

Docket Item # 4
BAR CASE #2011-0325

BAR Meeting
May 16, 2012

ISSUE: Signage and awnings

APPLICANT : Burke & Herbert Bank & Trust Company by DMS Signs

LOCATION: 100 South Fairfax Street

ZONE: KR / King Street urban retail

STAFF RECOMMENDATION: Staff recommends approval of the application with the following condition:

1. That all signage and awning pins be anchored through mortar joints and not directly into the stone.

****EXPIRATION OF APPROVALS NOTE:** In accordance with Sections 10-106(B) and 10-206(B) of the Zoning Ordinance, any official Board of Architectural Review approval will expire 12 months from the date of final approval if the work is not commenced and diligently and substantially pursued by the end of that 12-month period.

****BUILDING PERMIT NOTE:** Most projects approved by the Board of Architectural Review require the issuance of one or more construction permits by Building and Fire Code Administration (including signs). The applicant is responsible for obtaining all necessary construction permits after receiving Board of Architectural Review approval. Contact Code Administration, Room 4200, City Hall, 703-746-4200 for further information.



CASE BAR2011-0325



I. ISSUE

The applicant is requesting approval of a Certificate of Appropriateness for the installation of replacement signage and new awnings for the Burke & Herbert Bank main branch building located at 100 South Fairfax Street. The new signage and awnings are part of a company-wide rebranding effort.

Signage

Currently, there are two existing internally-illuminated box wall signs in the frieze on the two street façades. The applicant is proposing to replace these wall signs with individual halo-lit channel letters that are approximately 22.6 inches in height by 280.06 inches in total width. The lettering will be painted aluminum reverse channel letters. The illumination will reflect off matt silver-painted back plates. The letters will be attached to a thin “raceway” that will serve as a track to which to attach the letters but not obscure the triglyphs and metopes on the frieze. The total square footage of each wall sign will be 43.95 square feet. The proposed signage is smaller than the existing internally illuminated box sign and has a significantly lower light output (135 lumens at the face of the existing and 55 lumens at the face of the proposed signage).

ATM Signage

The applicant proposes to include new signage for the existing ATM on King Street. The sign will measure 9.25 inches by 26 inches for a total of 1.7 square feet. The applicant has indicated the existing ATM will remain. The panel beyond the ATM in the window opening, currently vivid orange, will be painted grey.

Awnings

The applicant proposes to install three bullnose blue awnings on the South Fairfax Street elevation. One awning will be over the front entrance and it will have “Burke & Herbert Bank” written across the band. The signage will measure 6.12 inches by 58.62 inches for a total of .425 square feet. Two awnings without signage will be attached above the windows adjacent to the entrance. The awnings will have blue fabric. Each awning will have internal down lights attached to an internal frame raised approximately 10 inches from the bottom of the awning.

The applicant also proposes a single shed awning with two down lights immediately above the ATM.

II. HISTORY

100 South Fairfax Street is a two-story yellow brick and limestone Beaux Arts style commercial building built between 1900 and **1909** to serve the Burke & Herbert Bank. The southernmost bay was added in a replicative style in 1947 and was designed by E.T. Jenkinson, an architect from Fairfax County (Building Permit).

The Board has approved many applications for 100-112 South Fairfax Street and 218 King Street which includes the bank buildings and adjacent parking lot. Board approved the 1947 addition on the south side (5/15/1947). In 1952, the Board approved a sign with a white light (6/19/1952). In 1955, the Board approved signage with white lights with the condition that the lights be cut off at

9pm (12/14/1955). In 1959, the Board approved a new entrance and door at the bank (2/11/1959). In 1964, the Board approved improvements to the parking lot (5/13/1964). In 1967 the Board approved demolition and a new brick wall (5/10/1967 and 10/11/1967). In 1968, the Board approved an internally illuminated sign, with “recognition to be accorded the architect and owner for commendation of the design” (4/10/1968). In 1970, the Board approved an addition and alterations (3/11/1970). In 1971, the Board approved a tourist sign (9/15/1971). In 1980, the Board approved the installation of windows (4/16/1980). In 1982, the Board approved window and door alterations and also bars and gates for windows (3/17/1982 and 4/7/1982). In 1984, the Board approved an automatic teller machine (ATM) at this property (BAR Case #1984-205). In 1996, the Board approved a metal gate at the parking lot (BAR Case #1996-00194). In 2002, the Board approved alterations to the chimney (BAR Case # 2002-00299, 12/4/2002).

