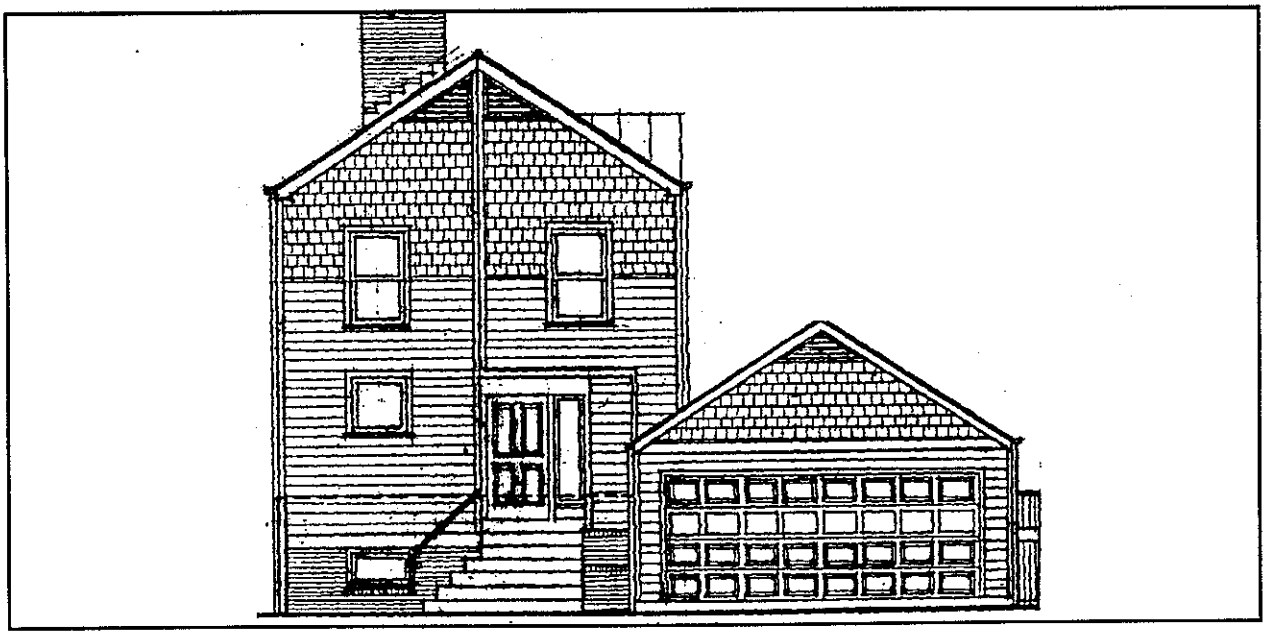
- Exterior doors and surrounding details should be appropriate to the period of the structure. For example, Victorian style doorways often include side lights. Such original detailing should be retained.

- Vestibule additions surrounding original doors and details should not be constructed on the primary elevation of a structure.

- Decorative door surrounds that are a character defining feature of a building should not be removed to install a new door.

- Exterior flush or paneled metal doors are generally not appropriate on residential structures. In certain instances, flush metal doors may be appropriate for basement level entrances in side or rear yards.

- Exterior flush or paneled metal doors may be appropriate in certain limited circum-



Proposal for a new residential structure and garage with paneled wood door.
SOURCE: 808 Oronoco Street, BAR Case #92-116, John Savage, Architect, P.C.

stances for 20th century retail, commercial and industrial buildings.

• Storm doors should be very simple and open. Extraneous and distracting decoration such as cast aluminum or plastic foliation on storm doors is strongly discouraged.

• Wood storm doors are strongly preferred to metal storm doors.

• The frames of exterior storm doors should be anodized to match the trim color of the building. Unpainted aluminum doors are not appropriate and should be avoided.

VEHICULAR DOORWAYS

• Garage doors should be appropriate to the architectural character and materials of the garage.

• Hinged garage doors are preferred to late-20th century roll-up type garage doors.

• Wood garage doors are preferred.

• Flush or paneled metal or open metal grate garage doors are inappropriate for residential structures in the historic districts.

• Flush or paneled metal or open metal grate garage doors may be appropriate for 20th century retail, commercial and industrial buildings.

• Garage doors should be painted. The color should match the predominate body color of the primary structure or the color of the trimwork.

APPLICATION REQUIREMENTS

All applications for approval of exterior doors and storm doors must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Structure
Clear photographs of the existing structure and a close-up of the doorway opening are required for reference.

Color
The color that the door is proposed to be painted or anodized must be indicated and an actual color sample provided.

Specifications
A catalog cut sheet or manufacturer's specifications listing for the new door must be included in the application.

RELATED SECTIONS

Exterior Lighting
Shutters

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

FENCES, GARDEN WALLS & GATES

INTRODUCTION

All fences, garden walls and gates that are visible from the public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

An important visual feature of the historic districts are the fences, garden walls and gates that define property lines. Fences serve as a distinctive feature of the streetscape and individual yards. Fences and garden walls also provide a sense of privacy and enclosure for property owners.

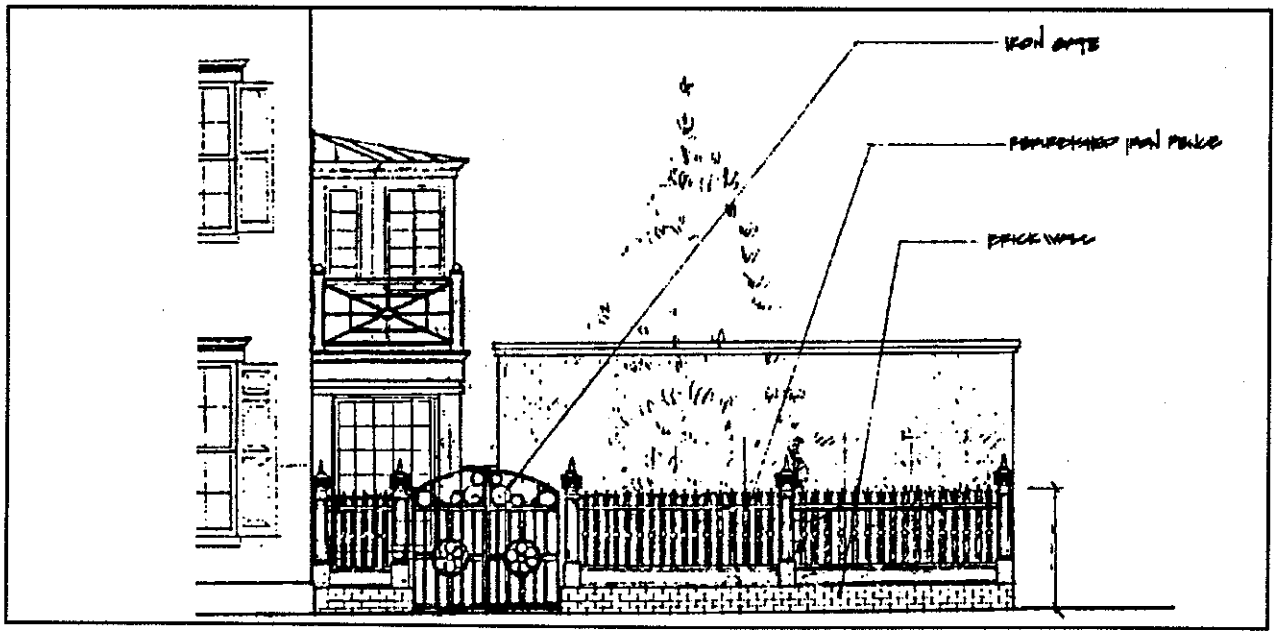
Fences are often partially transparent and, in the historic districts, are made of a number of materials including wood, masonry and brick. Garden walls are constructed of masonry and provide a visual barrier. Gates are made of a number of different materials including wood and metal.

REQUIREMENTS

• Vision clearance
There is a general City requirement that buildings and structures such as fences on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards of Architectural Review the power to waive this requirement as well as other yard requirements where the maintenance of the building line is important to the character of the blockface.

• Fences in required front yards must be open and cannot exceed 3' 6" in height. Also, in general, fences on corner lots cannot exceed 3' 6" in any yard. (See § 7-202 (A)(1) of the Zoning Ordinance).

• Fences in required rear and side yards may be open or closed, but cannot exceed 6' in height. (See § 7-202(B)(3) of the Zoning Ordinance) This ensures that there will be adequate light and ventilation.• Construction of fences, garden walls and gates must



Proposal for brick and iron fence.
SOURCE: 304 S. St. Asaph Street, BAR Case #92-88, Studio 39 Landscape Architecture

meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• All brick fences and garden walls require the issuance of a building permit.

• Retaining walls over 4' in height must be designed by an engineer licensed in the Comonwealth of Virginia .

• Footings for masonry fences and walls cannot encroach on adjacent property.

GUIDELINES

• Fences, garden walls and gates should be appropriate in materials, design and scale to the period and character of the structure they surround.

• A number of different types of materials are appropriate for fences, garden walls and gates throughout the historic districts.
- Masonry fences and walls of brick or stone are generally appropriate throughout the historic districts.
- Wood is a traditional material for fences and gates. Wood fences generally have vertical pickets.
- Ornamental iron or metal fences and gates are appropriate for late-19th and early 20th century Victorian structures.

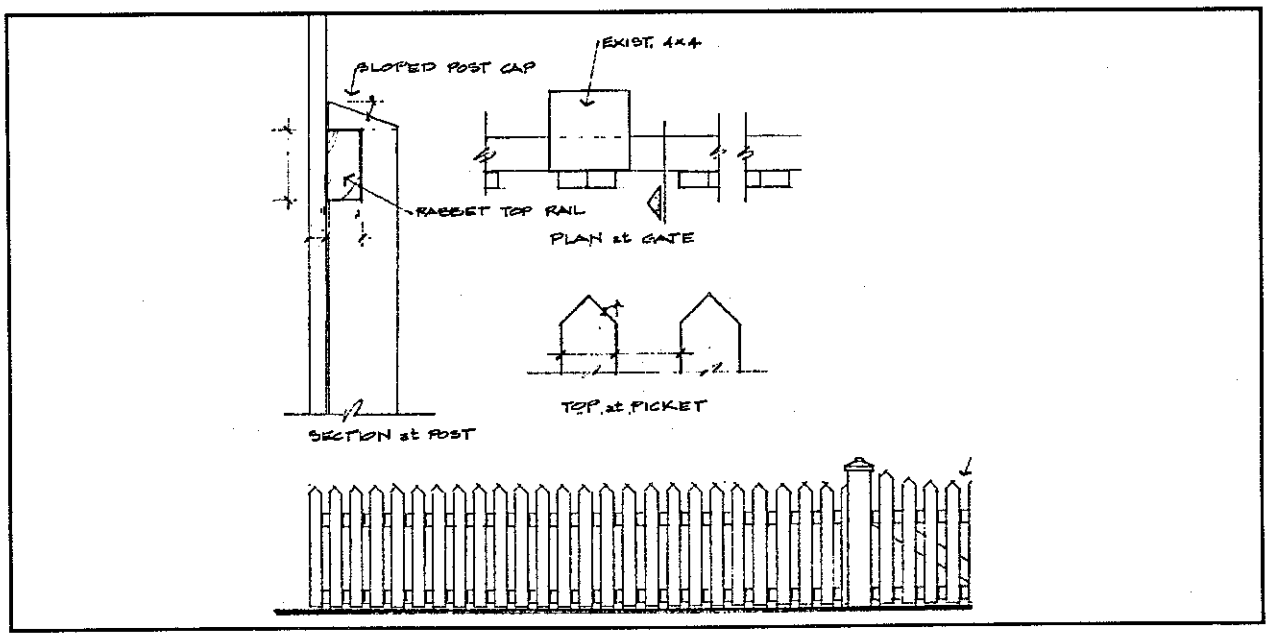
• Modern mass-produced wood stockade fencing, unpainted redwood, rough cedar, and concrete block fences are not appropriate in the historic districts.

• Modern mass-produced wood diagonal lattice is also not appropriate in the historic districts. Wood lattice should have a rectangular pattern rather than a diamond pattern.

• Split rail type fences, horizontal board fences and other types of fences associated with the rural countryside are not appropriate in the historic districts.

• Fences, garden walls and gates made of synthetic materials such as fiberglass or concrete are not appropriate in the historic districts.

• Metal chain link fences are not appropriate in the historic districts except in certain institutional uses.



Plan for a picket fence.
SOURCE: 201 S. Fairfax Street, BAR Case #91-125

- Wood fences must be painted or stained.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed fence, garden wall and/or gate, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that have no scale are not acceptable. Most designs for fences presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of fences, garden walls and gates must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building and Yard
Clear photographs of the existing building and yard/garden are required for reference.

Plot Plan
A plot plan accurately showing the location of the proposed fence, garden wall and/or gate is required.

Size
The drawing must accurately indicate the dimensions of the proposed fence, garden wall and/or gate.

Materials
The materials to be used for the proposed fence, garden wall and/or gate must be specified.

Color
The proposed color of the fence, garden wall and/or gate must be indicated and an actual color sample provided.

RELATED SECTIONS

Exterior Lighting
Decks
Paint Colors

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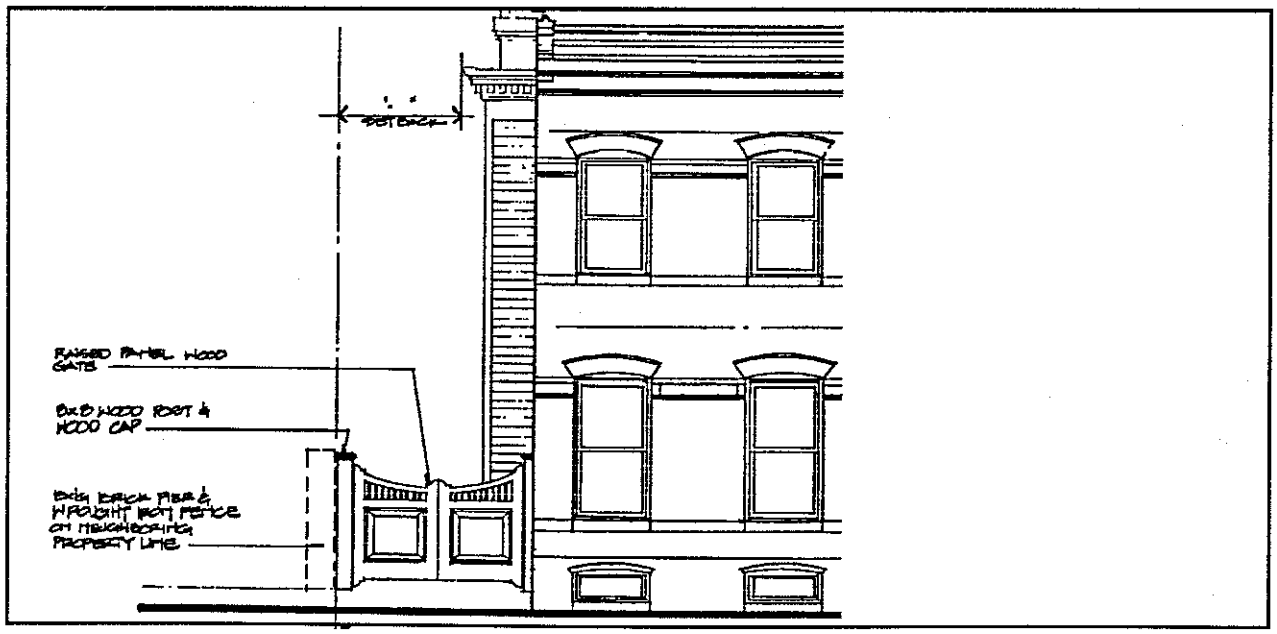


Application for a new gate.
SOURCE: 226 N. Fairfax Street, BAR Case #91-6, rust, orling & neale, architects

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ARCHAEOLOGICAL CONSIDERATIONS

Fences, garden walls and gates that require below grade footings, foundations or that create other types of ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by City archaeologists to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

- RESIDENTIAL ZONES

In residential zones, the application for construction of fences, garden walls and gates that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

- COMMERCIAL ZONES

In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with the construction of fences, garden walls and gates may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

GASOLINE SERVICE STATIONS

INTRODUCTION

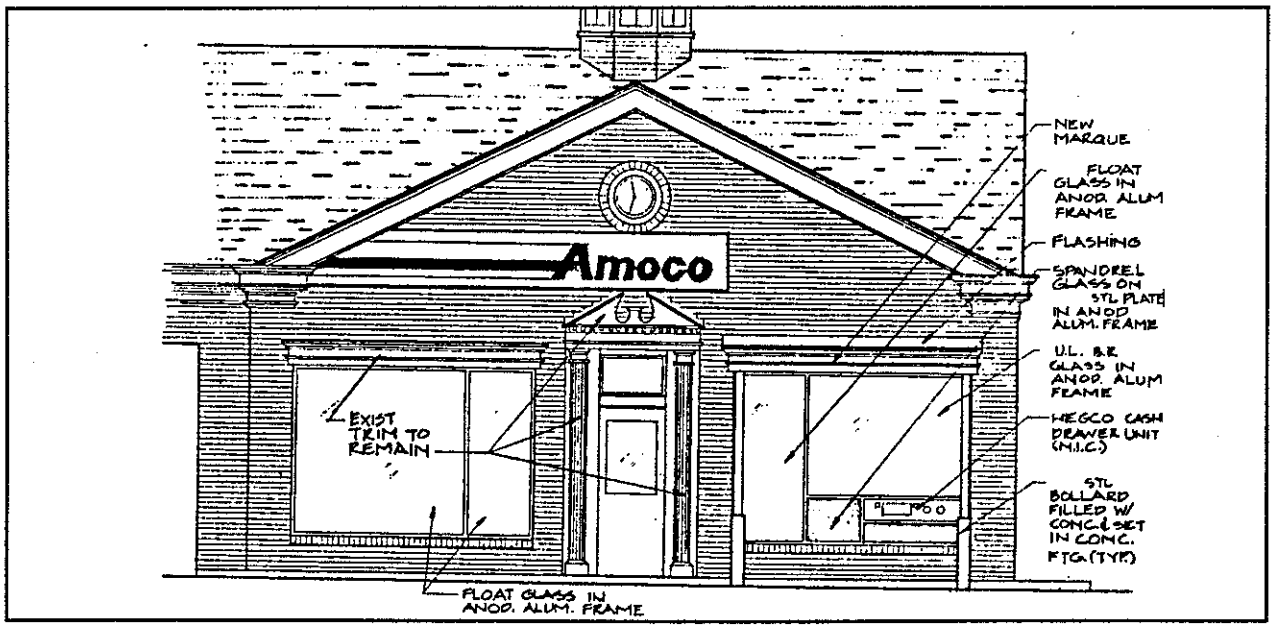
Gasoline service stations are a special building type in the historic districts. The construction or exterior alteration of gasoline service stations that is visible from a public way requires the review and approval of a certificate of appropriateness by the Boards of Architectural Review.

Gasoline service stations are located along two commercial arteries in the historic districts: Washington Street and Route 1 which traverses the historic districts as Patrick and Henry Streets. All gasoline service stations in the historic districts are located in commercial zones that do not allow gasoline service stations as a permitted use. Because of this, all gasoline service stations in the historic districts are non-complying uses and may only be expanded with approval of a Special Use Permit by City Council.

The Boards have expressed considerable concern over the appropriateness of gasoline service stations and repair garages in the historic districts. This section of the guidelines is intended to supplement the information set forth in the other relevant sections of the Guidelines for exterior alterations and new construction that require review and approval by the Boards of Architectural Review. Only information and guidelines that are particular to the approval of gasoline service stations are noted in this section.

In addition to the guidelines set forth in this section, gasoline service stations which front on Washington Street must meet additional requirements set forth in the Guidelines for Washington Street (§10-105 of the Zoning Ordinance).

As a general rule, the Boards do not review conceptual design plans. The Boards strongly prefer to review complete design submissions. Therefore, applicants are encouraged to meet with B.A.R. Staff as early as possible during the design development stage to review proposals and zoning requirements.



Proposed alterations to modernize an existing Colonial Revival style gasoline filling station. Colonial Revival style architecture for gasoline stations will only be approved in those instances where it currently exists.
SOURCE: 725 North Washington Street, BAR Case #87-173, Amoco Oil Company

REQUIREMENTS

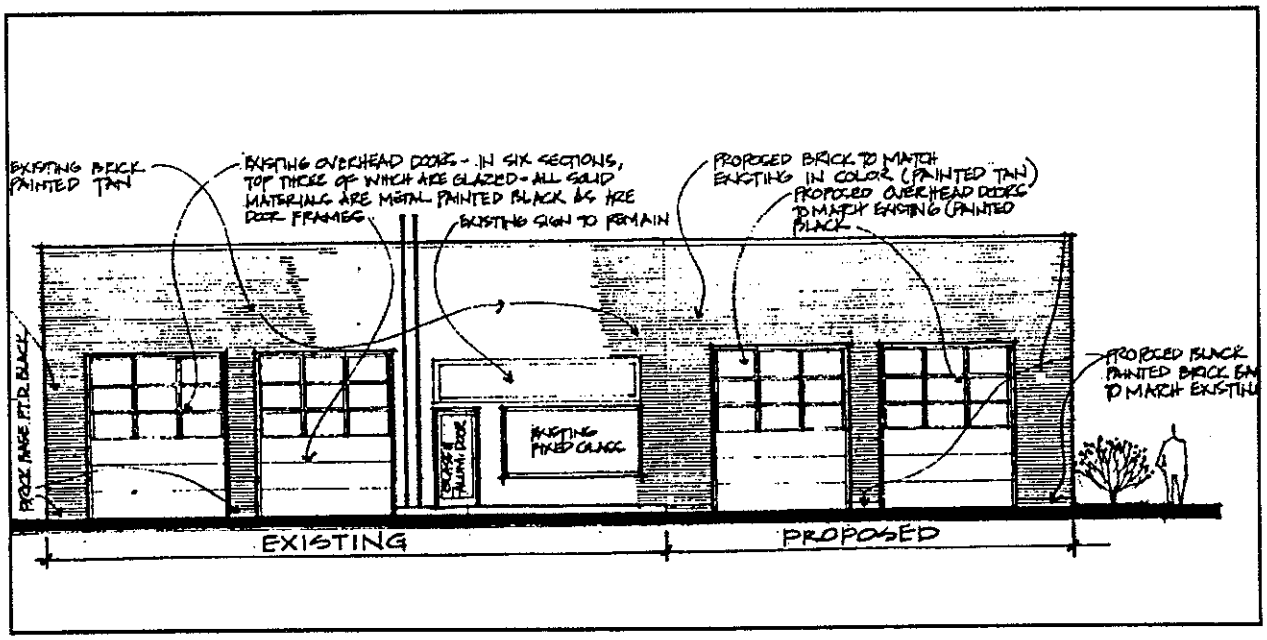
In addition to the requirements set forth in this section, all gasoline service stations must meet the applicable requirements set forth in the Chapters on Building Alterations, Additions, New Construction and Signs.

• A Special Use Permit (SUP) approved by City Council is required for expansion of gasoline service stations in the historic districts. New gasoline service stations are not permitted in the commercial downtown zone as a matter of right or by SUP. Conditions may be imposed on the SUP that may require B.A.R. review and approval such as the appropriateness of the screening material for a trash dumpster. Information on Special Use Permits may be obtained from the Zoning Division (703/838-4688).

• Construction and alterations to a gasoline service station must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• Vision clearance.
There is a general City requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. The Zoning Ordinance gives the Boards of Architectural Review the power to waive the vision clearance requirement as well as other yard requirements within the vision clearance area. (§7-802 of the Zoning Ordinance). This is particularly relevant to gasoline service stations because most are located on corner lots and have building elements and accessory structures which fall within the vision clearance area.

• Gasoline Price Signs
The Alexandria City Code provides specific requirements for gasoline price signs. Such signs must be mounted on a pole or post, at least 6' above grade, at least 3' in width and no greater than 4' in height and display the gasoline price in light colored letters that are no less than 8" in height. The City Code contains strict penalties for violation of these price sign requirements (§9-7-20 of the Alexandria City Code). Information on the requirements for gasoline pricing signs may be obtained from the Office of Consumer Affairs (703/838-4350).



Expansion plans for an existing gasoline service station.
SOURCE: 442 North Henry Street, BAR Case #90-35PG, David Gallagher, AIA, architect

• Hazardous Materials
Permits are required from the Department of Transportation and Environmental Services for hazardous materials stored on gasoline service station lots.

GUIDELINES

• Style
There are two basic architectural styles that are used for gasoline service stations in the historic districts. One is a vernacular Colonial Revival style with bays, multi-paned windows, gable ends and dormers. Such stations are typically constructed of brick or some other masonry material. The other style commonly found is a "reduced modernist" one that generally features minimalist sharp, rectilinear forms. This style of station is constructed using metal panels with a baked on enamel type finish. In the opinion of the Boards, Colonial Revival style gasoline service stations are inappropriate in the historic districts, detract from the authenticity of the historic residential architecture and are unsuitable as a model for this building type. Therefore, the Boards will only approve alterations to a gasoline service station in a Colonial Revival style where the existing structure is Colonial Revival in style. The Boards believe that the minimalist rectilinear style gasoline service station creates a relatively unobtrusive visual presence in the historic districts.

• Pump Canopy
Pump canopies which are minimalist in design are preferred by the Boards over canopies which include architectural elements which make reference to historical styles. It is the opinion of the Boards that such minimalist canopies are appropriate to the late-20th century functional nature of this building type and that they create the least amount of visual intrusion into the historic districts.

• Signs
The Boards are particularly concerned about the extensive proliferation of exterior signs at gasoline service stations. The Zoning Ordinance provides specific limitations on the amount of exterior signs permitted for any building depending on its size. In addition, the Zoning Ordinance specifically prohibits a number of sign types that are commonly associated with gasoline service stations. For example, banners and flag type signs are prohibited as are portable signs. (See Article IX of the Zoning Ordinance)

• Display of Merchandise
The outdoor display of merchandise at gasoline service stations can create a cluttered and visually distracting appearance. Because of this, the outdoor display of merchandise on private property in commercial zones is prohibited by the Zoning Ordinance (§4-507(A). In addition, the Zoning Ordinance prohibits the outdoor display of merchandise or storage of goods on the public right-of-way and on private streets. Temporary display of such merchandise may be permitted for a maximum of four 7 day periods per year with the approval of the City Manager.

• Vending Machines
While vending machines serve a number of functions in the late-20th century, they are incompatible with the historic character and streetscape of the historic districts. It is the policy of the Boards not to approve exterior vending machines in the historic districts. It is the opinion of the Boards that exterior vending machines are visually blighting influences and are not appropriate in the historic districts. In some instances, vending machines may be permitted if located behind an appropriate visual screen. Additionally, vending machines inside buildings which are used as signs to the exterior are strongly discouraged. The Boards policy is that any sign within 4' of the window glass is a window sign within the meaning of the Zoning Ordinance and is counted in the total sign area allowed (Chapter 1, Signs). Such vending machines require B.A.R. review and approval.

• Materials
It is the preference of the Boards that the building materials for gasoline service stations not attempt to replicate the traditional building materials of the historic districts. The Boards believe that late-20th century architectural products are the most appropriate

building materials for this building type.

• Color
The Boards prefer that the colors used for gasoline service stations be dark background colors to lessen the visual intrusions that gasoline service stations create in the historic districts. For example, black or dark gray are preferred to lighter colors. Accessory structures as well as sign and light mounting poles should be painted the same color as the main structure.

• Landscaping
The Boards particularly encourage landscaping around gasoline service stations to minimize their visual intrusion into the historic districts. The Boards may, from time to time, require appropriate landscaping as part of their approval of a certificate of appropriateness.

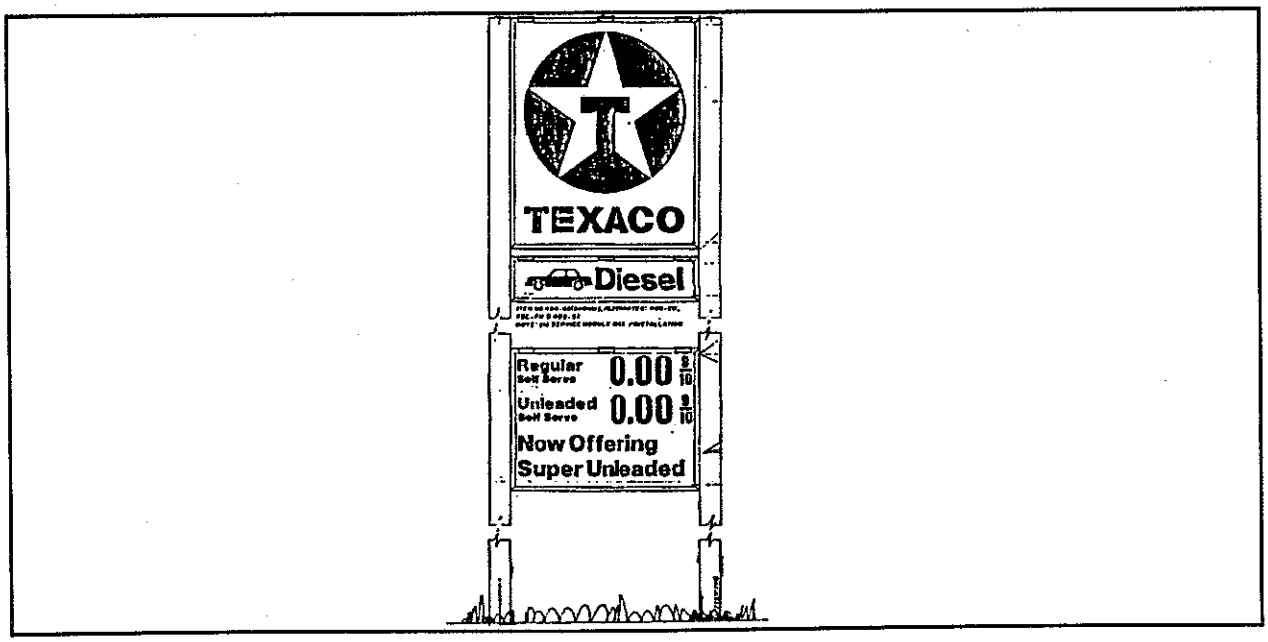
APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for construction of an addition or alteration of a gasoline service station the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches are not acceptable. Most designs for construction presented to the Boards of Architectural Review are prepared by design professionals such as architects and engineers; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that for gasoline service stations drawings sealed by an architect or engineer licensed in Virginia are required by the Uniform Statewide Building Code (USBC) administered by the Code Enforcement Bureau prior to the issuance of a building permit.

All applications for approval of new commercial construction must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Conditions
Clear photographs of the site and the surrounding properties are required for reference.



Double pole freestanding sign for gasoline pricing information.
SOURCE: 500 South Washington Street, BAR Case #89-183, Dowling Signs

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of an addition or alteration, including property lines, accessory structures, fences and gradelines is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings
Drawings accurately representing all elevations of changes to the proposed structure indicating materials and overall dimensions, including height and materials, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, fire hose connections, utility meters and risers should be noted on the drawings. The drawings should have a maximum scale of 3/32" = 1'; however, larger scale drawings may be required. At least one set must meet the minimum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

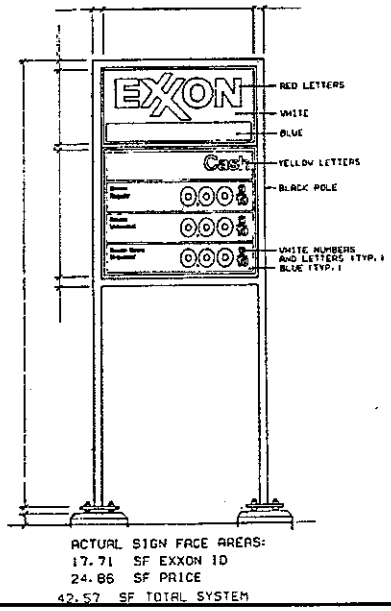
Floor Area Ratio Calculations
Applicants must provide accurate F.A.R. calculations. The area under gasoline service station canopies must be counted as floor area. Forms for F.A.R. calculations are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure must be indicated and an actual color sample provided.

RELATED SECTIONS

Introduction
Guide to the Board of Architectural Review Process
Use of the Design Guidelines
History of the physical development of the historic districts
Chapter 1 - Signs
Chapter 2 -Building Alterations
Accessibility for Persons with Disabilities
Accessory Structures



Double pole sign with gasoline pricing information.
SOURCE: 501 South Washington Street, BAR Case #88-106, Exxon Corporation

Awnings
Roof Drainage Systems
Electrical and Gas Service
Fences , Garden Walls & Gates
HVAC Systems
Exterior Lighting
Parking
Driveways and Paving
Roofing Materials
Satellite Antennas
Security Devices
Siding Materials
Skylights
Solar Collectors
Stoops, Steps and Railings
Windows
Chapter 3 - Building Accessories
ATM Machines
Satellite Antennas
Street Furniture
Vending Machines
Chapter 4 - Demolition of Existing Structures
Chapter 5 - Additions to Buildings Commercial
Chapter 7 - Washington Street (George Washington Memorial Parkway)

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

ARCHAEOLOGICAL CONSIDERATIONS

New construction, additions and improvements to gasoline service stations create ground disturbing activities which may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resource may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• COMMERCIAL ZONES

In commercial zones , the ground disturbing activities associated with new construction, additions and improvements to gasoline service stations will necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

HEATING, VENTILATING & AIR CONDITIONING (HVAC) EQUIPMENT

INTRODUCTION

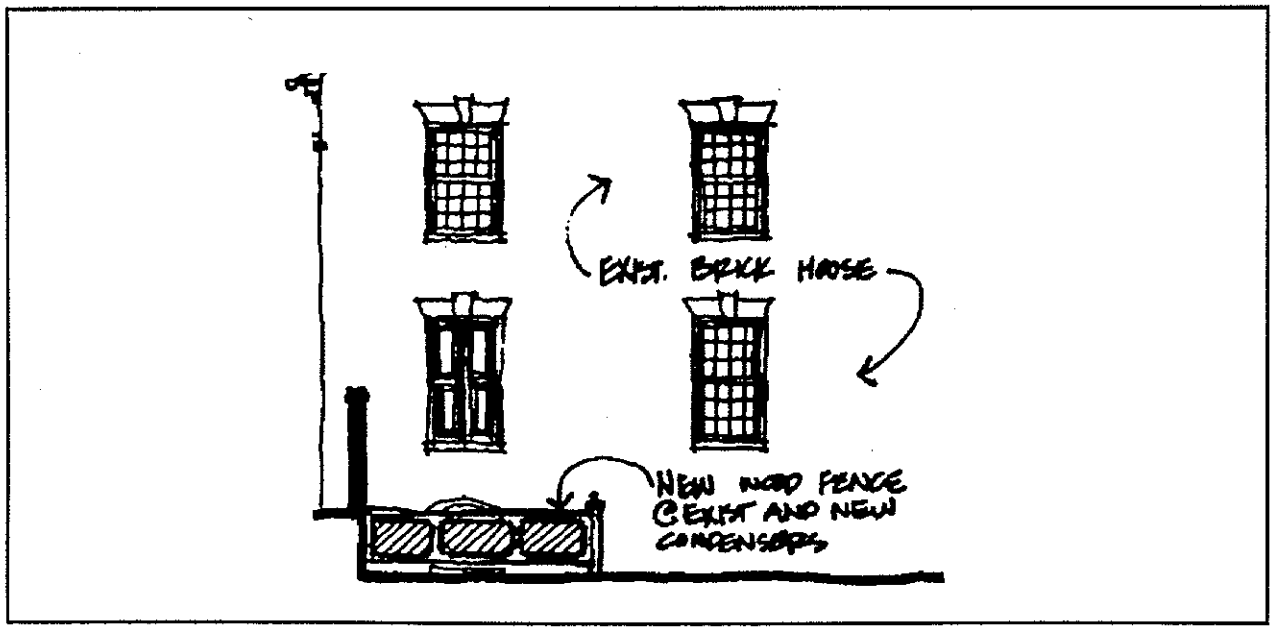
Heating, ventilating and air conditioning equipment (HVAC) that is visible from a public way requires the approval of a certificate of appropriateness by the Boards of Architectural Review.

The evolution of heating and cooling has been an important functional influence on architectural form. For example, during the 18th century and much of the 19th century in Alexandria, as with most of the southern region of the country, fireplaces and chimneys were located on the end walls of buildings or even in separate structures to dissipate heat through the exterior walls during warm weather. Conversely, in colder climates, such as New England, fireplaces and chimneys were usually located near the center of a structure to minimize internal heat loss.

Structures in the south also typically display a greater proportion of window and door area in relation to building wall than is found in colder climates. A high percentage of wall openings contribute to building cooling. Other architectural elements, such as open porches and awnings, are also typical of buildings in warm climates.

With the introduction of mechanical air-conditioning in the 1950s, regional differences in architecture have been minimized. Window units, which were prevalent in the 1950s and 1960s, have largely been replaced with a central condensing unit.

HVAC equipment is an important contemporary functional element of a structure. At the same time, such equipment can have an important effect on the overall visual composition of a historic building and, if not appropriately located, may be a visual disruption of the skyline and a unified building



Proposed screening of ground level condensing unit behind fence.
SOURCE: 212 Wilkes Street, BAR Case #92-70, Robert Nashed, Architect

design. To the extent possible, HVAC equipment should be hidden from view.

When visual screening on the ground cannot be achieved, HVAC equipment can sometimes be located on the roof of a historic structure. However, this alternative must be carefully evaluated since roof rafters in a historic structure may not be able to carry the additional weight of an HVAC compressor. Additionally, rooftop HVAC equipment on a historic structure can create constant vibration which may loosen waterproofing and cause structural and acoustical problems. Adequate access must be provided for rooftop units and this may entail the installation of additional rooftop equipment such as roof hatches and walkboards.

While the Boards do not generally review window air conditioning units if no change is made to the window opening, the Boards have expressed concern on a number of occasions about such units if they create a visual disruption of a unified architectural facade. Additionally, the Boards have expressed concern that such units should be installed so that they do not create public safety concerns. The Boards, however, do review through-the-wall air conditioning and/or heating units since they create a permanent change to a structure.

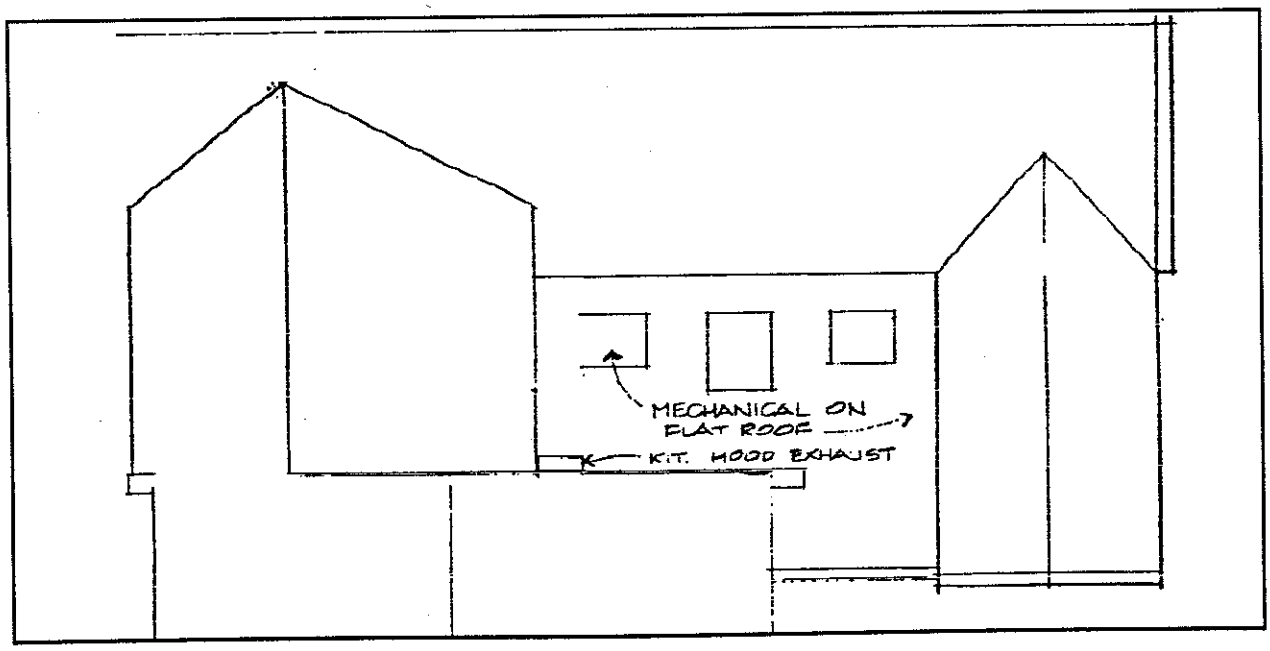
REQUIREMENTS

- HVAC equipment must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- A building permit is required for the installation of all HVAC equipment except for window air conditioning units.

- Existing buildings must have the structural capacity to support rooftop HVAC equipment. If additional structural capacity is needed, it must be designed by a professional engineer.

- HVAC equipment located closer than 10' from the edge of a roof of a commercial and/or multi-family residential structure must have a minimum 3' high safety guard rail (See USBC §824). There is no similar requirement for single family residential structures.