III. ANALYSIS

Staff finds the proposed application to be a great improvement over the existing internally illuminated box sign and notes that the current proposal represents extensive work with Staff and compromise on the part of the applicant. Staff supports the proposed application for replacement signage and new awnings.

Signage

Staff and the Board are often concerned about the type and level of illumination proposed with any signage. Over a year ago, prior to filing an application, the applicant met with Staff to discuss lighting options. Initially, the applicant brought an internally illuminated blue plastic letter which Staff advised would not be appropriate. The applicant responded to Staff’s concerns by proposing letters to be halo-lit with white LED lighting. Although the letters are blue, the lighting is white. The halo lighting is proposed to be reflected off a subdued silver back plate. The resulting level of illumination of the proposed signage is almost one third of the existing sign’s light output, a marked improvement at this location. At a previous hearing some Board members noted that the Board’s practice generally had been to only support halo illumination on recent buildings. Recent approvals for halo illumination include the CVS/pharmacy at 503 King Street and the Chart House at 1 Cameron Street. The *Guidelines* note, regarding halo or back-lit signs, that “the appropriateness of these signs is considered by the Boards on a case-by-case basis.” Staff notes that this building has had a history of illuminated signage for over half of the building’s life and finds that internal illumination is justifiable in this particular case.

Although no date is known, a historic photograph provided by Burke & Herbert shows a large blade sign at the corner of King and South Fairfax streets. Presumably, it was illuminated and it was likely installed well before 1952. A similar illuminated sign exists today at the Monroe Avenue branch of Burke & Herbert and was recently refaced. While this is not what the applicant proposes, it does indicate a history of some type of illumination. However, the Board’s recent practice has been a more reserved approach regarding illumination on historic or early buildings consistent with the *Design Guidelines*, approved in 1993, which advise a more reserved and cautious approach to illumination. In addition, the *Guidelines* note that “signs should not...obscure the architecture and decorative features of historic buildings.”

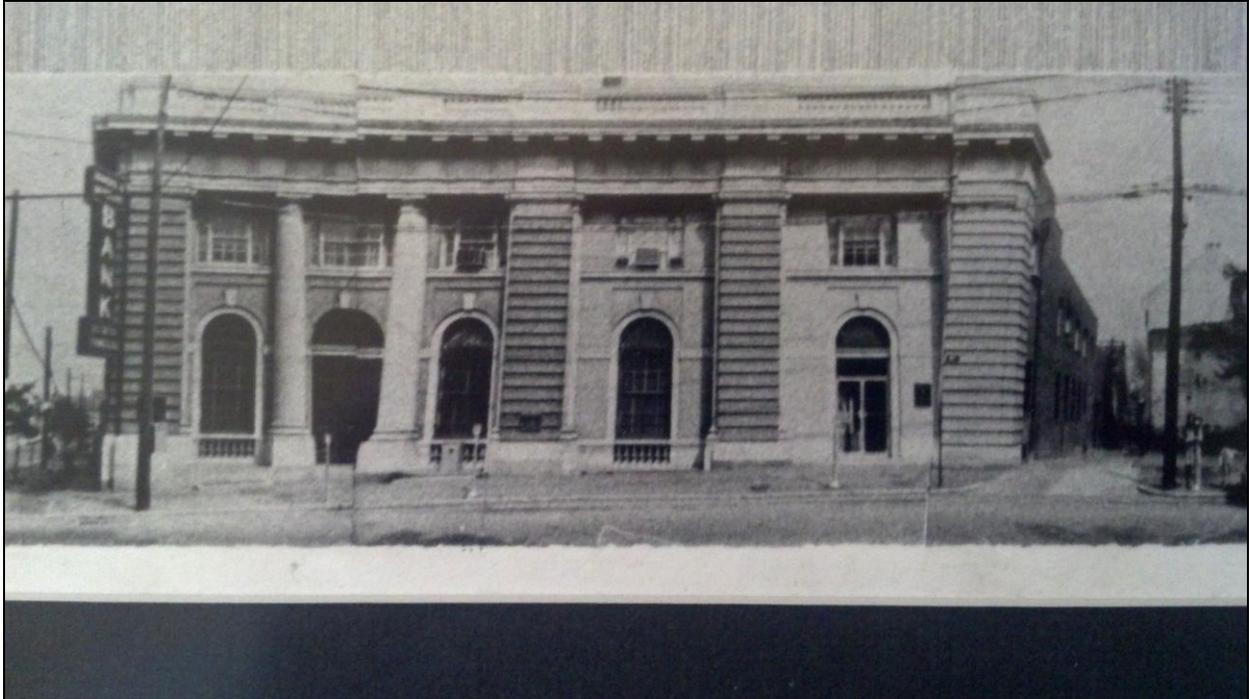


Figure 1. Historic photograph showing blade sign at the northwest corner, date unknown, likely 1950s.

The existing internally illuminated box signs are not consistent with the *Guidelines* and would likely not have been approved today due to the type of illumination and the obscuring of the majority of the entablature. The applicant's proposal will actually uncover and reveal the triglyphs and metopes in the frieze, defining features on one of the finest remaining examples of the Beaux Arts style in Alexandria. Further, as the applicant has indicated in the submitted Light Output Measurement chart, the levels of illumination will be less than half of the current light output. The applicant has also provided a comparison that shows the illumination levels of the existing and proposed signage.

The applicant has constructed full size illuminated samples of a portion of both the existing and proposed signs which will be available for review at the hearing.

Awnings

In a pre-submission meeting, the applicant originally proposed bull-nose awnings with enclosed bottoms and "Burke & Herbert" lettering at every window on both street elevations. Staff recommended that they reduce the number of awnings, remove the canvas bottoms to expose the decorative iron window grilles, and eliminate most of the awning signage.



Figure 2. Existing internally illuminated sign (left) and proposed halo illuminated sign as (right)

The *Guidelines* state that "awnings should be appropriate and sympathetic to the historic style of the building" and "internally

May 16, 2012

lit awnings are not appropriate in the historic districts and are strongly discouraged.” In this particular case, bullnose awnings are an appropriate shape on the arched fenestration. Staff finds that the three awnings on the South Fairfax façade are generally appropriate and draw a modest amount attention to the entry doors. While internally illuminated awnings are not appropriate, Staff supports the down lights as they are not intended to back-light the awning fabric but rather will provide a soft wash over the architectural features of the building and the entry sidewalk below.

ATM

All ATMs must be in compliance with Sec. 7-1800 of the Zoning Ordinance (adopted 11/16/2002), which regulates ATMs and similar machines on the exterior of buildings in the historic districts.

Staff finds that the existing ATM meets the minimum requirements set forth in the Zoning Ordinance for ATMs within the historic district. The *Design Guidelines* state that “ATM machines should not be located on the most visually prominent or architecturally important façade” and that they “should be as small as possible” with “as low a level [of lighting] as possible. Finding the existing ATM to be appropriate, Staff believes the proposed re-facing of the existing ATM is a further aesthetic improvement.

STAFF

Catherine Miliaras, Historic Preservation Planner, Planning & Zoning
Al Cox, FAIA, Historic Preservation Manager, Planning & Zoning

IV. CITY DEPARTMENT COMMENTS

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

Code Administration:

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Acting Plan Review Supervisor at ken.granata@alexandriava.gov or 703-746-4190. (Code)
- C-1 Building, sign and electrical permits are required for the project. Five sets of architectural quality drawings shall accompany the permit applications that fully detail the construction/alteration as well as layouts and schematics of the new work being performed.
- C-2 All signs shall conform to VCC Appendix "H" as amended
- C-3 All sign applications shall include;
- . Size and type of sign
 - . Method of attachment including number and type of fasteners
 - . Maximum projection, minimum height above grade, and whether the sign is illuminated or non-illuminated
- C-4 A separate circuit is required for illuminated outdoor signs per section 600.5 of NFPA #70, 2008.
- C-5 Awnings must comply with all applicable requirements of USBC. Retractable and fixed awnings must have a minimum 7 foot clearance form a sidewalk to the lowest part of the framework.
- C-6 Fixed awnings must be designed and constructed to withstand wind or other lateral loads and live loads required by the USBC. Structural members must be protected to prevent deterioration.