Roof plan showing location of HVAC equipment screened behind gables on a church roof.
SOURCE: 917 Princess Street, BAR Case #90-5PG, Lewis & Associates, Ltd., Architect

• Window air-conditioning units which project beyond the plane of the building may not be located in a required front yard. (See §7-200 of the Zoning Ordinance).

• Freestanding air-conditioning units may not be located in a required front yard of a residential structure (i.e. forward of the front building line, See §7-202(B)(5) of the Zoning Ordinance).

• The noise level of freestanding air-conditioning units may not exceed a noise level of 75 decibels (75dB(a), See §7-202 (B)(5) of the Zoning Ordinance).

• A plat of the property is required to provide verification of the location of the HVAC equipment with Zoning Ordinance requirements.

• Rooftop HVAC equipment must be screened with architectural materials or features of the same type of quality used on the exterior walls of the building. (See §6-403 (B)(1) of the Zoning Ordinance).

• There are no specific requirements governing the location of HVAC equipment in commercial zones. However, commercial properties which abut residential properties must locate HVAC equipment at least 25 feet away from a residential property.

GUIDELINES

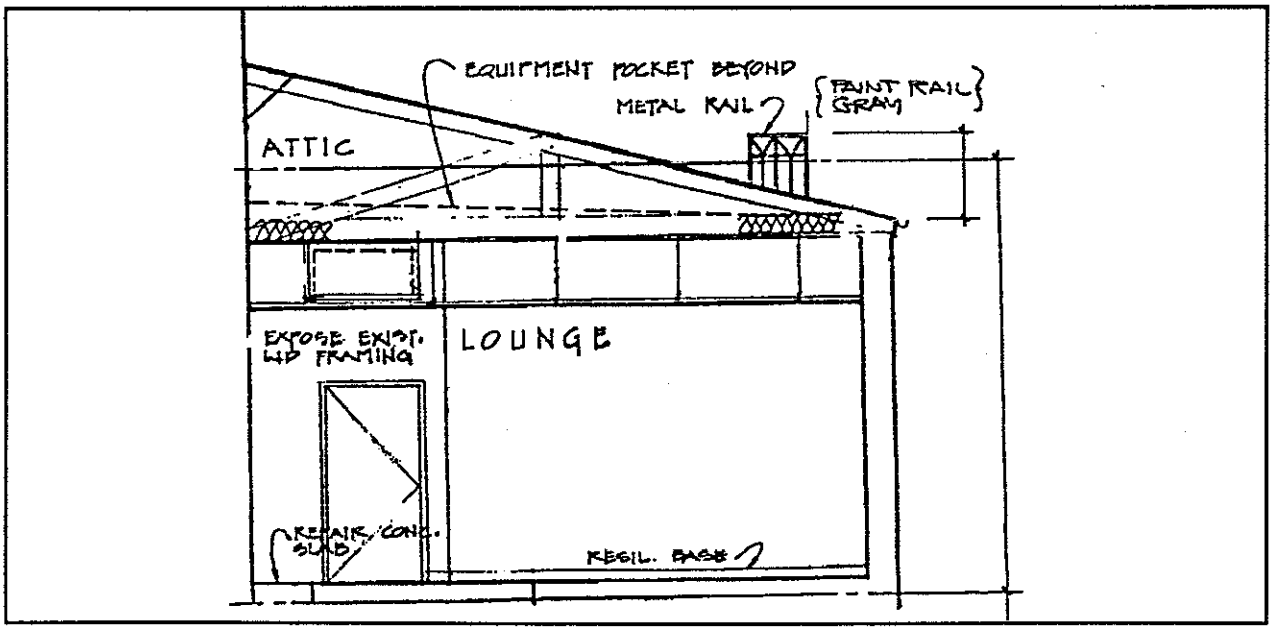
• HVAC equipment should be located in a visually inconspicuous area of a building.

• HVAC equipment which is prominently visible from a public way is strongly discouraged.

• HVAC equipment which must be located in the front or in a visually prominent area of a building should be screened. HVAC equipment screening should be painted so that it does not detract from the architecture of a building.

• Rooftop HVAC equipment is generally discouraged on small scale structures and the front roofs of buildings because they create visual disruption of the historic streetscape and are difficult to screen effectively.

• HVAC equipment should not disrupt the architectural character of a structure. For ex-



Application for condensing unit on rear roof of a commercial building with required safety guard rail.
SOURCE: 317 Prince Street, BAR Case #90-145, Alexandria Architects Partnership

ample, window air-conditioning units are discouraged if they interrupt the unified design of a building facade. Through-the-wall air conditioning units are also discouraged because of their adverse visual impact as well as the loss of historic building material that results from their installation.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of proposed HVAC equipment, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for HVAC equipment presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of HVAC equipment must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

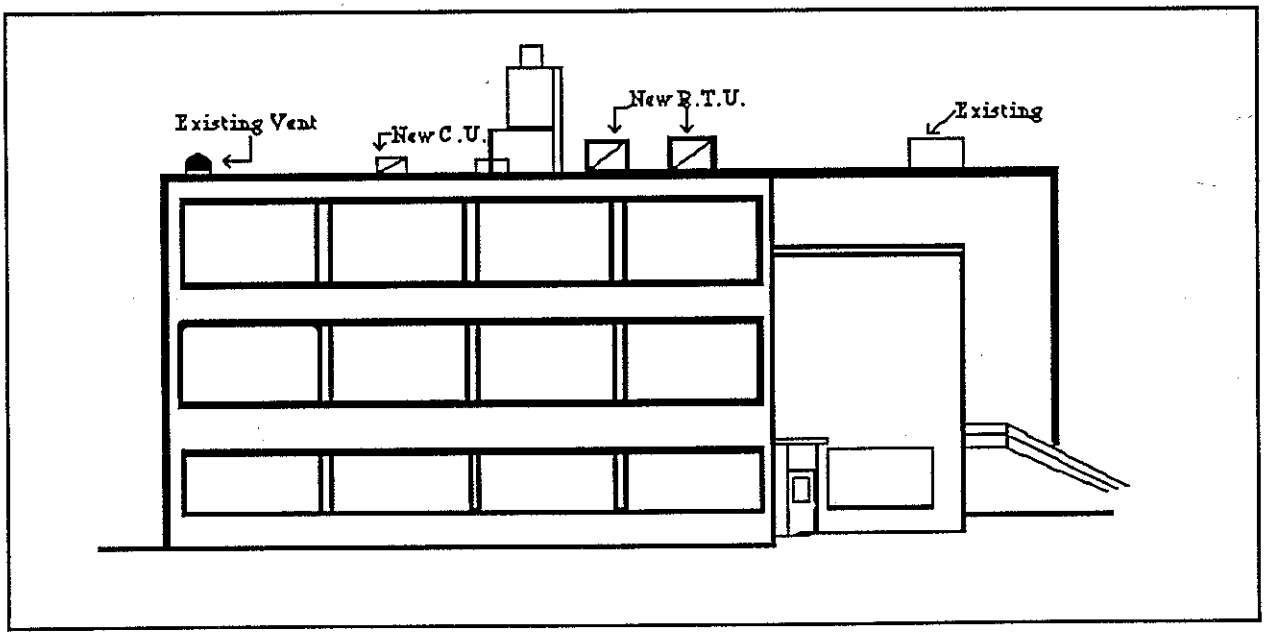
Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Plot/Site Plan
A plot or site plan accurately showing property lines and the location of the HVAC equipment is required.

Open Space Calculations
Applicants in residential zones must provide accurate open space calculations for ground mounted HVAC units. Forms for these calculations are available at the time of application.

Size
The drawing must accurately depict the size of the HVAC equipment including width, length and height.

Type of HVAC Equipment
A cut sheet or manufacturer's specifications accurately depicting the HVAC equipment must be included in the application.



Elevation drawing for an application for rooftop condensing units for an institutional building.
SOURCE: 530 South St. Asaph Street, BAR Case #91-42, Bairley, Maginniss & King, Architects (Re-drawn)

Elevation Drawing
An elevation drawing is required for proposed screening and must accurately depict the placement and dimensions of the screening . An elevation drawing is also required for the installation of through-the-wall units.

RELATED SECTIONS

Exhaust & Supply Fans
Fences, Garden Walls & Gates

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

EXTERIOR LIGHTING

INTRODUCTION

The lighting of a building or area and the associated fixtures that provide the light source that are visible from a public way require review and approval of a certificate of appropriateness by the Boards of Architectural Review.

Exterior lighting can be much more than mere passive illumination. Exterior lighting can be an architectural element in and of itself. Exterior lighting can be used to create special effects and to accentuate architectural and landscape elements of a property. Lighting can create different spatial effects and call attention to different components of a property.

In general, the Boards are primarily concerned with the intensity of the light. For example, the inappropriate lighting of commercial buildings on major thoroughfares with high intensity illumination relative to the streetscape is of considerably greater concern to the Boards than accent lighting used in gardens and patios. Since the primary mandate of the Boards is the protection of significant architecture, they are especially sensitive to the extent that lighting and associated fixtures alter the architectural character of a structure in the historic districts.

While a certain level of exterior illumination is necessary for simple safety reasons during nighttime hours, care must be taken so that nighttime lighting does not produce inappropriate glare or misdirected light. The Boards recognize the importance of lighting after dark, but, at the same time, it actively discourages lighting which detracts from the appearance of the historic districts. For example, the Boards have expressed concern about inappropriate decorative lighting on residential properties and lighting that is overly bright.

REQUIREMENTS

- Lighting equipment and fixtures must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- A building permit is required for all electrical work.

- An exterior light is required at every exit.

- Lighting should be aimed so that it does not reflect into residential buildings or areas.

- Exterior lighting for signs on commercial properties must be turned off from 10:30pm to 6:30am if the property is in close proximity to a residential zone.

- Spotlights or other devices which project a beam of light in the direction of streets or parking areas and which can be seen by a motorist are prohibited.

GUIDELINES

- Exterior lighting and associated fixtures should not hide, obscure or cause the removal of historic architectural details.

- Exterior lighting of a building facade should not wash out architectural features.

- The color of the light should be appropriate to the architectural character of the building. For example, high intensity lights are not appropriate to illuminate the facade of a 19th century building. Similarly, gas lights are not appropriate on contemporary style office buildings.

- Utilitarian lighting fixtures on the facades of buildings should generally be painted the predominant color of the building so that they do not form prominent visual components of a facade.

- The materials of light fixtures should be appropriate to the structure. For example, brass plated fixtures are generally discouraged because they have poor maintenance characteristics.

• Lighting fixtures should be sympathetic to the style of the building and not detract from the architectural character of the building. For example, old style carriage lamp fixtures should not be used to create a false sense of age for a building.

• Lighting fixtures should be in scale with the existing building. For example, over-scaled fixtures should not be used on small scale residential buildings.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of proposed exterior lighting, the Boards of Architectural Review requires that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable.

All applications for approval of exterior lighting must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Drawing
Elevation and detail drawings sufficient to show the fixtures and mounting details as well as conduit locations are required.

Fixtures
A cut sheet or manufacturers specifications including dimensions for the luminaire must be included.

Material
The material of the proposed fixture must be specified.

Type of illumination
The type of illumination must be specified.

Overscale carriage style lamps are not appropriate on Italianate residential structures.

Illumination Level
The number of lumens and the direction of the lighting must be specified.

Color
The proposed color of the lighting fixture must be indicated and an actual color sample provided.

RELATED SECTIONS

ATMs
Parking
Security Measures
Signs

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

PAINT COLORS

INTRODUCTION

The color of a building is, perhaps, its most dominant visual characteristic. The color of a building can enhance or detract from its own architectural characteristics as well as neighboring structures.

Paint color is easily changed to reflect personal preferences and current architectural taste. The color palette used in Alexandria has changed significantly since the 18th century. Technological and economic constraints in the 18th and early-19th centuries limited the available palette of colors. Changes in technology and architectural preferences in the mid-to-late-19th century combined to greatly broaden the color spectrum and by the late-19th century there was a preference for a dark colored palette. Color preferences again changed in the early years of the 20th century and a light colored palette was generally favored. Today, a darker color palette is often used, reflecting, in part, a preference to do away with the "chromomatic monotony of the past half century" as one scholar of historic paint color has put it.

While the Zoning Ordinance permits the Boards to review the exterior paint color of a building, it has been the long standing policy of the Boards of Architectural Review that paint colors for the exterior of a building are only reviewed in conjunction with a construction project. In addition, the Boards reserve the right to review paint colors in instances where the new color is so clearly inappropriate as to constitute alteration of the architectural character of the building.

As part of the Guidelines review process, the Boards have developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors that reflect the historic heritage of the City The Boards strongly urge building owners in the historic districts who paint their buildings to make use of this information. The information identifies historically accurate paint colors for the body, trim, door and roof colors of historic buildings for the different periods of architecture found in the historic districts. The historic research was prepared by the Staff of the Boards of Architectural Review and includes an analysis of historic exterior paint colors from the 18th to the 20th centuries in the districts.

The Boards actively discourage painting a building or its trim a clearly inappropriate color. For example, the color purple is considered to be an inappropriate color. There are a wide range of colors that have been used in the historic districts over the last 45 years and that are now considered traditional, although they may not accurately reflect historic paint colors.

The Zoning Ordinance stipulates that, in all cases, painting a previously unpainted masonry surface, no matter what color, requires review and approval of a certificate of appropriateness by the Boards. Additionally the Boards strongly discourage the painting of a previously unpainted masonry surface.

REQUIREMENTS

- Painting of previously unpainted masonry surfaces require approval of a Certificate of Appropriateness. (§ 10-109(B)(4) and § 10-209(B)(4) of the Zoning Ordinance)

- Using paint to create artificial architectural elements requires review and approval of a certificate of appropriateness.

GUIDELINES

- Structures should be painted a color appropriate to the historical period of the architectural style.

- Day-glow, neon and metallic colors as well as the color purple are inappropriate in the historic districts and the application of these colors alters the architectural character of the building.

APPLICATION REQUIREMENTS

All applications for approval of paint colors must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Color
The proposed color of the structure must be indicated and an actual color sample provided. The color sample should indicate the type of paint, the paint manufacturer, the name of the paint and the product and color number.

RELATED SECTIONS

Exterior and Storm Doors
Fences, Walls & Gates
Roofing Materials
Shutters
Siding Materials

REFERENCES:

Roger Moss and Gail Caskey Winkler, *Victorian Exterior Decoration, How to Paint Your Nineteenth-Century American House Historically*, (N.Y., N.Y., Henry Holt and Company, 1987)

Roger Moss, *Century of Color, Exterior Decoration for American Buildings - 1820/1920*, (American Life Foundation, 1981).

The following are available from the Staff of the B.A.R.:

Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District.

Al Cox, AIA, *Appropriate Roofing Materials in the Old and Historic Alexandria District.*

Peter H. Smith, *Historic Exterior Paint Colors in the Alexandria Historic Districts.*

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

PARKING

INTRODUCTION

Structures and areas to accommodate transportation needs have been an element of the man-made environment of Alexandria since the 18th century. While the mode of transit has changed during the last two centuries, the need for structural accommodation has not. Horses and wagons required livery stables and barns. The railroad required stations and switching yards. At one time, Alexandria had four railroad stations now consolidated into a single union station. The motorized vehicle has to be parked and serviced.

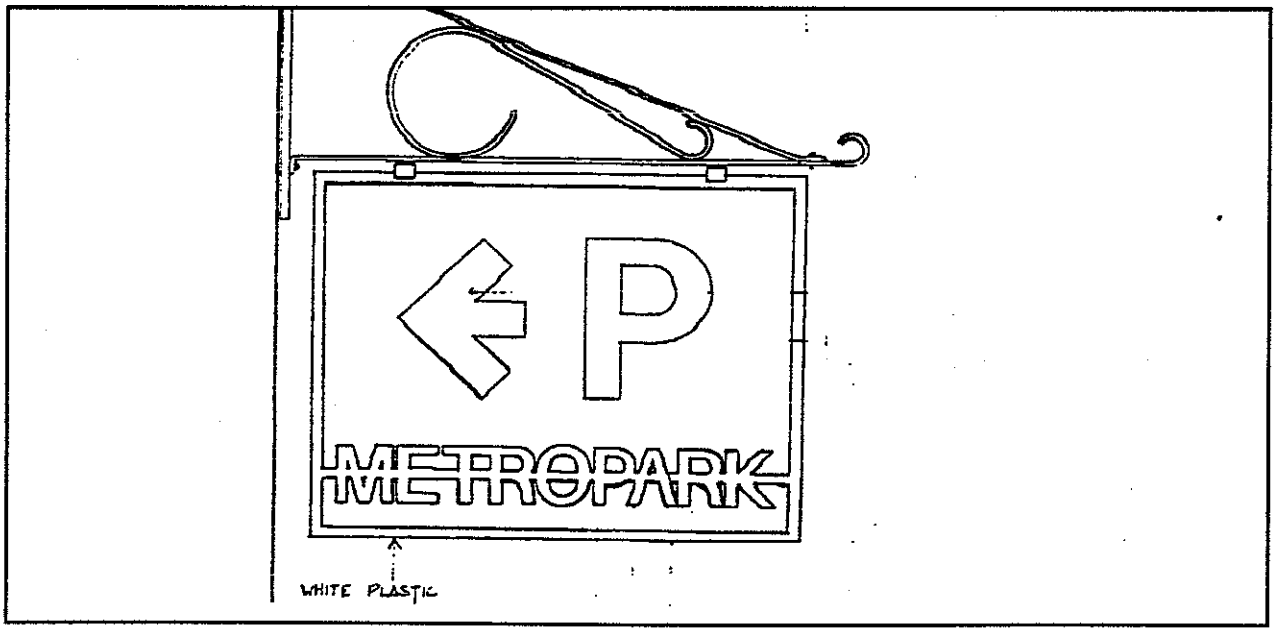
Automobiles, buses and trucks and their attendant requirements are perhaps the single biggest visual change in the historic districts in the 20th century. Parking lots and garages are subject to review and approval of a certificate of appropriateness by the Boards of Architectural Review. For parking lots, the Boards review those elements of the parking lot operation which are above grade, for example, signs, lighting, bumper guards, attendant booths, walls and fences as well as the appropriateness of at-grade paving material. The design of parking garages must be approved by the Boards.

REQUIREMENTS

• Privately owned commercial parking lots and garages are not permitted in residential zones. (Zoning Ordinance)

• All non-required parking lots and garages require approval of a Special Use Permit (SUP) by City Council. The application for a Special Use Permit may be obtained from the Department of Planning and Community Development.

• Parking lots and garages with more than five spaces require the approval of a Site Plan by the Planning Commission. The application for a Site Plan may be obtained from the Department of Transportation and Environmental Services. It is the policy of the Planning Commission to hear the SUP and Site Plan applications in conjunction with one another.



Illuminated hanging sign for a parking garage.
SOURCE: 115 South Union Street, BAR Case #89-149, Service Neon Signs, Inc.

• A plat of the property is required for approval of a SUP or Site Plan.

• Parking lots and garages require illumination. The lighting requirements may be obtained from the Department of Transportation and Environmental Services and the Police Department.

• Parking lots must be screened to provide a buffer between the lot and the street right-of-way.

• Vision clearance
There is a general City requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards the power to waive this requirement as well as other yard requirements where it determines that the maintenance of the building line is important to the blockface.

• Tree removal for parking lots or garages requires approval of the City Arborist. Additionally, vegetative screening for parking lots or garages requires approval of the City Arborist.

• New construction must include parking. The requirements vary depending upon the size of the building. Generally, in commercial zones, parking must be included for specific projects on land exceeding 10,000 square feet. For residential projects, parking is required for both single and multi-family construction.

• Parking lots and garages must meet the requirements of the Americans with Disabilities Act (ADA).

• Parking garages and lots which involve land disturbance of 2,500 square feet or more must comply with the requirements of the Chesapeake Bay Protection Ordinance. Information on this requirement may be obtained from the City Engineer. (Telephone: 703/838-4328)

• Parking lots and garages which require the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Code (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor. (Telephone: 703/838-4399).

GUIDELINES

• Parking garages must meet the guidelines for New Construction, Chapter 6.

• It is the policy of the Boards not to consider applications for certificates of appropriateness until other necessary city approvals have been received including zoning variances, special use permits, encroachments, vacation of land and compliance with the Alexandria Archaeological Protection Code.

• Parking lots should be screened and landscaped so that they do not create a visual disruption of the streetscape while being consistent with safety requirements. Brick fences are appropriate for visual screening of surface parking lots.

• Lighting levels of parking lots after dark should not be excessive while being consistent with safety requirements.

• The above grade elements of a parking garage or lot such as fences, walls, gates, lighting, signage, bollards and chains should not detract from the architectural character of the surrounding buildings and should be consistent with the individual sections of these guidelines. In particular, it should be noted that portable or moveable signs are not permitted under the Zoning Ordinance.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed parking lot or garage, the Boards of Architectural Review require that an accurate depiction of the design be presented. Designs for park-

ing lots and garages presented to the Boards of Architectural Review must be prepared by a professional engineer or architect.

All applications for approval of parking lots and garages must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Conditions
Clear photographs of the site and surrounding properties are required for reference.

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of the parking lot or garage including property lines, accessory structures, fences and gradelines is required.

Drawings
Drawings accurately representing all elevations of changes to the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, fire hose connections, utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1', however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio Calculations
Applicants must provide accurate F.A.R. calculations for the construction of parking garages.

ARCHAEOLOGICAL CONSIDERATIONS

The construction of parking lots or garages may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by City archaeologists to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES
In residential zones, the application for construction of parking lots and garages is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES
In commercial zones the ground disturbing activities associated with the construction of parking lots and garages may necessitate compliance with the Alexandria Archaeological Protection Procedure designated pursuant to the Code of Alexandria, § 5-5-9, sub-§ (7.1), § 5-5-4 and § 5-5-9, sub-§ 1 as enacted on November 18, 1989. The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in commercial projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that this does not delay the project.

Materials
The materials to be used for the parking structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure must be indicated and an actual color sample provided.

DRIVEWAYS, SIDEWALKS AND PAVING

Paving materials for garden yard areas, driveways and sidewalks (whether public or private) are important elements in the overall visual composition of the historic districts. Care should be taken in selecting materials that are appropriate and compatible with the prevailing use of paving materials on the blockface.

The Zoning Ordinance permits the Boards to review at-grade materials, however, except as provided below, they generally do not review or approve alterations or projects that are not above grade except in conjunction with a construction project otherwise subject to review. The Boards have become increasingly concerned about inappropriate and excessive paving of open space within the historic districts and inappropriate at-grade materials which detract from the historic character of the districts. Therefore, the Boards have adopted the policy that they will review all hard surface paving materials in excess of 150 square feet which are or may be used for parking on private property. For example, the Boards consider placing asphalt over brick pavers to be inappropriate.

The Boards have also gone on record as fully supporting the on-going work of the City to use historically appropriate paving materials such as brick for sidewalks throughout the historic districts. The Boards have also expressed concern on a number of occasions that historic street and paving elements such as cobblestones and granite and slate curbstones should be preserved and remain *in situ.*

CURB CUTS

In many sections of the historic districts, individual driveways in the front of residential properties are not desirable because the automobiles parked in the front yards create a visual intrusion and disrupt the scale, rhythm and unity of the architecture. Any new or enlarged driveway in the historic districts requires the approval of a curb cut by the Department of Transportation and Environmental Services. However, because of the severe parking problem in the Old and Historic Alexandria District, there is a ban on the creation of new curb cuts if an on-street parking space is to be removed. No such ban exists in the Parker-Gray District.

The creation of a driveway or parking area usually involves the erection of a gate and wall or fence to delineate the parking area or driveway. These above-grade structures do require the review and approval of a certificate of appropriateness by the Boards of Architectural Review and must comply with the provisions of the Zoning Ordinance (See § 7-202(A)&(B). On corner lots, the wall, fence or gate must also comply with the vision clearance setback (42") of the Zoning Ordinance. This requirement may be waived by the Boards of Architectural Review upon application.

RELATED SECTIONS

Accessibility for Persons with Disabilities
Lighting
Signs
Street Furniture
Walls, Fences and Gates

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

PLANTERS

INTRODUCTION

Permanent exterior planters in the public right-of-way require review and approval of a certificate of appropriateness by the Boards of Architectural Review and enactment of an encroachment ordinance by City Council. Temporary and portable planters in the public right-of-way do not require review by the Boards of Architectural Review but do require issuance of a permit by the Director, Transportation and Environmental Services.

Planters can contribute to a friendly and inviting streetscape. Blooming plants provide color and variety to the streetscape and soften hard edges of buildings. At the same time, proliferation of planters in the front of a building and on a sidewalk can create pedestrian obstacles and a cluttered appearance.

Permanent brick and masonry planters in the front of 18th and 19th century structures have no historical basis. For this reason, this type of planter is generally discouraged in the historic districts. Temporary and portable planters are preferred.

REQUIREMENTS

• Small temporary or portable planters in the public right-of-way which are not attached in any way to a building or other structure do not require approval of a certificate of appropriateness by the Boards of Architectural Review, but must have a permit issued by the Director, Transportation and Environmental Services (See Administrative Regulation 20-3, Planters)

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• Permanent planters in the public right-of-way require passage of an encroachment ordinance by City Council (See Planter Encroachments).

• All planters located in the public right-of-way require adequate insurance to protect and hold harmless the City of Alexandria (See Administrative Regulation 20-3, Planters).

• Permanent planters must meet the requirements the Virginia Uniform Statewide Building Code (USBC). For example, weep holes are required, adequate drainage must be provided as well as adequate protection of the building wall against moisture penetration.

• A building permit is required for the construction of permanent planters.

• Planters must not cover existing basement windows or crawl space vents.

• Vision clearance
There is a general City requirement that buildings and structures such as planters on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards the power to waive this requirement as well as other yard requirements where it determines that the maintenance of the building line is important to the blockface.

• A plat of the property is required at the time of application for a permit to provide verification of the vision clearance and other yard requirements.

ADMINISTRATIVE REGULATION 20-3

Administrative Regulation 20-3 provides procedures for the issuance of permits by the Director of Transportation and Environmental Services for portable planters in the public right-of-way and for procedures for the issuance of permits for non-portable planters in the public right-of-way.

In order for the Director of Transportation and Environmental Services to issue a permit for a portable planter the following requirements must be met:

-Suitable drawings to describe the planter must be provided
-The planter will not unduly obstruct the public right-of-way
-The planter will not create a public hazard or nuisance
-The planter is suitable for the urban environment and compatible with the streetscape in the Old and Historic Alexandria District or the Parker-Gray District.
-Suitable plant material must be provided and maintained at all times. In addition, the planter itself must be maintained in good condition.
-Adequate insurance must be obtained to hold the City harmless. Minimum amounts are set forth in the regulation.

Such permits are valid for a period of one year and may be renewed.

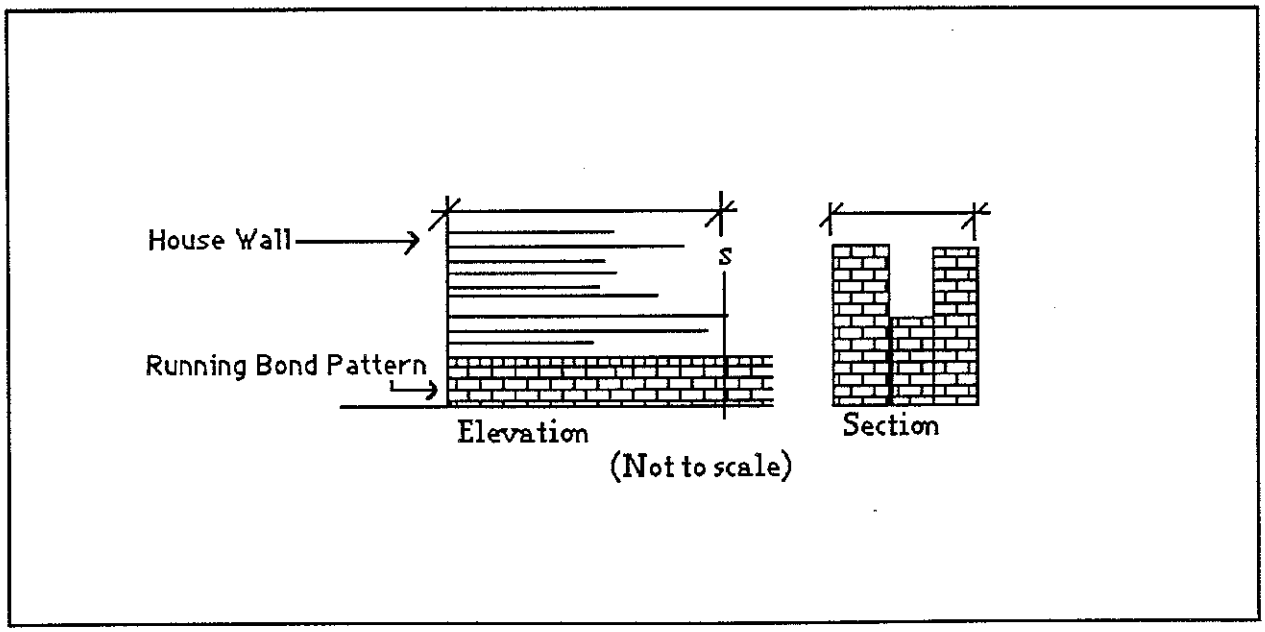
PLANTER ENCROACHMENTS
Any permanent planter in the public right of way, such as a sidewalk or alley, requires approval of an encroachment ordinance by the City Council prior to installation, under the provisions of §9-104 of the Zoning Ordinance. The encroachment ordinance gives the building owner permission to utilize public space of the City for private use and requires indemnity of the City. Applications for encroachments are made to the Department of Planning and Community Development. The request is reviewed by the Planning Commission and decided by the City Council.

It is the policy of the B.A.R. to review the design of proposed planters which require encroachments before consideration by the Planning Commission. The recommendation of the B.A.R. on the design of the planter is considered along with other factors by the Planning Commission in making a recommendation to City Council regarding the encroachment. If the encroachment ordinance is passed by City Council, a certificate of appropriateness will be issued and an owner can erect a planter as soon after enactment of the ordinance as a building permit can be obtained.

GUIDELINES

- Permanent planters on the front of buildings are strongly discouraged.

- Brick and masonry planters should be con-



Example of an application for a planter.
SOURCE: 417 S. Lee Street, BAR Case #91-230, Gardenworks Design (re-drawn)

structed of matching brick or similar masonry material that is the same color as the existing structure.

• If a building is painted, the planter should be painted the same color as the building or the trimwork. Planters for unpainted masonry structures should not be painted.

• Planters should not be installed so that they hide, obscure, damage or cause the removal of historic architectural details.

• Planters made of synthetic materials such as fiberglass are not appropriate in the historic districts.

• Planters built on roofs create weight and structural problems and should be designed by a licensed engineer.

• Synthetic plant material are generally not appropriate in exterior planters.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed planter, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for planters presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of permanent planters must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

ARCHAEOLOGICAL CONSIDERATIONS

A permanent planter that requires below grade footings, foundations or that creates other types of ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by City archaeologists to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES
In residential zones, the application for construction of permanent planters that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES
In commercial zones the ground disturbing activities associated with the construction of permanent planters may necessitate compliance with the Alexandria Archaeological Protection Procedure designated pursuant to the Code of Alexandria, § 5-5-9, sub-§ (7.1), § 5-5-4 and § 5-5-9, sub-§ 1 as enacted on November 18, 1989. The specific requirements may be obtained from the City Archaeologis. Occasionally, compliance in commercial projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that this does not delay the project.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Plot Plan
A plot plan accurately showing the location of property lines and the proposed planter is required.

Drawing
An elevation drawing accurately depicting the planter is required.

Size
The drawing must accurately indicate the dimensions of the proposed planter.

Materials
The materials to be used for the proposed planter must be specified and, in some instances, an actual sample provided.

Color
If the proposed planter is to be painted, the color must be indicated and an actual color sample provided.

RELATED SECTION

Paint Colors
Siding Materials

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case by case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

PORCHES

INTRODUCTION

Porches are important architectural elements, especially on residential structures. They can serve as a defining element of an architectural style. For example, open wrap-around porches are a dominant feature of Queen Anne style residential architecture. A porch provides a transition area between the public streetscape and the private interior of a building and traditionally provide a social space between the public and private zones. Porches are subject to review and approval of a certificate of appropriateness if they are visible from a public way.

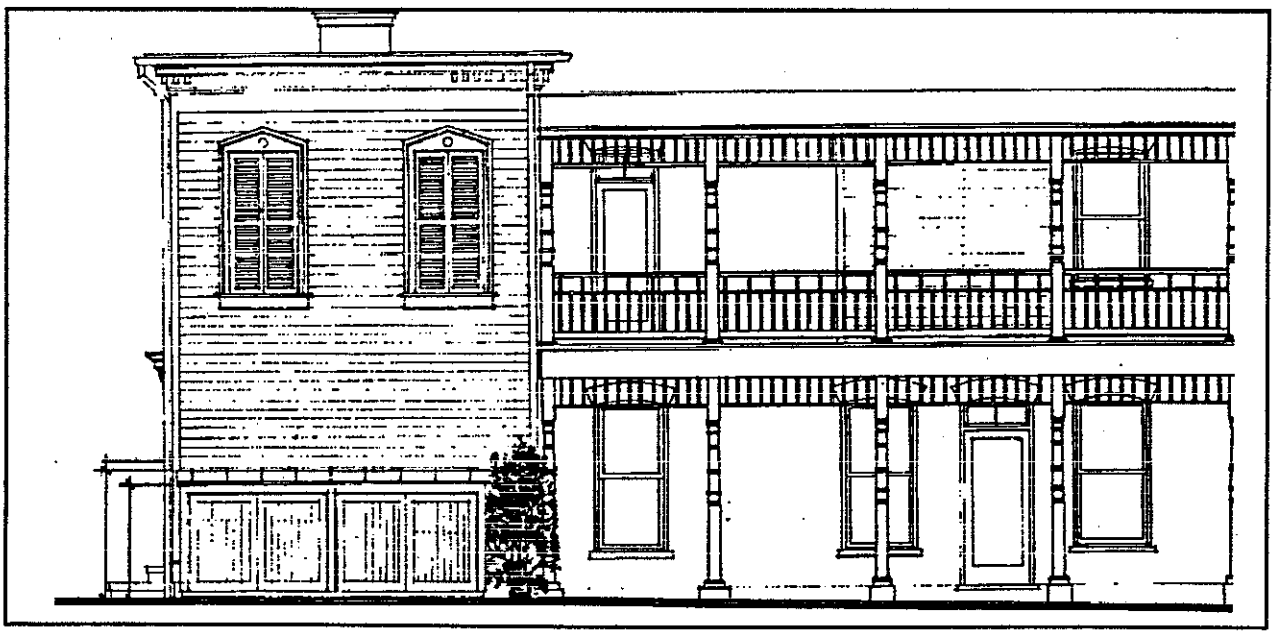
Porches are an important amenity on many residential buildings in the historic districts. Prior to the widespread use of air-conditioning, porches provided cool covered space during the summer months. Today, porches serve the same functions and are often added to buildings to provide these amenities.

Porches have roofs and are sometimes enclosed with screening. Decks, which are similar to porches, never have roofs. Design guidelines for deck construction are covered in another section of this chapter.

Many historic structures in the districts have had porch additions which were built at a later time than the original structure. In some instances, a porch addition may have acquired historic significance in its own right. For example, during the late-19th century many late-18th and early-19th century houses were modernized with the addition of Victorian detailing including porches. One hundred years later such Victorian era additions have acquired architectural significance and should be retained.

RETENTION OF HISTORIC MATERIALS

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to keep historic materials and repair them rather than replace an item with new material.



A new second story side porch with wood columns and balusters fills in the space between an existing house and a new addition.
SOURCE: 226 N. Fairfax Street, BAR Case #91-6, rust, orling & neale, architects

REQUIREMENTS

• Porch construction must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• A building permit is required for porch construction.

• Porches must meet the applicable front, side and rear yard setback and open space requirements for the applicable zone.

• Porches more than 30" in height require a railing around the perimeter with baluster spacing no greater than 4" o.c. (USBC) .

• Vision Clearance
There is a general City requirement that buildings and structures such as porches on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards the power to waive this requirement as well as other yard requirements where it determines that the maintenance of the building line is important to the blockface.

• A plat of the property is required at the time of application to verify yard requirements and the vision clearance.

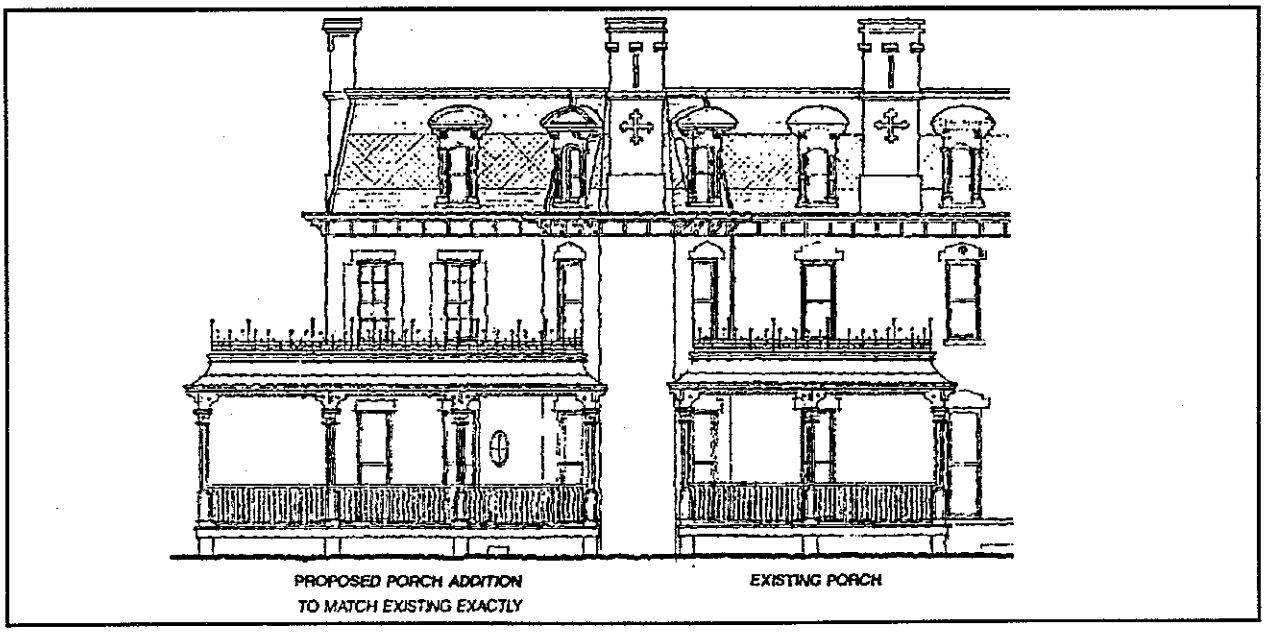
• Enclosed porches create useable space and therefore must meet the Floor Area Ratio (F.A.R.) requirements for the underlying zone.

GUIDELINES

• Porches should be appropriate to the historical style of the structure. For example, enclosed screen porches are not appropriate on 18th century structures. Side porches are found on many 19th century residential structures in the historic districts.

• Porches should not hide, obscure or cause the removal of important historic architectural details.

• Porches should generally be painted the predominant color of the building or the color of the trimwork.



A new wrap-around porch uses the same architectual style as the existing porch.
SOURCE: 311 S. St. Asaph Street, BAR Case #91-244, rust, orling & neale, architects

• Porches constructed of unpainted pressure treated wood are strongly discouraged.

• Porches should be made of materials which are sympathetic to the building materials generally found in the historic districts. For example, throughout the historic districts painted wood is an appropriate material for porch construction. 20th century mass produced wrought iron railings and columns are only appropriate for buildings dating after 1945.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed porch, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for porches presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of porches must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

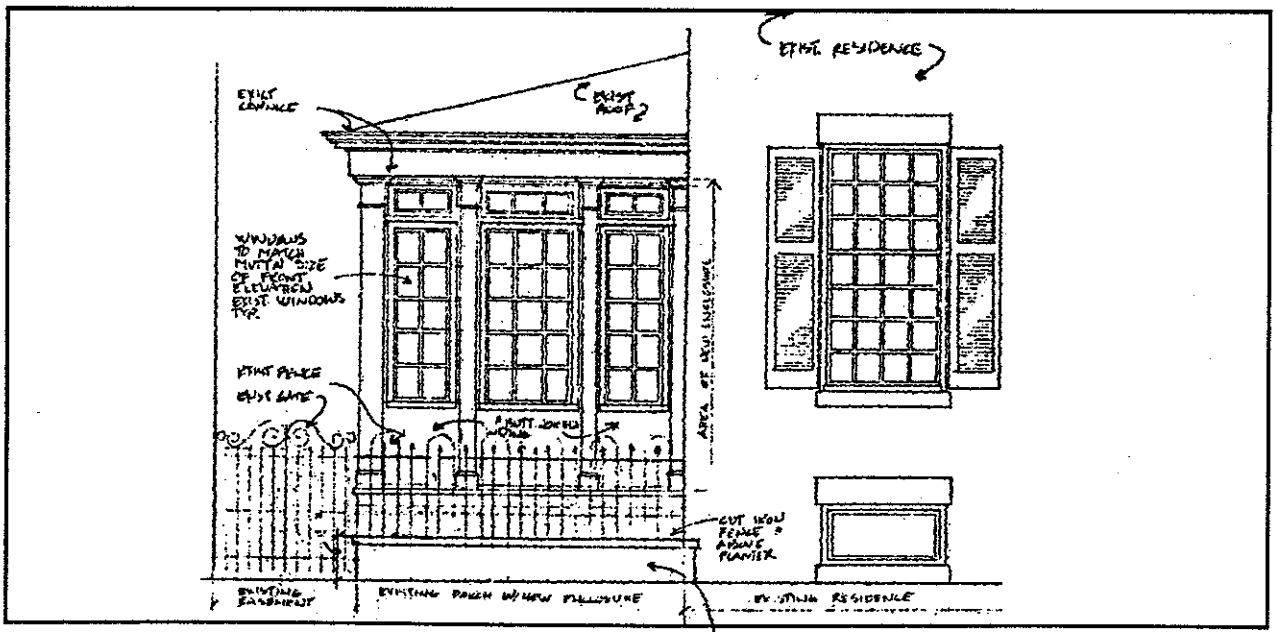
Photograph of Existing Building and Yard
Clear photographs of the existing building and yard/garden are required for reference.

Plot/Site Plan
A plot or site plan accurately showing the location of the proposed porch is required.

Floor Area Ratio and Open Space Calculations
Applicants must provide accurate F.A.R. and open space calculations for the new addition. Forms for these calculations are available at the time of application.

Size
The drawing must accurately indicate the dimensions of the proposed porch.

Materials
The materials to be used for the porch must be specified.



Proposal for a one story enclosed porch.
SOURCE: 521 S. Fairfax Street, BAR Case #89-105, Robert Bentley Adams, Architect

Color
The proposed color of the porch must be indicated and an actual color sample provided.

RELATED SECTIONS

Decks
Stoops, Steps and Railings

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

ARCHAEOLOGICAL CONSIDERATIONS

The construction of porches that create below grade footings, foundations, or that create other types of ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

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The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES
In residential zones, the application for construction of porches that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES
In commercial zones the ground disturbing activities associated with the construction of porches may necessitate compliance with the Alexandria Archaeological Protection Procedure designated pursuant to the Code of Alexandria, § 5-5-9, sub-§ (7.1), § 5-5-4 and § 5-5-9, sub-§ 1 as enacted on November 18, 1989. The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in commercial projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that this does not delay the project.

REPLACEMENT MATERIALS

Houses and other buildings in the historic districts require continual attention and maintenance of the exterior for general aesthetic appearance as well as to ensure such things as the roof remains watertight and that steps and stoops are safe. As maintenance is carried out, it may seem easier to use contemporary materials to replace existing historic or traditional materials. For example, simulated wood grained vinyl siding has been used to cover over and/or replace existing historic wood siding on a number of structures. Such incremental actions can result in the loss of the historic architectural appearance of the surviving fabric of the historic districts. Taken cumulatively, individual changes to properties as part of on-going exterior maintenance work have the potential to substantially alter the overall historic and architectural character of the districts.

In order to help safeguard the visual and architectural quality of the districts, the provisions of the Zoning Ordinance encourage the use of appropriate materials when maintenance work requires the repair and replacement of exterior features of a building. The Ordinance allows building owners and others to replace exterior architectural features without obtaining approval of a certificate of appropriateness by the Boards, if it is determined that such repair and replacement work, when reviewed by the Staff of the Boards: (1) Does not cause the substantial removal of an exterior feature considered to have historic and/or architectural significance; and, (2) Does not perpetuate a condition or treatment that is considered to be, by Board of Architectural Review policy, inappropriate or incompatible with the historic surroundings of the districts and 100 Year Old Buildings. (§ 10-109, §10-209 and §10-311 of the Zoning Ordinance)

If these criteria are met, the Staff of the Boards may administratively approve routine maintenance requests that make use of historically and architecturally appropriate building materials. The types of materials that are considered historically appropriate are specifically spelled out in the various sections of Chapter 2, Building Alterations, which discuss the Boards' policies regarding such common exterior maintenance activities as roof repair and replacement and exterior siding repair and replacement. In addition, the section on Paint Colors, also in Chapter 2, sets forth the Boards' policy regarding review of exterior paint colors.

If repair and replacement of exterior architectural features is determined by the Staff of the Boards to be inappropriate or incompatible with an existing historic structure, the request cannot be administratively approved. However, approval for such work may be granted by the Boards on an individual basis through the approval of a certificate of appropriateness. The Parker-Gray B.A.R. may take into account an economic hardship associated with the costs of using historically and architecturally appropriate replacement materials in determining whether to approve a certificate of appropriateness. (§10-209(A)(2) of the Zoning Ordinance)

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

ROOFING MATERIALS

INTRODUCTION

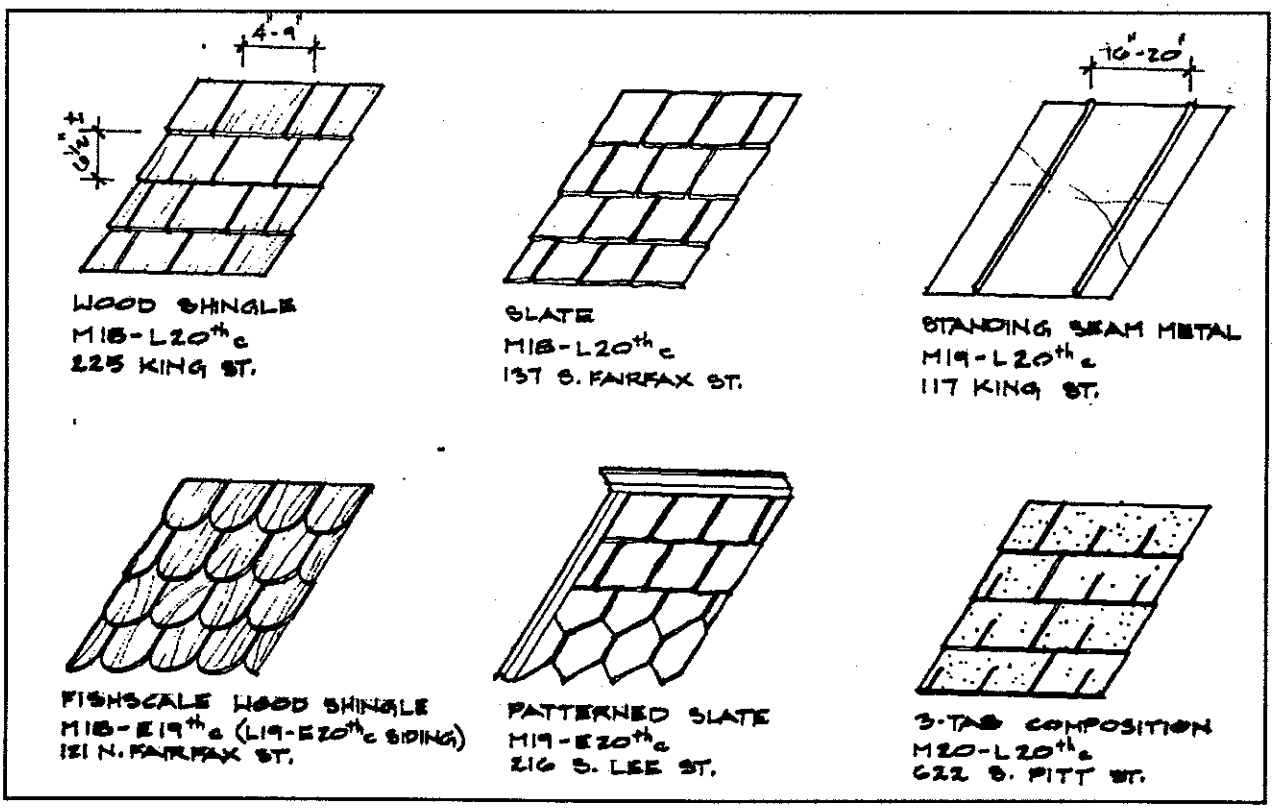
Roofs of residential and commercial buildings which are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review. However, a roof may be replaced with historically appropriate material without approval of a certificate of appropriateness provided it meets these guidelines. In such cases, the building permit may be approved by the B.A.R. Staff.

Roofs of historic buildings are one of the dominant visual elements in the historic districts. The choice of roofing materials is an important consideration in the design of any rehabilitation work on a historic structure as well as for new construction.

It is the policy of the Boards to require the use of roofing materials that are historically appropriate for the period of the structure. For example, standing seam metal or wood shingle roofs are appropriate to mid-19th century structures. While asphalt composition shingles have been available since the early-20th century, they were not widely used in the historic districts until the middle of the century. As a general policy, the Board discourages the use of asphalt shingles for roofing material.

For new construction, materials should reflect contemporary design standards and be compatible with adjacent structures.

The Staff of the Boards of Architectural Review has prepared a study of the evolution of roofing materials from the 18th to the 20th centuries in the historic districts which is available upon request.



Historic roofing materials in Alexandria.

RETENTION OF HISTORIC MATERIALS

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. In the case of a replacement roof, consideration should be given to retaining historic roof materials and encapsulating them below the new roof. In the case of a slate roof, it is almost always better to repair rather than replace the roof.

HISTORIC ROOFING MATERIALS

18th Century Buildings

Wood shingle was the predominant roofing material in Alexandria until the early-19th century. Eighteenth century wood shingle roofs were hand split and hand planed to a uniform thickness. These were sometimes installed in patterns such as fish scale, visible today on the Carlyle House dating from 1751-53. Wood shingle roofs were often painted to simulate tile or slate roofs. Common roofing colors included yellow, red, brown and slate gray.

19th Century Buildings

By the middle of the 19th century, new technology had expanded the range of available building materials for roofing considerably. Machine sawn shingles made wood an inexpensive roofing material throughout the 19th century and well into the 20th century.

Manufacturing techniques permitted the introduction of a number of other roofing materials that could also be used relatively inexpensively. Because the City was a major port facility during the first half of the 19th century, a wide variety of building materials were available in Alexandria.

Standing seam metal roofs were available in the United States during the first half of the 19th century and by the end of the century were in wide use throughout the districts. Metal roofs have several advantages over wood shingle roofs; they are fire resistant and have a life span of 50 to 100 years with proper maintenance.

During the late-18th and early-19th century, other roofing materials such as slate shingles and clay tile had to be imported from abroad and, therefore, were not widely used in Alexandria until the advent of domestic manufacturing capabilities in the latter half of the 19th century. The use of domestic slate shingles from the mountains of Virginia has been documented in the City as early as the 1840s. By the last third of the century, patterned slate shingles and roof tiles formed integral design elements of the architectural style of a building. For example, patterned decorative slate shingles are a central feature of roofs of Gothic Revival and mansard roofs on Second Empire style buildings. Clay tile roofs were a standard feature of Romanesque and Mission Revival style structures.

By the end of the century, composition shingles made of asphalt were available as roofing material in the United States. Historic research has indicated that this type of roofing material was not widely used in Alexandria's historic districts until the middle of the 20th century.

20th Century Buildings

In addition to asphalt composition shingles, other types of roofing materials were developed in the 20th century, including fiberglass and asbestos shingles, rubber membranes, built-up composition roofs and imitation slate. Some of these materials are of use only in specific instances and on certain roof types.

Throughout this century, standing seam metal, wood and slate continue to be used for new and replacement roofs in the historic districts.

REQUIREMENTS

• Building permits for historically appropriate roofing material may be administratively approved by the B.A.R. Staff (§10-109; 10-209; and, 10-311 of the Zoning Ordinance). All other replacement of roofing material requires the approval of a certificate of appropriateness by the Boards of Architectural Review.

• New and replacement roofs must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• A building permit is required for the installation of roofing material exceeding 100 square feet.

GUIDELINES

• New and replacement roofs should be made of material appropriate to the period of significance of the structure. For example, fiberglass and asphalt shingles are not appropriate on 18th and 19th century buildings, though they are appropriate on late 20th century structures.

• Standing seam metal roofs are appropriate for buildings dating from the mid-19th century or later. In a number of instances, standing seam metal roofs have been installed on buildings pre-dating the mid-19th century. Today, these standing seam metal roofs may have acquired significance in their own right. In such instances, the Boards have generally approved replacement metal roofs. However, the original historic roofing would also be considered appropriate. The Boards have also approved prefinished, prefabricated metal pan roofs in lieu of formed-in-place and painted standing seam metal roofs. The prefabricated roof is less expensive than a formed-in-place roof and the factory paint finish requires less initial maintenance.

• Authentic slate is occasionally appropriate as replacement roofing material where the roof truss system is strong enough to accommodate the increased weight of the roofing material. However, slate was not widely used on late-18th and early-19th century buildings. Historically, slate roofs were only used on masonry buildings in the districts; however, there is occasional use of slate as a decorative roof accent material on some wood frame buildings. The Boards strongly encourage the retention of existing slate roofs.

• Synthetic slate has occasionally been approved by the Boards to replace composition shingles when the original roofing material is lost or unknown. Because existing authentic slate or metal roofs can last for 75 to 150 years with proper maintenance and repair, the Boards do not consider synthetic slate an appropriate roof replacement material for such historic roof materials. To date, there has been little information available about the life span of synthetic slate roofing material.

• Composition roofs, only where appropriate, should be a premium grade which closely resembles the natural materials historically used in the districts. Weathered wood blend or antique slate blend colors are generally considered appropriate. While other colors may be compatible in certain instances, the Boards strongly discourage light color composition shingles such as white or light blue.

• Roofing materials may differ between the original building and later additions; however, the materials should be compatible. Changes in roofing materials can highlight the physical evolution of a structure.

• The Boards strongly encourage the use of quality roofing materials both to protect the interiors of buildings and to maintain the historic level of quality craftsmanship.

• New elements such as dormers and skylights should not be added to a historic roof in a manner which visually alters the original design of the roof or destroys historic architectural fabric. (See RELATED SECTIONS)

• Historic roofing accessories such as snow dogs, ridge cresting, and lightning rods

should be retained and preserved.

• The color of the roof should be appropriate to the period of the structure and compatible with adjacent structures. Information on appropriate colors may be obtained from the B.A.R. Staff.

POLICY OF THE OLD AND HISTORIC ALEXANDRIA DISTRICT BOARD FOR DETERMINATION OF APPROPRIATE AND COMPATIBLE ROOFING MATERIALS:

1. The age of the structure and its architectural style;
2. The historic, cultural and architectural importance of the structure to the City of Alexandria;
3. The location of the structure within the Old and Historic Alexandria District or along the George Washington Memorial Parkway; and,
4. The visibility of the roof surface from a public street, way, pathway, easement or waterway.

APPLICATION REQUIREMENTS

All applications for approval of new and replacement roofs must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
A photograph of the existing building clearly showing the roof is required for reference.

Materials
The material to be used for the new or replacement roof must be indicated. In some instances, it may be appropriate to supply an actual sample of the material.

Color
The color of the roof must be indicated and an actual color sample provided.

RELATED SECTIONS

Dormers
Roof Drainage Systems
Skylights
Solar Collectors

REFERENCES:

Preservation Brief #4, *Roofing for Historic Buildings.*
Al Cox, AIA, *Appropriate Roofing Materials in the Old and Historic Alexandria District*
Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District - Roof Colors.
(Copies of these documents are available from the B.A.R. Staff.)

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

SECURITY DEVICES

INTRODUCTION

Security measures are a fact of life in late 20th century America and are readily apparent throughout the historic districts. Security devices that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

The Boards are cognizant of the desirability of such devices and as such have approved their installation on a number of structures in the historic districts. At the same time, the Boards seek to limit the incompatible intrusion of security devices.

REQUIREMENTS

• Bars, grilles or screens placed over emergency escape windows must be releasable or removable from the inside without the use of a key, tool or excessive force (USBC § 809.4).

• Security devices for multi-family rental properties must comply with Title 8, Chapter 2, Burglary Prevention Devices, of the Alexandria City Code.

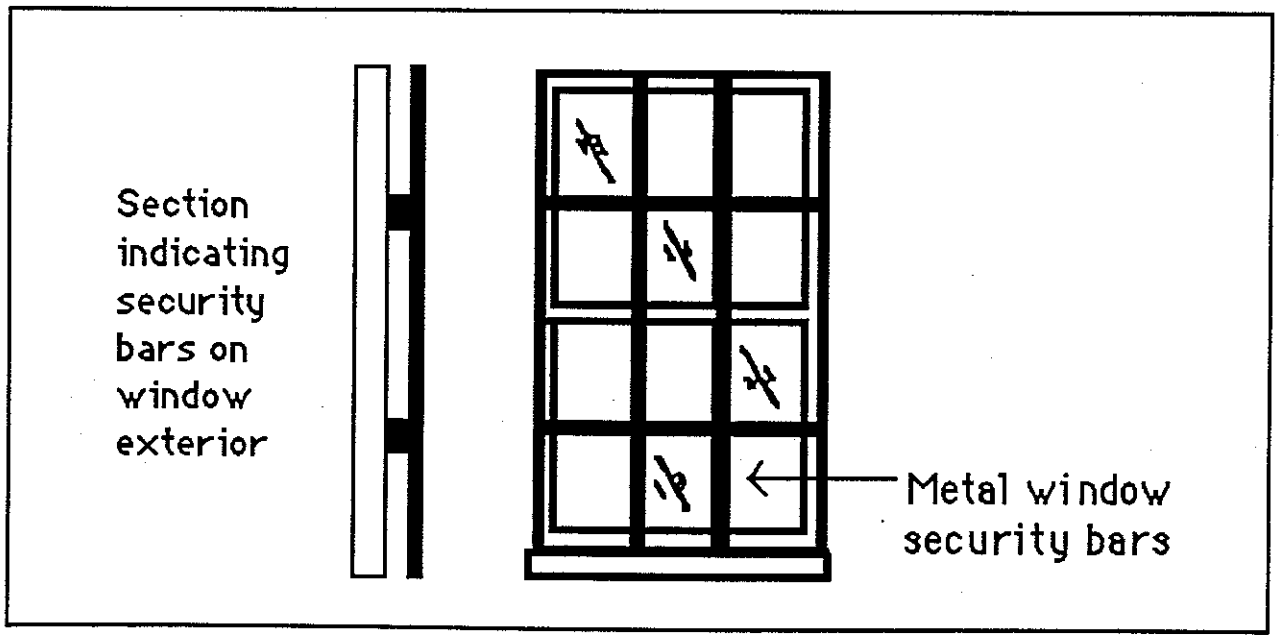
• Signs, decals and other forms of notice of a security system are defined in the Zoning Ordinance as Warning Signs (see § 9-201 (A)(12) of the Zoning Ordinance). Such signs may not exceed one square foot in area and require approval of the Zoning Office.

• A maximum of two warning signs are permitted on any street frontage of a property.

GUIDELINES

• Security devices should be located so as to cause minimal visual disruption of a prominent or architecturally important facade of a structure. Signs, decals and other forms of notice of a security system should not interfere with the architectural characteristics of a structure.

• Security devices should be as small as possible while meeting necessary safety requirements.



Metal window security bars should follow the configuration of thewindow muntins.

• Security devices should not destroy the architectural fabric of a building. For example, alphanumeric control panels for security alarm systems should not be recessed through a decorative wood door surround. The Boards strongly encourage the installation of such control panels with time delays on the interior of the structure. If the control panel must be mounted on the exterior, it should be surface mounted rather than cut into the door surround.

• Metal window bars and grilles should follow the configuration of the window muntins to reduce visual disruption of the facade of a building.

• Foliated metal window bars and grilles are strongly discouraged.

• Metal window bars and grilles should either be painted black or the same color as the window muntins to reduce visibility.

• Security alarms and sirens should not be located on the front facade of a structure. Such devices should be located on less prominent areas of a building. For example, security alarms can be located on the side facade of a building near the cornice line.

• For security lights, consideration should be given to the installation of motion detection activation devices to lessen the disruption of intrusive lighting.

APPLICATION REQUIREMENTS

All applications for approval of security devices must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Placement
An elevation drawing must be provided accurately showing the placement of the security device(s) on the building.

Size
The drawing must accurately depict the size of the security device(s).

Color
The color of the security device(s) must be indicated and an actual color sample provided.

Type
A cut sheet or manufacturer's specifications listing for the security device(s) must be included in the application.

RELATED SECTIONS

Exterior Lighting
Fences

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

SHUTTERS

INTRODUCTION

Exterior window and door shutters that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Window and door shutters are an important visual detail of the overall composition of a building and serve both functional and decorative purposes. Shutters can be an important means of regulating sunlight and protecting the interior of a structure during severe weather. In addition, shutters serve as a means of clearly defining the openings or voids in a building facade. Inappropriate shutters can detract from the design integrity of a building and create a false impression of the architectural character of a structure.

RETENTION OF HISTORIC MATERIALS

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to keep historic materials and repair them rather than replace an item with new material. If shutters are replaced, the existing historic hardware should be re-used whenever possible.

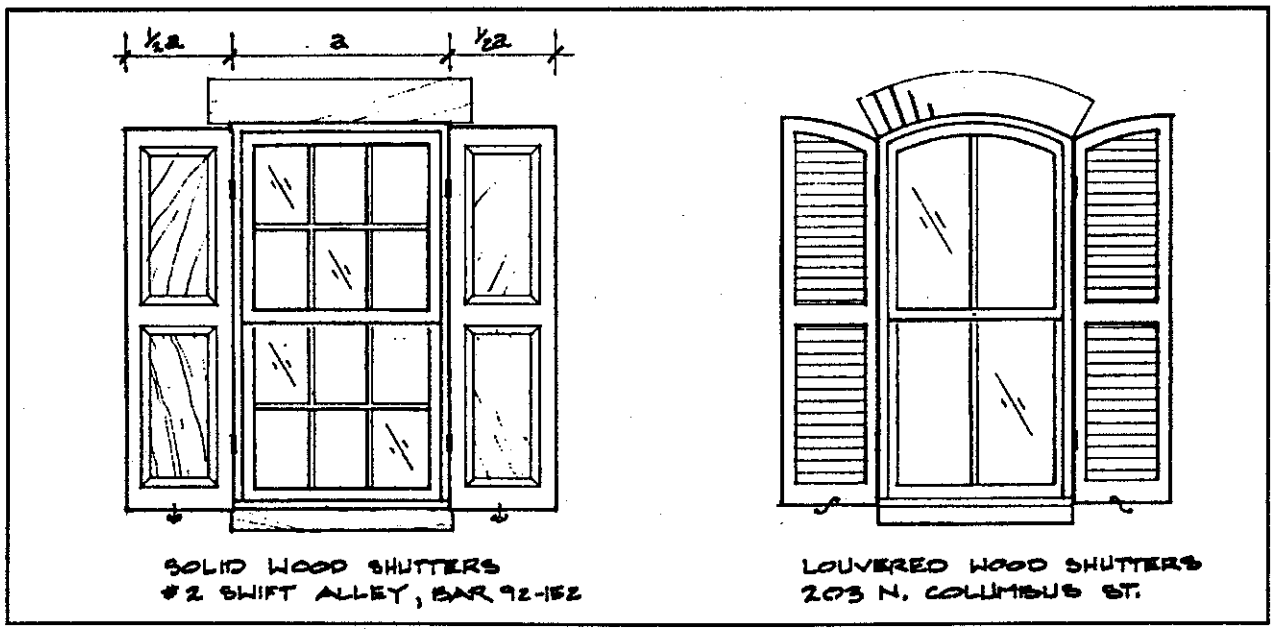
GUIDELINES

- Window and door shutters should be appropriate to the period of the structure. For example, shutters were not part of the original design vocabulary for several Victorian and early-20th century architectural styles.

- Window and door shutters should be hinged and operable.

- Decorative window and door shutters that are not operable are strongly discouraged.

- Residential and most commercial window and door shutters should be made of wood.



Examples of shutters in the Old and Historic Alexandria District.

• Window and door shutters should not be added to a structure in an attempt to make the structure appear older than it actually is.

• Vinyl and aluminum window and door shutters are not appropriate.

• Window and door shutters should be painted to match or complement the trim color of the building.

• It is not necessary to have shutters on every opening; however, where provided, window and door shutters should be the appropriate size and shape for the opening. For example, shutters should be capable of covering the entire door or window opening when closed.

• Window and door shutters on industrial structures may be made of metal in certain instances.

APPLICATION REQUIREMENTS

All applications for approval of shutters must contain the following information:

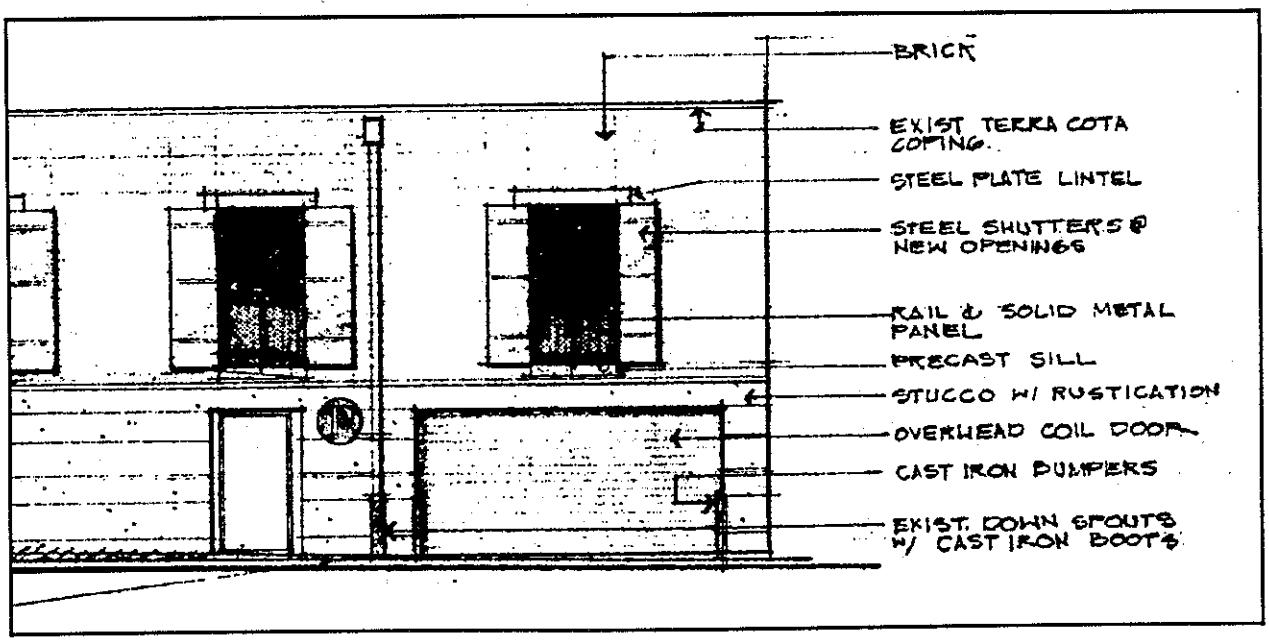
Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
A clear photograph of the existing building is required for reference.

Placement
The drawing must accurately show the placement of shutters on the building.

Size
The drawing must accurately indicate the size of the window and door shutters.

Materials
The material of the shutters must be indicated. In some instances, it may be appropriate to supply a cut sheet or manufacturer's specifications for the shutters.



Application for renovation of an industrial building including metal shutters.
SOURCE: 101 Duke Street, BAR Case #88-182, Michael & Michael, Inc., Architects

Hardware
The hardware to be used for the installation of the shutters must be specified.

Color
The proposed paint color must be indicated and an actual color sample provided.

RELATED SECTIONS

Doors

Paint Colors
Windows

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

SIDING & WALL MATERIALS

INTRODUCTION

The installation of new or replacement siding that is visible from a public way requires the approval of a certificate of appropriateness by the Boards of Architectural Review. However, the replacement of historically appropriate siding may be carried out without approval of a certificate of appropriateness provided it meets these guidelines. In such cases, the building permit may be approved by the B.A.R. Staff.

Siding is one of the principal character defining elements of a building. Brick and wood are the predominant exterior wall materials in the historic districts. It is the policy of the Boards that synthetic siding such as aluminum or vinyl is not appropriate in the historic districts.

RETENTION OF HISTORIC MATERIALS

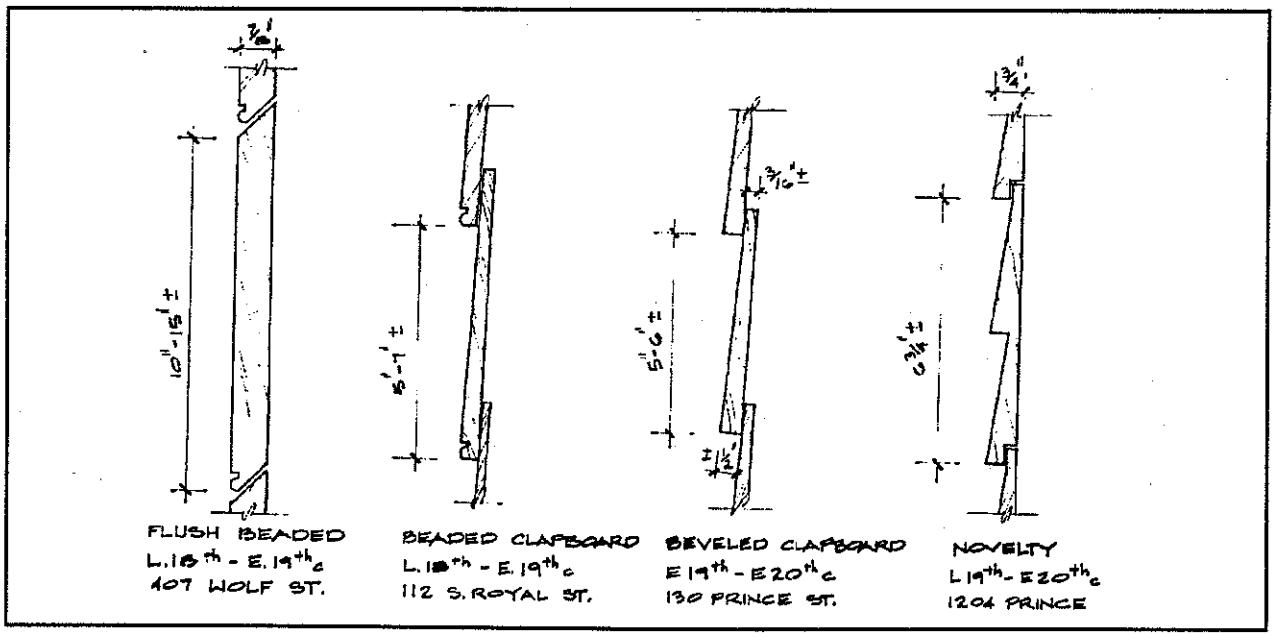
A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to keep historic materials and repair them rather than replace an item with new material.

Maintenance of siding is of extreme importance. Improperly maintained siding affects not only the appearance of a structure, but its overall integrity. Regular caulking and painting is far less expensive than replacement.

REQUIREMENTS

- New or replacement siding must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- A building permit is required for the installation of new or replacement siding.



Types of historic wood siding in Alexandria.

GUIDELINES

Wood Siding

• Existing historic wood siding should be repaired rather than replaced.

• If wood siding is replaced, it should be replaced with the same type, width and profile as the existing, unless there is evidence of an earlier type of wood siding. If an earlier example of wood siding is uncovered, the size and profile should be matched in the replacement siding.

• Knotty pine siding, rough sawn or unfinished wood siding is inappropriate in the historic districts.

• Wood siding must be painted. Unpainted siding is generally not appropriate in an urban setting.

• The paint color should be appropriate to the period of the structure. Appropriate colors are set forth in the section on Paint Colors.

• Wood siding should not be installed over existing brick. Similarly, brick should not be installed over existing wood siding.

• Shingles or shakes applied over existing clapboards are strongly discouraged.

Masonry (Brick, Stone & Stucco)

• Existing historic masonry siding and walls including brick, stone and stucco should be repaired rather than replaced.

• Replacement brickwork should match the existing in color, size, texture and pattern or bond. In addition, the mortar joints for the replacement brickwork should match the existing in size, material and color.

• Full size brick veneer is an appropriate wall material for use on new construction and additions in the historic districts.

• Unpainted masonry should be left unpainted. If unpainted masonry is proposed to be painted approval of a certificate of appropriateness is required.

• Repointing of masonry walls is extremely important. The type of joint and mortar should match the existing. For example, large masonry joints are inappropriate on early-19th century buildings. If repointing is not properly done, the face brick can be permanently damaged and contribute to overall building deterioration.

Synthetic Siding

• Synthetic siding materials such as aluminum or vinyl are strongly discouraged. In the Parker-Gray District, synthetic siding may be approved on a case-by-case basis if there is minimum visibility of the building facade from a public way.

• Composition board siding may be approved in certain instances where there is minimal visibility from the public way.

• Whenever possible synthetic materials should be removed and the original type of siding re-applied.

APPLICATION REQUIREMENTS

All applications for approval of siding must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
A clear photograph of the existing building is required for reference.

Materials
The siding material, size and spacing to be used must be indicated. In some instances, it may be appropriate to supply an actual sample of the material.

Color
The color the siding is proposed to be painted or stained must be indicated and an actual color sample provided.

RELATED SECTION

Paint Colors

REFERENCE

Preservation Brief #8, *Aluminum and Vinyl Sidings on Historic Buildings.*
Preservation Brief #2, *Repointing Mortar Joints in Historic Brick Buildings.*
(Copies of Preservation Briefs are available from the B.A.R. Staff.)

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

SKYLIGHTS

INTRODUCTION

The introduction of skylights or "roof windows" is a common method to bring more light into the interior of an existing historic structure. The installation of skylights which are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Skylights can become prominent elements on a building and can disrupt the visual continuity and profile of a roof-line. The Boards actively discourage the visual disruption of a historic roof profile with a skylight. Skylights should only be added to a building after all other options for light and ventilation have been explored.

The Boards are also concerned about seepage of light from skylights. Such light can create a halo effect around a building at night accentuating the visual impact of a skylight on the roof of a historic structure.

REQUIREMENTS

- Skylights must comply with the height requirements in the applicable zone.

- Skylights must meet the requirements of the Uniform Statewide Building Code (USBC).

- A building permit is required for the installation of skylights.

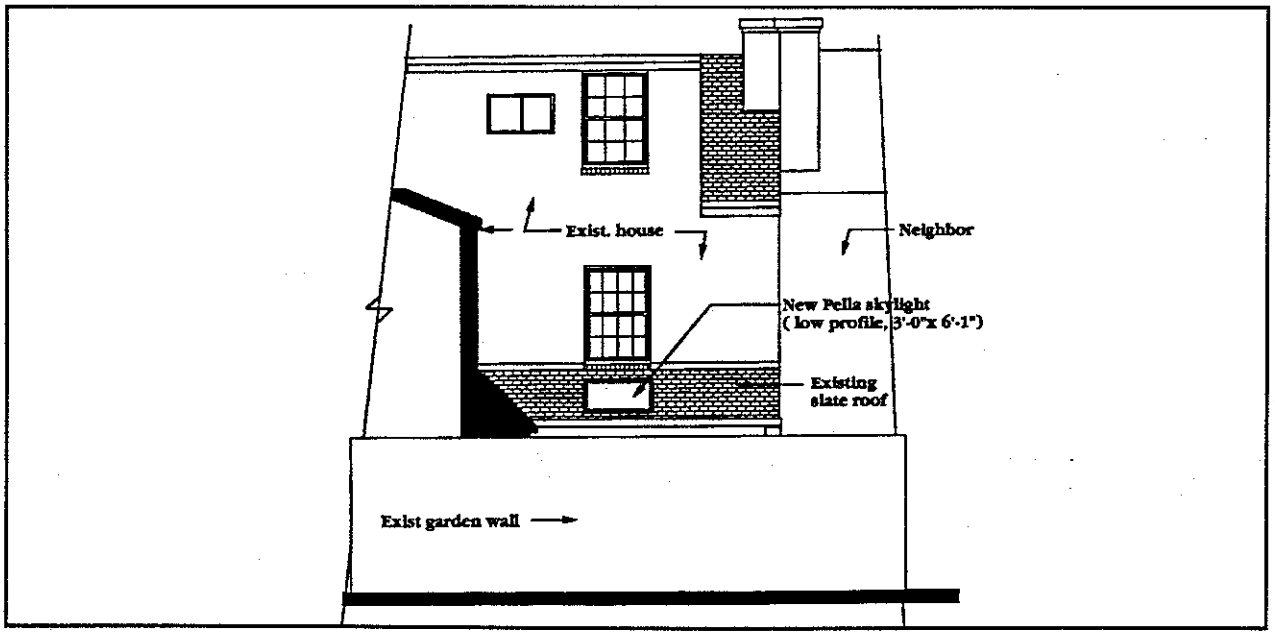
GUIDELINES

- Skylights should be located on the least visually prominent section of the roof of a structure.

- Skylights should not be located on a roof section facing the street.

- Skylights should not disrupt the architectural character of window and/or dormer and chimney spacing.

- Low or flat profile glass skylights are preferred. Round or domed acrylic skylights are strongly discouraged.



Sklylights should be placed on inconspicuous roof surfaces such as the rear of the house in this example.
SOURCE: 510 Cameron Street, BAR Case #91-250, Carlin Architectural Services

• Flashing around skylights should match the color of the roofing material in order to reduce the visual intrusion.

• Skylights must have integral shades that should be used at nighttime to reduce seepage of light visible from the exterior.

• The material of the skylight should be non-reflective but may be tinted bronze or gray depending upon the color of the roofing material.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed skylight, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for skylights presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of skylights must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
A clear photograph of the existing building is required for reference.

Placement
The drawing must contain a roof plan and accurately show the placement of the skylight on the roof of the building.

Size
The drawing must accurately depict the size of the skylight including width, length and height.

Type
A cut sheet or manufacturer's specifications accurately depicting the skylight must be included in the application.

F.A.R. Calculations
F.A.R. calculations must be provided for the installation of skylights. Forms for these calculations are available at the time of application.

RELATED SECTIONS

Chimneys
Dormers
Roofs
Windows

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

SOLAR COLLECTORS

INTRODUCTION

Solar collectors or panels either on residential or commercial buildings that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review and must also comply with the Zoning Ordinance requirements for heights of structures.

Since the mid-1970s, the use of solar collectors as a source of energy for hot water and electricity has increased throughout the country. Generally, solar collectors are mounted on the roof of a structure. On historic structures where a roof mounted solar collector would create a visual intrusion, solar collectors can be mounted on the roofs of accessory buildings such as a shed or outbuilding. While there are a number of properties with rooftop solar collectors in the historic districts, the installation of solar collectors is generally discouraged as not compatible with the architectural character of the historic districts. In certain instances, however, solar collectors can be mounted on the ground so that they are not visible from a public way.

REQUIREMENTS

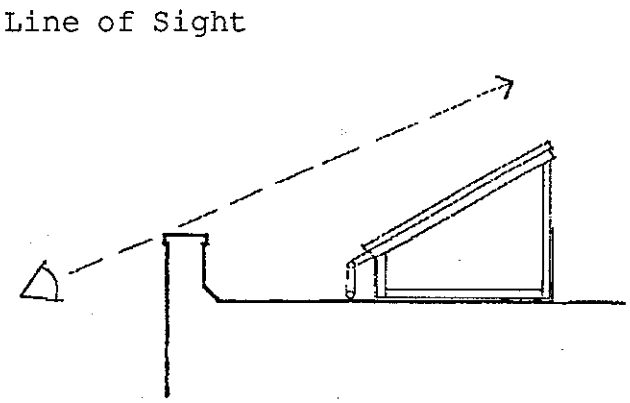
- Solar collectors must meet the requirements of the Uniform Statewide Building Code (USBC).

- A building permit is required for the construction of solar collectors.

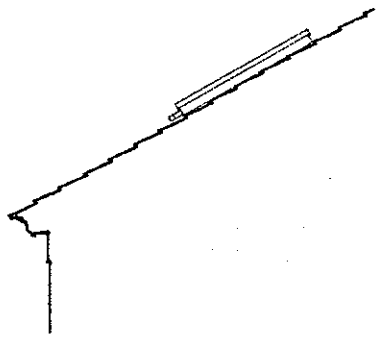
- Existing buildings must have the structural capacity to support rooftop solar collector equipment. If additional structural capacity is needed, it must be designed by a professional engineer.

- On residential properties, solar collectors must meet all the front, rear and sideyard setback requirements of the Zoning Ordinance.

- Roof mounted solar collectors cannot exceed the established building height limitation in the historic districts.



Collectors on flat roofs should be mounted behind a building parapet below the line of sight from a public way.



Collectors on sloped roofs should be mounted flat on the surface and at the same pitch. The frame, hardware and pipes should be painted to match the color of the roof.

GUIDELINES

• Roof mounted solar collectors should be located on the most visually inconspicuous area of a structure consistent with the requirements of maximum access to the sun.

• Photovoltaic solar collectors should be as small as possible consistent with operational requirements.

• Solar collectors should be mounted at an angle which is as close to the adjacent roof slope as possible. Collectors mounted at steep angles can create extreme visual distraction to the facade and roofline of a building.