Transportation & Environmental Services

RECOMMENDATIONS

- R1. Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R2. No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on all plans submitted for approvals. (T&ES)

CITY CODE REQUIREMENTS

- C-1 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-2) (T&ES)
- C-2 A sign may be erected or displayed flat against a building wall or at an angle thereto, so long as the sign does not project more than four feet from the building wall or within one foot of an established curb line and the bottom of the sign is at least eight feet above a sidewalk or parking area and at least 14.5 feet above any alley. (Sec. 5-2-29(c)) (T&ES)
- C-3 Canopies, awnings and marquees suspended from a building or structure with no ground supports, having a clearance of at least eight feet above a sidewalk, extending no more than four feet beyond the front property line and extending to no more than one foot from the established curb line, may be erected. (Sec. 5-2-29(d)) (T&ES)
- C-4 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (T&ES)
- C-5 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-6 All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec. 5-2-1) (T&ES)
- C-7 The owner shall obtain and maintain a policy of general liability insurance in the amount of \$1,000,000 which will indemnify the owner (and all successors in interest); and the city as an additional named insured, against claims, demands, suits and related costs, including attorneys' fees, arising from any bodily injury or property damage which may occur as a result of the encroachment. (Sec. 5-29 (h)(1)) (T&ES)

Please submit Insurance Certificate:

City of Alexandria

T&ES / Site Plans

Attn: Kimberly Merritt

301 King Street, Room 4130

Alexandria, VA 22314

V. ATTACHMENTS

1 – Supporting Materials

2 – Application BAR2011-00325 at 100 S Fairfax St

Burke & Herbert Bank – 100 South Fairfax Street, Alexandria, VA

Sample Sign Comparison - Existing vs. Proposed Signs

Attached are photos of “sample signs” that we have fabricated for presentation to you in your consideration of our BAR Application for the address above. These sample signs will be physically at the BAR meeting on May 16, 2012 for you to view.

The sample signs are “life-size sections” - the existing sign sample is the same height as the existing signs on the building, and the proposed sign sample is the same height as our proposed sign in the BAR Application.

Each of the sample signs is attached to a background that was carved to replicate the building façade behind the existing signs on the building. This was created to allow you to see how both the existing and the proposed signs look on the building, without having to go up in the air. The structure that mounts the existing sign sample to its background is the same size and composition as the structure that mounts the existing signs on the building; and, likewise, the structure that mounts the proposed sign sample to its background is the same size and composition as our proposed sign in the BAR Application.

We feel that the new design is an improvement over the existing design for two major reasons:

1. During the day you will be able to see much more of the building façade than you currently do with the existing signs. This is achieved because of the “airy” design of the proposed signs, the mounting method utilized; and, also because the proposed signs are not as wide as the existing, and therefore, do not cover as much space on the building façade.
2. At night, the illumination brightness of the proposed signs is much lower than the illumination brightness of the existing signs.

The attached photos are provided to give you an example of each of these benefits (ahead of the meeting), and we will attempt to display that to you during our presentation on May 16, 2012.

Burke & Herbert Bank – 100 South Fairfax Street, Alexandria, VA

Non Illuminated Sample of Existing Building Signs



Non Illuminated Sample of Proposed Building Signs



The existing signs on the building are very bulky box signs; and, as a result, they hide the majority of the decorative building façade. The proposed signs were designed specifically to allow much more of the façade to be visible above, below, and through the individual letters of the signs. In addition to that, the proposed signs are not as wide so they do not cover as much of the building as the existing signs. This will greatly improve the look of the signs on the building.

Burke & Herbert Bank – 100 South Fairfax Street, Alexandria, VA

Illuminated Sample of Existing Building Signs



Illuminated Sample of Proposed Building Signs



The existing signs are illuminated with fluorescent lamps (high energy consumption) that shine through white Plexiglas behind a routed-out piece of aluminum in the shape of the letters. The proposed signs are halo-lit channel letters with LED lighting (very low energy consumption) that provides a soft glow against an outline backer plate to give the letters a three dimensional look. The brightness of the proposed signs is significantly less than that of the existing signs as shown above.