• The trimwork on solar collectors should be painted to match the predominant color of the roof material to limit visibility.

• Ground mounted solar collectors should be screened as much as possible by an earth berm or with low shrubs or other planting materials.

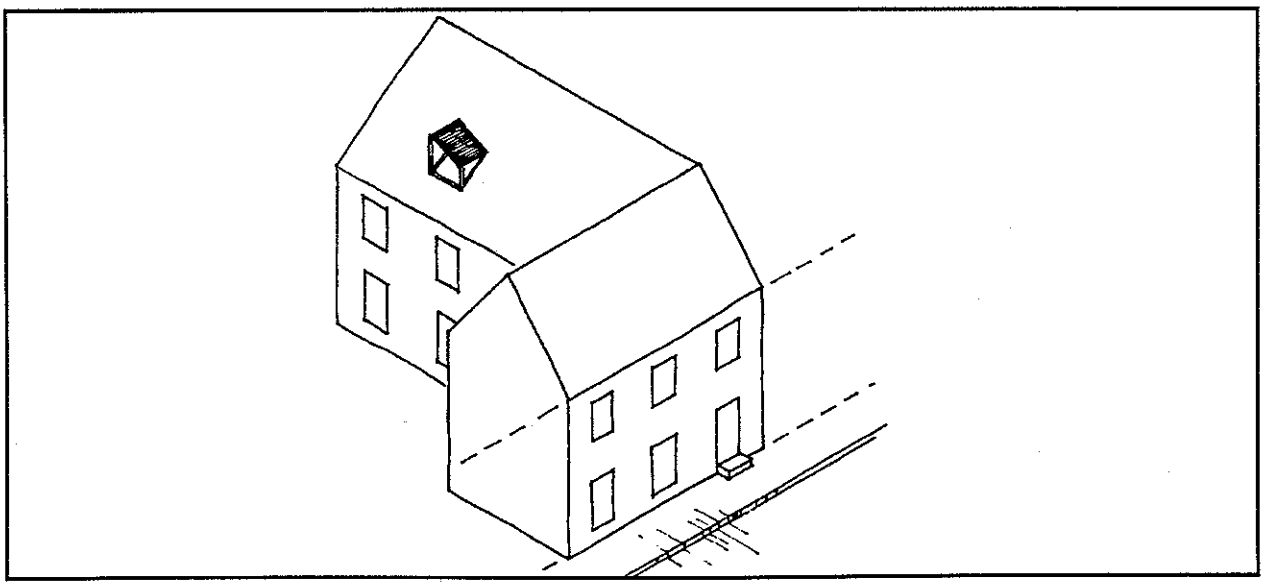
APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a proposed solar collector, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for solar collectors presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of solar collectors must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
A clear photograph of the existing building is required for reference.



Solar collectors may be mounted on the rear ell of buildings which face south.

Roof Plan
For roof mounted solar collectors, a roof plan accurately showing the location of the solar collector is required.

Size
The drawing must accurately indicate all dimensions of the solar collector. In addition, a cut sheet or manufacturer's specifications sheet accurately depicting the solar collector must be included in the application.

Color
The color of the collector must be indicated and an actual color sample provided.

RELATED SECTION

Roofs

REFERENCE:

Thomas Vonier Associates, Inc., *Energy Conservation and Solar Energy for Historic Buildings,* National Park Service, 1981.

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

EXTERIOR STAIRCASES

INTRODUCTION

Exterior staircases that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Exterior staircases are usually a second means of egress from the upper floors of structures. In commercial buildings, exterior stairways are often required as a safety exit. On residential properties, exterior staircases may be required by the building code for access to an upper story apartment. In addition, exterior staircases are often used to provide access to an upper level outdoor deck.

REQUIREMENTS

• Exterior staircases must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• A building permit is required for the construction of exterior staircases.

• Exterior staircases must have handrails and guardrails.

• On commercial properties, the USBC requires that an exterior exit stairway be protected from ice and snow.

• Open staircases are permitted in any yard except a front yard (See § 7-202(B)(7) of the Zoning Ordinance).

• On residential properties, exterior stairways that are enclosed or that have roofs must meet the rear and side yard setback requirements of the Zoning Ordinance.

GUIDELINES

• Exterior stairways should not be located on a principal facade elevation. Such stairways should generally be located on the rear elevation of a property.

• The material of an exterior stairway should respect the age and character of the building it services.

• Exterior stairways should be made of material appropriate to the period of the structure. For example, wood stairways are preferred for 18th and early 19th century buildings and should have detailing that reflects the architectural characteristics of the structure. Iron or metal stairways are appropriate for late 19th century buildings.

• Circular metal stairways are only appropriate for late-20th century buildings and should be inconspicuously located.

• Exterior stairways may be protected from ice and snow either by covering with an awning or with heat tape.

• Exterior wood stairways must be painted or stained.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed exterior stairway, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for exterior stairways presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of exterior staircases must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Plot Plan
A plot or site plan accurately showing the location and dimensions of the exterior stairway is required.

Drawing
A drawing accurately representing the exterior stairway and handrails on the building and indicating all dimensions is required.

Materials
The materials to be used for the stairway must be indicated. If an awning covering is proposed, an actual sample of the material must be provided.

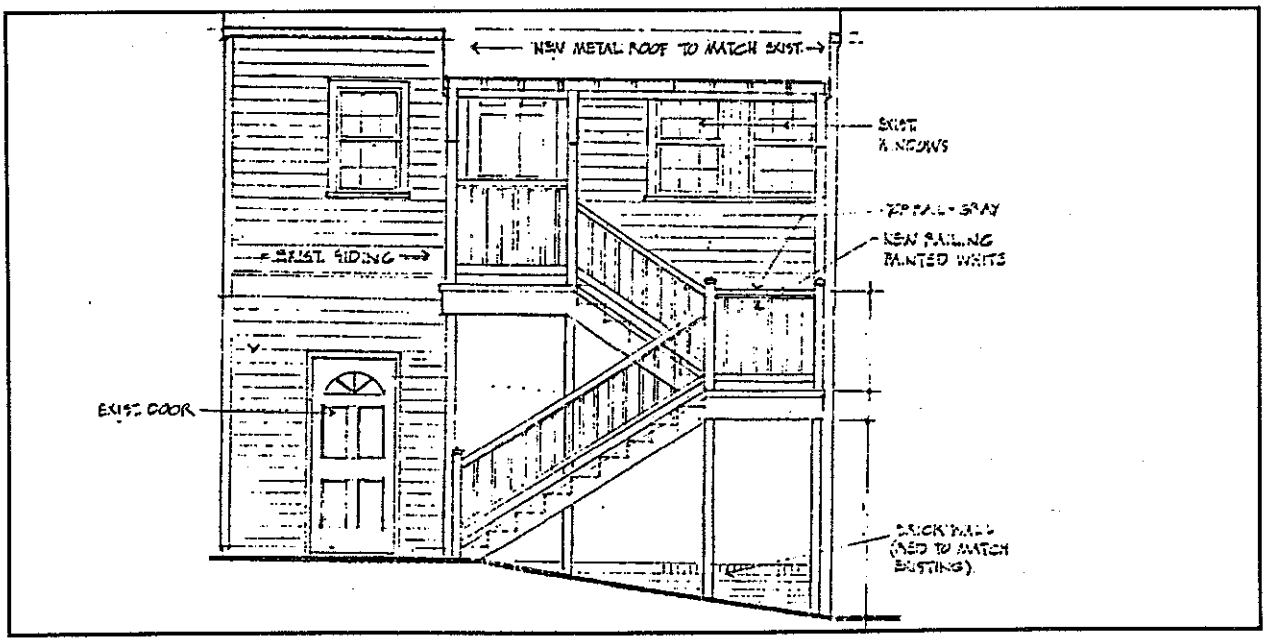
Color
The proposed color of the stairway must be indicated and an actual color sample provided.

RELATED SECTIONS

Decks
Stoops, Steps and Railings

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93



Application for a rear stairway for an office structure.
SOURCE: 1417 King Street, BAR Case #92-198, Langston Architects, Ltd., AIA

ARCHAEOLOGICAL CONSIDERATIONS

Exterior stairways that require below grade footings, foundations or that create other types of ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by City archaeologists to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES

In residential zones, the application for construction of exterior stairways that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES

In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with the construction of exterior stairways may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

STOOPS, STEPS & RAILINGS

INTRODUCTION

Stoops, steps and/or railings that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review. Steps, stoops and railings may be replaced in-kind without a certificate of appropriateness if they meet these guidelines. In such cases, the building permit may be approved by the B.A.R. Staff.

Stoops, steps and railings are important functional elements of the entrances to buildings. At the same time, they can also have a decorative function as part of the design vocabulary of an architectural style. For example, Queen Anne style buildings typically have elaborately turned handrail balusters and newel posts.

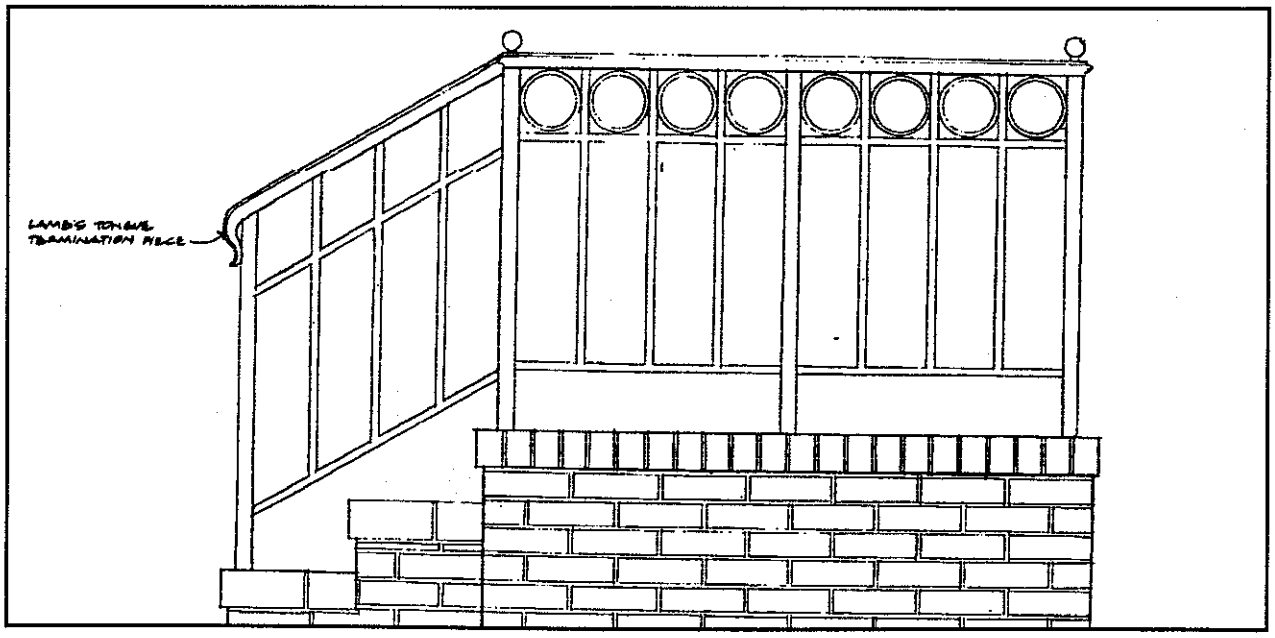
Stoops, steps and railings provide the transition area between the public street and the private interior of a building and are an integral part of the overall architectural composition of a building.

A variety of materials have been used for the construction of stoops and steps in the historic districts including brick, wood, sandstone, limestone and cast iron.

Many historic structures in the districts have stoops, steps and railings which were built at a later time than the original structure. In some instances, these later additions may have acquired historical significance in their own right. For example, during the late-19th century many late-18th and early-19th century houses were modernized with Victorian detailing including new cast iron steps and railings. One hundred years later such Victorian era additions have acquired architectural significance and should be retained.

RETENTION OF HISTORIC MATERIALS

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to



Elevation drawing of proposed brick stoop with painted iron railings.
SOURCE: 302-304 North Alfred Street, BAR Case #90-162, John Savage, Architect, P.C.

keep historic materials and repair them rather than replace an item with new material.

REQUIREMENTS

- Stoops, steps and railings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- A building permit is required for the construction of stoops, steps and railings.

- Handrails are required for stoops and steps except for single family dwellings or stoops which do not serve as an exit for a commercial or multi-family structure (USBC).

- Guardrails are required when there are three or more risers.

- Stoops and steps not more than 12' in length including the landing are permitted to project into the public right-of-way a specified number of feet depending upon the width of the street.

- Stoops and steps which project into the public right-of-way beyond the permitted length must have an approved encroachment ordinance passed by City Council.

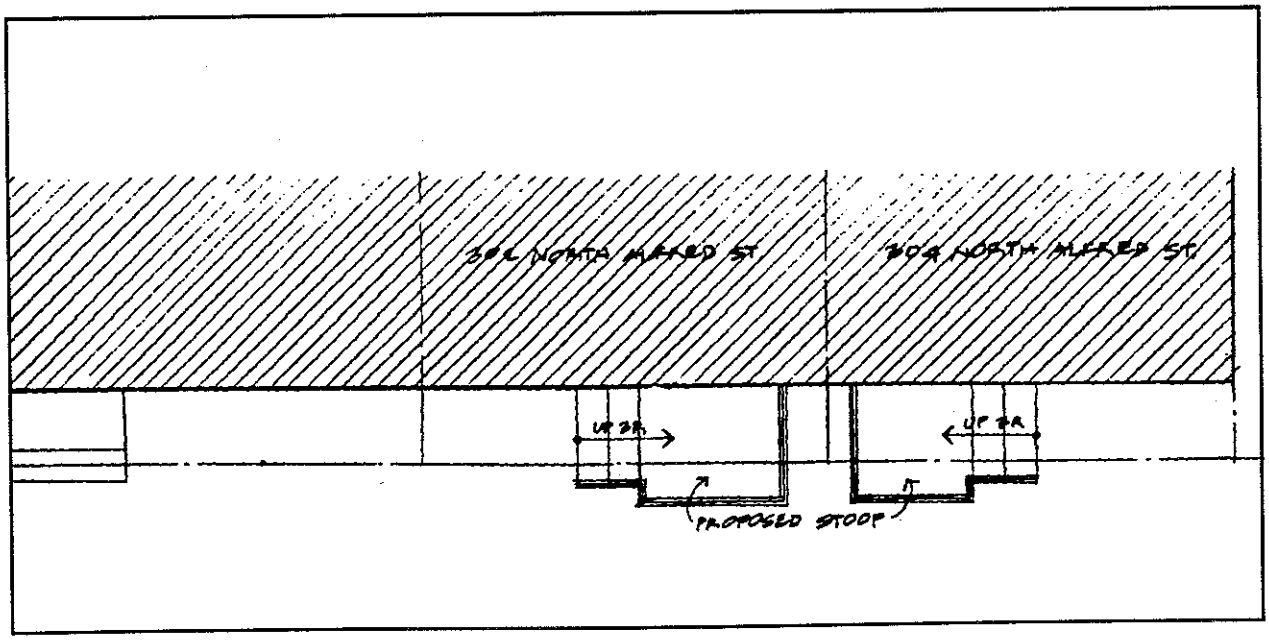
- Open steps may be located in any required yard.

- Buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, stoops, steps and railings cannot exceed 42" in height. This requirement including applicable setback requirements in the zone can be waived by the B.A.R. upon application.

- A plat of the property is required at the time of application to verify yard requirements and the vision clearance.

ENCROACHMENTS FOR STOOPS AND STEPS

Stoops and steps which project past the maximum distance allowed over a public right-of-way, such as a sidewalk or alley, require approval of an encroachment ordinance by the City Council prior to installation under the provisions of § 9-104 of the Zoning Ordinance. The encroachment ordinance gives the building owner permission to utilize public space of the City for private use and



Plan of proposed stoops.
SOURCE: 302-304 North Alfred Street, BAR Case #90-162, John Savage, Architect, P.C.

requires indemnity of the City. Recommendations for encroachments are made by the Planning Commission. A separate application to the Planning Commission is required. The Planning Commission recommendations are forwarded to City Council which makes the final decision.

It is the policy of the B.A.R. to review the design of proposed stoops and steps which require encroachments before the matter is considered by the Planning Commission. The B.A.R. recommendation on the design is considered along with other factors by the Planning Commission in making a recommendation to City Council regarding the encroachment. In certain instances, the B.A.R. may determine the location of the encroachment. If the encroachment ordinance is passed by City Council, a certificate of appropriateness will be issued and an owner can erect the stoops and steps as soon after enactment of the ordinance as a building permit can be obtained.

GUIDELINES

• Stoops, steps and railings should be appropriate to the historic style of the structure. For example, turned wood balusters and newel posts on entrance steps are a common feature of Victorian architecture. Decorative cast iron steps and railings are also a common feature of Victorian buildings.

• Stoops, steps and railings should not hide, obscure or cause the removal of historic architectural details. For example, railings should not interfere with the operation of door shutters.

• Stoops, steps and railings should be made of materials which are sympathetic to the building materials generally found in the historic districts. For example, concrete steps are not appropriate on 18th and 19th century buildings, but may be appropriate for 20th century structures. Pre-cast concrete that is made to resemble stone is an ap-

ARCHAEOLOGICAL CONSIDERATIONS

The construction of stoops, steps and railings that create below grade footings, foundations, or that create other types of ground disturbing activities may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by City archaeologists sto determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES

In residential zones, the application for construction of stoops, steps and railings that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES

In commercial zones the ground disturbing activities associated with the construction of stoops, steps and railings may necessitate compliance with the Alexandria Archaeological Protection Procedure designated pursuant to the Code of Alexandria, § 5-5-9, sub-§ (7.1), § 5-5-4 and § 5-5-9, sub-§ 1 as enacted on November 18, 1989. The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in commercial projects may require the property owner to contract with an independent archaeologist todocument conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that this does not delay the project.

propriate material in some instances. Unpainted pressure treated lumber is not an appropriate building material for stoops, steps and railings in the historic districts. Painted wood is an appropriate material for stoop, step and railing construction.

• Materials used should be appropriate and compatible with the historic architecture of the building. For example, brick is not an appropriate replacement material for a cast iron set of stairs.

• Stoops, steps and railings made of wood should generally be painted the predominant color of the building or the color of the trimwork. Black is also an appropriate color for metal stoops, steps and railings.

• Historic stoops, steps and railings should be rehabilitated, not removed. On historic structures, in some cases, the strict code requirements may be modified by the Director, Code Enforcement.

• Stoops, steps and railings should not be added in an attempt to make a structure appear older than it actually is.

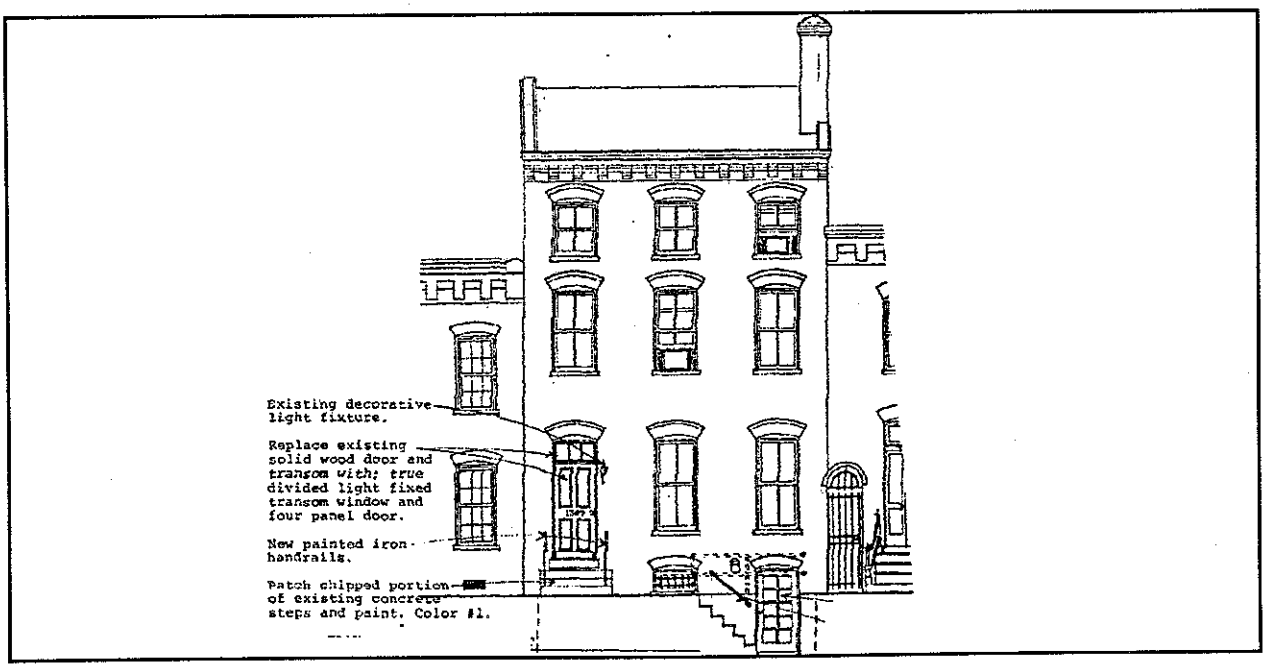
APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of proposed stoops, steps and railings, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for stoops, steps and railings presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of stoops, steps and railings must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.



Rehabilitation scheme for building entrance and stairs.
SOURCE: 1307 Prince Street, BAR Case #91-189, Burns & Associates, Architects

Plot Plan
A plot plan accurately showing the location of the proposed stoop, steps and/or railings in relation to the building is required.

Size
The drawing must accurately indicate the dimensions of the proposed stoop, steps and/or railings.

Materials
The materials to be used for the stoop, steps and/or railings must be specified.

Color
The proposed color of the stoop, steps and/or railings must be indicated and an actual color sample provided.

RELATED SECTIONS

Accessibility for Persons with Disabilities
Porches
Decks

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

WINDOWS

INTRODUCTION

Windows are a principal character defining feature of a building and serve both functional and aesthetic purposes. Windows allow the interior of a building to receive natural light, provide a means to see from the inside of a building to the outside and allow ventilation of a building interior.

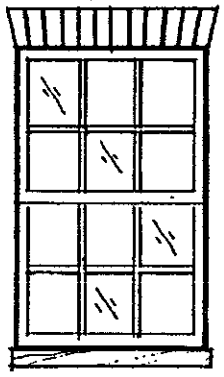
The size, location, type and trim of windows are a defining element of historic architectural styles. The proportion of a building facade made up of windows is also an important architectural design element. For example, early-19th century structures generally have a smaller amount of window area than do buildings from the 20th century. Muntin size is also an important indicator of the architectural heritage of a building. Thin muntins are associated with Federal style structures, while wider muntins generally indicate a later 19th century building.

Window trimwork or surrounds also help to define the historic architectural style of a building. For example, Italianate buildings often have deeply molded curved surrounds or hoods on upper story windows; Colonial Revival style buildings usually have relatively simple wood or brick sills and lintels.

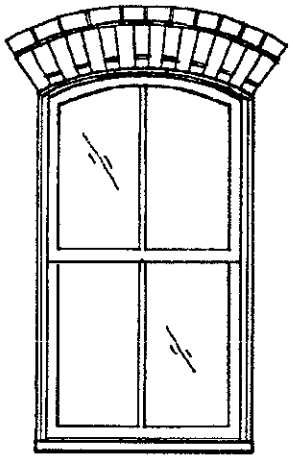
In general, the windows on 18th century buildings in Alexandria were small with small sized panes of glass. By the middle of the 19th century, technology permitted the manufacture of large size panes of glass. This enabled windows on Victorian era structures to have large expanses of glass, some without muntins.

The popular Colonial Revival architectural styles in the 20th century employ multi-pane windows with small panes of glass often with a single light below. Bay windows were not used until the late-19th century; however, they are a well established part of the Colonial Revival design vocabulary.

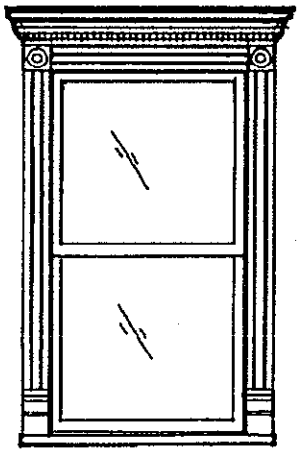
Changes to windows can have a dramatic impact on the historic appearance of a structure. Many buildings in the historic districts have had the windows changed in an attempt to alter the historic period of the structure or to create the appearance of modernity. For example, the large paned one-over-one or



Six-over-six
Federal 1780-1840
111 Prince St.



Two-over-two
Victorian 1860-1910
427 S. Fairfax St.



One-over-one
Victorian 1880-1910
509 1/2 S. Fairfax St.

Common window configurations in the historic districts (type, dates used, address).

two-over-two windows typical of wood vernacular Italianate row dwellings have been replaced with small paned six-over-six windows in an effort to Federalize a structure. Similarly, in the late-19th century windows in many wood vernacular Federal style buildings were updated by the installation of large paned windows and Victorian era detailing on the window surrounds.

RETENTION OF HISTORIC MATERIALS

A central tenet of the philosophy of historic preservation is that original historic materials should be retained and repaired rather than replaced. An informed and careful analysis of the existing condition should be made before any decision to replace historic materials is made. It is often cheaper to keep historic materials and repair them rather than replace an item with new material. Storm windows or new weatherstripping will make a historic sash quite efficient without replacement.

REQUIREMENTS

• All new and replacement windows must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• A building permit is required for all new windows and the installation of replacement windows.

• For fire safety reasons, no openings such as windows can be installed on the side wall of a building which is within 3' of a property line (USBC).

• Habitable rooms must comply with the light and ventilation requirements of the USBC. Windows are required if the need for light and ventilation cannot be met by artificial or mechanical means.

• Windows which are used to satisfy emergency egress from sleeping rooms must meet minimum opening size and sill height requirements. (USBC)

• Bay or other types of projecting windows must comply with applicable yard setback requirements in residential zones.

• Bay or other types of projecting windows which encroach on the public right-of-way require approval of the Planning Commission and enactment of an encroachment ordinance by City Council.

GUIDELINES

• New and replacement windows should be appropriate to the historic period of the architectural style of the building. For example, two-over-two and two-over-one windows are appropriate on Victorian style buildings dating from the late-19th to early-20th century. Multi-paned windows are not appropriate on structures dating from this period.

PREFERRED WINDOW TYPE

Single glazed true divided light wood windows with interior storm sash

ACCEPTABLE WINDOW TYPES

Single glazed true divided light wood windows with exterior storm panels

Double glazed true divided light wood windows

Windows with fixed or applied muntins have been approved for the rear elevation of a structure which has minimal visibility from a public way

Casement windows should generally only be used on the rear facades of buildings

DISCOURAGED WINDOW TYPES

Plastic, vinyl and metal windows

Plastic, vinyl and metal clad windows

Awning (vertical opening) windows

Slider (horizontal opening) windows

Flat plastic or snap-in muntins

• Existing historic windows and fanlights should be retained. It is the general policy of the Boards not to approve wholesale replacement of existing historic windows.

• Multi-paned windows or snap-in muntins should not be used to make a structure appear older than it actually is.

• Bay windows are not appropriate on structures pre-dating ca. 1840. Bay windows may be appropriate on Victorian and Colonial Revival style buildings.

• Single horizontal muntin metal windows and metal casement windows are only appropriate for buildings dating from the late-1940s or early-1950s.

• Replacement windows must fit the existing window opening. For example, jamb extensions should not be used to make an undersize window fit an existing opening.

• Street level windows on commercial buildings should not be painted or otherwise made opaque.

• Reflective and tinted glass is not appropriate.

• Original plate glass storefronts should be retained.

• Glass block may be appropriate on both commercial and residential buildings dating from ca. 1920 to 1950.

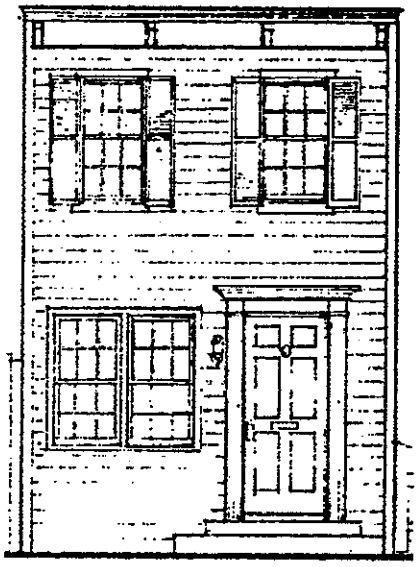
• Window trimwork should be painted to match the trim color of the structure, except on Victorian structures where the trimwork is usually a contrasting color to the body color of a building with the sash often painted a third, accent color.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of proposed windows the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable.

All applications for approval of new and replacement windows must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.



The multi-paned 6-over-6 windows and paired windows are later additions to this vernacular Italianate house dating ca. 1912-1921 and appear to make the building look older than it actually is. (The 6 panel Colonial style door also makes the house look older than it is.) Vernacular Italianate residential structures usually have 1-over-1 or 2-over-2 wood windows.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Plot Plan
A plot plan accurately showing the location of a bay or other type of projecting window is required to determine compliance with yard setback requirements.

Placement
The drawing must accurately show the placement of the windows on the building.

Size
The drawing must accurately depict the size of the windows.

Color
The color of the window trim must be indicated and an actual color sample provided.

Window Type
A cut sheet or manufacturer's specifications listing for the windows must be included in the application.

STORM WINDOWS

Currently, it is the stated policy of the Boards of Architectural Review that appropriate exterior storm windows do not require review and approval of a certificate of appropriateness.

In the opinion of the Boards, the use of exterior storm windows is a treatment of the historic fabric that allows the retention of original windows while being easily reversible. At the same time, exterior storm windows provide a cost-effective and thermally efficient means of energy conservation. Good weatherstripping and proper caulking around exterior storm windows is needed for maximum energy conservation.

Property owners in the historic districts, however, should be aware of the visual impact that storm windows create on historic structures. Frames for storm windows are made from a number of materials including wood, aluminum and vinyl. Customized frames for exterior storm windows are available for different windows styles such as curved and arched windows. The frames of exterior storm windows must be painted or anodized to match the existing trim color of the building. Unpainted aluminum window frames are not appropriate and should be avoided.

Interior storm windows should also be considered. This type of storm window will not disrupt the exterior profile of existing historic windows and for this reason is strongly preferred by the Boards.

RELATED SECTIONS

Doors
Paint Colors
Shutters
Skylights

REFERENCES:

Preservation Brief #3, *Conserving Energy in Historic Buildings.*
Preservation Brief #9, *The Repair of Wooden Windows.*
Preservation Brief #13, *The Repair and Thermal Upgrading of Historic Steel Windows.*
"Windows Through Time, An Exhibit of Historic American Windows"
[All available from the B.A.R. Staff.]

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

CHAPTER 3

BUILDING ACCESSORIES

CONTENTS

ATM Machines
Satellite Antennas
Street Furniture,
Vending Machines

INTRODUCTION

This chapter of the guidelines deals with a number of different design issues regarding accessories to properties that require approval of a certificate of appropriateness by the Boards of Architectural Review.

This chapter is organized alphabetically and should be used in conjunction with the chapters on NEW CONSTRUCTION and ADDITIONS.

This chapter primarily is concerned with additions or accessories to commercial properties in the historic districts. However, some accessories such as satellite antennas are also found on residential buildings.

When considered individually, many of these items may seem relatively minor in nature; however, the cumulative effect of inappropriate small scale additions to buildings in the historic districts will erode the overall historic and architectural cohesiveness that make the districts significant.

Some of the building accessories discussed require issuance of a building permit by Code Enforcement, while others do not. Specific information on building permit requirements and the costs may be obtained from Code Enforcement, Room 4200, City Hall, 301 King Street. Telephone: (703)838-4360.

The information contained in the Design Guidelines applies to both the Old and Historic Alexandria District and the Parker-Gray District unless otherwise noted.

Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

AUTOMATIC TELLER MACHINES (ATMs)

INTRODUCTION

ATM machines that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Although ATM machines have gained great popularity since the mid-1980s, as alterations to existing properties in the historic district such devices are incompatible with the historic character of the districts. However, the Boards are cognizant of the desirability of such devices and, as such, have approved their installation in a number of locations in the historic districts.

REQUIREMENTS

- ATMs must meet the requirements of the Americans with Disabilities Act (ADA).

GUIDELINES

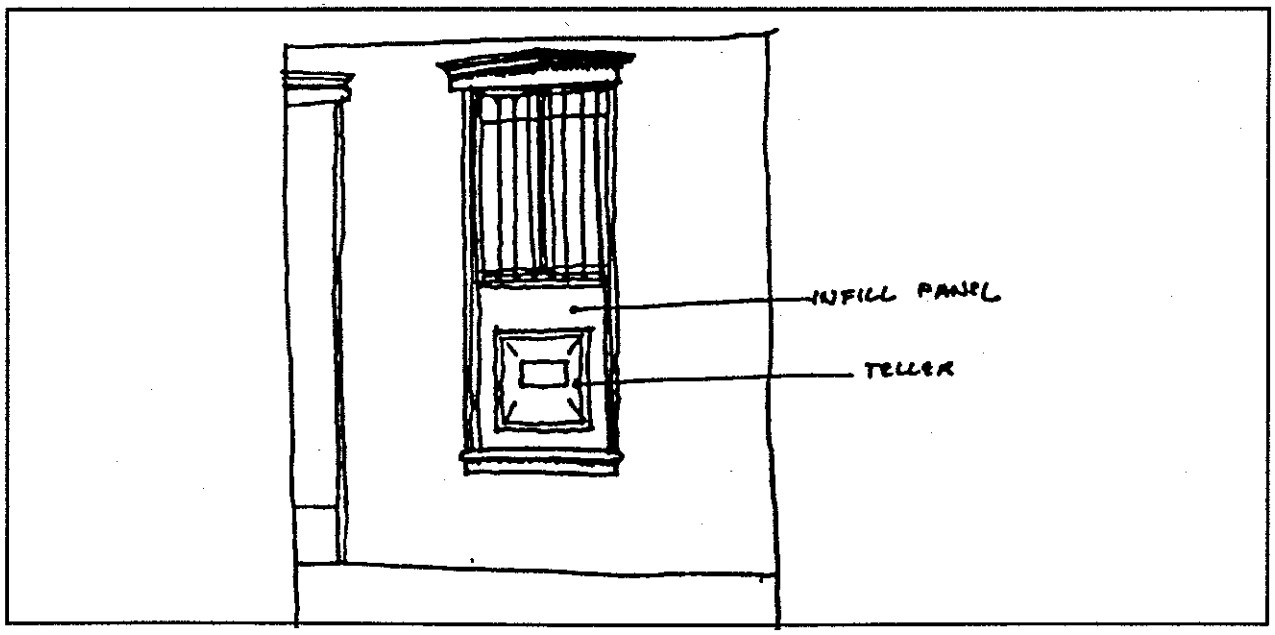
- ATM machines should not be located on the most visually prominent or architecturally important facade of a structure.

- ATM machines should not be installed in such a way as to harm historic architectural elements.

- ATM machines should be as small as possible while meeting necessary banking requirements.

- The lighting of ATM machines should be at as low a level as possible while meeting safety requirements.

- Whenever possible ATM machines should be located in minimally visible areas of building such as recesses, entry ways and courtyards, consistent with requirements for safety of users.



Proposal to locate an ATM in an existing window opening.
SOURCE: 100 South Fairfax Street, BAR Case #84-205

• The design for the ATM should contain provisions for disposal of litter.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed ATM, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches are not acceptable. Most designs for ATMs presented to the Board of Architectural Review are prepared by a professional designer.

All applications for approval of ATMs must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
Clear photographs of the existing building are required for reference.

Placement
The drawing must accurately show the placement of the ATM on the building.

Size
The drawing must accurately depict the size of the ATM.

Color
The color of the ATM must be indicated and an actual color sample provided.

Type
A cut sheet or manufacturer's specifications listing for the ATM including dimensions must be included in the application.

Surface Material
The material to be used for the surface of the ATM must be specified and an actual material sample provided.

Illumination
The source, location and level of illumination provided by the ATM must be provided.

RELATED SECTION

Signs

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

STREET FURNITURE

INTRODUCTION

Street furniture is part of the overall design of the streetscape and includes such things as benches, light poles, bus shelters, bollards, public telephones, trash receptacles and vending boxes in the public right-of-way. All street furniture, whether or not related to a governmental function, requires the approval of a certificate of appropriateness by the Boards of Architectural Review.

Street furniture is one of the principal elements that creates the overall visual impression of a streetscape. It should not detract from or visually interfere with the architectural character of the street.

REQUIREMENTS

- All street furniture located in the public right-of-way requires the approval of the Director, Transportation and Environmental Services.

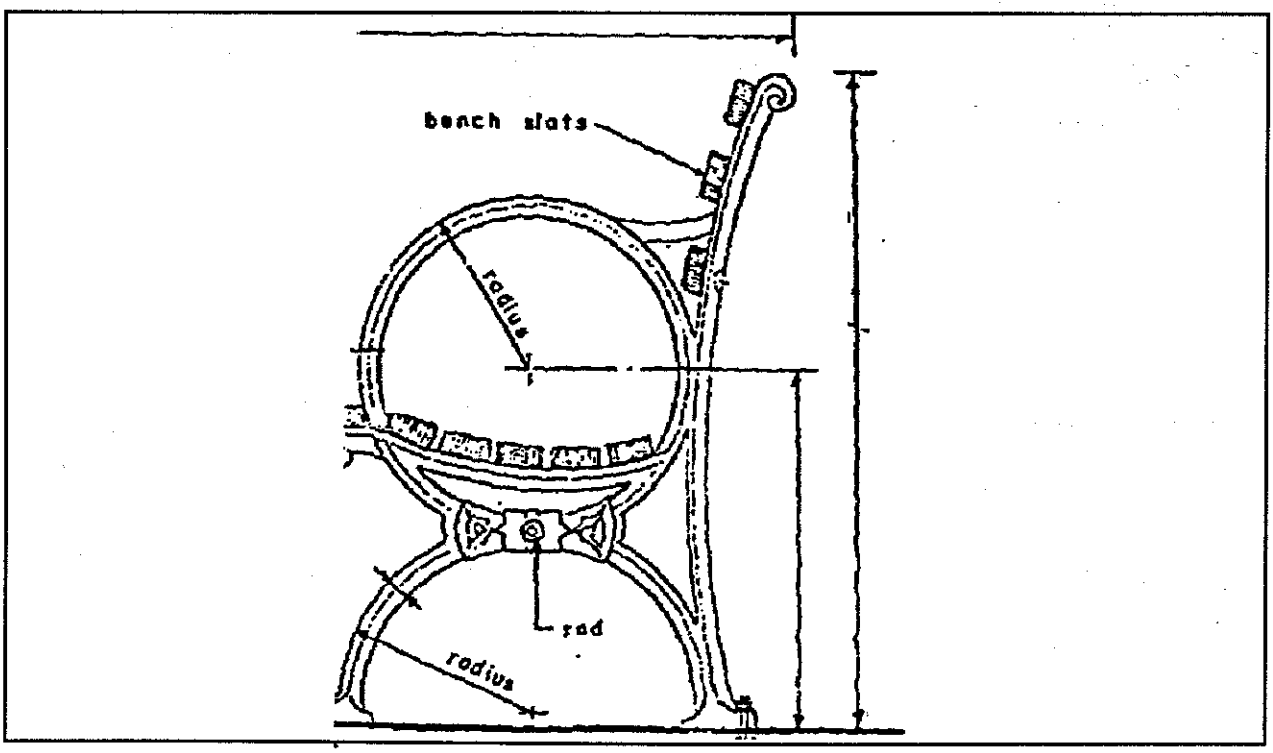
- Permanent street furniture erected in the public right-of-way requires passage of an encroachment ordinance by City Council.

- Street furniture must meet the requirements of the Americans with Disabilites Act (ADA).

- In commercial zones, bus shelters on private land require a Special Use Permit.

- In residential zones, bus shelters are permitted on private land with a Special Use Permit.

- Street furniture must maintain a vision clearance at street corners for purposes of transportation safety. In such instances, street furniture may be no higher than 42". This requirement can be waived by the



Application for bus benches.
SOURCE: 112 N. Washington Street, BAR Case #91-32, Michael S. Rolband Company

Boards of Architectural Review upon application. (See § 7-800 of the Zoning Ordinance)

• A plat of the property is required at the time of application for a building permit to provide verification of the vision clearance.

ENCROACHMENTS FOR STREET FURNITURE

Placement of permanent street furniture in the public right-of-way, such as a sidewalk or alley, requires approval of an encroachment ordinance by the City Council prior to installation, under the provisions of § 9-104 of the Zoning Ordinance. The encroachment ordinance gives the building owner permission to utilize public space of the City for private use and requires indemnity of the City. Applications for encroachments are made to the Department of Planning and Community Development. The request is reviewed by the Planning Commission and decided by the City Council.

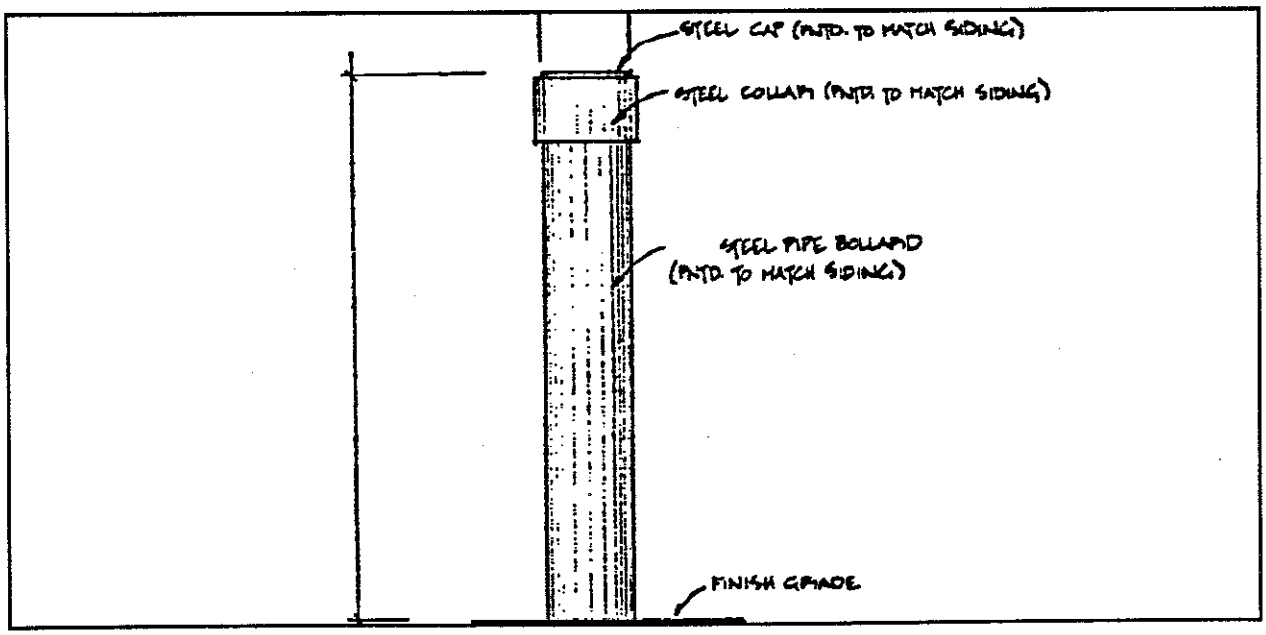
It is the policy of the B.A.R. to review the design of proposed street furniture which require encroachments before consideration by the Planning Commission. The recommendation of the B.A.R. on the design of the street furniture is considered along with other factors by the Planning Commission in making a recommendation to City Council regarding the encroachment. If the encroachment ordinance is passed by City Council, a certificate of appropriateness will be issued and an owner can erect the street furniture as soon after enactment of the ordinance as a building permit can be obtained.

GUIDELINES

• Street furniture should be made of materials that are appropriate to the building materials in the historic districts. For example, benches made of metal and wood are appropriate in the historic districts.

• Street furniture made of synthetic materials such as fiberglass or concrete is not appropriate in the historic districts.

• Street furniture should not be installed so that it hides, obscures or causes the removal of historic architectural details.



Application for bollards .
SOURCE: 110 S. Fayette Street, BAR Case # 91-92, Richard Salopek, Architect

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of proposed street furniture the Boards of Architectural Review requires that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable.

All applications for approval of street furniture must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Photograph of Site
Clear photographs of surrounding buildings and the site are required for reference.

Plot Plan
A plot plan accurately showing the location of the proposed street furnitureis required.

Drawing
A drawing or manufactuer's cut sheet accurately depicting the street furniture is required.

Size
The drawing must accurately indicate the dimensions of the street furniture.

Materials
The materials to be used for the street furniture must be specified.

Color
If the street furniture is to be painted, the color must be indicated and an actual color sample provided.

RELATED SECTIONS

Planters
Vending Machines

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

SATELLITE ANTENNAS

INTRODUCTION

Satellite antennas or dishes either on residential or commercial buildings that are visible from a public way require the approval of a certificate of appropriateness by the Boards of Architectural Review.

Although the use of satellite antennas for reception and transmission by both businesses and individuals has greatly increased since the mid-1980s, such structures are incompatible with the historic character of the districts. Satellite antennas that are visible from a public way are strongly discouraged in the historic districts. Under Federal rules and regulations, local governments are entitled to control the appearance and location of satellite dishes.

REQUIREMENTS

- All applications for B.A.R. approval of satellite antennas must comply with the requirements of the zoning regulations prior to consideration by the Board. The specific requirements may be obtained from the Zoning Division.

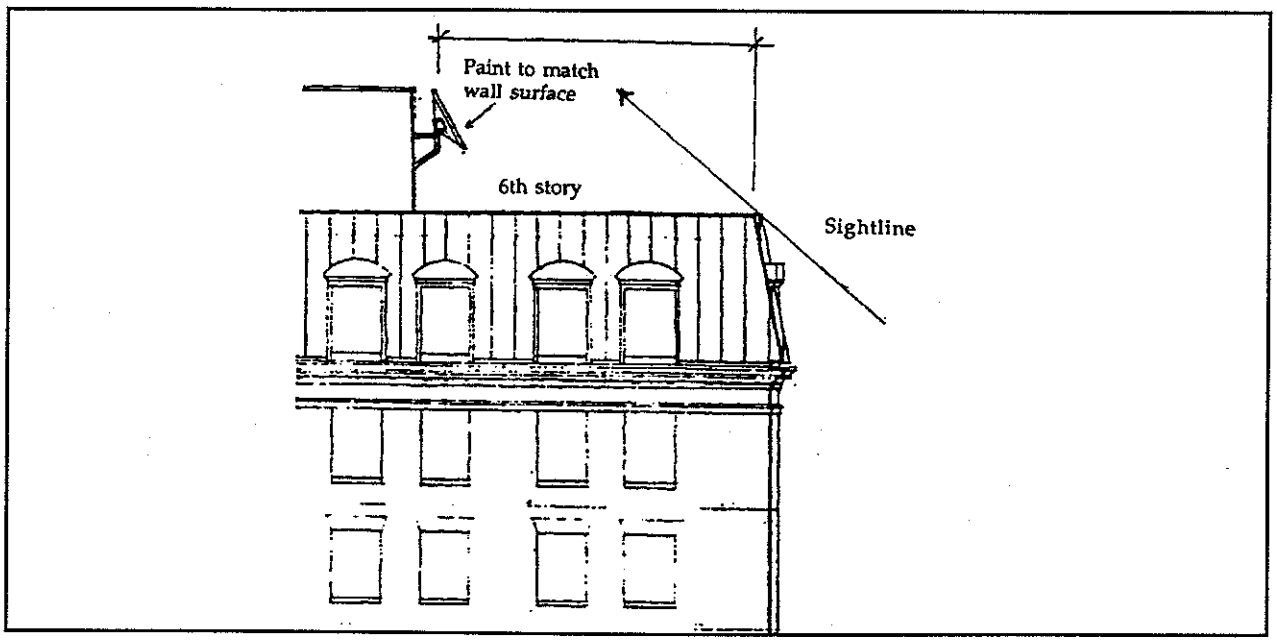
- Satellite antennas require approval of an administrative permit issued by the Director, Planning and Community Development (§ 6-403(D) of the Zoning Ordinance).

- Satellite antennas cannot exceed the established building height limitation in the historic districts.

- Satellite antennas must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

- Satellite antennas less than 12' in height above the ground do not require building permits, but are subject to the location requirements of the USBC § 622.1.

- Satellite antennas require a building permit if attached to a building.



Elevation drawing of satellite antenna located on an office rooftop. The dish is set well back from the street on the building parapet away from the principle street elevation of the building.
SOURCE: 524 King Street, SUP #2570, Greenhorne & O'Mara

GUIDELINES

- Satellite antennas or dishes should be located on the least visually prominent area of a structure, consistent with functional requirements.

- Satellite antennas or dishes should be as small as possible consistent with the requirements for reception and transmission.

- If a satellite antenna must be located in a prominent visual position on a building or the ground, screening with fencing materials or vegetation is required.

- Satellite antennas on office buildings can often be partially or completely obscured behind a building parapet.

- Satellite antennas should be mounted as far back from the roof line of a building as possible to reduce visibility.

- Satellite antennas or dishes should be painted to match the predominant color of the roof to limit visibility from a public way.

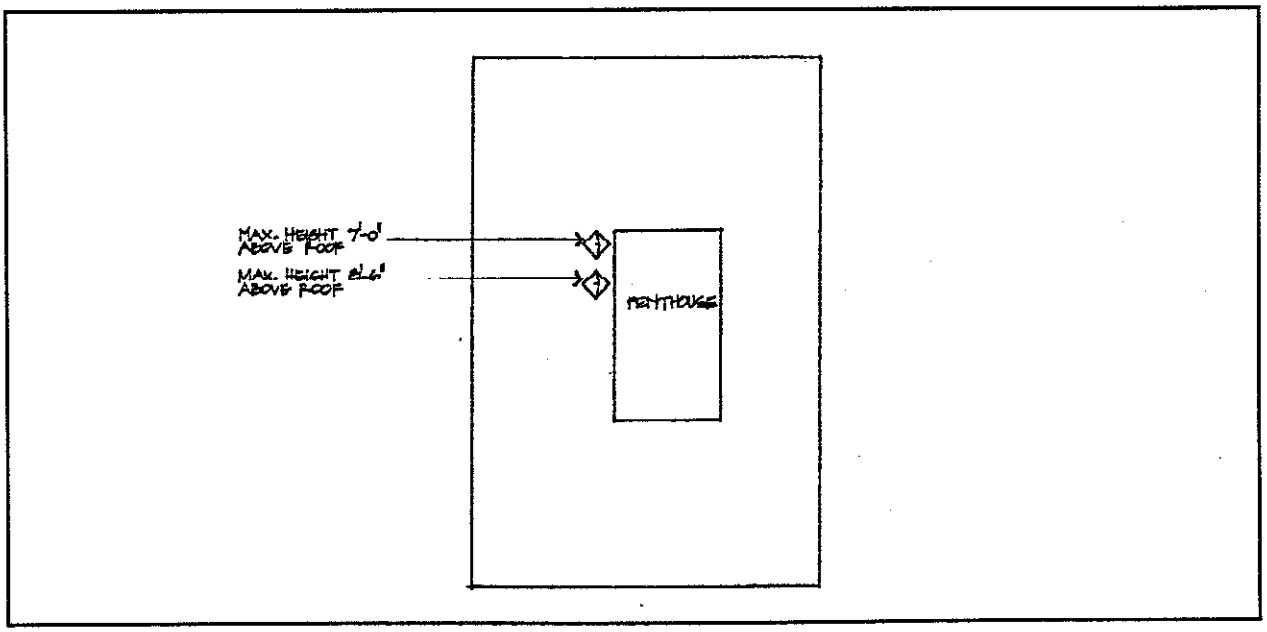
APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of the design of a proposed satellite antenna, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches that are not to scale are not acceptable. Most designs for satellite antennas presented to the Boards of Architectural Review are prepared by a professional designer; however, such a professionally prepared submission is not mandatory.

All applications for approval of satellite antennas must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Building
A clear photograph of the existing building is required for reference.



Example of roof plan for installation of a satellite antenna.
SOURCE: 211 N. Union Street, BAR Case #90-102, Cole & Denny, Architects

Plat
A plat of the property accurately showing the location of the building on the lot and the location of the satellite antenna is required.

Roof Plan
A roof plan accurately showing the location of the satellite antenna or dish is required.

Size
The drawing must accurately indicate the dimensions of the antenna or dish. In addition, a cut sheet or manufacturer's specifications accurately depicting the antenna or dish must be included in the application.

Screening
Screening material must be specified and the color indicated.

Color
The color of the antenna or dish must be indicated and an actual color sample provided.

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

VENDING MACHINES

Exterior vending machines, except newspaper vending machines, which are visible from a public way require the approval of a certificate of appropriateness by the Board of Architectural Review.

While vending machines serve a number of functions in the late-20th century, they are incompatible with the historic character and streetscape of the historic districts. It is the policy of the Boards to not approve exterior vending machines in the historic districts. It is the opinion of the Boards that exterior vending machines are visually blighting influences and should not be permitted in the historic districts. Additionally, vending machines inside buildings which are used as signs are strongly discouraged.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

CHAPTER 4

DEMOLITION OF EXISTING STRUCTURES

INTRODUCTION

The demolition of any structure, either in whole or in part, in the historic districts, **regardless of visibility from a public way,** requires the approval of a Permit to Demolish by the Boards of Architectural Review.

The Boards are extremely conscious of the need to preserve the existing building resources of the historic districts. At the same time, the Boards are also sympathetic to the needs of building owners to make contemporary 20th century use of a property. It is the policy of the Boards that the absolute minimum demolition of an existing structure should take place. For example, in the case of an addition to the rear of a property, the Boards prefer that the amount of demolition be limited to that necessary to accommodate access to the addition rather than wholesale demolition and replacement of the rear facade.

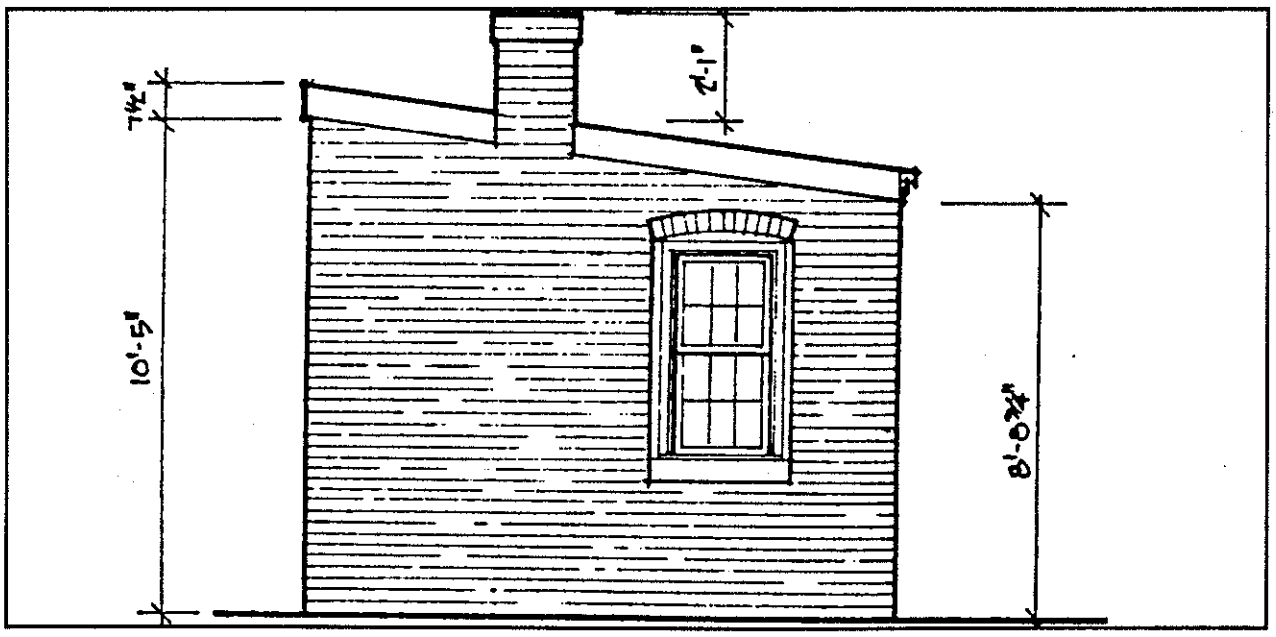
Because approval of the demolition of an existing structure, in whole or in part, is such an important decision, the action of the Boards on such requests requires a roll call vote of each member.

REQUIREMENTS

- The demolition of an existing structure must meet the requirements of the Uniform Statewide Building Code (USBC).

- Demolition of an existing structure requires the issuance of a permit by Code Enforcement (USBC §105.1).

- If asbestos is present, an asbestos permit is required in addition to a building permit. Certain exemptions apply.



Example of a record drawing including measurements required as part of the approval of a demolition of a rear addition.
SOURCE: 125 South Payne Street, BAR Case #92-86, Richard C. Bierce, AIA, Historic Architect

• A building permit for demolition will not be issued until services to the building including gas, electric, water and sewer have been disconnected. In addition to the Boards of Architectural Review, approvals must be obtained from the Traffic and Health departments.

• Demolition of an existing structure, in whole or in part, requires approval of a separate Permit to Demolish by the Boards of Architectural Review in addition to approval of a certificate of appropriateness for an addition or new construction.

• Removal of less than 25 square feet of an exterior wall, roof or other exterior surface is not considered demolition. Such removal is considered to be an alteration. (§ 10-103 (B) and § 10-203(B) of the Zoning Ordinance).

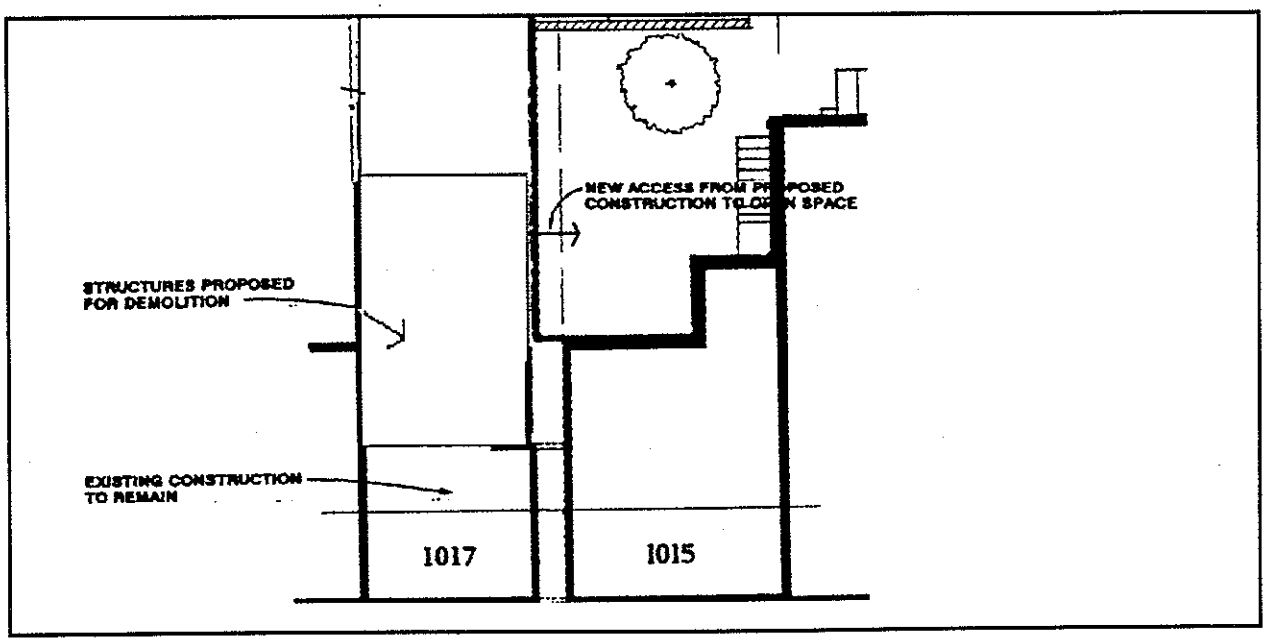
• Demolition of an existing structure which involves land disturbance of 2,500 square feet or more must comply with the requirements of the Chesapeake Bay Protection Ordinance. Information on this requirement may be obtained from the City Engineer. (Telephone: 703/838-4328)

• If the Boards deny a Permit to Demolish, the decision can be appealed to City Council.

• An owner may demolish a property, following denial of a Permit to Demolish, if the building is offered for sale for a specified period of time and no bona fide offer to purchase the property is made during the specified time period. The period of time for which the building has to be offered for sale varies from 3 months, when the offering price is less than $25,000, to one year when the offering price is $90,000 or more. (§ 10-108 and § 10-208 of the Zoning Ordinance).

GUIDELINES

• Generally speaking, there must be a compelling reason for the demolition, either in whole or in part, of a significant structure in the historic districts. The Boards actively seeks to retain the existing historic fabric of the historic districts and strongly discourage the demolition of any portion of an 18th or early 19th century structure.



Demolition plan for the rear addition to an existing structure.
SOURCE: 1017 Duke Street, BAR Case #90-73, John E. McKean, AIA, Architect (Altered)

Criteria for demolition in the Old and Historic Alexandria District and for 100-Year Old Buildings:

(1) Is the building or structure of such architectural or historical interest that its moving, removing, capsulating or razing would be to the detriment of the public interest?
(2) Is the building or structure of such interest that it could be made into an historic shrine?
(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?
(4) Would retention of the building or structure help preserve the memorial character of the George Washington Memorial Parkway?
(5) Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?
(6) 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 in which to live?
(7) In the instance of a building or structure owned by the city or the redevelopment and housing authority, such building or structure having been acquired pursuant to a duly approved urban renewal (redevelopment) plan, would retention of the building or structure promote the general welfare in view of needs of the city for an urban renewal (redevelopment) project? (§ 10-105(B) of the Zoning Ordinance)

Criteria for demolition in the Parker-Gray District:

(1) Is the building or structure of such architectural or historic interest that its removal would be to the detriment of the public interest?
(2) Is the building or structure of such interest that it could be made into an historic shrine?
(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?
(4) Would retention of the building or structure help preserve and protect an historic place or area of historic interest in the city?
(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?
(6) Would retention of the building or structure help maintain the scale and character of the neighborhood? (§ 10-205(B) of the Zoning Ordinance)

• In some instances, the Boards may require a structural analysis of the building by a licensed professional engineer in order to make an informed decision regarding the structural integrity of a building before making a decision on the application for a Permit to Demolish.

Determination of Significance

If a building which is considered to have significance in the historic districts is to be demolished, documentation will be required. The requirements for documentation are set forth in the Application Requirements section. A determination of a building's significance will be made by the B.A.R. Staff. The determination of significance will be based upon the following factors:

- All buildings and structures constructed prior to 1860 are significant and those historic portions must be documented.
- Buildings and structures which contribute to and may increase knowledge of the architectural and cultural history of Alexandria or the nation are significant and must be documented.
- Buildings which embody noteworthy craftsmanship or design features may be considered significant. In some instances, documentation may be limited to recordation of the significant features or details.

• Structures which are non-historic and not compatible with the historic and architectural character of the historic districts do not require a separate application for a Permit to Demolish. Structures falling within this category include inappropriate accessory buildings such as metal storage sheds and site improvements such as stockade and chain link fencing and planters. Demolition of such structures may be included in the application for a Certificate of Appropriateness for alterations. Staff of the Boards of Architectural Review will make the determination whether a structure is non-historic.

• If the site of the demolition of an existing structure is to remain vacant for a period of time, it should be landscaped and maintained.

APPLICATION REQUIREMENTS

All applications for approval of the demolition of an existing structure must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects, and designers.

Plot Plan
A plot plan accurately showing the extent of the proposed demolition is required.

Reason for Demolition
The application must clearly spell out the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.

Significant Buildings
Buildings or structures that have been determined to be significant and which are to be demolished, in whole or in part, must be documented with a written history, measured drawings and photographs. The following documentation must be approved by the B.A.R. Staff and deposited in the Lloyd House Archives of the Alexandria Public Library prior to the approval of the building permit to demolish the structure.

History of the Structure
Buildings or structures that have been determined to be significant and which are to be demolished, in whole or in part, must be documented with a written history. At a minimum, this information must include date of construction and any major alterations, information about persons or events associated with the structure, general architectural characteristics and background on the designer or architect.

Photographs of Existing Structure
Clear record photographs of the existing structure are required. Both black and white and color photographs and their negatives are required. Photographic prints must measure at least 4" x 5".

Measured Drawings

Measured drawings of a structure to be demolished must be made. The drawings must include floor plans and elevations at a minimum scale of 1/4" = 1'. Details may be required in some cases. Drawings may be in pencil or ink on vellum or mylar on a sheet with maximum dimensions of 30" x 42".

All Other Buildings and Structures

Buildings which are compatible but are not considered to meet the criteria of significance are not required to be documented with measured drawings. However, photographs and a building plat are required.

NOTE: Illustrations are provided for information only. Applications for Permits to Demolish are reviewed and approved on a case-by-case basis.

ARCHAEOLOGICAL CONSIDERATIONS

The demolition of a structure in whole or in part may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris; yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by city Archaeologists to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday, 9am to 5pm. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES

In residential zones, the application for the demolition of a structure in whole or in part that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES

In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with the demolition of existing structures in whole or in part may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

CHAPTER 5

ADDITIONS - RESIDENTIAL

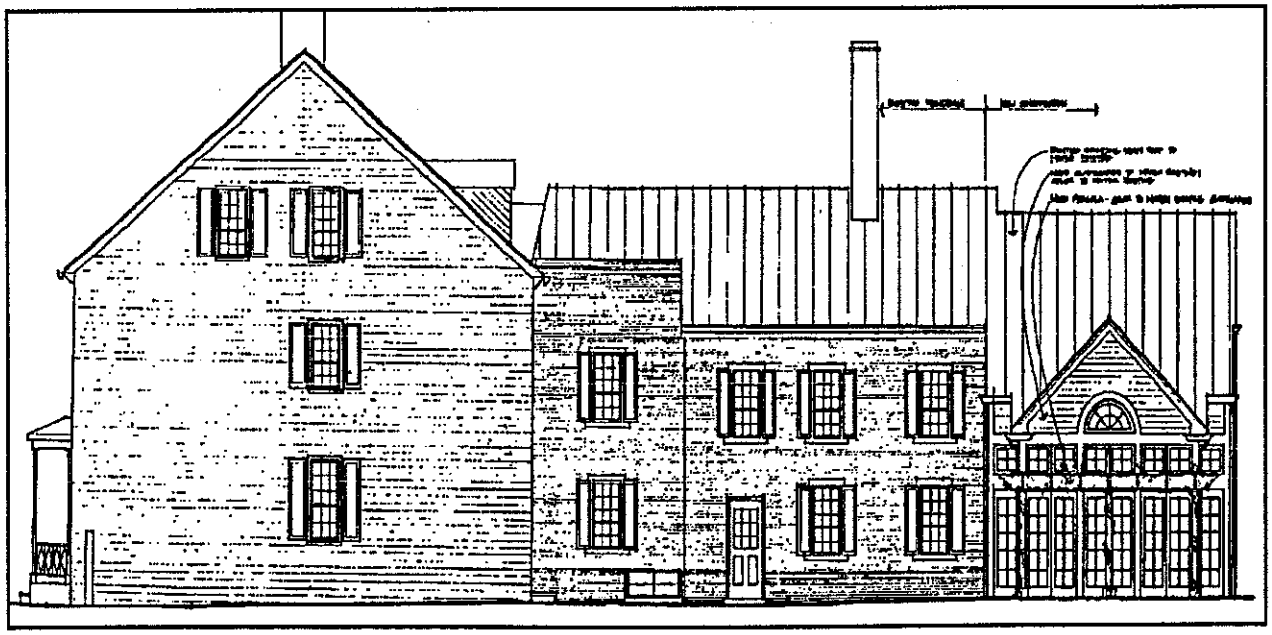
INTRODUCTION

The construction of additions to residential buildings that are visible from a public way require the review and approval of a certificate of appropriateness by the Boards of Architectural Review.

The character of the historic districts is primarily defined by its residential structures. Such structures range in age from before the founding of the city in 1749 to the present day. Expansion of the housing stock within the historic districts is continual and since the founding of the Board of Architectural Review in 1946, the approval of the design of new residential buildings and additions has been one of the primary concerns. These guidelines are intended to provide information to property owners about the Boards' philosophy for the design of additions to existing residential buildings.

These guidelines apply to additions to existing residential buildings that lie outside of the waterfront area or which do not front on Washington Street. Residential additions in those areas must meet additional requirements which are set forth in the Guidelines for Washington Street and the Guidelines for the Waterfront. The waterfront area is defined in the Zoning Ordinance as Height District #3, Potomac River, whose boundaries are east of Union Street to the River and extend from Pendleton Street south to the Woodrow Wilson Bridge (§6-400 of the Zoning Ordinance).

The guidelines should be viewed as a distillation of previously accepted design approaches in the historic districts. The guidelines should not be viewed as a device that dictates a specific design response nor should the guidelines be viewed as prohibiting a particular design approach. There may be better ways to meet some design objectives that have not been reviewed by the Boards in the past. New and untried approaches to common design problems are encouraged and should not be rejected out of



Rear addition to a ca. 1786 residence maintains the general house form, but makes use of traditional materials in a comtemporary style.
SOURCE: 212 South Fairfax Street, BAR Case #91-206, Bowie Gridley Architects

hand simply because they appear to be outside the common practices outlined in the guidelines.

As a general rule, the stylistic characteristics of additions to residential buildings should reflect the historical architectural styles found within the historic districts. Because of the long history and diversity of architectural styles in Alexandria, the Boards do not consider this a limiting factor. It is the strong preference of the Boards that architectural elements of particular styles not be mixed and matched on the same addition. For example, Victorian windows and surrounds should not be combined with a Federal style cornice on an addition.

Architectural styles in Alexandria have been more conservative than in other parts of the country. The approvals of the Boards have reflected this since the establishment of the historic districts. As a general rule, the Boards favor contextual background buildings which allow historic structures to maintain the primary visual importance. Singular buildings in the latest architectural vocabulary are generally discouraged.

It is not the intention of the Boards to dilute design creativity in residential additions. Rather, the Boards seek to promote compatible development that is, at once, both responsive to the needs and tastes of the late-20th century while being compatible with the historic character of the districts. This balancing act will clearly be different in different sections of the historic districts. For example, the design approach for residential additions for late-18th and early-19th century buildings on Royal Street will be different than for 20th century urban rowhouses on Oronoco Street. Additions must be designed so that they are compatible with both the architectural character of the existing house and the immediate neighborhood.

These guidelines should be used in conjunction with the guidelines for specific architectural elements contained in Chapter 2. For example, that chapter contains information on such topics as window and door treatments, siding and chimneys and flues which must be appropriately combined to create a building that is compatible with the architecture in the districts.

While the mandate of the Boards is for the review of those portions of a property visi-

Rear addition for a townhouse in Yates Garden uses the same design vocabulary as found on the main structure.
SOURCE: 723 South Royal Street, BAR Case #91-77, Dennis Roach, designer

ble from a public way, in certain instances it may be necessary to review portions of a project which may not be readily visible from a public way where such portions effect the scale, mass or design of those portions visible from a public way.

It is the policy of the Boards not to review conceptual design plans. The Boards strongly prefer to review complete design submissions. In order to ensure that applications will meet this requirement, applicants are encouraged to meet with B.A.R. Staff as early as possible during the design development stage to review proposals and zoning requirements.

REQUIREMENTS

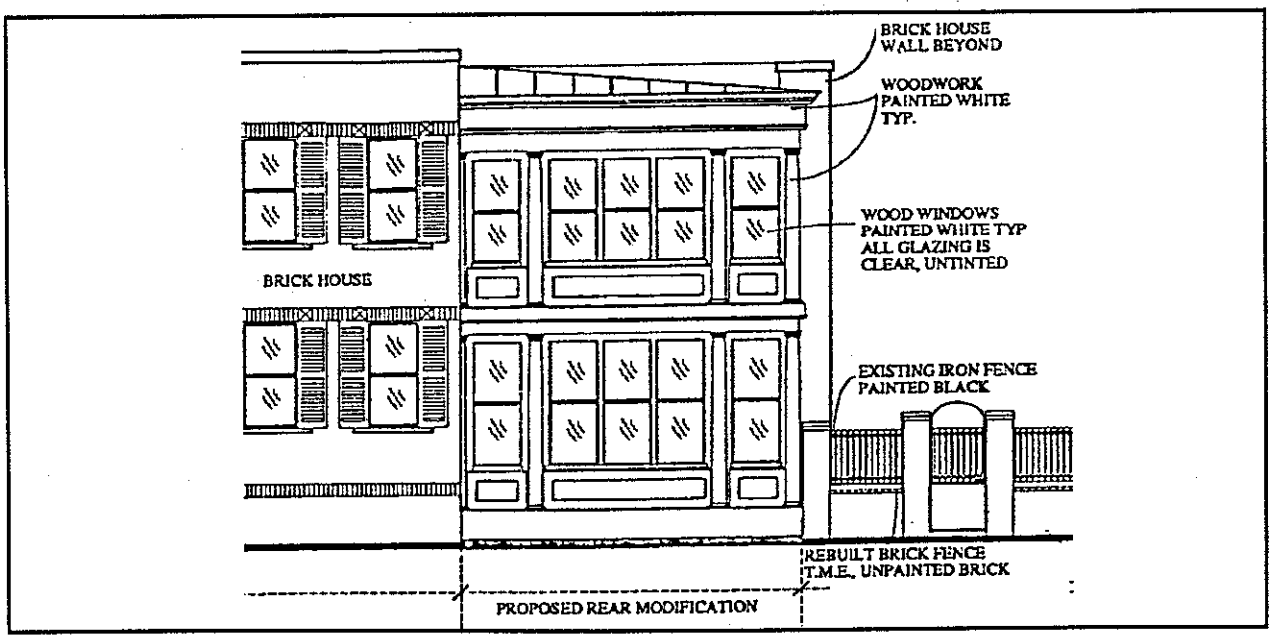
• All applications for additions to existing residential structures must comply with the requirements of the zoning regulations prior to consideration by the Boards of Architectural Review. The specific requirements may be obtained from the Zoning Administrator (703/838-4688).

• Side, rear and front yard requirements
Additions must be removed a certain number of feet from a property line regardless of the location of the existing building. This setback will depend upon the specific zone.

• Open space requirements
A certain amount of land must be maintained as open space to ensure adequate light and air, absorb water runoff and help prevent the spread of fire. The amount of open space required varies by zone. Driveways and parking areas cannot be used to satisfy the open space requirement.

As a general rule, land under a covering such as a canopy, roof, eave, or deck may not be counted as part of the required open space.

• Vision clearance
There is a general City requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards of Architectural Review the power to waive this requirement as well as other yard require-



Rear two story addition uses compatible traditional materials in a contemporary manner to create a differentiation with the existing 20th century residence.
SOURCE: 230 South Fairfax Street, BAR Case #89-115, Robert Holland, architect

ments in the vision clearance area where the maintenance of the building line is important to the character of the blockface.

• Generally speaking, building height for residential construction is limited to 35 feet but may be increased in certain zones to 45 feet with approval of a Special Use Permit by City Council.

• The addition cannot result in the total building exceeding the current Floor Area Ratio (F.A.R.) of the applicable zone.

• Additions to multi-family residential structures which exceed one-third of the gross floor area of the existing structure or 3,000 square feet require the approval of a Site Plan by the Planning Commission (See §11-400 of the Zoning Ordinance). Information on Site Plan requirements may be obtained from the Site Plan Coordinator, Department of Transportation and Environmental Services, Room 4130, City Hall (Telephone: 703/838-4318).

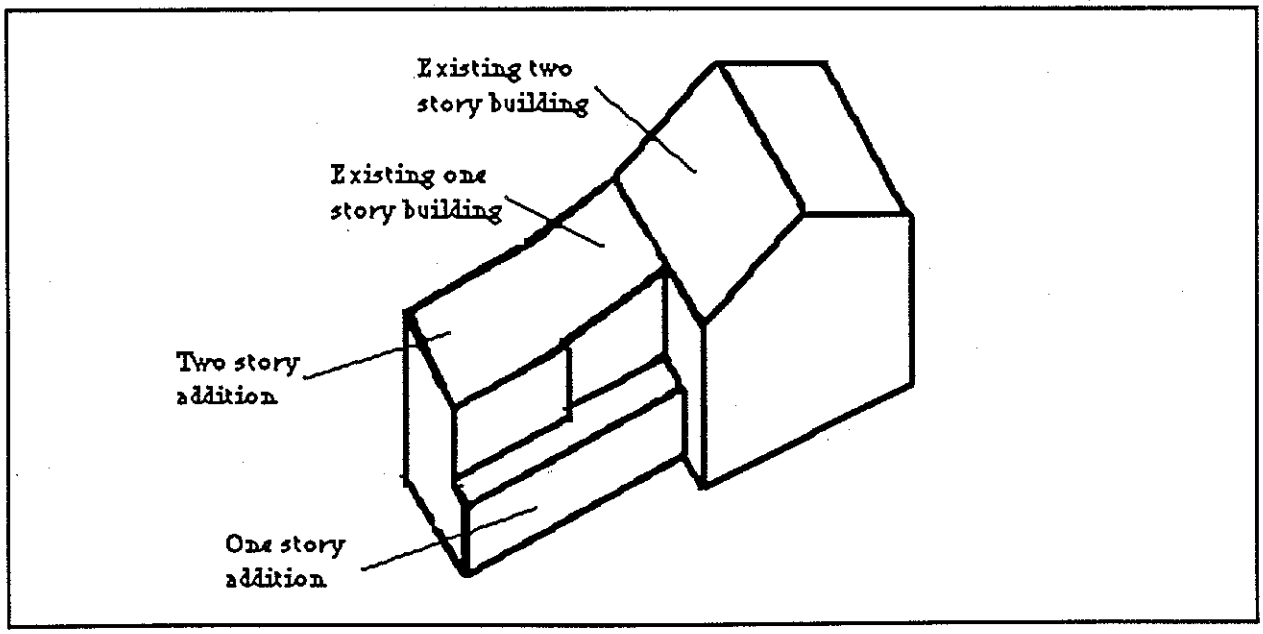
• Additions to residential buildings which require the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Procedure (§11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor. (Telephone: 703/838-4399).

• Construction of all additions to residential buildings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and require the issuance of a building permit by Code Enforcement.

• Penetration of a wall located closer than 3' to the interior property line for purposes of installing a window or a vent opening is not permitted (USBC).

• Additions to residential buildings must conform to the requirements of the applicable small area chapter of the Master Plan. In the Old and Historic Alexandria District, the Small Area Plan chapters include Old Town, Old Town North, Northeast and Potomac Yard/Potomac Greens. In the Parker-Gray District, the Small Area Plan chapters are Braddock Road Metro Station and Northeast.

• Tree removal for construction of additions to residential buildings requires prior



Isometric drawing showing massing of proposed rear addition.
SOURCE: 318 North Alfred Street, BAR Case #92-67, John Savage, Architect, P.C. (re-drawn)

approval of the City Arborist.

• Construction of additions to residential buildings on lots which involve ground disturbance of 2,500 square feet or more of land area must comply with the requirements of the Chesapeake Bay Protection Ordinance.

GUIDELINES

• Applicants should consult Chapter 2, Building Alterations, regarding guidelines for specific elements of a proposed addition. For example, Chapter 2 provides information on compatible window treatments, paint colors and building materials.

• Style

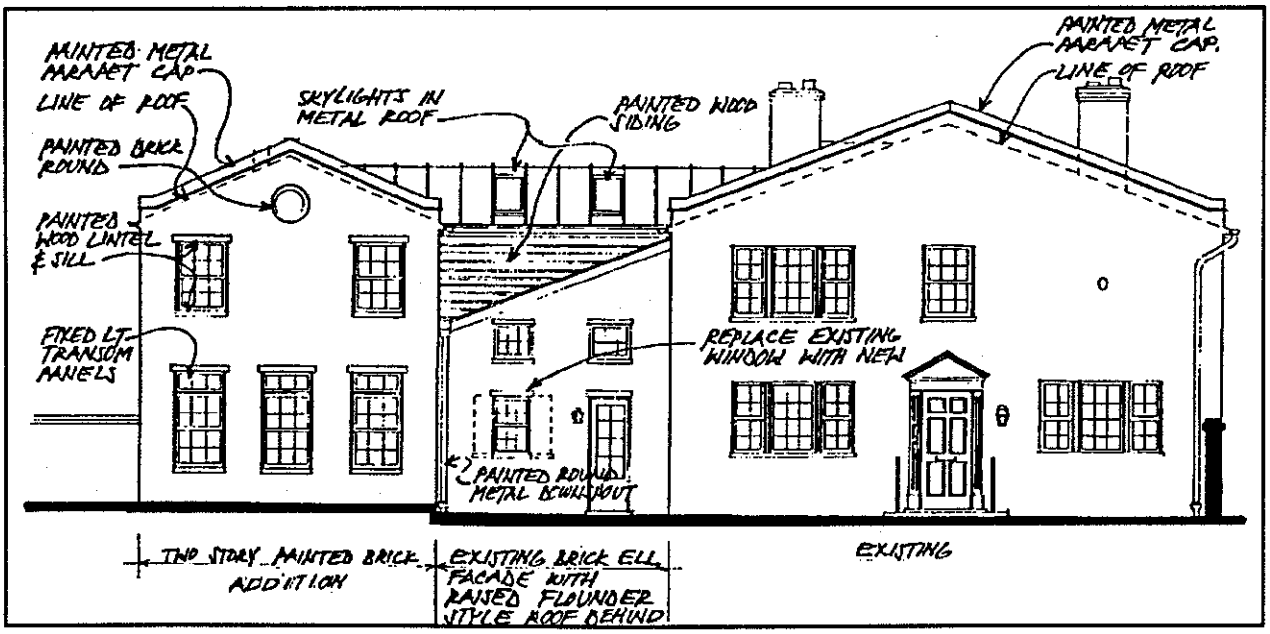
No single architectural style is mandated. The design of an addition should respect the heritage of the historic building to which it is attached as well as adjacent buildings. The Boards generally prefer addition designs that are respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure.