Exterior Sign Light Output Measurement

Burke & Herbert Bank
Main Office
100 South Fairfax Street
Alexandria, VA

Existing Exterior Sign

The night measurements were taken using an Extech Instruments Light Meter, model LT300.

The time was 5:00 am with a clear night sky with a small amount of star and moon light.

The sign that was measured was on the King street elevation at the roof line of the building.

The letters used in the measurement of the light output were the “B” in Burke and the “Ampersand” (&).

Comparative Lighting Sample

The measurements were taken in a darkened room, with a small amount of ambient lighting to duplicate the night sky in Alexandria using the same Extech LT300 Light Meter as called out above.

The sign sample used to compare the light output was the same as that presented to the board.

It is a four letter “Burk” reverse can with Halo lighting. The Halo light is reflected off a painted gray Halo Plate.

This sample represents the actual construction and assembly of the full sign that will be manufactured and installed, if approved.

The measurements taken are as follows:

Existing Sign

Distance From Face	F/C
At face	135.0
1 foot from Face	23.5
2 Feet from Face	10.6
10 Feet from Face	1.3

Comparative Sample

Distance From Halo Plate	F/C
At Halo Plate	55.0
1 Foot from Halo Plate	1.02
2 Feet from Halo Plate	.55
10 Feet from Halo Plate	.08