Respectful additions make use of the design vocabulary of the existing historic structure. For example, an academic or high-style design solution for an addition to a vernacular historic building is often inappropriate. Imitative additions, likewise, make extensive use of the architectural characteristics of the original building.

Another approach to a design for a residential addition is one which creates a distinct yet compatible contrast with the original building through the use of differing materials, colors and the abstraction of the principal design elements of the original building.

• Differentiation

An addition to a historic building should be clearly distinguishable from the original structure. An addition should not obscure or dilute the architectural and historic importance of an existing building by creating a false sense of the past. To create a differentiation between the existing building and an addition, different traditional materials can be utilized. For example, a wood addition would be appropriate for an existing brick residential structure. In addition, changes in the same building material can be used to create differentiation. For example, a slight



Rear ell addition is sited to retain the roofline and footprint of an existing historic structure.
SOURCE: 307 Queen Street, BAR Case #92-147, Burns & Associates, Architects

change in the brick color or size could differentiate an addition from an existing building. Offsetting the footprint of the addition to break the wall plane of the existing building can also be used as a means of creating a differentiation between the old and the new.

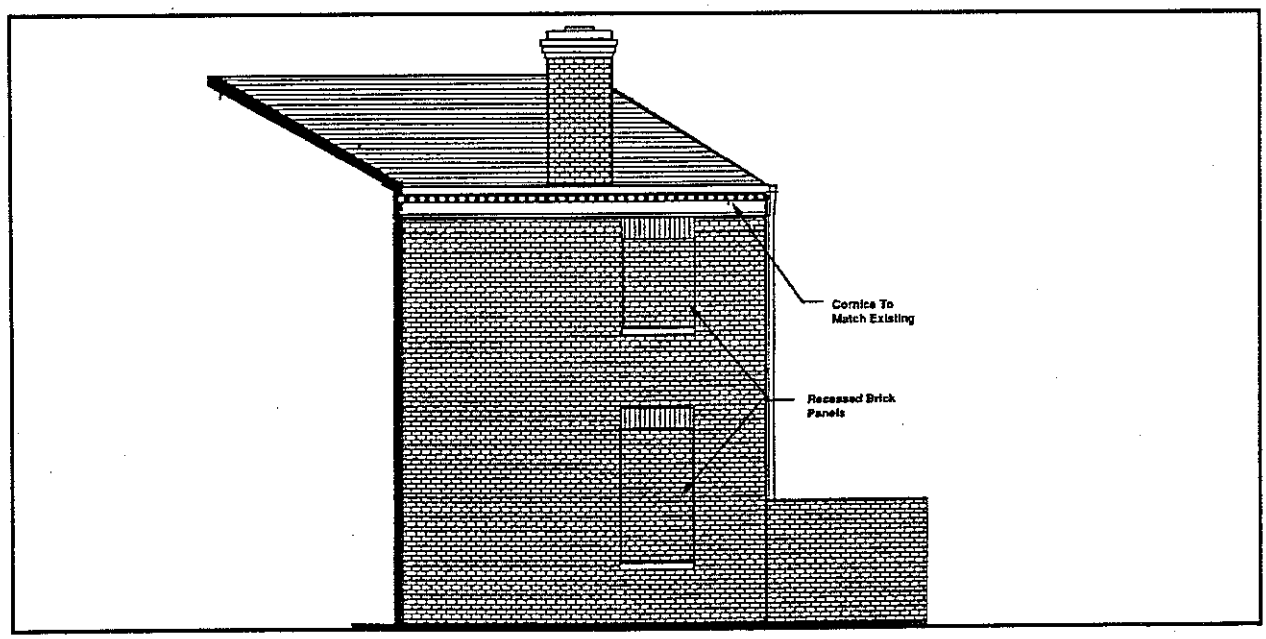
• Height
The height of an existing building can be increased with an addition.
-Single family houses
The majority of single family houses in the historic districts are 2 or 3 stories in height. Additions to increase the height should reflect this traditional pattern. Therefore, additions to single family houses should add no more than one floor to the roofline of an existing structure and then only if the significant architectural character of the house and blockface are preserved.
- Multi-family structures
Multi-family structures such as apartment buildings often exceed the prevailing height of single family houses. Additions which increase the height of such structures should not adversely impact the light and air of nearby residential properties.

• Massing
Building massing is the enclosed volume which constitutes a building's exterior form. In the historic districts, residential additions should reflect the building massing prevailing along the blockface. For example, uneven massing should be avoided along a blockface which has buildings of uniform massing.

• Form
Form expresses the prevailing shape of a residential building. Generally, additions to residential structures should not overwhelm the existing structure or neighboring buildings. The existing form of a residential building should generally be retained in the expression of the addition.

• Siting
Front, side and rear yard setbacks should reflect the prevailing pattern in the immediate vicinity of the proposed addition.

• Fenestration
The fenestration pattern, i.e. the relationship of solid to void, such as windows, doors, and walls, should be compatible with the fenestration pattern on the existing structure. In certain instances, a change in the fenes-



False windows provide visual relief of the apparent mass of the side elevation of an addition.
SOURCE: 407 Franklin Street, BAR Case #90-238, The Vincent Carlin Company, architects

tration may be used to create a differentiation between the old and the new.

• Roof
In general, the roof form should reflect the roof forms expressed along the blockface. The roof form for buildings on corner lots should generally reflect the roof forms found on the adjacent corner buildings. For example, additions with a flounder roof shape may be considered appropriate for existing residential structures with gable roof forms where such changes in roof form occur along the blockface. However, additions to 20th century flat roofed buildings may make use of a different form to create visual variety and interest.

Roofing materials should reflect the traditional use of wood, metal and slate in the historic districts. Additional information is provided in the Roofing section of Chapter 2, Building Alterations.

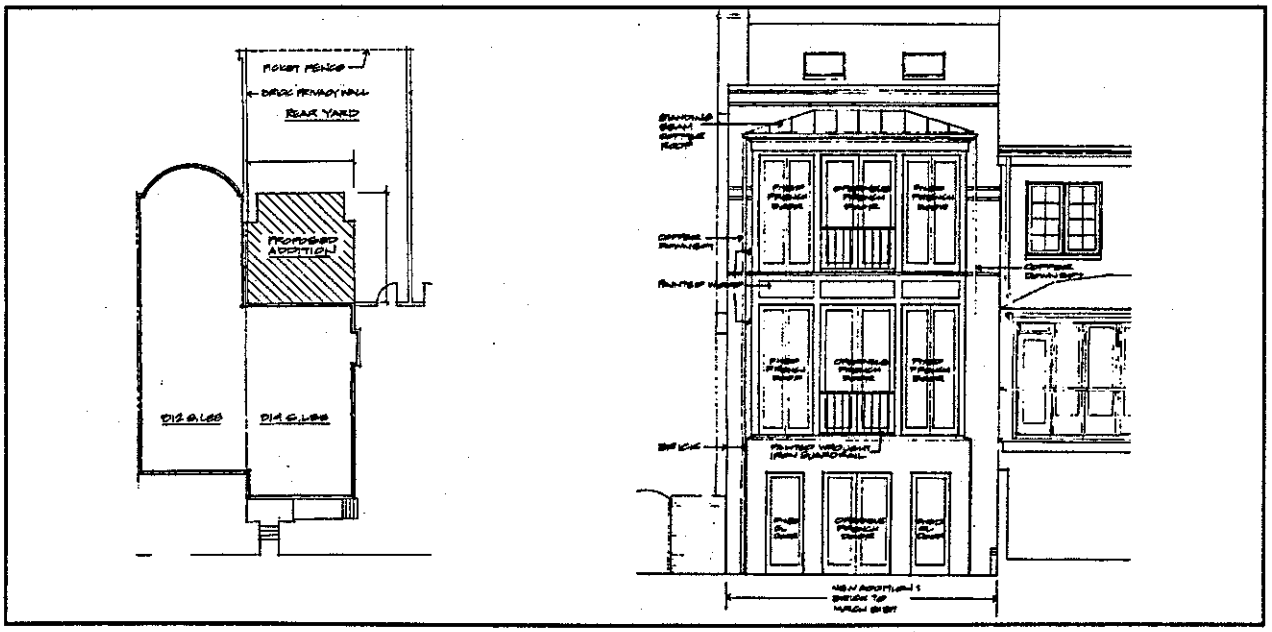
• Spacing Between Buildings
In most sections of the districts, the rhythm of existing spacing between buildings along the blockface should be maintained.

• Building Orientation
The principal architectural facade should face the street. The front entrance to residential buildings should generally not be changed by an addition and should be readily apparent from the public street. The existing rhythm and scale of the streetscape should not be altered by an addition. For example, existing doorways that face the street should not be removed or reoriented.

• Materials
The predominant building materials for residential buildings in the historic districts are wood and brick. In addition, there are a number of stone buildings. The choice of building materials for residential additions should reflect these traditional materials.

• Architectural Detailing
Architectural detailing such as cornices, lintels, arches, and chimneys should express the traditional quality and quantity of architectural detailing found on historic structures throughout the districts.

Side and rear walls which face open areas should be designed with as much attention to detail as the primary facade. It is the general preference of the Boards that surface ar-



Plan and elevation for a three story rear addition.
SOURCE: 814 South Lee Street, BAR Case #92-21, Cole & Denny, Architects

ticulation be provided on otherwise unrelieved side walls to visually break-up apparent massing through such means as the articulation of false windows, pilasters and changes in brick patterns.

• Utilities
While the Boards are cognizant of 20th century infrastructure requirements, such items as electrical meters and transformers, and HVAC equipment should be visually and acoustically screened from public view.

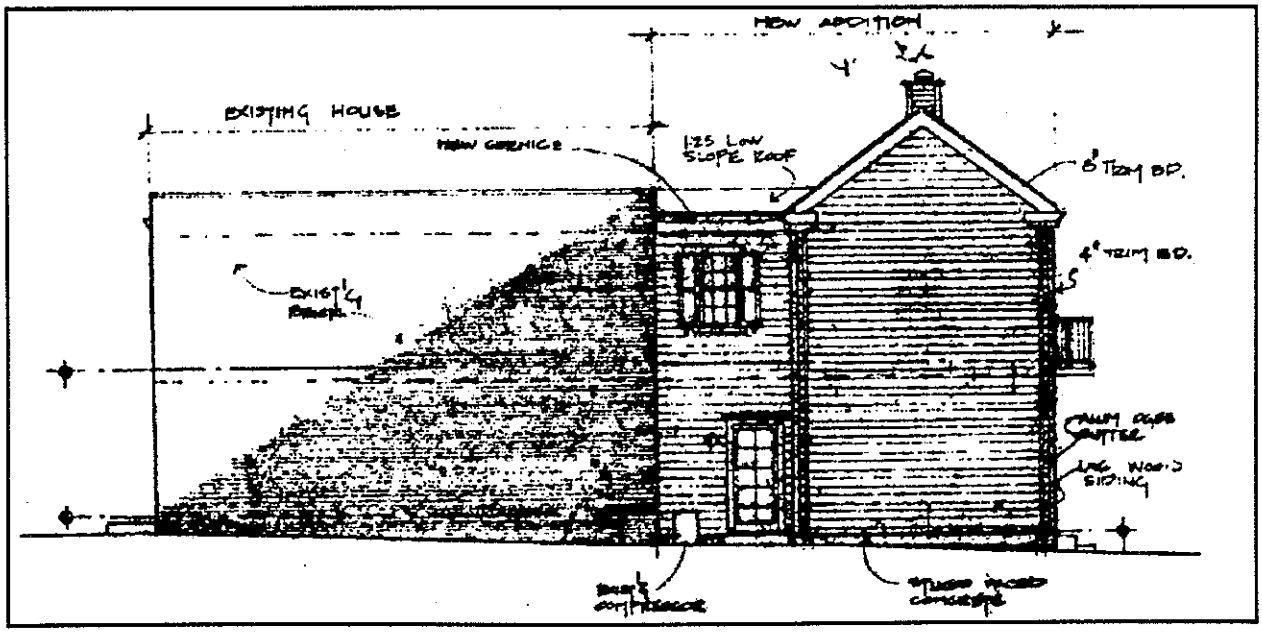
• Color
The color proposed for residential additions should be compatible with that in use on historic buildings in the districts. The B.A.R. Staff has developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors which reflect the historic heritage of the City.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for a residential addition, the Boards of Architectural Review require that an accurate depiction of the design and its relationship to the immediately surrounding area be presented. Sketches are not acceptable. Most designs for construction of additions to buildings presented to the Boards of Architectural Review are prepared by design professionals, such as architects and engineers; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that drawings sealed by an architect or engineer licensed in Virginia may be required by the Code Enforcement Bureau prior to the issuance of a building permit.

All applications for approval of residential additions must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.



Rear two story addition to a 1950s brick rowhouse.
SOURCE: 620 South Pitt Street, BAR Case #91-35, Jan Noble, architect

Photograph of Existing Conditions
Clear photographs of the site and surrounding properties are required for reference.

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of the addition including property lines, accessory structures, fences and gradelines is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings
Drawings accurately representing all elevations of changes to the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1', however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio and Open Space Calculations
Applicants must provide accurate F.A.R. and open space calculations for the new addition. Forms for these calculations are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure and trimwork must be indicated and actual color samples provided.

RELATED SECTIONS

Guide to the B.A.R. Process
Use of the Design Guidelines
History of the physical development of the historic districts
Chapter 2 - Building Alterations
- Accessibility for Persons with Disabilities
- Accessory Structures
- Awnings
- Chimneys & Flues

ARCHAEOLOGICAL CONSIDERATIONS

The construction of additions to residential buildings creates ground disturbing activities which may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES
In residential zones, the application for construction of additions is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

Decks
Exterior and Storm Doors
Dormers
Roof Drainage Systems
Electrical and Gas Service
Fences , Garden Walls & Gates
HVAC Systems
Exterior Lighting
Paint Colors
Driveways and Paving
Planters
Porches
Roofing Materials
Security Devices
Shutters
Siding Materials
Skylights
Solar Collectors
Stoops, Steps and Railings
Windows
Storm Windows
Chapter 4 - Demolition of Existing Structures

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF
ARCHITECTURAL REVIEW, 5/25/93

CHAPTER 5

ADDITIONS - COMMERCIAL

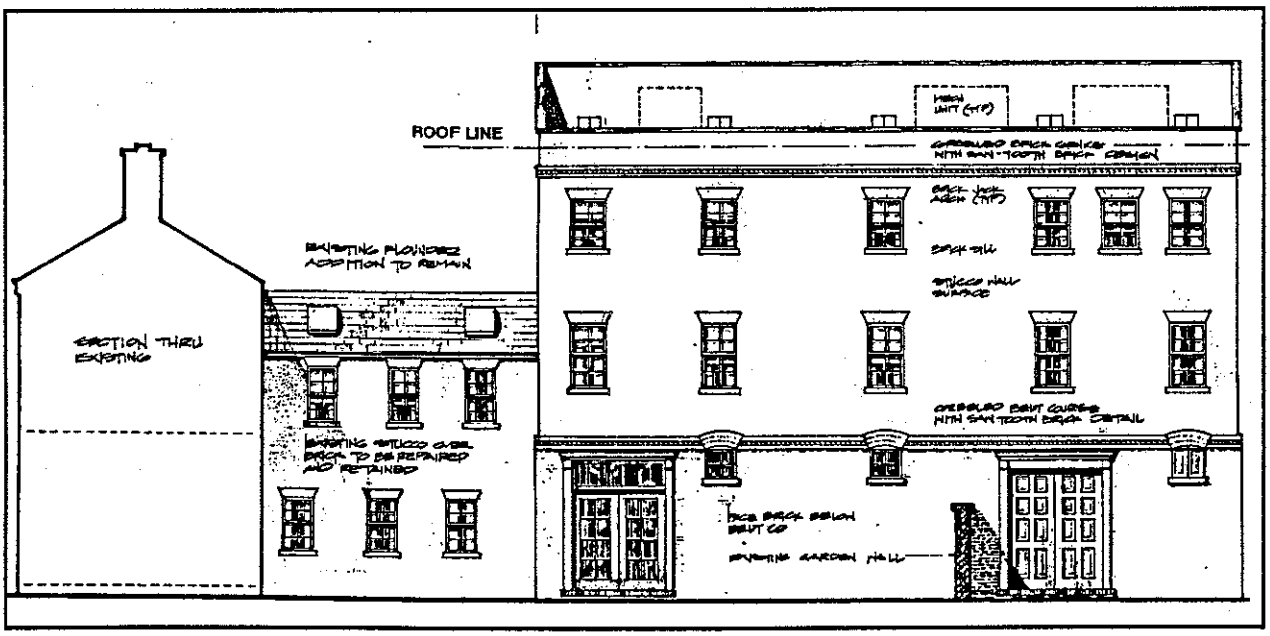
INTRODUCTION

The construction of additions to commercial buildings that are visible from a public way require the review and approval of a certificate of appropriateness by the Boards of Architectural Review.

Until the mid-1980s, the jurisdiction of the Board was primarily confined to the commercial and retail areas east of Washington Street and along Washington Street itself. In addition, the Board exercised only limited review authority in the areas of urban renewal activity during the 1960s and 1970s. It was only with the expansion of the boundaries of the Old and Historic Alexandria District and the establishment the Parker-Gray District in the mid-1980s that the Boards began to exert influence over the design of buildings along the major commercial arteries in the districts. Consequently, in many of the commercial areas of the districts there is a diversity of building style and design that may not necessarily be integrated into the overall design vocabulary and current goals of the districts. Today, the level of scrutiny of design for commercial structures is equal to that traditionally accorded residential buildings.

These guidelines apply to additions to existing commercial buildings that lie outside of the waterfront area or which do not front on Washington Street. Additions to commercial buildings in these areas must meet additional requirements and these are set forth in the Guidelines for Washington Street and the Guidelines for the Waterfront. The waterfront area is defined in the Zoning Ordinance as Height District #3, Potomac River, whose boundaries are east of Union Street to the River and extend from Pendleton Street south to the Woodrow Wilson Bridge (§6-400 of the Zoning Ordinance).

The guidelines should be viewed as a distillation of previously accepted design approaches in the historic districts. The guide-



Rear addition to house an art gallery behind an early 19th century structure.
SOURCE: 1017 Duke Street, BAR Case #90-96, John McKean Associates, Architects, P.C.

lines should not be viewed as a device that dictates a specific design response nor should the guidelines be viewed as prohibiting a particular design approach. There may be better ways to meet some design objectives that have not been reviewed by the Boards in the past. New and untried approaches to common design problems are encouraged and should not be rejected out of hand simply because they appear to be outside the common practices outlined in the guidelines.

As a general rule, the stylistic characteristics of additions to commercial buildings should reflect the historical architectural styles found within the historic districts. Because of the long history of Alexandria, the Boards do not consider this a limiting factor. However, it is the strong preference of the Boards that architectural elements of particular styles not be mixed and matched on the same addition. For example, Victorian windows and surrounds should not be combined with a Federal style cornice on an addition.

Architectural styles in Alexandria have been more conservative than in other parts of the country. The approvals of the Boards have reflected this since the establishment of the historic districts. As a general rule, the Boards favor contextual background buildings which allow historic structures to maintain the primary visual importance. Singular buildings in the latest architectural vocabulary are generally discouraged.

It is not the intention of the Boards to dilute design creativity in commercial additions. Rather, the Boards seek to promote compatible development that is, at once, both responsive to the needs and tastes of the late-20th century while being compatible with the historic character of the districts. This balancing act will clearly be different in different sections of the historic districts. For example, the design approach for additions to early-19th century commercial structures on South Union Street will be different than for 20th century commercial property on Patrick Street. Additions must be designed so that they are compatible with both the architectural character of the existing building and the immediate neighborhood.

These guidelines should be used in conjunction with the guidelines for specific architectural elements contained in Chapter 2. For example, that chapter contains information on such topics as window and door treatments, siding and chimneys and flues which must be appropriately combined to create a building that is compatible with the architecture in the districts.

While the mandate of the Boards is for the review of those portions of a property visible from a public way, in certain instances it may be necessary to review portions of a project which may not be readily visible from a public way where such portions effect the scale, mass or design of those portions visible from a public way.

As a general rule, the Boards do not review conceptual design plans. The Boards strongly prefer to review complete design submissions. In order to ensure that applications will meet this requirement, applicants are encouraged to meet with B.A.R. Staff as early as possible during the design development stage to review proposals and zoning requirements.

REQUIREMENTS

• All applications for additions to existing commercial structures must comply with the requirements of the zoning regulations prior to consideration by the Boards of Architectural Review. The specific requirements may be obtained from the Zoning Administrator (703/838-4688).

• Additions to commercial buildings must conform to the requirements of the applicable small area chapter of the Master Plan. In the Old and Historic Alexandria District, the Small Area Plan chapters include Old Town, Old Town North, Northeast and Potomac Yard/Potomac Greens. In the Parker-Gray District, the Small Area Plan chapters are Braddock Road Metro Station and Northeast.

• Vision Clearance
There is a general City requirement that buildings on corner lots must maintain a vi-

sion clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards of Architectural Review the power to waive this requirement as well as other yard requirements in the vision clearance area where the maintenance of the building line is important to the character of the blockface.

• Building height for commercial construction in the historic districts is limited to 50 feet but may be lower if the zoning of the particular parcel is more restrictive.

• Additions to existing buildings cannot exceed the Floor Area Ratio (F.A.R.) of the applicable zone.

• Additions to commercial structures which exceed one-third of the gross floor area of the existing structure or 3,000 square feet require the approval of a Site Plan by the Planning Commission. The site plan must be prepared by a professional engineer or land surveyor and must include building massing studies. (See §11-400 of the Zoning Ordinance). Information on Site Plan requirements may be obtained from the Site Plan Coordinator, Department of Transportation and Environmental Services, Room 4130, City Hall (Telephone: 703/838-4318).

• Additions to commercial buildings which require the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Procedure (§11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor (Telephone: 703/838-4399).

• Construction of all additions to commercial buildings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and require the issuance of a building permit by Code Enforcement.

• A Building Code Analysis is required describing the use of the building.

• Penetration of a wall located closer than 3' to the interior property line for purposes of installing a window or a vent opening is not permitted (USBC)

• Construction of additions to commercial buildings must meet the requirements of the Americans with Disabilities Act (ADA). Modifications to the interior of a structure may be required.

• Parking may be required in certain instances of large scale additions. The requirements vary depending upon the zone and size of the lot and building. Article 8 of the Zoning Ordinance sets forth requirements for parking space and aisle widths.

• Tree removal for construction of additions to commercial buildings requires prior approval of the City Arborist.

• Construction of additions to commercial buildings which involves land disturbance of 2,500 square feet or more of land area must comply with the requirements of the Chesapeake Bay Protection Ordinance.

GUIDELINES

• Applicants should consult Chapter 2, Building Alterations, regarding guidelines for specific elements of a proposed addition. For example, Chapter 2 provides information on compatible window treatments, paint colors and building materials.

• Style

No single architectural style is mandated. The design of an addition should respect the heritage of the historic building to which it is attached as well as adjacent buildings. The Boards generally prefer addition designs that are respectful of the existing structure and which seek to be background statements or which echo the design elements of the existing structure.

Respectful additions make use of the design vocabulary of the existing historic structure. For example, an academic or high-style design solution for an addition to a vernacular historic building is often inappropriate. Imi-

tative additions, likewise, make extensive use of the architectural characteristics of the original building.

Another approach to a design for an addition is one which creates a distinct yet compatible contrast with the original building through the use of differing materials, colors and the abstraction of the principal design elements of the original building.

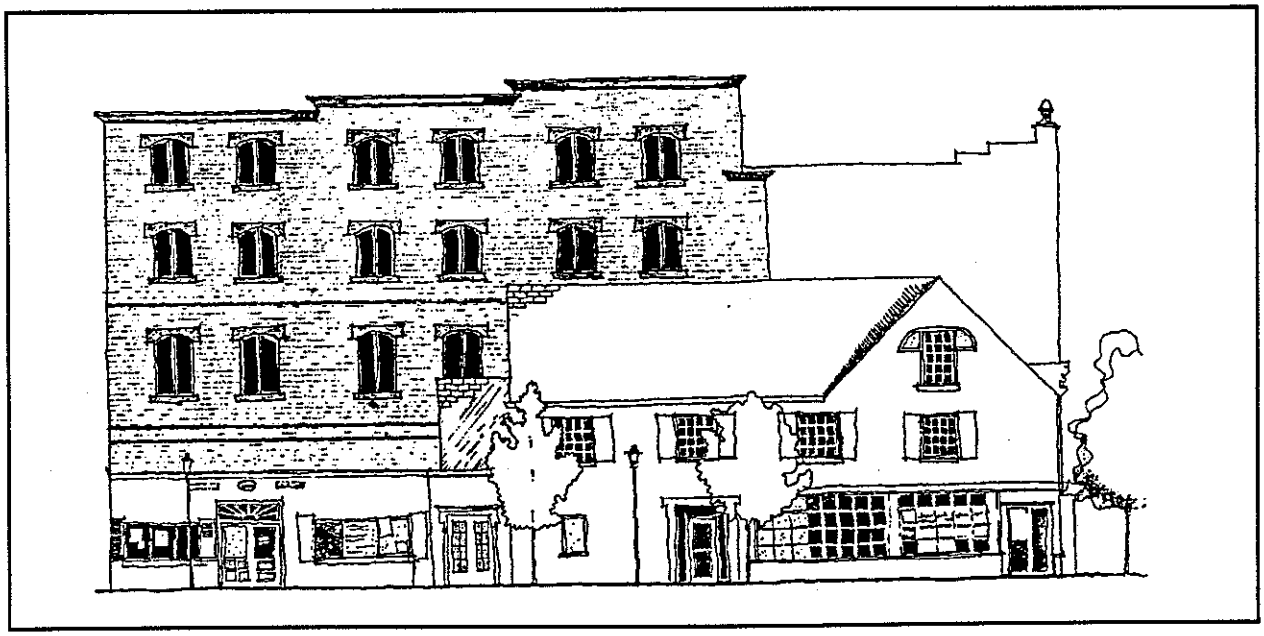
• Differentiation
An addition to a historic building should be clearly distinguishable from the original structure. An addition should not obscure or dilute the architectural and historic importance of an existing building by creating a false sense of the past. To create a differentiation between the existing building and an addition, different traditional materials can be utilized. For example, a wood addition would be appropriate for an existing brick structure. In addition, changes in the same building material can be used to create differentiation. For example, a slight change in the brick color or size could differentiate an addition from an existing building. Offsetting the footprint of the addition to break the wall plane of the existing building can also be used as a means of creating a differentiation between the old and the new.

• Massing
Building massing is the enclosed volume which constitutes a building's exterior form. In the historic districts, new commercial construction should reflect the building massing prevailing along the blockface. For example, uneven massing should be avoided along a blockface which has buildings of uniform massing.

• Height
Additions can increase the height of existing buildings. Any increase in height should generally reflect the existing heights of buildings in the immediate vicinity.

• Form
Form expresses the prevailing shape of a building. In general, the existing form of a historic building should be retained in the expression of the addition.

• Siting
While side and rear yard setbacks are not required in certain commercial zones, the prevailing setback pattern in the immediate vicinity of the proposed addition should be maintained to the extent possible. In addi-



Side elevation for an addition to a former department store on King Street for the Firehouse Square development.
SOURCE: 902-910 King Street, BAR Case #86-187, Bairley & Maginnis, P.C., architects

tion, in zone transition areas where a commercial zone abuts a residential zone, a minimum setback of 25 feet or 1 foot of setback for each 1 foot of building height, whichever is smaller, is required.

• Parking
Parking should be provided below grade or behind the addition. Parking lots to the side of a building and open to the street disrupt the traditional street wall and are strongly discouraged. Additional information is provided in the Parking section of Chapter 2, Building Alterations.

• Fenestration
The fenestration pattern, that is the relationship of solid to void, such as windows and walls, should be compatible with the fenestration pattern on the existing structure. In certain instances, a change in the fenestration may be used to create a differentiation between the old and the new.

• Building Orientation
The front entrance to commercial buildings should be not be changed by an addition.

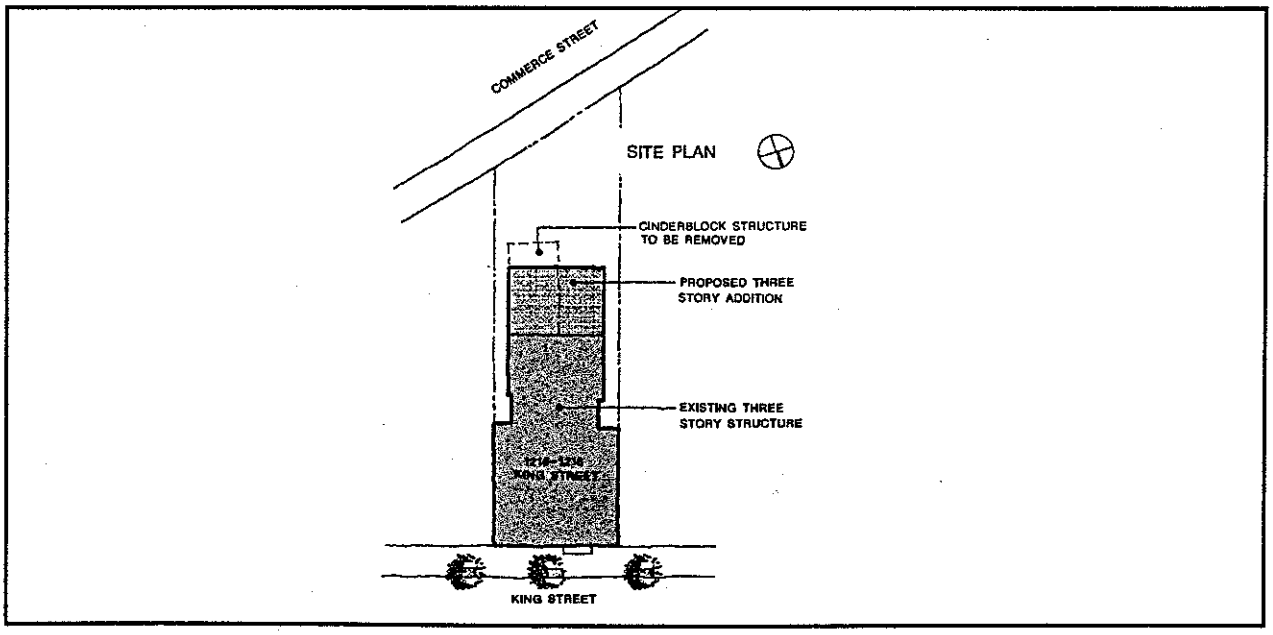
• Materials
The predominant building materials for commercial buildings in the historic districts are wood and brick. In addition, there are a number of stone buildings. The choice of building materials for commercial additions should reflect these traditional materials.

• Roof
The roof form should reflect the roof forms expressed along the blockface. The roof form for buildings on corner lots should generally reflect the roof forms found on the adjacent corner buildings.

Roofing materials should reflect the traditional use of wood, metal and slate in the historic districts. Additional information is provided in the Roofing section of Chapter 2, Building Alterations.

• Architectural Detailing
Architectural detailing such as cornices, lintels, arches, and chimneys should express the traditional quality and quantity of architectural detailing found on historic structures throughout the districts.

Side and rear walls which face open areas should be designed with as much attention to detail as the primary facade. It is the general preference of the Boards that surface ar-



Site plan showing footprint of proposed addition.
SOURCE: 1216-1218 King Street, BAR Case #86-178, rust, orling & neale, architects

ticulation be provided on otherwise unrelieved side walls to visually break-up apparent massing through such means as the articulation of false windows, pilasters and changes in brick patterns.

• Color
The color proposed for additions to commercial buildings should be compatible with that in use on historic buildings in the districts. The B.A.R. Staff has developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors which reflect the historic heritage of the City.

• Utilities
While the Boards are cognizant of 20th century infrastructure requirements, such items as electrical meters and transformers, HVAC equipment and solid waste management equipment should be visually and acoustically screened from public view.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for an addition, the Boards of Architectural Review require that an accurate depiction of the design and its relationship to the immediately surrounding area be presented. Sketches are not acceptable. Most designs for construction of additions to buildings presented to the Boards of Architectural Review are prepared by design professionals, 'such as architects and engineers; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that drawings sealed by an architect or engineer licensed in Virginia may be required by Code Enforcement prior to the issuance of a building permit.

All applications for approval of additions for commercial buildings must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

ARCHAEOLOGICAL CONSIDERATIONS

The construction of additions to commercial buildings creates ground disturbing activities which may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

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The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• COMMERCIAL ZONES
In commercial zones , the ground disturbing activities associated with the construction of additions may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

Photograph of Existing Conditions
Clear photographs of the site and surrounding properties are required for reference.

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of the addition including property lines, accessory structures, fences and gradelines is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings
Drawings accurately representing all elevations of changes to the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, fire hose connections, utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1', however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio and Open Space Calculations
Applicants must provide accurate F.A.R. and open space calculations for the new addition. Forms for these calculations are available at the time of application.

Building Code Analysis
A building code analysis form must be completed at the time of application. Forms for this code analysis are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure and trimwork must be indicated and actual color samples provided.

RELATED SECTIONS

Guide to the B.A.R. Process
Use of the design guidelines
Chapter 1 - Signs
Chapter 2 - Building Alterations
- Accessibility for Persons with Disabilities
- Awnings
- Dormers
- Electrical and Gas Service
- HVAC Systems
- Exterior Lighting
- Paint Colors
- Parking
- Roofing Materials
- Siding Materials
- Skylights
- Solar Collectors
- Exterior Staircases
- Stoops, Steps and Railings
- Windows

Chapter 3 - Building Accessories
- Satellite Antennas
- Street Furniture
- Vending Machines

Chapter 4 - Demolition of Existing Structures

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

CHAPTER 6

NEW CONSTRUCTION - RESIDENTIAL

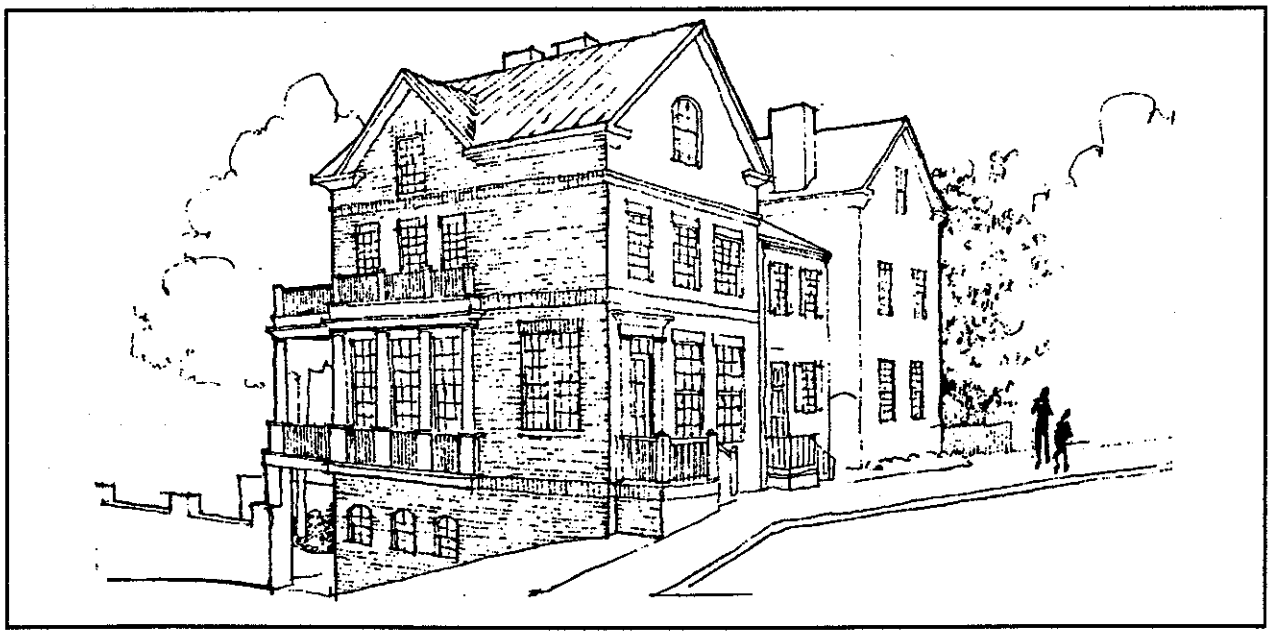
INTRODUCTION

The construction of new residential buildings that are visible from a public way require the review and approval of a certificate of appropriateness by the Boards of Architectural Review.

The character of the historic districts is primarily defined by its residential structures. Such structures range in age from before the founding of the city in 1749 to the current day. Expansion of the housing stock within the historic districts is continual. Since the establishment of the Board of Architectural Review in 1946, the design of new residential buildings has been one of its primary concerns. These guidelines are intended to provide information to property owners within the historic districts about the Boards' philosophy regarding the design of new residential buildings.

These guidelines apply to all new residential construction projects that lie outside of the waterfront area or that do not front on Washington Street. Residential construction projects in these areas must meet additional requirements and these are set forth in the Guidelines for Washington Street and the Guidelines for the Waterfront. The waterfront area is defined in the Zoning Ordinance as Height District #3, Potomac River, whose boundaries run east of Union Street to the River and extend from Pendleton Street south to the Woodrow Wilson Bridge (§6-400 of the Zoning Ordinance).

Generally speaking, there are only scattered parcels of vacant land in the historic districts which are suitable for the development of new residential construction projects without demolishing an existing structure. The demolition of an existing historic building to permit construction of a new residential structure is strongly discouraged by the Boards. Therefore, most new residential projects are in-fill construction that make use of a vacant



Perspective view of new townhouse in relation to existing adjacent residential structures.
SOURCE: 700 South Lee Street, BAR Case #90-176, Robert Morris, Morris Damm, Inc., Architects

lot. In these cases, the Boards are primarily concerned with the compatibility of a new building with adjacent historic structures.

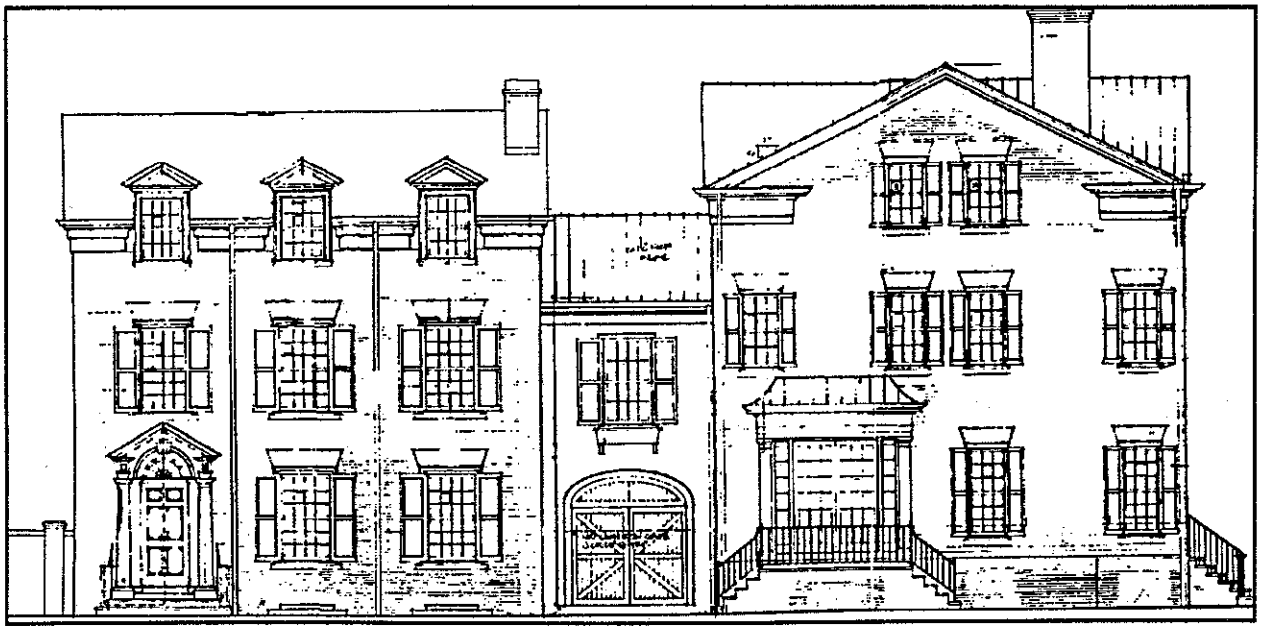
The guidelines should be viewed as a distillation of previously accepted design approaches in the historic districts. The guidelines should not be viewed as a device that dictates a specific design response nor should the guidelines be viewed as prohibiting a particular design approach. There may be better ways to meet some design objectives that have not been reviewed by the Boards in the past. New and untried approaches to common design problems are encouraged and should not be rejected out of hand simply because they appear to be outside the common practices outlined in the guidelines.

Architectural styles in Alexandria have been more conservative than in other parts of the country. The approvals of the Boards have reflected this since the establishment of the historic districts. As a general rule, the Boards favor contextual background buildings which allow historic structures to maintain the primary visual importance. Singular buildings in the latest architectural vocabulary are generally discouraged.

It is not the intention of the Boards to dilute design creativity in residential buildings. Rather, the Boards seek to promote compatible development that is, at once, both responsive to the needs and tastes of the late 20th century while being compatible with the historic character of the districts. This balancing act will clearly be different in different sections of the historic districts.

These guidelines should be used in conjunction with the guidelines for specific architectural elements contained in Chapter 2. For example, that chapter contains information on such topics as window and door treatments, siding and chimneys and flues which must be appropriately combined to create a building that is compatible with the architecture in the districts.

As a general rule, the Boards do not review conceptual design plans. The Boards strongly prefer to review complete design submissions. Therefore, applicants are encouraged to meet with B.A.R. Staff as early as possible during the design development stage to review proposals and zoning requirements.



Proposal for two new Colonial Revival style townhouses, each of which faces a different street.
SOURCE: 370 N. St. Asaph St. & 600 Princess St., BAR Case #91-102, Historical Concepts, Inc., architects

REQUIREMENTS

• All applications for new construction must comply with the requirements of the zoning regulations prior to consideration by the Boards of Architectural Review. The specific requirements may be obtained from the Zoning Administrator (703/838-4688).

• New construction must conform to the requirements of the applicable small area plan chapter of the Master Plan. In the Old and Historic Alexandria District the Small Area Plans include Old Town, Old Town North, Northeast and Potomac Yard/Potomac Greens. In the Parker-Gray District, the applicable Small Area Plans are Braddock Road Metro Station and Northeast.

• Side, Front and Rear Yard Requirements
The Zoning Ordinance requires that residential buildings must be removed a certain number of feet from a property line. This setback will depend upon the specific zone and the width of the lot.

• Open Space Requirements
The Zoning Ordinance requires that a certain amount of land in residential zones be maintained as open space to ensure adequate light and air, absorb water runoff and help prevent the spread of fire. The amount of open space required varies by zone. Driveways and parking areas cannot be used to satisfy the open space requirement.

As a general rule, land under a covering such as a canopy, roof, eave, or deck may not be counted as part of the required open space.

• Vision clearance
There is a general City requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards of Architectural Review the power to waive this requirement as well as other yard requirements in the vision clearance area where the maintenance of the building line is important to the character of the blockface.

• Generally speaking, building height for residential construction is limited to 35 feet but may be increased in certain zones to 45 feet with approval of a Special Use Permit by City Council.

• New residential projects which involve three or more units require the approval of a Site Plan by the Planning Commission (See §11-400 of the Zoning Ordinance). Information on Site Plan requirements may be obtained from the Site Plan Coordinator, Department of Transportation and Environmental Services, Room 4130, City Hall (Telephone: (703/838-4318).

New residential construction which requires the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Procedure (§11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor. (Telephone: (703/838-4399).

• Construction of all new buildings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and requires the issuance of a building permit by Code Enforcement.

• Construction of new multi-family buildings must meet the requirements of the Americans with Disabilities Act (ADA).

• Tree removal for new construction requires prior approval of the City Arborist.

• New residential construction, both single and multi-family, must include off-street parking. (See Article 8 of the Zoning Ordinance).

• New residential construction on lots which involve land disturbance of 2,500 square feet or more of land area must comply with the requirements of the Chesapeake Bay Protection Ordinance.

GUIDELINES

• Applicants should consult Building Alterations, Chapter 2, regarding guidelines for specific elements of a proposed new building. For example, Chapter 2 provides information on compatible window treatments, paint colors and building materials.

• Style

No single architectural style is mandated. Designs should complement and reflect the architectural heritage of the City. For example, abstraction of historic design elements would be preferred to a building which introduces design elements that are not commonly used in the historic districts. While new residential buildings in the historic districts should not create an appearance with no historical basis, direct copying of buildings is discouraged.

• Massing

Building massing is the enclosed volume which constitutes a building's exterior form. In the historic districts, new residential construction should reflect the building massing prevailing along the blockface. For example, uneven massing should be avoided along a blockface which has buildings of uniform massing.

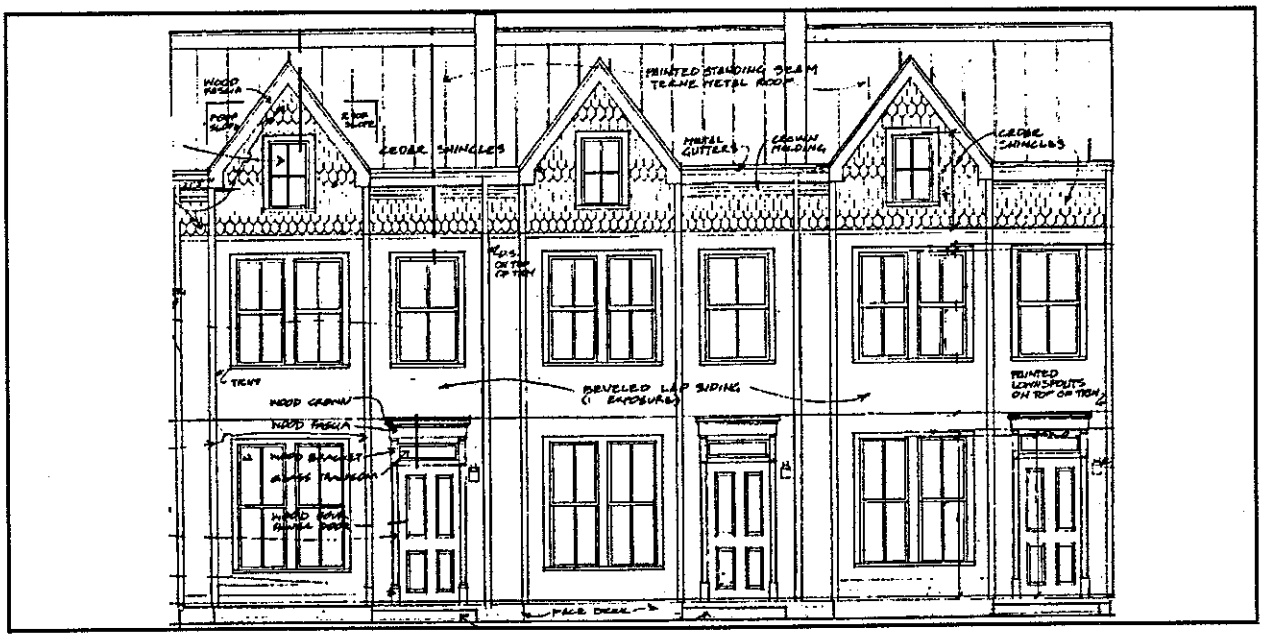
• Height

Building height should generally reflect the existing heights of buildings in the immediate vicinity of the proposed new construction.

- *Single family houses*
  Most single family houses in the historic districts are 2 or 3 stories in height. New single family residential construction should generally reflect this prevailing pattern.
- *Multi-family structures*
  Multi-family structures such as apartment buildings often exceed the prevailing height of single family houses. Such structures may be constructed to the maximum permitted height by zone, but should not overwhelm adjacent buildings.

• Width

- *Single family houses*
  Most single family houses in the historic districts are 20 to 35 feet in width. New single family residential construction should generally reflect this traditional pattern.



Proposal for three new Victorian style residential townhouses.
SOURCE: 1320-1324 Princess Street, BAR Case #90-15PG, John Savage, Architect, P.C.

- *Multi-family structures*
  In general, multi-family structures such as apartment buildings are much wider than single family residential structures. The facade articulation should be compatible with nearby buildings.

• Siting
New residential structures should be sited so that the front plane of the building is in line with the prevailing plane of the other residential buildings on the street. Such a requirement has a long history in Alexandria. The founding act of the city in 1748 required houses "to be in line with the street...."

Side and rear yard setbacks should also reflect the prevailing pattern in the immediate vicinity of the proposed new construction.

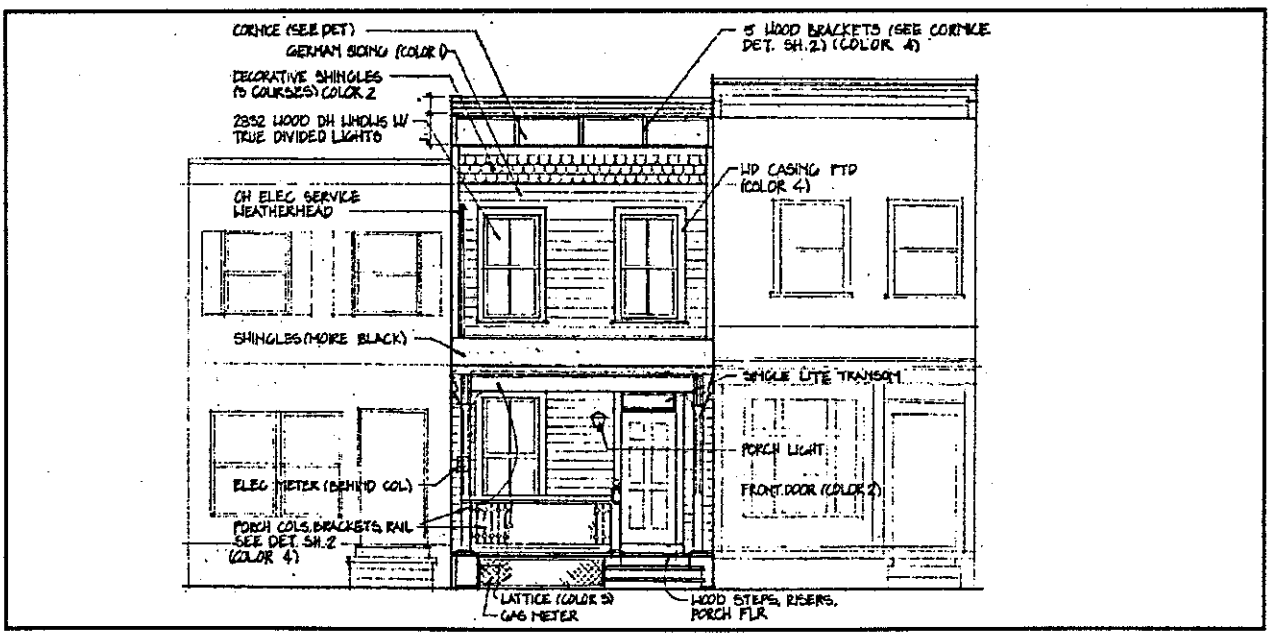
• Fenestration
The fenestration pattern, that is the relationship of solid to void, such as walls and windows, should be compatible with the historic fenestration patterns in the districts. For example, buildings which express very large areas of void are discouraged.

• Roof
In general, the roof form should reflect the roof forms expressed along the blockface. However, as a general rule, the gable end of a structure should not face the street. Such a requirement has a long history in Alexandria. The founding act of the city in 1748 required "that no gable or end of such house to be on or next to the street...."

Roofing materials should reflect the traditional use of wood, metal and slate in the historic districts. Additional information is provided in the Roofing section of Chapter 2, Building Alterations.

• Spacing Between Buildings
The spacing or lack of it between a new residential building and existing structures should reflect the pattern of spacing between buildings along the blockface to maintain a consistent rhythm. For example, party wall rowhouse construction is inappropriate in certain areas of the historic districts which have large detached residential buildings.

• Building Orientation
The front entrances to new residential buildings should be oriented to the primary street frontage.



Proposal for a new infill residential building between two existing houses.
SOURCE: 307 North West Street, BAR Case #92-6PG, Frank Deichmeister, Design Plus, Architects

• Architectural Detailing
Architectural detailing such as cornices, lintels, arches, and chimneys should express the traditional quality and quantity of architectural detailing found on historic structures throughout the districts.

Side and rear walls which face open areas should be designed with as much attention to detail as the primary facade. It is the general preference of the Boards that surface articulation be provided on otherwise unrelieved side walls to break-up apparent massing through such means as the articulation of false windows, pilasters and changes in brick patterns.

• Directional Expression
The orientation of a building to the street is important. The relationship of height and width of a proposed new residential building should reflect the prevailing pattern along the blockface. For example, wide buildings are not encouraged in areas of narrow rowhouses.

• Materials
The predominant building materials for residential buildings in the historic districts are wood and brick. In addition, there are a number of stone buildings. The building materials for new residential structures should reflect these traditional materials.

• Utilities
While the Boards are cognizant of 20th century infrastructure requirements, such items as electrical meters and transformers and HVAC equipment should be visually and acoustically screened from public view.

• Color
The colors proposed for new residential buildings should be compatible with those in use on historic buildings in the districts. The B.A.R. Staff has developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors which reflect the historic heritage of the City.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for new construction, the Boards of Architectural Review require that an accurate depiction of the design and its

Proposal for a new three story brick apartment building.
SOURCE: 109-111 South West Street, BAR Case #91-170, John Savage, Architect, P.C.

relationship to the immediately surrounding area be presented. Sketches are not acceptable. Most designs for construction of new buildings presented to the Boards of Architectural Review are prepared by design professionals, such as architects and engineers; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that drawings sealed by an architect or engineer licensed in Virginia may be required by Code Enforcement prior to the issuance of a building permit.

All applications for approval of new residential construction must contain the following information:

Alexandria Business License

Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Conditions

Clear photographs of the site and surrounding properties are required for reference.

Plot Plan/Site Plan

A plot or site plan accurately showing the location and dimensions of the footprint of the new building including property lines, accessory structures, fences and gradelines as well as existing improvements is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings

Drawings accurately representing all elevations of the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items such as HVAC units, heat pumps, roof guards, fire hose connections,

ARCHAEOLOGICAL CONSIDERATIONS

The construction of new residential buildings creates ground disturbing activities which may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES

In residential zones, the application for construction of new buildings is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES

In commercial zones and for residential projects involving the construction of three or more houses, the ground disturbing activities associated with the construction of new buildings may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1'; however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio and Open Space Calculations
Applicants must provide accurate F.A.R. and open space calculations for the new residential construction. Forms for these calculations are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure and trimwork must be indicated and actual color samples provided.

RELATED SECTIONS

Guide to the B.A.R. Process
Use of the design guidelines
History of the physical development of the historic districts
Chapter 2 - Building Alterations
- Accessibility for Persons with Disabilities
- Accessory Structures
- Awnings
- Chimneys & Flues
- Decks
- Exterior and Storm Doors
- Dormers
- Roof Drainage Systems
- Electrical and Gas Service
- Fences , Garden Walls & Gates
- HVAC Systems
- Exterior Lighting
- Paint Colors
- Parking
  - Driveways and Paving
- Planters
- Porches
- Roofing Materials
- Security Devices
- Shutters
- Siding Materials
- Skylights
- Solar Collectors
- Stoops, Steps and Railings
- Windows
  - Storm Windows

Chapter 4 - Demolition of Existing Structures

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

CHAPTER 6

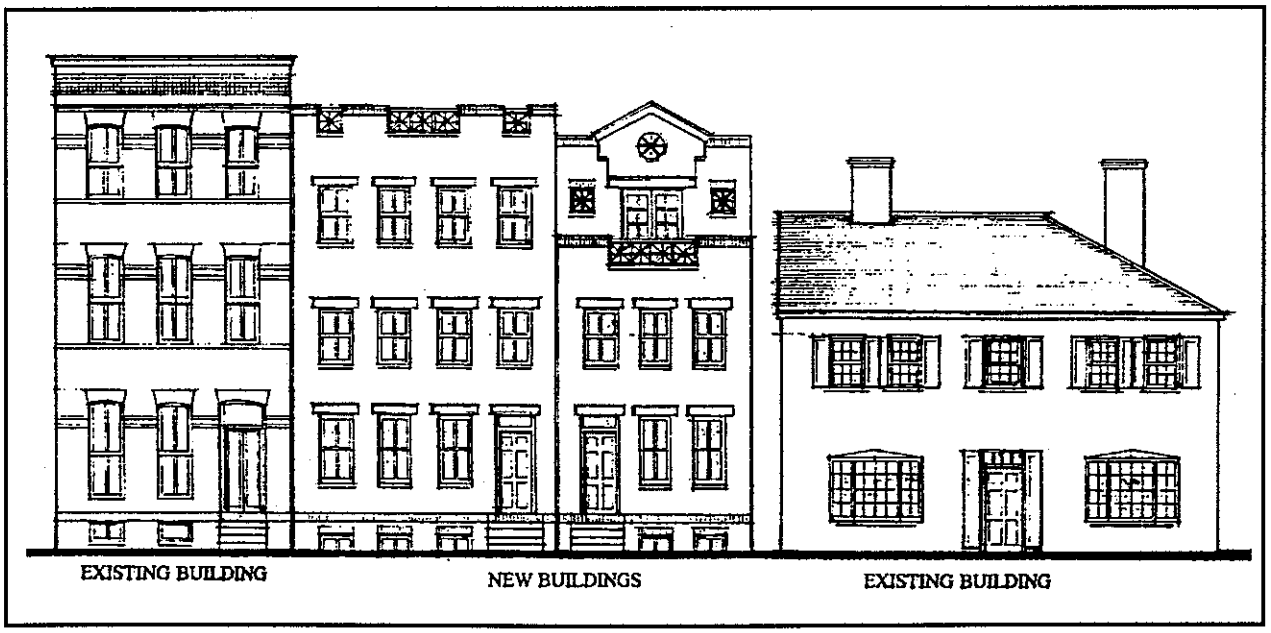
NEW CONSTRUCTION - COMMERCIAL

INTRODUCTION

The construction of new commercial buildings that is visible from a public way requires the review and approval of a certificate of appropriateness by the Boards of Architectural Review. Commercial buildings include all non-residential construction such as retail stores, office buildings, churches and non-profit organization facilities.

The central commercial and retail arteries in the historic districts are Washington Street running north and south and King Street running east and west. There is also a substantial amount of commercial and retail activity along Union Street. In addition, Patrick and Henry Street carry Route 1 north and south through the historic districts and both streets have concentrations of commercial development. In the last twenty years there has been considerable development of office space along North Washington Street and upper King Street near the Metro station. Many historic commercial properties along King Street have been rehabilitated for office and retail uses.

In the sections of the historic districts zoned for commercial development, relatively few parcels of vacant land are available for the development of new commercial construction projects without demolishing an existing structure. The demolition of an existing historic building to permit construction of a new commercial building is strongly discouraged by the Boards. Approval of the Boards is required for the demolition of any structure in the historic districts. Therefore, many new commercial projects are in-fill construction that make use of a vacant lot. In these cases, the Boards are primarily concerned with the compatibility of a new building with adjacent historic structures.



New in-fill commercial office buildings.
SOURCE: 120 North Alfred Street, BAR Case #89-106, Lewis & Associates, Architects

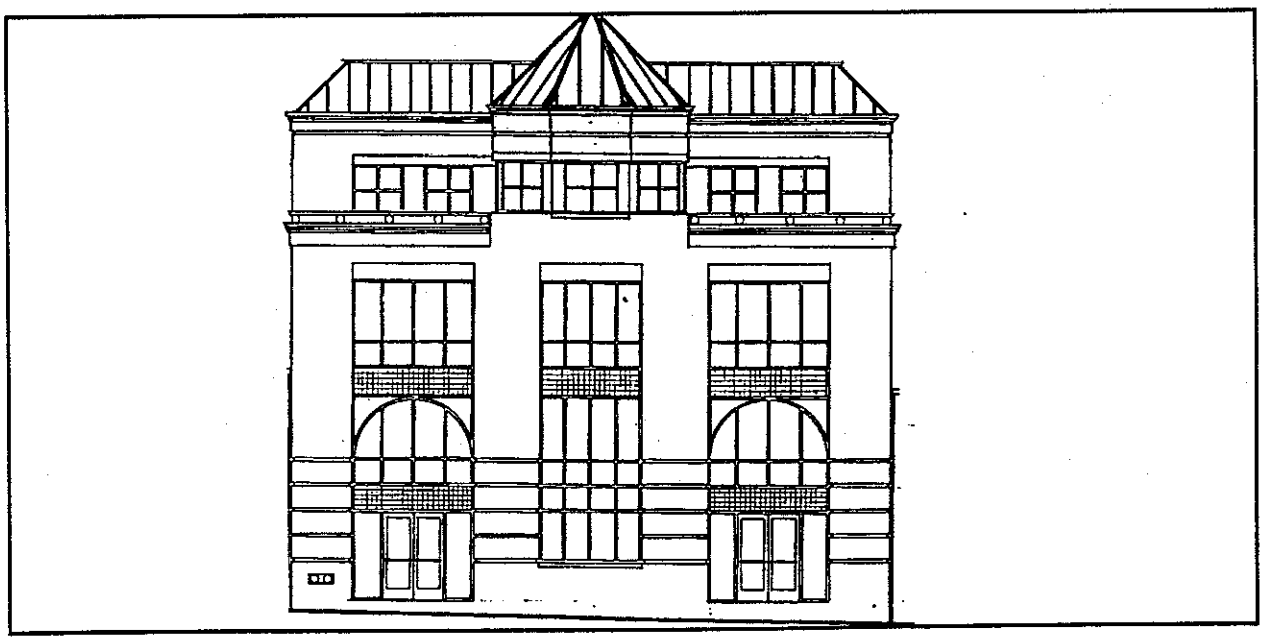
These guidelines apply to all new construction projects that lie outside of the waterfront area or which do not front on Washington Street. Commercial construction projects in these areas must meet additional requirements and these are set forth in the Guidelines for Washington Street and the Guidelines for the Waterfront. The waterfront area is defined in the Zoning Ordinance as Height District #3, Potomac River, whose boundaries are east of Union Street to the River and extend from Pendleton Street south to the Woodrow Wilson Bridge (§6-400 of the Zoning Ordinance).

The guidelines should be viewed as a distillation of previously accepted design approaches in the historic districts. The guidelines should not be viewed as a device that dictates a specific design response nor should the guidelines be viewed as prohibiting a particular design approach. There may be better ways to meet some design objectives that have not been reviewed by the Boards in the past. New and untried approaches to common design problems are encouraged and should not be rejected out of hand simply because they appear to be outside the common practices outlined in the guidelines.

Architectural styles in Alexandria have been more conservative than in other parts of the country. The approvals of the Boards have reflected this since the establishment of the historic districts. As a general rule, the Boards favor contextual background buildings which allow historic structures to maintain the primary visual importance. Singular buildings in the latest architectural vocabulary are generally discouraged.

It is not the intention of the Boards to dilute design creativity in new commercial buildings. Rather, the Boards seek to promote compatible development that is, at once, both responsive to the needs and tastes of the late 20th century while being compatible with the historic character of the districts. This balancing act will clearly be different in different sections of the historic districts.

These guidelines should be used in conjunction with the guidelines for specific architectural elements contained in Chapter 2. For example, that chapter contains information on such topics as window and door treatments, siding and chimneys and flues which must be appropriately combined to create a building that is compatible with the architecture in the districts.



New three story brick and masonry office building.
SOURCE: 1416 Prince Street, BAR Case #88-63, Lewis & Associates, Architects

As a general rule, the Boards do not review conceptual design plans. The Boards strongly prefer to review complete design submissions. Therefore, applicants are encouraged to meet with B.A.R. Staff as early as possible during the design development stage to review proposals and zoning requirements.

REQUIREMENTS

• All applications for new construction must comply with the requirements of the zoning regulations prior to consideration by the Boards of Architectural Review. The specific requirements may be obtained from the Zoning Administrator (703/838-4688).

• New construction must conform to the requirements of the applicable small area chapter of the Master Plan. In the Old and Historic Alexandria District, the Small Area Plan chapters include Old Town, Old Town North, Northeast and Potomac Yard/ Potomac Greens. In the Parker-Gray District, the Small Area Plan chapters are Braddock Road Metro Station and Northeast.

• Vision clearance
There is a general City requirement tha buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the building line in the historic districts. Therefore, the Zoning Ordinance gives the Boards the power to waive this requirement as well as other yard requirements in the vision clearance area where it determines that the maintenance of the building line is important to the character of the blockface.

• Building height for commercial construction is limited to 50 feet. However, this varies somewhat depending on the zoning of a particular parcel.

• New commercial building projects over 3,000 square feet in area or which are closer than 66 feet to land used or residentially zoned require the approval of a Site Plan by the Planning Commission. The site plan must be prepared by a professional engineer or land surveyor and must include building massing studies. (See §11-400 of the Zoning Ordinance). Information on Site Plan requirements may be obtained from the Site Plan Coordinator, Department of Transpor-

Proposal for a new hotel in a Federal Revival style of architecture.
SOURCE: 116 South Alfred Street, BAR Approval 1/19/83, Bairley & Maginnis, P.C., Architects

tation and Environmental Services, Room 4130, City Hall (Telephone: 703/838-4318).

New commercial construction which requires the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Procedure (§11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor. (Telephone: (703/838-4399).

• Construction of all new buildings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC) and requires the issuance of a building permit by Code Enforcement.

• Construction of new commercial buildings must meet the requirements of the Americans with Disabilities Act (ADA).

• Tree removal for new construction requires approval of the City Arborist.

• Generally, new commercial construction must include parking. The requirements vary depending upon the size of the building. (See Article 8 of the Zoning Ordinance.)

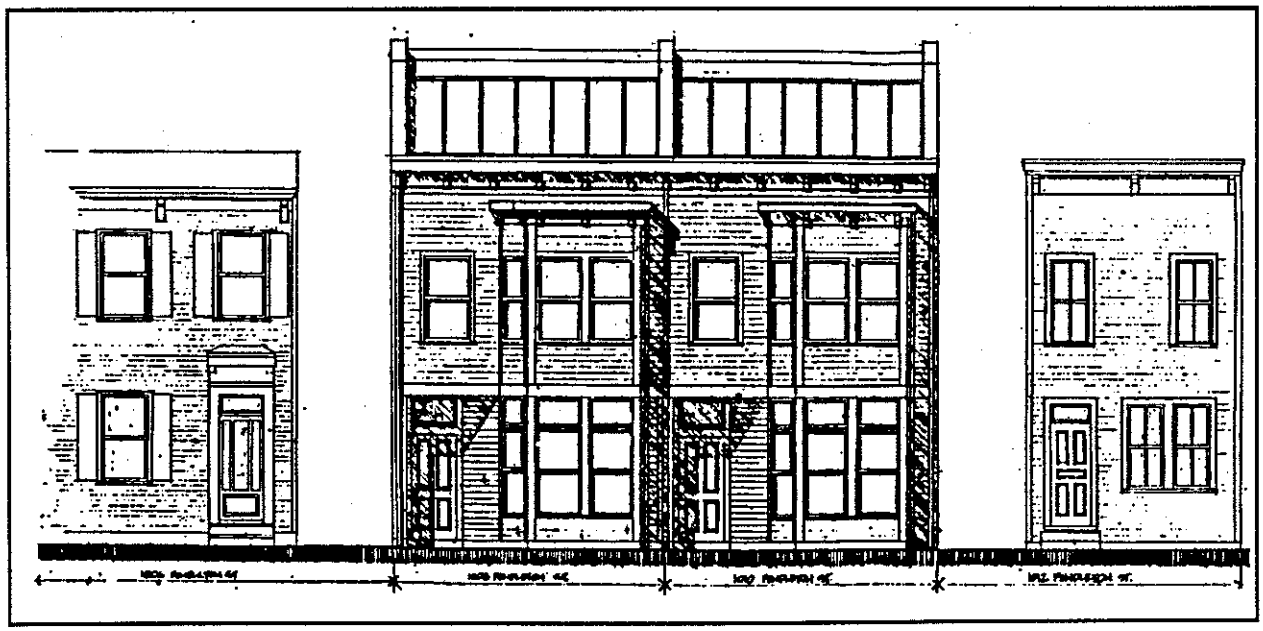
• New commercial construction which involves land disturbance of 2,500 square feet or more of land area must comply with the requirements of the Chesapeake Bay Protection Ordinance.

GUIDELINES

• Applicants should consult Building Alterations, Chapter 2, regarding guidelines for specific elements of a proposed new building. For example, Chapter 2 provides information on compatible window treatments, paint colors and building materials.

• Style

No single architectural style is mandated. However, there is strong preference on the part of the Boards for buildings which reflect the traditional architectural styles found in the historic districts. Designs generally should complement and reflect the architectural heritage of the City. For example, abstraction of historic design elements is preferred to a building design which introduces elements that have no historical basis in the districts. Additionally, direct copying of



Proposal for two new in-fill townhouse office buildings with mansard style roofs. From the street the buildings appear to be two stories in height because the mansard roof is set back.
SOURCE: 1008-1010 Pendleton Street, BAR Case #89-38PG, John Savage, Architect, P.C.

buildings is discouraged.

• Massing
Building massing is the enclosed volume which constitutes a building's exterior form. In the historic districts, new commercial construction should reflect the building massing prevailing along the blockface. For example, uneven massing should be avoided along a blockface which has buildings of uniform massing.

• Height
Building height should generally reflect the existing heights of buildings along the blockface of the proposed new construction.

• Width
The width of commercial buildings varies widely along the principal commercial streets in the historic districts. In general, building width should reflect the prevailing pattern in the immediate vicinity of the proposed project. For example, a new commercial building along King Street should reflect the relatively narrow 25-35 foot urban row building pattern that prevails.

• Siting
In general, new commercial buildings should be sited so that the front plane of the building reflects the prevailing front setback pattern along the blockface.

• Parking
Parking should be provided within or behind a new structure. Parking lots to the side of a building and open to the street disrupt the traditional street wall and are strongly discouraged. Additional information is provided in the Parking section of Chapter 2, Building Alterations.

• Fenestration
The fenestration pattern, that is the relationship of solid to void, such as walls and windows, should be compatible with the historic fenestration patterns in the districts. For example, office and commercial buildings which express very large areas of void are discouraged.

Sufficient reveals around windows to ex-

ARCHAEOLOGICAL CONSIDERATIONS

The construction of new commercial buildings creates ground disturbing activities which may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the City's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exists with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• COMMERCIAL ZONES
In commercial zones , the ground disturbing activities associated with the construction of new buildings may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

press the thickness of materials is strongly encouraged.

First floor retail uses should generally be expressed through large storefront windows. This reflects the historical pattern of usage of first floor space along the commercial corridors of the historic districts.

• Roof
The roof form should reflect the roof forms expressed along the blockface. In addition, roofing materials should reflect the traditional use of wood, metal and slate in the historic districts. Additional information is provided in the Roofing section of Chapter 2, Building Alterations.

• Spacing Between Buildings
The spacing between a new commercial building and existing structures should reflect the pattern of spacing between buildings evident along the blockface to maintain a consistent rhythm. For example, along King Street there should be zero spacing between buildings. In areas where commercial and residential zoning abut, a transition space must be maintained which may effect traditional building relationships.

• Architectural Detailing
Architectural detailing such as cornices, lintels, arches, and chimneys should express the traditional quality and quantity of architectural detailing found on historic structures throughout the districts.

Side and rear walls which face open areas should be designed with as much attention to detail as the primary facade. It is the general preference of the Boards that surface articulation be provided on otherwise unrelieved side walls to break-up apparent massing through such means as the articulation of false windows, pilasters and changes in brick patterns.

• Directional Expression
The orientation of a building to the street is important. The relationship of height and width of a proposed new commercial building should reflect the prevailing pattern along the blockface. For example, a wide one-story building would not be appropriate among the narrow multi-story buildings lining King Street.

• Materials
The predominant building materials for commercial buildings in the historic districts are wood and brick. In addition, there are several stone buildings. Stucco coatings were very rarely used in the historic districts. The building materials for new commercial structures should reflect these traditional materials.

• Building Orientation
The principal architectural facade should face the street. The front entrances of new commercial buildings should be open to the principal street frontage of the building. Entrances for new commercial construction must meet the requirements for accessibility for persons with disabilities established by the ADA and the Virginia USBC.

• Utilities
While the Boards are cognizant of 20th century infrastructure requirements, such items as electrical meters and transformers, HVAC equipment and solid waste management equipment should be visually and acoustically screened from public view.

• Color
The colors proposed for new commercial buildings should be compatible with those in use on historic buildings in the districts. The B.A.R. Staff has developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors which reflect the historic heritage of the City.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for new construction, the Boards of Architectural Review require that an accurate depiction of the design be presented. Sketches are not acceptable. Most designs for construction of new buildings presented to the Boards of Architectural Review are prepared by design professionals

such as architects and engineers; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that drawings sealed by an architect or engineer licensed in Virginia may be required by the Code Enforcement Bureau prior to the issuance of a building permit.

All applications for approval of new commercial construction must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Conditions
Clear photographs of the site and the surrounding properties are required for reference.

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of the footprint of the new building including property lines, accessory structures, fences and gradelines as well as existing improvements is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings
Drawings accurately representing all elevations of the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, fire hose connections, utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1', however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio Calculations
Applicants must provide accurate F.A.R. calculations for the new addition. Forms for these calculations are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure and trimwork must be indicated and actual color samples provided.

RELATED SECTIONS

Introduction
Guide to the B.A. R. Process
Use of the Design Guidelines
Chapter 1 - Signs
Chapter 2 - Building Alterations
- Accessibility for Persons with Disabilities
- Accessory Structures
- Awnings
- Chimneys & Flues
- Roof Drainage Systems
- Electrical and Gas Service
- Fences , Garden Walls & Gates
- HVAC Systems
- Exterior Lighting
- Paint Colors
- Parking
  - Driveways and Paving
- Roofing Materials
- Shutters
- Siding Materials
- Skylights
- Solar Collectors
- Exterior Staircases
- Stoops, Steps and Railings
- Windows
  - Storm Windows

Chapter 3, Building Accessories
- ATM Machines
- Satellite Antennas

Chapter 4, Demolition of Existing Structures

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARDS OF ARCHITECTURAL REVIEW, 5/25/93

CHAPTER 7

WASHINGTON STREET GUIDELINES

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INTRODUCTION

The construction of new buildings or renovations or additions to existing buildings on lots which front on the George Washington Memorial Parkway (North and South Washington Street) require the review and approval of a Certificate of Appropriateness by the Old and Historic Alexandria District Board of Architectural Review.

Washington Street (both north and south) is part of the George Washington Memorial Parkway extending from the District of Columbia to Mount Vernon. The Parkway was laid out and constructed as part of the celebration of the bicentennial of the birth of Washington in 1932. It is operated and maintained by the National Park Service (NPS). In 1929 the City entered into an agreement with the NPS to maintain the memorial character of Washington Street as part of the Parkway. Today, Washington Street is one of the principal defining elements of the Old and Historic Alexandria District as well as a central commercial and retail artery for the City.

There is a diversity of architecture and uses along Washington Street ranging from large scale modern office buildings and gas stations to garden apartments. While it is primarily a vehicular street, the historic core area has considerable pedestrian activity. Because of the range of architecture, uses and levels of activity, the guidelines divide Washington Street into four sectors with differing requirements depending upon the prevailing characteristics of the area. These four areas are: (1) the area north of Bashford Lane to the northern city limit at Four Mile Run, including portions of the planned Potomac Greens and Potomac Yard development project; (2) North Washington Street area from Bashford Lane to Pendleton Street; (3) the historic core area of Washington Street from Pendleton Street to Wilkes Street; and, (4) the South Washington Street area from Wilkes Street to the southern city limit at Hunting Creek. Guidelines for each of these sectors are set out in the following pages. In addition to the guidelines for each sector, there are other specific guidelines which apply to all projects along Washington Street.

In the last twenty years, there has been considerable development of office space along North Washington Street. Along most of Washington Street there are now relatively few parcels of vacant land for the development of new buildings without demolishing an existing structure. The approval of the Board is required for the demolition of any structure in the historic

districts and the demolition of an existing historic building to permit construction of a new building is strongly discouraged by the Board. Therefore, most new projects along Washington Street are in-fill construction that make use of vacant land. In these cases, the Board is primarily concerned with the compatibility of a new building with adjacent historic structures and the compatibility of the building with the memorial character of the Parkway.

The issue of development along Washington Street has aroused considerable interest and in 1999 the City Council appointed the Washington Street Task Force to review and develop new standards for the approval of projects along Washington Street. New standards were adopted by City Council as part of the Zoning Ordinance in 2000. The Washington Street design guidelines originally adopted by the Boards of Architectural Review in 1993, have been updated to incorporate the new standards. In addition, the Task Force recommended creation of streetscape guidelines.

REQUIREMENTS

• All applications for new construction must comply with the requirements of the zoning regulations prior to consideration by the Board of Architectural Review. The specific requirements may be obtained from the zoning office (Telephone: 703/838-4688).

• There is a general city requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3'6") above the curb. There is also a general policy which seeks to maintain the building line in the historic district. Therefore, the Zoning Ordinance gives the Board the power to waive this requirement as well as other yard requirements in the vision clearance area where it determines that the maintenance of the building line is important to the character of the block.

• Building height along Washington Street is limited to 50 feet, but may be lower depending on the zoning of a particular parcel.

• New commercial building projects over 3,000 square feet in area or which are closer than 66 feet to land used or zoned residential require the approval of a Site Plan by the Planning Commission. The Site Plan must be prepared by a professional engineer or land surveyor and must include building massing studies (see §11-400 of the Zoning Ordinance).

• Construction which requires the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Code (see §11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor (Telephone: 703/838-4399).

• Construction of all new buildings and renovation of existing buildings must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• The issuance of a building permit by Code Enforcement is required for all new building construction and additions as well as renovations of existing structures.

• Construction of new commercial and multi-

family residential buildings must meet the requirements of the Americans with Disabilities Act (ADA).

• Tree removal for new construction requires prior approval of the City Arborist and new landscaping must conform to the City's landscape guidelines.

• Generally, new construction must include parking. The requirements vary depending upon the size of the lot and the use of the building. Article 8 of the Zoning Ordinance sets forth these requirements. There are also requirements for parking space size and drive aisle widths.

• Construction on lots that involve land disturbance of 2,500 square feet or more of land area must comply with the requirements of the Chesapeake Bay Protection Ordinance.

• In the future, there will be streetscape guidelines. Prior to design submissions contact Staff for guidance on the desired streetscape characteristics, which may involve wider sidewalks, increased building setback or additional landscaping.

ADDITIONAL STANDARDS FOR A CERTIFICATE OF APPROPRIATENESS FOR BUILDINGS FRONTING ON WASHINGTON STREET, §10-105(A)(3) OF THE ZONING ORDINANCE

These standards are in addition to the general matters to be considered in approving a Certificate of Appropriateness which are set forth in §10-105(A)(2) of the Zoning Ordinance.

Design Standards:

1. Construction shall be compatible with and similar to the traditional building character, particularly mass, scale, design and style, found on Washington Street on commercial or residential buildings of historic architectural merit.

2. Elements of design consistent with historic buildings which are found on the street shall be emphasized.

3. New buildings and additions to existing buildings shall not by their style, size, location or other characteristics, detract from, overwhelm, or otherwise intrude upon historic buildings which are found on the street.

4. The design of new buildings and additions to existing buildings shall be complementary to historic buildings which are found on the street.

5. The massing of new buildings or additions to existing buildings adjacent to historic buildings which are found on the street shall closely reflect and be proportional to the massing of the adjacent historic buildings.

6. New buildings and additions to existing buildings which are larger than historic buildings which are found on the street shall be designed to look separate and shall not give the impression of collectively being more massive than such historic buildings. This design objective shall be accomplished through differing historic architectural designs, facades, setbacks, roof lines and styles. Buildings should appear from the public right-of-way to have a footprint no larger than 100 feet by 80 feet. For larger projects, it is desirable that the historic pattern

of mid-block alleys be preserved or replicated.

7. The massing and proportions of new buildings or additions to existing buildings designed in an historic style found elsewhere along Washington Street shall be consistent with the massing and proportions of that style.

8. New or untried approaches to design which result in new buildings or additions to existing buildings that have no historical basis in Alexandria or that are not consistent with an historic style in scale, massing and detailing, are not appropriate.

9. Facades of a building generally shall express the 20- to 40-foot bay width typically found on early 19th century commercial buildings characteristic of the Old and Historic Alexandria District, or the 15- to 20-foot bay width typically found on townhouses characteristic of the Old and Historic Alexandria District. Techniques to express such typical bay width shall include changes in material, articulation of the wall surfaces, changes in fenestration patterns, varying roof heights, and physical breaks, vertical as well as horizontal, within the massing.

10. Building materials characteristic of buildings having historic architectural merit within the district shall be utilized. The texture, tone and color of such materials shall display a level of variety, quality and richness at least equal to that found abundantly in the historic setting.

11. Construction shall reflect the traditional fenestration patterns found within the Old and Historic Alexandria District. Traditional solid-void relationships exhibited within the district's streetscapes (i.e., ratio of window and door openings to solid wall) shall be used in building facades.

12. Construction shall display a level of ornamentation, detail and use of quality materials consistent with buildings having historic architectural merit found within the district. In replicative building construction (i.e., masonry bearing wall by a veneer system), the proper thicknesses of materials shall be expressed particularly through the use of sufficient reveals around wall openings.

Procedural Requirements

• No fewer than 45 days prior to filing an application for a certificate of appropriateness, an applicant who proposes construction which is subject to this §10-105(A)(3), shall meet with the director to discuss the application of these standards to the proposed development; provided, that this requirement for a pre-application conference shall apply only to the construction of 3,000 or more square feet of gross building area, including but not limited to the area in any above ground parking structure.

• Applications for projects over 3,000 square feet, or for projects located within 66 feet of land used or zoned for residential uses, shall include a building massing study. Such study shall include all existing and proposed buildings and building additions in the six block area as follows: the block face containing the project, the block face opposite, the two adjacent block faces to the north and the two adjacent block faces to the south.

• No application for a certificate of appropriateness which is subject to this §10-105(A)(3) shall be approved by the Old and Historic Alexandria District board of

architectural review, unless it makes a written finding that the proposed construction complies with the standards in §10-105(A)(3)(a).

• The director may appeal to City Council a decision of the Old and Historic Alexandria District Board of Architectural Review granting or denying an application for a certificate of appropriateness subject to §10-105(A)(3), which right of appeal shall be in addition to any other appeal provided by law.

• The standards set out in §10-105(A)(3)(a) shall also apply in any proceedings before any other governmental or advisory board, commission or agency of the city relating to the use, development or redevelopment of land, buildings or structures within the area subject to this §10-105(A)(3).

• To the extent that any other provisions of this ordinance are inconsistent with the provisions of this §10-105(A)(3), the provisions of this section shall be controlling.

• Any building or addition to an existing building which fails to comply with the provisions of §10-105(A)(3) shall be presumed to be incompatible with the historic district and Washington Street standards, and the applicant shall have the burden of overcoming such presumption by clear and convincing evidence.

• The applicant for a special use permit for an increase in density above that permitted by right shall have the burden of proving that the proposed building or addition to an existing building provides clearly demonstrable benefits to the historic character of Washington Street, and, by virtue of the project's uses, architecture and site layout and design, materially advances the pedestrian-friendly environment along Washington Street.

GUIDELINES

GENERAL GUIDELINES FOR ALL BUILDING ACTIVITY

• Applicants should consult Building Alterations, Chapter 2, regarding guidelines for specific elements of a proposed new building and renovation of existing structures. For example, Chapter 2 provides information on compatible window treatments, paint colors and building materials. Chapter 1 provides specific information about signs for buildings that face Washington Street.

Style

The revised Washington Street standards state that the styles of new buildings must be compatible with existing historic buildings on Washington Street itself. Examples of architecturally and historically important buildings on Washington Street include the Cotton Factory in the 500 block of North Washington Street, the George Mason Hotel in the 100 block of South Washington Street and the Federal Courthouse in the 200 block of South Washington Street.

New construction must reflect historic building construction. This can be accomplished in the following ways:

• New buildings must be *complementary* to historically significant buildings on Washington Street; they may not *detract from, overwhelm, or intrude upon* historic buildings.

• The *massing* of buildings must *closely reflect* and *be proportional to* adjacent historic buildings.

• If new construction includes large buildings, they must be *designed to look smaller*. Specifically, (1) buildings should appear to have a *footprint no larger than 100 feet by 80 feet*; (2) they should include a *change in architectural designs* in the treatment of facades, setbacks, roof lines and styles in order to break up the mass; and (3) large projects should *preserve or replicate mid-block alleys*, thereby breaking up the building mass.

• Buildings designed in a historic style must be *consistent with the historic features of that style*, including with its massing and proportions, roof form, fenestration and materials.

• New or untried design approaches that have no historical basis in Alexandria or that are not consistent with the scale, massing and detailing of an historic style are not appropriate.

• Traditional fenestration patterns and solid/void relationships must be used on all facades visible from any public right-of-way, including the first floor.

• Design elements (e.g., windows, doors, materials,) must be consistent with historically significant buildings on Washington Street.

• It is the intention of the new language of the standards for Washington Street to promote neo-traditional architectural style for additions and new buildings.

Siting

In general, buildings should be sited so that the front plane of the building is adjacent to the sidewalk. However, siting should relate to adjacent historic building setbacks. Additional setbacks may be required to conform with the streetscape guidelines to promote a pedestrian friendly street.

Parking and Loading

Parking should be provided within or behind a new building. Parking lots to the side of a building and open to the street disrupt the traditional street wall and are strongly discouraged. Additional information is provided in the parking section of Chapter 2, Building Alterations.

Direct access to Washington Street from a parking area is strongly discouraged. Curb cuts to allow vehicular access directly onto Washington Street are also strongly discouraged. Access to parking areas should be provided from a side street.

Building Materials

The predominant building materials for buildings on Washington Street are wood and brick. In addition, there are examples of stone and stucco on architecturally and historically significant buildings on Washington Street. The building materials for new buildings or additions to buildings should reflect these traditional materials.

Roofing materials

Roofing material should reflect the traditional use of metal and slate on buildings found on Washington Street.

Directional Expression

The front entrances of new buildings should be open to the principal street frontage of the

building.

Utilities

While the Board is cognizant of 20th century infrastructure requirements, such items as electrical meters and transformers, HVAC equipment and solid waste management equipment should be visually and acoustically screened from public view.

Color

The color proposed for new buildings or additions should be compatible with those in use on historic buildings in the historic district. The B.A.R. Staff has developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors which reflect the historic architectural heritage of the City.

GUIDELINES FOR WASHINGTON STREET SECTORS

Bashford Lane to Four Mile Run

• Scale and Character

This sector has largely been undeveloped to date. However, new large scale development is planned on both Potomac Greens and Potomac Yard. This new construction will conform to the requirements of the Potomac Yard/Potomac Greens Small Area Plan of the Master Plan. Some of the area of both Potomac Yard and Potomac Greens will be reviewed by the Board. These guidelines will be used by the Board in their review of these development projects.

• Horizontal articulation is encouraged to visually break up building height. This can be achieved, for example, by variations in cornice lines, using changes in natural topography to create apparent height differences, creating varying floor levels and differing coursing materials on the facade.

• The required vertical articulation need not be uniform. Bay width can also be expressed through roof form.

• Physical breaks between buildings and/or groups of buildings are encouraged to provide visual access into the remainder of the site and create divisions in the wall of the buildings.

• Building fronts must face the Parkway.

• The preferred building materials are brick with pre-cast concrete and stone trimwork.

• The preferred colors are those which will allow the buildings to blend into the background; therefore, a dark palette is suggested.

• In general, the gable end of a building should not face the Parkway.

• Architectural embellishments on large scale buildings are encouraged to provide roof level interest.

• Buildings should be fully articulated on all four sides.

• All sides of buildings seen from the Parkway must have fenestration. Blank walls are strongly discouraged.

Pendleton Street to Bashford Lane

• New construction and additions must conform to the requirements of the Old Town North and Northeast Small Area Plan chapters of the Master Plan.

• Projects fronting on Washington Street between Oronoco Street and Daingerfield Island will be referred to the Old Town North Urban Design Advisory Committee for comment. The recommendations of the Urban Design Advisory Committee will be provided to the Board (see, §6-505 of the Zoning Ordinance).

• Scale and Character
This section is predominantly commercial with a number of modern office buildings and highway oriented uses. New buildings in this area should be oriented to the street, create an attractive pedestrian environment and foster a sense of place, arrival and community.

Wilkes Street to Pendleton Street

• New construction and additions must conform to the requirements of the Old Town North Small Area Plan chapter of the Master Plan.

• Scale and Character
This is the historic core of Washington Street and the Old and Historic Alexandria District and is generally smaller in scale than the other sectors on the street. Design of new construction and alteration of buildings along this sector of Washington Street should reflect the low scale pattern.

• Spacing Between Buildings
The spacing between a new building and existing structures should reflect the pattern of spacing between buildings evident along the blockface to maintain a consistent rhythm. In this sector, there should be little or no space between buildings in order to maintain the historic relationship between buildings. In the northern area of this sector near Pendleton Street, there are a number of gardens and other open spaces. The Board prefers that these area remain as open space and not be intruded upon. In areas where commercial and residential zoning abut, a transition space must be maintained which may affect traditional building relationships.

• Corner of King and Washington Streets
This is one of the most important corners in the historic district. As such, the Board believes that this intersection deserves special treatment. The Board encourages the development of monumental buildings on these corners that match the Alfriend Building, ca. 1799 (629 King Street) in height, scale, rhythm and proportion.

Hunting Creek to Wilkes Street

• New construction and additions must conform to the requirements of the Old Town Small Area Plan chapter of the Master Plan.

• Scale and Character
This sector of Washington Street is largely residential in nature with considerable setbacks from the roadway. Projects are specifically encouraged to maintain the open feeling of this area. Many of the existing garden apartments in this area are contributing elements to the National Historic Landmark Alexandria Historic District and are historic in their own right.

• Spacing Between Buildings
The spacing between a new building and

existing structures should reflect the pattern of spacing between buildings evident along the blockface to maintain a consistent rhythm. For example, in this sector it is appropriate to have a considerable separation between buildings. In areas where commercial and residential zoning abut, a transition space must be maintained.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for new construction, additions and alterations, the Board of Architectural Review requires that an accurate depiction of the design be presented. Sketches are not acceptable. Most designs for construction of new buildings presented to the Board are prepared by design professionals, such as architects and landscape architects; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that drawing sealed by an architect or engineer licensed in Virginia may be required by the Code Enforcement Bureau prior to issuance of a building permit.

All applications for approval of new construction, additions and alterations along Washington Street must contain the following information:

Alexandria Business License

Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Conditions

Clear photographs of the site and surrounding properties are required for reference.

Plot Plan/Site Plan

A plot or site plan accurately showing the location and dimensions of the footprint of the new building including property lines, accessory structures, fences and grade lines as well as existing improvements is required. A roof plan showing water drainage and location of mechanical units should also be indicated.

Drawings

Drawings accurately representing all elevations of the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the propose structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, fire hose connections, utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1'; however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio and Open Space Calculations

Applicants must provide accurate F.A.R. calculations for new construction and additions. In residential zones, open space calculations must be provided. Forms for these calculations are available at the time of application.

Building Code Analysis

For additions to commercial buildings, a building code analysis form must be completed. Forms for this analysis are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure and trimwork must be indicated and actual color samples provided.

RELATED SECTIONS

Introduction
Guide to the B.A.R. Process
Use of the Design Guidelines
Chapter 1 - Signs
Chapter 2 - Building Alterations
- Accessibility for Persons with Disabilities
- Accessory Structures
- Awnings
- Chimneys & Flues
- Dormers
- Roof Drainage Systems
- Electrical and Gas Service
- Fences, Garden Walls & Gates
- Gasoline Service Stations
- HVAC Systems
- Exterior Lighting
- Paint Colors
- Parking
- Roofing Materials
- Security Devices
- Shutters
- Siding Materials
- Skylights
- Solar Collectors
- Exterior Staircases
- Stoops, Steps and Railings
- Windows

Chapter 3 - Building Accessories
- ATM Machines
- Satellite Antennas
- Street Furniture
- Vending Machines

Chapter 4 - Demolition of Existing Structures

ADOPTED BY THE OLD AND HISTORIC ALEXANDRIA DISTRICT BOARD OF ARCHITECTURAL REVIEW, 1/15/03

ARCHAEOLOGICAL CONSIDERATIONS

New construction may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic district are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. Often these clues to the city's past appear to be unimportant debris, yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exist with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. The Alexandria Archaeology Museum is located on the third floor of the Torpedo Factory Art Center.

- RESIDENTIAL ZONES

In residential zones, new construction that involves ground disturbing activities is review by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test squares in the affected areas before the project begins.

- COMMERCIAL ZONES

In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with new construction may necessitate compliance with the Alexandria Archaeological Protection Procedure (§11-411 of the Zoning Ordinance). Applicants should request a Preliminary Archaeological Assessment to find out what the archaeological requirements are for their particular project. In certain cases, compliance may require the applicant to hire an archaeological contracting firm to conduct an archaeological investigation. Applicants should request a Preliminary Archaeological Assessment as early as possible to avoid project delays.

Figure 1 411 North Washington Street. New accessibility ramp uses architectural detailing from the existing historic building to comply with the Washington Street standards.
BAR Case #2001-268, The Rktects Studio

Figure 2 New condominium building at the corner of North Washington and First Streets uses historical styles and modulated massing to meet the Washington Street standards.
BAR Case #2000-270, Heffner Architects, P.C.

CHAPTER 8

BUILDINGS ALONG THE WATERFRONT

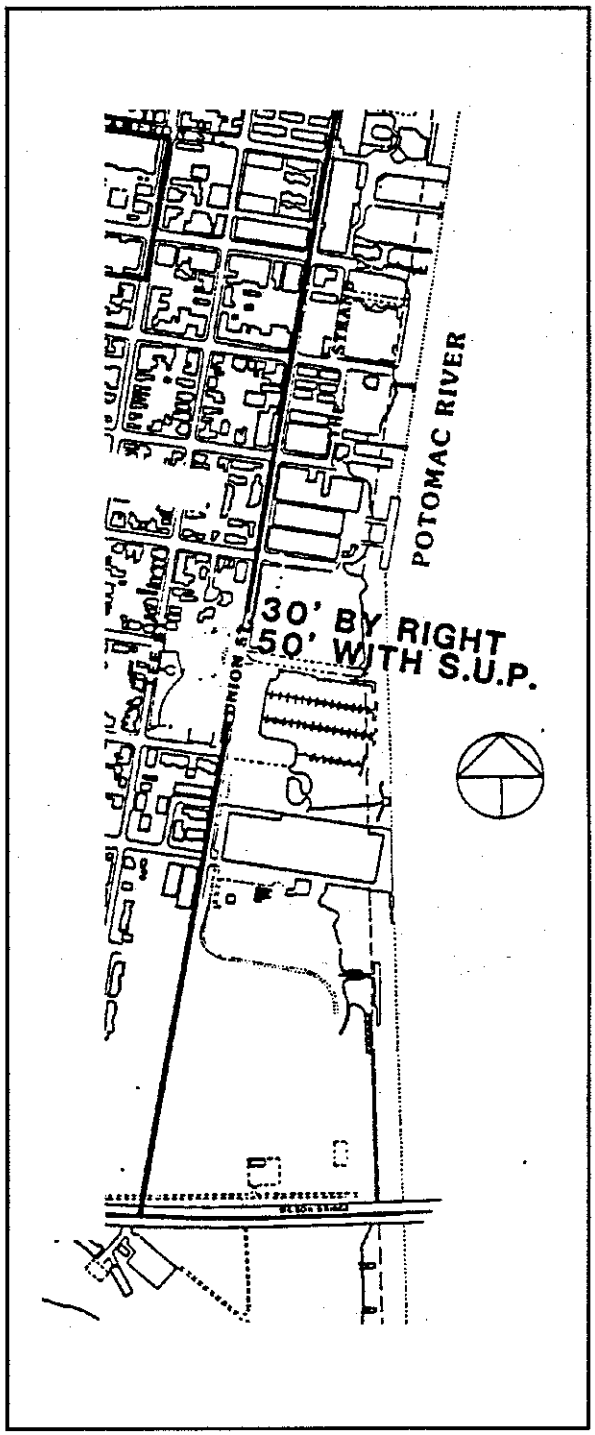
INTRODUCTION

The waterfront area of the Old and Historic Alexandria District is subject to certain additional requirements over and above those generally required for approval of a certificate of appropriateness by the Board of Architectural Review. These requirements were established by City Council to ensure that development projects along the riverfront are compatible with the general architectural character of the historic district.

The waterfront area is defined in the Zoning Ordinance as Height District #3, Potomac River. This area is east of Union Street to the River and extends from Pendleton Street south to the Wilson Bridge (§6-400 of the Zoning Ordinance).

Since its founding, the city and its buildings have been intertwined with the Potomac River both as a means of commerce and as a principal source of livelihood. As such, the City is acutely aware of the need to preserve this connection with the waterfront. Therefore, the additional requirements are a way to insure that this connection is maintained. Reflecting this tradition, the Old Town Small Area Plan chapter of the Master Plan, establishes as a major goal continuous public access along the waterfront.

The additional requirements provide that building massing reflect the traditional expressed bay configuration found in the majority of 19th century buildings in the historic district; that building materials be of a high quality; that fenestration systems on new buildings reflect traditional patterns; and, that overall design attempt to reflect the



Building Height. Height District #3 is the Potomac River Height District controlled by the design requirements in the Zoning Ordinance.
SOURCE: Old Town Small Area Plan

traditional vernacular architecture found along the waterfront.

The building height limit in District #3 is 30 feet. This may be increased to a height of 50 feet with the approval of a Special Use Permit (SUP) by City Council.

The Board usually does not review conceptual design plans. The Board strongly prefers to review complete design submissions. Therefore, applicants are encouraged to meet with B.A.R. Staff as early as possible during the design development stage to review proposals and zoning requirements.

REQUIREMENTS

• All applications for new construction, additions and alterations must comply with the requirements of the zoning regulations prior to consideration by the Board of Architectural Review. The specific requirements may be obtained from the Zoning Administrator (Telephone: 703/838-4688)

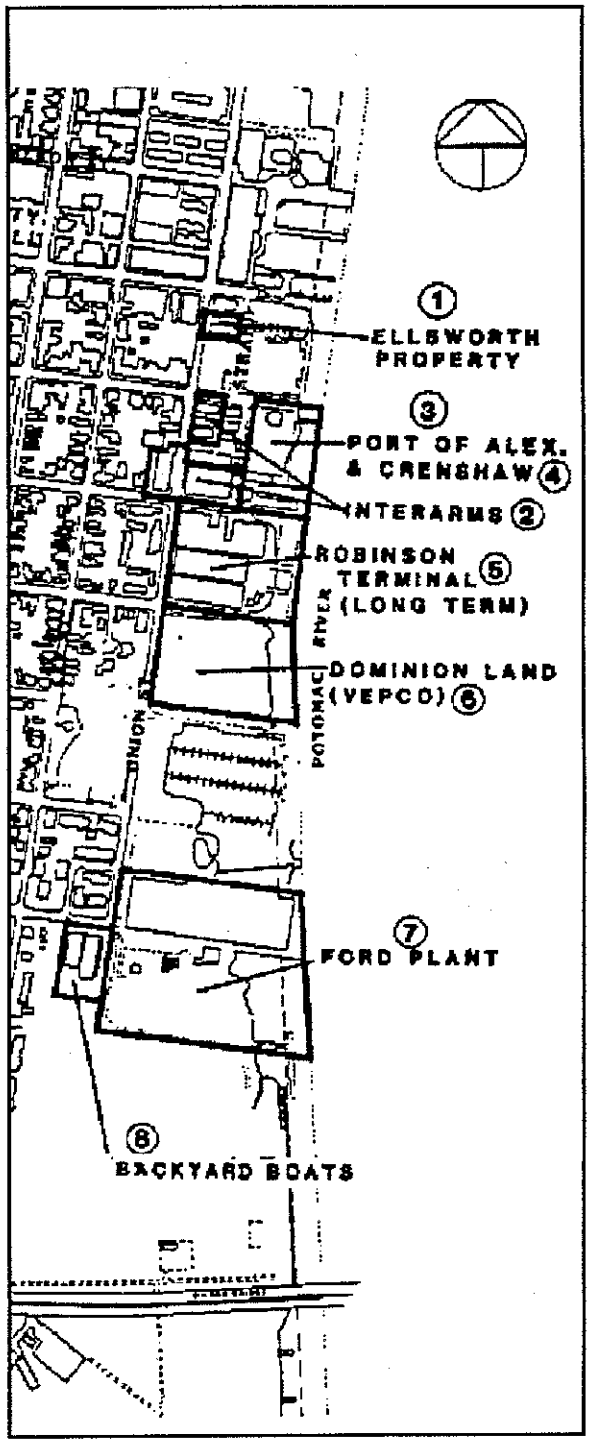
• New construction must conform to the requirements of the Old Town Small Area Plan chapter of the Master Plan.

Height, Mass and Bulk Requirements

• Building height is limited to 30 feet above the average finished grade. However, building heights may be increased to a maximum of 50 feet with the approval of a Special Use Permit (SUP) based on the following criteria (§6-404(B)(3)(a-e) of the Zoning Ordinance):

(a) The degree to which imaginative and creative architectural solutions advance recreational access to and enjoyment of the historic waterfront from public streets and other public areas. Buildings should be in harmony with existing buildings of genuine architectural merit to be found in the historic district.

(b) The degree to which the basic 30 feet height is maintained at the street faces and the waterfront face of the proposed building or buildings. To provide



Potential development sites in Height District #3.

SOURCE: Old Town Small Area Plan

a transition, building heights over this basic height level should be set back from the street faces and waterfront faces.

(c) The degree to which the height, mass and bulk of the proposed construction are compatible with and reflect the traditional height, mass, and bulk of buildings and structures displayed within the streetscapes of the historic districts.

(d) The degree to which imaginative and creative architectural solutions enhance views and vistas from public streets and other public-access areas along the historic waterfront. The waterfront faces of the buildings, in particular, should be designed and integrated so as to enhance pedestrian enjoyment of the waterfront, and the quality and character of the historic waterfront, as a totality, when viewed from passing vessels.

(e) The degree to which the use or uses of the proposed building or buildings are compatible with historical waterfront-related uses in the City of Alexandria.

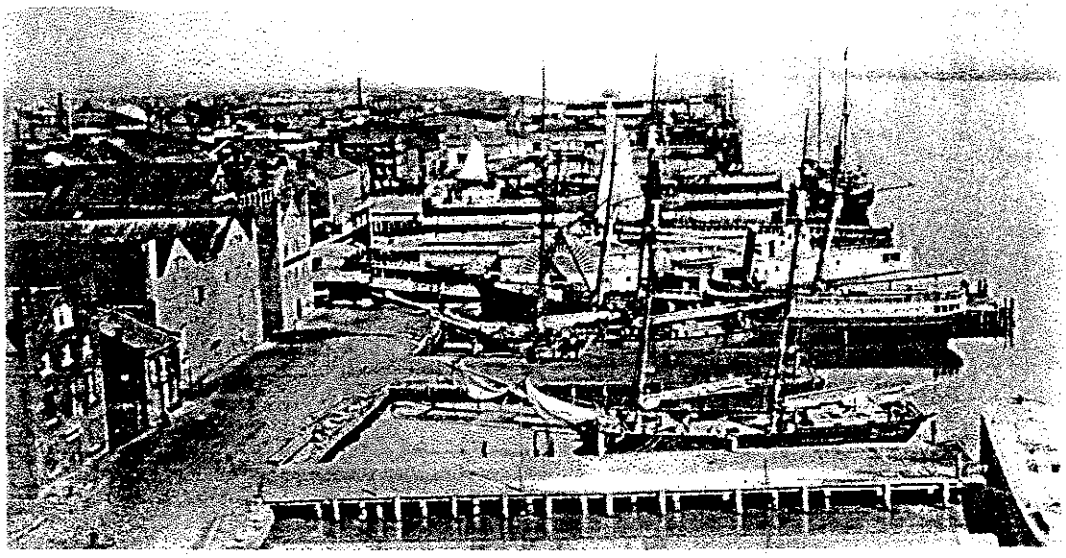
Special Use Permits Requirements

Applications for Special Use Permits (SUP) may be obtained from the Department of Planning and Community Development (Room 2100, City Hall, 301 King Street, Telephone: 703/838-4688). SUP applications for increased height must be approved prior to the approval of a design for a proposed building by the Board of Architectural Review.

• Conceptual development plans for Special Use Permits must include the information required for a preliminary site plan (See § 11-506 of the Zoning Ordinance) including preliminary architectural renderings of each facade.

Site Plan Requirements

• New commercial building projects over 3,000 square feet in area or which are closer than 66 feet to land used or zoned residential require the approval of a Site Plan by the Planning Commission. The site plan must be prepared by a professional engineer or land surveyor and must include building massing studies. (See §11-400 of the Zoning Ordinance). Information on Site Plan requirements may be obtained from the Site Plan Coordinator, Department of Transportation



1865 view of the waterfront.
SOURCE: Alexandria Library, Lloyd House Archives

and Environmental Services, Room 4130, City Hall (Telephone: 703/838-4318).

• New construction which requires the approval of a Site Plan must comply with the provisions of the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist, Alexandria Archaeology, 105 North Union Street, 3rd Floor. (Telephone: (703/838-4399).

Certificate Of Appropriateness Requirements

• The following design guideline requirements take precedence over any other considerations for approval of a certificate of appropriateness (§10-105 (4)(e) of the Zoning Ordinance).

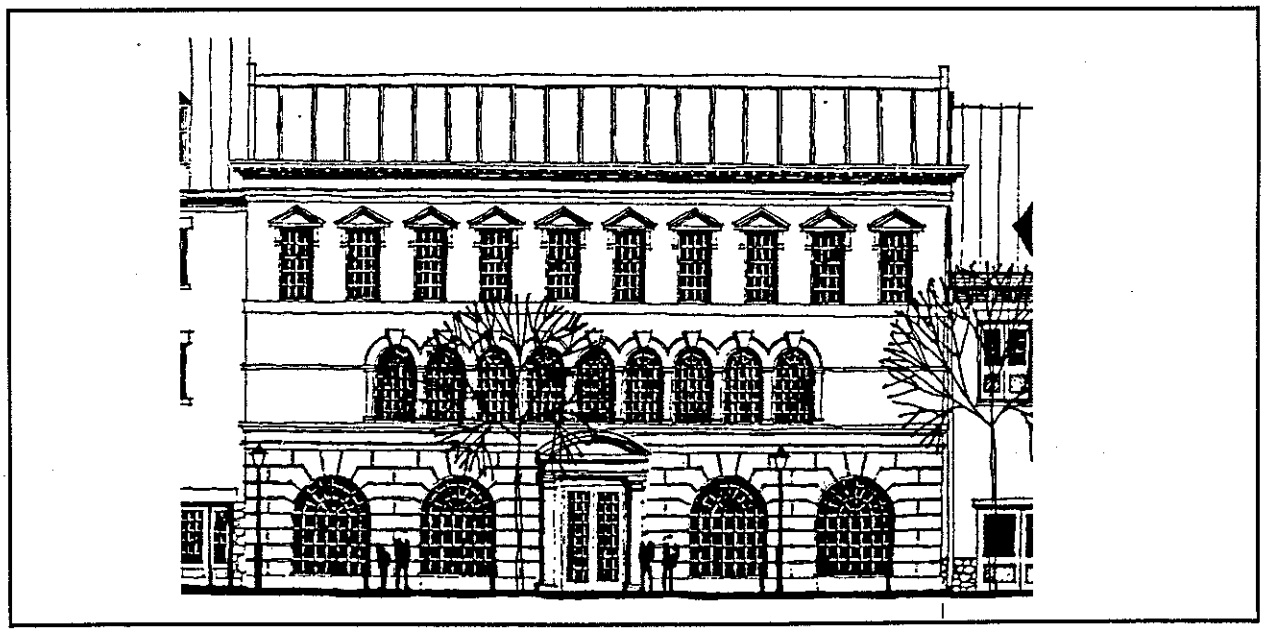
• Additional criteria for approval of a certificate of appropriateness (§10-105 (4)(a-d) of the Zoning Ordinance):

(a) The degree to which facades of a proposed building or buildings are generally in alignment with the existing street edges and express the 20-to 30-foot bay width typically found within the historic district. Techniques to express such typical bay width should include changes in materials; articulation of the wall surfaces; changes in fenestration patterns; varying roof heights; and physical breaks within the massing. Large expanses of unbroken or repetitive facades are disfavored.

(b) The degree to which building materials characteristic of buildings having architectural merit within the historic district are utilized. The texture, tone and color of such materials should display a level of variety, quality and richness at least equal to that found abundantly in the historic setting. The use of synthetic or imitative materials is disfavored.

(c) The degree to which new construction reflects the traditional fenestration patterns found within the historic district. Traditional solid-void relationships (i.e., masonry bearing wall by a veneer system) should be used in building facades which are directly related to historic streetscapes.

(d) The degree to which new construction on the waterfront reflects the existing or traditional building character suit-



Design for a new office building approved as meeting required design criteria.
SOURCE: 108-110 South Union Street, BAR Case #88-15, rust, orling & neale, architects

able to the waterfront. "High style" or highly ornamented buildings are disfavored. Also disfavored are metal warehouses and nondescript warehouse-type structures.

Other Requirements

• Construction of new buildings, additions and alterations must meet the requirements of the Virginia Uniform Statewide Building Code (USBC).

• Construction of new commercial, retail and multi-family buildings must meet the requirements of the Americans with Disabilities Act (ADA) (§512.0 of the USBC).

• Construction of a new building requires the issuance of a building permit by Code Enforcement.

• Tree removal for new construction requires prior approval of the City Arborist.

• New construction must include parking. The requirements vary depending upon the size of the building. For residential projects, parking is required for both single and multi-family construction (See Article 8 of the Zoning Ordinance).

• Vision Clearance.
There is a citywide requirement that buildings on corner lots must maintain a vision clearance at the corner for purposes of transportation safety. In such instances, structures may be no higher than 42" (3' 6") above the curb. There is also a general policy to maintain the average front building line in the historic district. The Zoning Ordinance gives the Board of Architectural Review the power to waive this requirement as well as other yard requirements within the vision clearance area where the maintenance of the building line is aesthetically important.

ARCHAEOLOGICAL CONSIDERATIONS

New construction may affect archaeological resources. With its rich history, the City of Alexandria is particularly concerned about its archaeological heritage. Archaeological resources in the historic districts are great in number and highly diverse in materials. They often consist of ceramic and glass fragments in the backyards of historic properties; however, archaeological resources are also brick-lined shafts in yards and basements; brick kilns; foundations, footings, postholes and builders trenches of non-extant buildings; landscape features such as walkways and gardens; and even American Indian artifacts which pre-date colonial Alexandria. The waterfront blocks contain distinct archaeological resources. Since many of the blocks were created by filling in the Potomac River they have a variety of maritime resources such as wharves, shipways, submerged vessels and portions of vessels. Often these clues to the City's past appear to be unimportant debris. yet when the artifacts and building remains are excavated and recorded systematically, they provide the only knowledge of lost Alexandria.

Every application to the B.A.R. which potentially involves ground disturbance is reviewed by the City Archaeologist to determine whether significant archaeological resources may still survive on the property. Therefore, the potential for additional requirements to protect archaeological resources exist with any project that involves ground disturbing activities.

The applicant can speed along the archaeological review process by requesting a Preliminary Archaeological Assessment from Alexandria Archaeology at the earliest date. Call (703) 838-4399, Tuesday through Saturday. Alexandria Archaeology is located on the third floor of the Torpedo Factory Art Center.

• RESIDENTIAL ZONES
In residential zones, new construction that involve ground disturbing activities is reviewed by City archaeologists. In most cases, the applicant is required to notify Alexandria Archaeology before ground disturbance, so that a City archaeologist may monitor this work and record significant finds. However, when a property has a high potential for containing significant archaeological resources, a City archaeologist may request permission to excavate test samples in the affected area before the project begins.

• COMMERCIAL ZONES
In commercial zones and residential projects involving the construction of three or more houses, the ground disturbing activities associated with new construction may necessitate compliance with the Alexandria Archaeological Protection Procedure (§ 11-411 of the Zoning Ordinance). The specific requirements may be obtained from the City Archaeologist. Occasionally, compliance in such projects may require the property owner to contract with an independent archaeologist to document conditions before and during construction. Property owners should contact the City Archaeologist as early as possible so that there are no project delays.

• General Zoning Requirements, W-1 Zone:

Single-Family Residential Buildings:

Rear, side and front yard:

The Zoning Ordinance requires that in certain instances townhouses must be a minimum distance from a property line.

Open space:

A minimum of 300 square feet of open space is required.

Cluster developments:

Cluster developments are permitted with the approval of a Special Use Permit. The applicable yard requirements can be waived or modified.

Multi-Family Residential Uses:

There are no setback requirements for such structures in the W-1 Zone. A minimum of 300 square feet of open space is required.

Commercial Uses:

There are no set back requirements for new construction unless the property abuts a residential zone. In such an instance, a zone transition setback is required. This setback requirement is set forth in the Zoning Ordinance (§7-900).

• Each project in the W-1 Zone must provide an open space walkway or bikeway adjacent to the Potomac River (See §5-508 of the Zoning Ordinance).

• No office or residential use is permitted on the ground floor of a building in the W-1 Zone. However, restaurant or retail use is permitted on the ground floor. This requirement is not applicable to projects which have an approved Site Plan (See §5-509 of the Zoning Ordinance).

• New construction on lots which involve land disturbance of 2,500 square feet or more of land area must comply with the requirements of the Chesapeake Bay Protection Ordinance.

GUIDELINES

• Applicants should consult Chapter 2, Building Alterations, regarding guidelines for specific elements of a proposed new building. For example, the chapter provides information on compatible window treatments and building materials.

• Development Form.

The Board strongly discourages mews type residential projects which are inward looking and do not contribute to street life.

.• Style

No single architectural style is mandated. However, there is strong preference on the part of the Board for buildings which reflect the traditional architectural styles found in the historic district. Designs generally should complement and reflect the architectural heritage of the City. For example, abstraction of historic design elements is preferred to a building design which introduces elements that have no historical basis in the districts. However, direct copying of buildings is discouraged.

• Required Bay Width

The expression of the required bay width may be made by changes in materials, articulation of the wall surfaces, changes in fenestration, varying roof heights and/or physical breaks within the building mass. For example, window patterns and changes in materials can be used to delineate the expression of a bay.

• Height

The historical height of waterfront structures is 40 to 45 feet. New buildings in the waterfront area should reflect this historical relationship. The height of the first floor should be approximately 12-15 feet to reflect the traditional configuration of waterfront buildings.

• Width

The traditional width of buildings along the waterfront varies widely, but generally ranges from 35 to 100 feet. New buildings should generally reflect this traditional size.

• Siting
There should be little or no setback from the principal street or other lot lines.

• Parking
Parking should be provided in or behind a new structure. Parking lots to the side of a building and open to the street disrupt the traditional street wall and are strongly discouraged. Additional information is provided in the Parking section of Chapter 2, Building Alterations.

• Fenestration
The fenestration pattern, that is the relationship of solid to void, such as walls and windows, should be compatible with the historic fenestration patterns along the waterfront. There should be a large ratio of void to solid on the first floor of the structures (i.e., large windows). However, curtain wall buildings which express very large areas of void are discouraged. First floor retail uses should have large paned storefront windows.

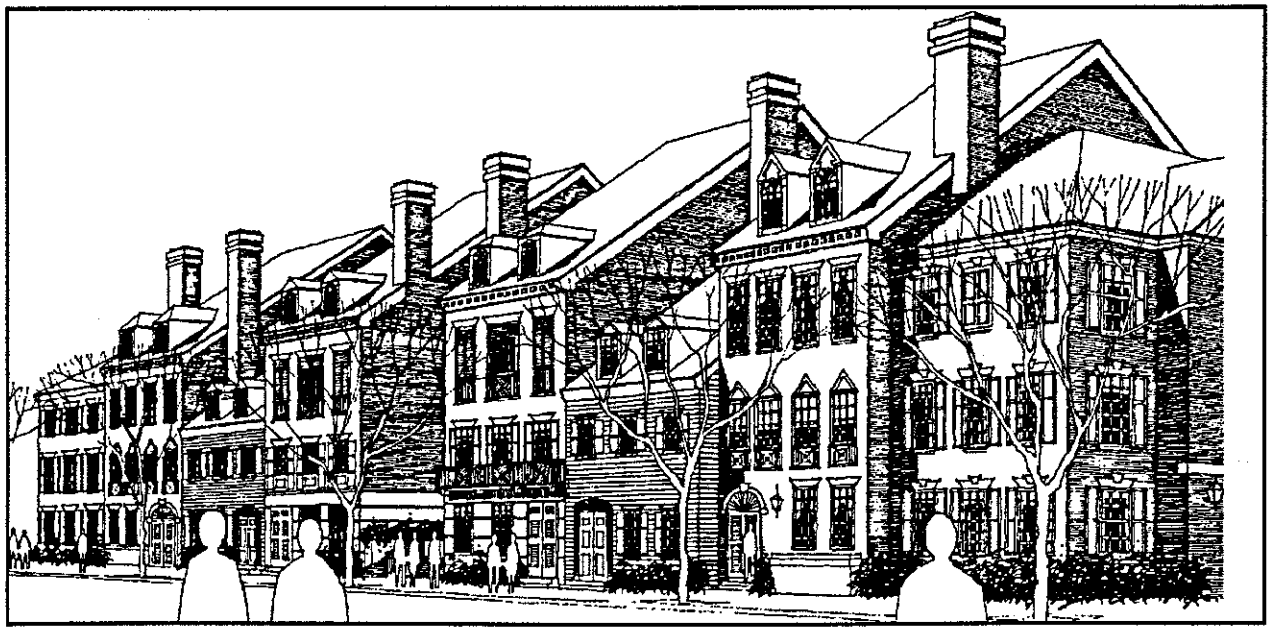
• Roof
The roof form should reflect the traditional roof form patterns found in the waterfront area. For example, gable roofs should be oriented perpendicular to the River.

Roofing materials should reflect the traditional use of metal and slate in the historic districts. Additional information is provided in the Roofing section of Chapter 2, Building Alterations.

• Spacing Between Buildings
The traditional spacing between buildings along the waterfront varies widely, from virtually zero to several dozen feet. It is generally preferred that new buildings reflect the pattern of spacing between buildings evident along the blockface in order to maintain a consistent rhythm.

• Architectural Detailing
Although historic warehouse structures along the waterfront were utilitarian buildings, they generally display more architectural embellishment than contemporary commercial buildings. Architectural detailing such as cornices, lintels, arches, and chimneys should, therefore, express the traditional quality and quantity of architectural detailing found on historic structures along the waterfront.

• Materials
The predominant building materials for buildings in the historic waterfront area are



Perspective view of Union Street elevation of Harborside development project.
Source: 400 South Union Street, BAR Case #89-83, Michael & Michael, Architects

stone and brick. Stucco coatings were very rarely used in the historic waterfront area. The building materials for new structures should reflect these traditional materials.

• Building Orientation
The front entrances of new buildings should be oriented to the principal street frontage and be clearly articulated. Entrances for new commercial, retail and multi-family construction must meet the requirements for accessibility for persons with disabilities established by the ADA and the Virginia USBC.

• Color
The color proposed for new buildings should be compatible with that in use on historic buildings in the districts. The B.A.R. Staff has developed a *Color Chart of Historically Accurate Paint Colors in the Old and Historic Alexandria District and the Parker-Gray District* which can be consulted to help determine appropriate colors which reflect the historic heritage of the City.

APPLICATION REQUIREMENTS

In order to properly evaluate the appropriateness of a design for new construction, the Board of Architectural Review requires that an accurate depiction of the design be presented. Most designs for new construction presented to the Board of Architectural Review are prepared by professional designers; however, a professionally prepared submission is not mandatory. Applicants, however, should be aware that drawings sealed by an architect or engineer licensed in Virginia may be required by the Code Enforcement Bureau prior to the issuance of a building permit for new construction.

All applications for approval of new construction must contain the following information:

Alexandria Business License
Proof of a valid Alexandria Business License is required at the time of application for contractors, subcontractors, architects and designers.

Photograph of Existing Conditions
Clear photographs of the site and the surrounding properties are required for reference.

Plot Plan/Site Plan
A plot or site plan accurately showing the location and dimensions of new construction or additions including property lines, accessory structures, fences and gradelines is required. A roof plan showing water drainage and location of mechanical units should also be included.

Drawings
Drawings accurately representing all elevations of the proposed structure indicating materials and overall dimensions, including height, are required. In addition, a drawing showing the contextual relationship of the proposed structure to existing adjacent buildings is required. The location of such ancillary items as HVAC units, heat pumps, roof guards, fire hose connections, utility meters and risers should be noted on the drawings. The drawings should have a minimum scale of 3/32" = 1', however, larger scale drawings may be required. At least one set must meet the maximum permit size of 24" x 36". Additional copies of the required drawings may be reduced if they are clearly legible.

Floor Area Ratio and Open Space Calculations
Applicants must provide accurate F.A.R. and open space calculations for new construction or additions. Forms for these calculations are available at the time of application.

Materials
The materials to be used for the structure must be specified and delineated on the drawings. Actual samples may be provided, if appropriate.

Color
The proposed color of the structure and trimwork must be indicated and actual color samples provided.

RELATED SECTIONS

Introduction
Guide to the B.A.R. Process
Use of the Design Guidelines
History of the physical development of the historic districts
Chapter 1 - Signs
Chapter 2 - Building Alterations
- Accessibility for Persons with Disabilities
- Accessory Structures
- Awnings
- Chimneys & Flues
- Decks
- Exterior and Storm Doors
- Dormers
- Roof Drainage Systems
- Electrical and Gas Service
- Exhaust and Supply Fans
- Fences , Garden Walls & Gates
- HVAC Systems
- Exterior Lighting
- Paint Colors
- Parking
  - Driveways and Paving
- Planters
- Porches
- Roofing Materials
- Security Devices
- Shutters
- Siding Materials
- Skylights
- Solar Collectors
- Exterior Staircases
- Stoops, Steps and Railings
- Windows
  - Storm Windows

Chapter 3 - Building Accessories
- ATM Machines
- Satellite Antennas
- Street Furniture
- Vending Machines

Chapter 4 Demolition of Existing Structures

NOTE: Illustrations are provided for information only. Applications for certificates of appropriateness are reviewed and approved on a case-by-case basis.

ADOPTED BY THE BOARD OF ARCHITECTURAL REVIEW, 5/25/93