This Sign Package Is Designed And Submitted To

Burke & Herbert Bank

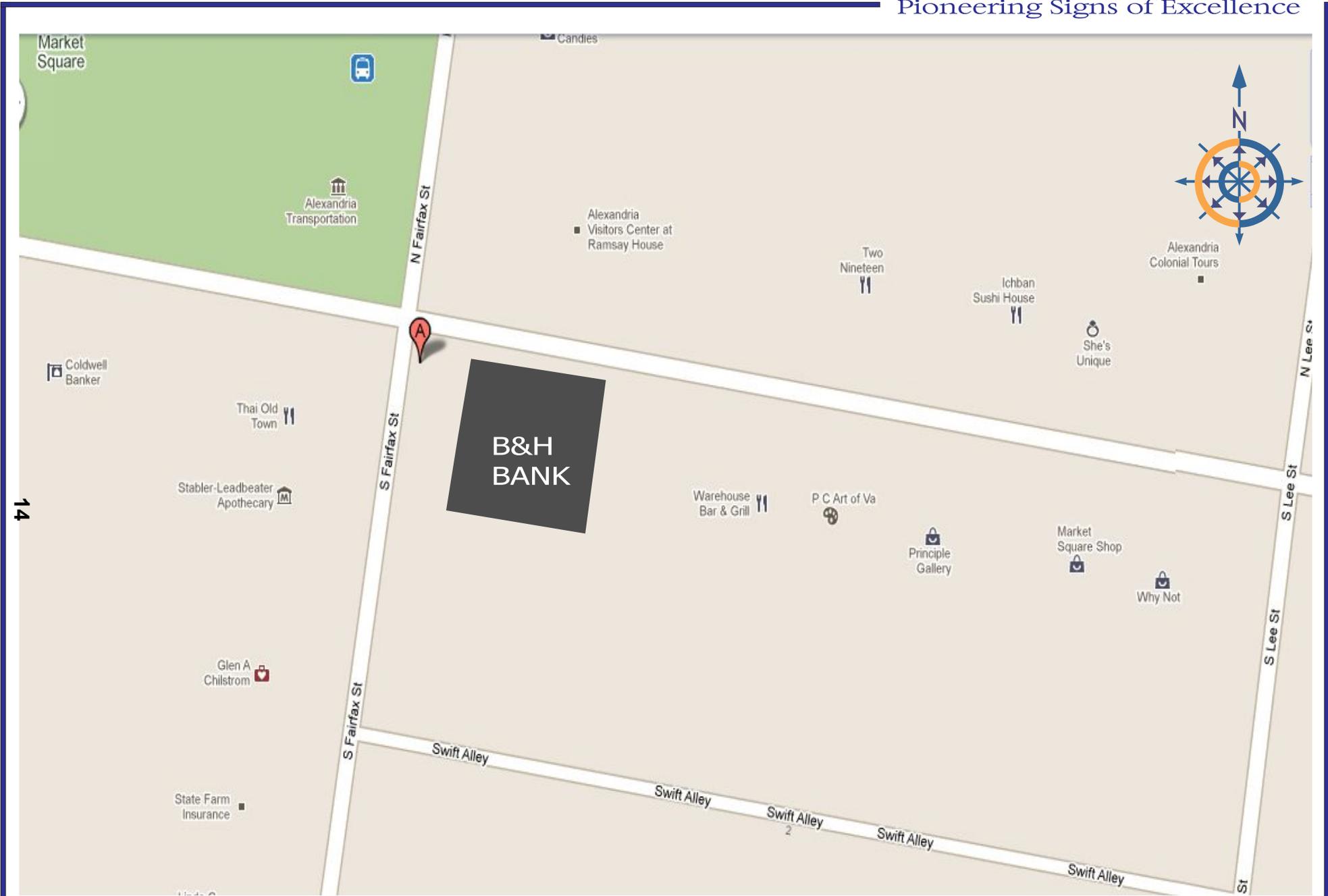
Main Office. Branch

By



13

DRAWING # BR-EX-0012c-032811-01		DESCRIPTION Burke & Herbert Bank - Main Office, Alexandria, VA			START DATE 03/28/11	REVISION 04/11/12
SCALE	DESIGNER LT	CUSTOMER APPROVAL	DMS APPROVAL	STATUS	This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.	



DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012c-032811-02

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

START DATE
 03/28/11

REVISION
 04/11/12

SCALE

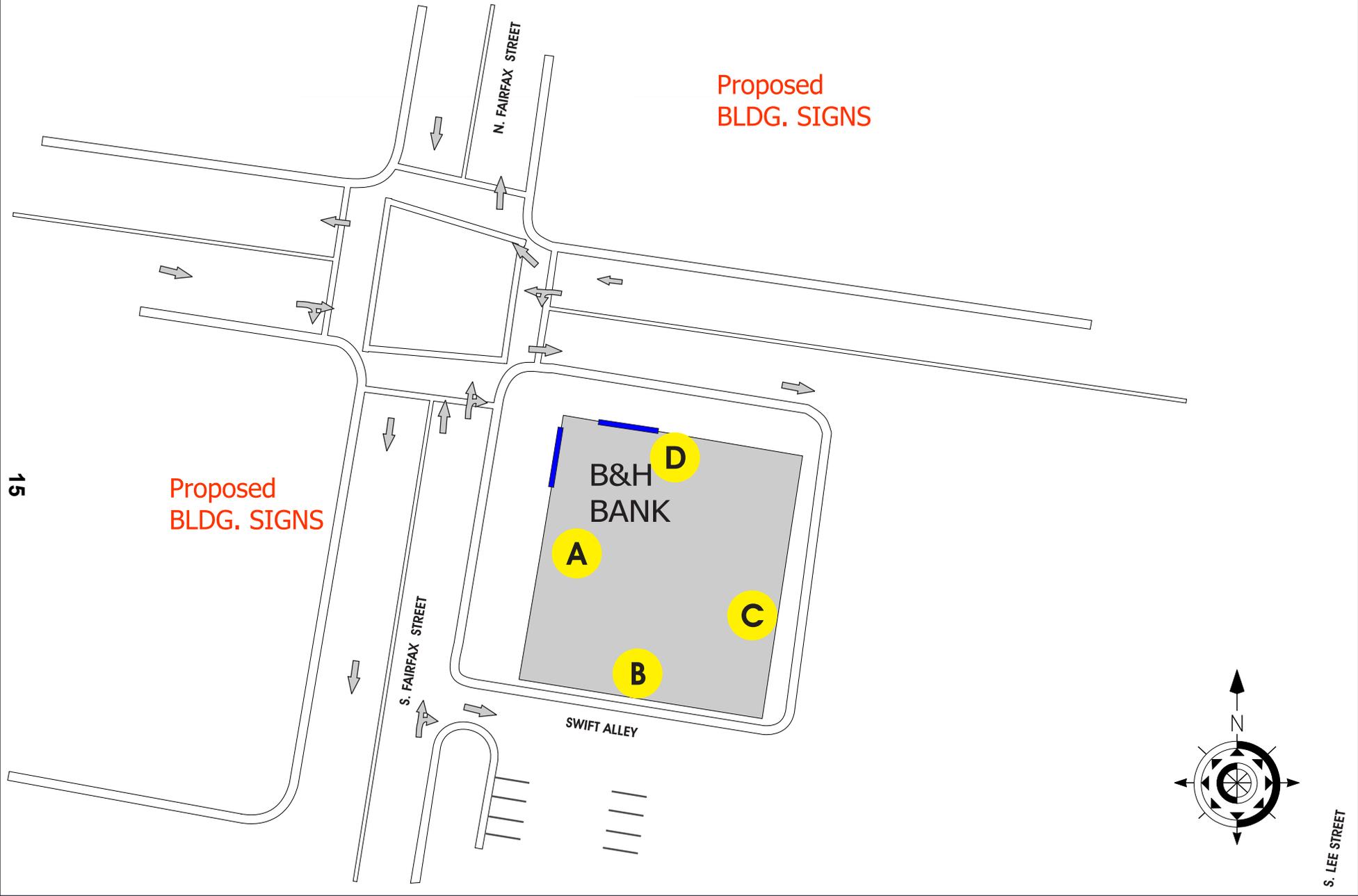
DESIGNER
 LT

CUSTOMER APPROVAL

DMS APPROVAL

STATUS
DRAFT

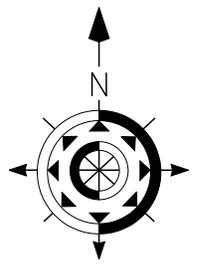
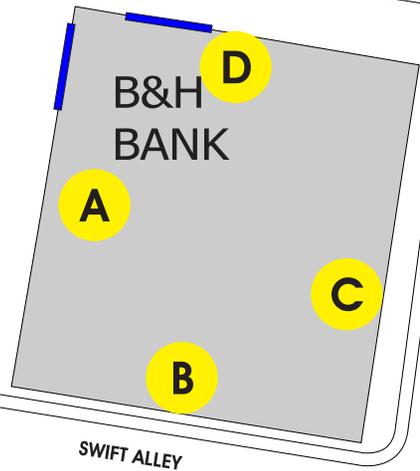
This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.



15

Proposed
BLDG. SIGNS

Proposed
BLDG. SIGNS



S. LEE STREET

<p>102 Lookout Ave. Mt. Airy, Maryland 301-831-7530 info@dms-signs.com</p>	DRAWING #	DESCRIPTION	START DATE	REVISION
	BR-EX-0012c-032811-03	Burke & Herbert Bank - Main Office, Alexandria, VA	03/28/11	04/11/12
SCALE	DESIGNER	CUSTOMER APPROVAL	DMS APPROVAL	STATUS
	LT			DRAFT
This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.				



16

DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012c-032811-04

SCALE

DESIGNER
 LT

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

CUSTOMER APPROVAL

DMS APPROVAL

START DATE
 03/28/11

REVISION
 04/11/12

STATUS
DRAFT

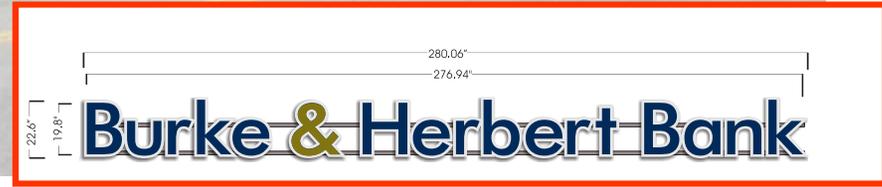
This design is the property of DMS Sign Connection inc.
 Any use or reproduction without the consent of DMS
 Sign Connection inc. is strictly prohibited.



EXISTING



17



DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012c-032811-05

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

START DATE
 03/28/11

REVISION
 04/11/12

SCALE

DESIGNER
 LT

CUSTOMER APPROVAL

DMS APPROVAL

STATUS
DRAFT

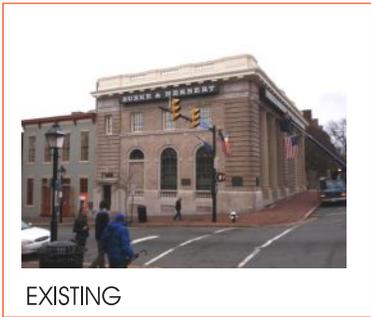
This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.

18



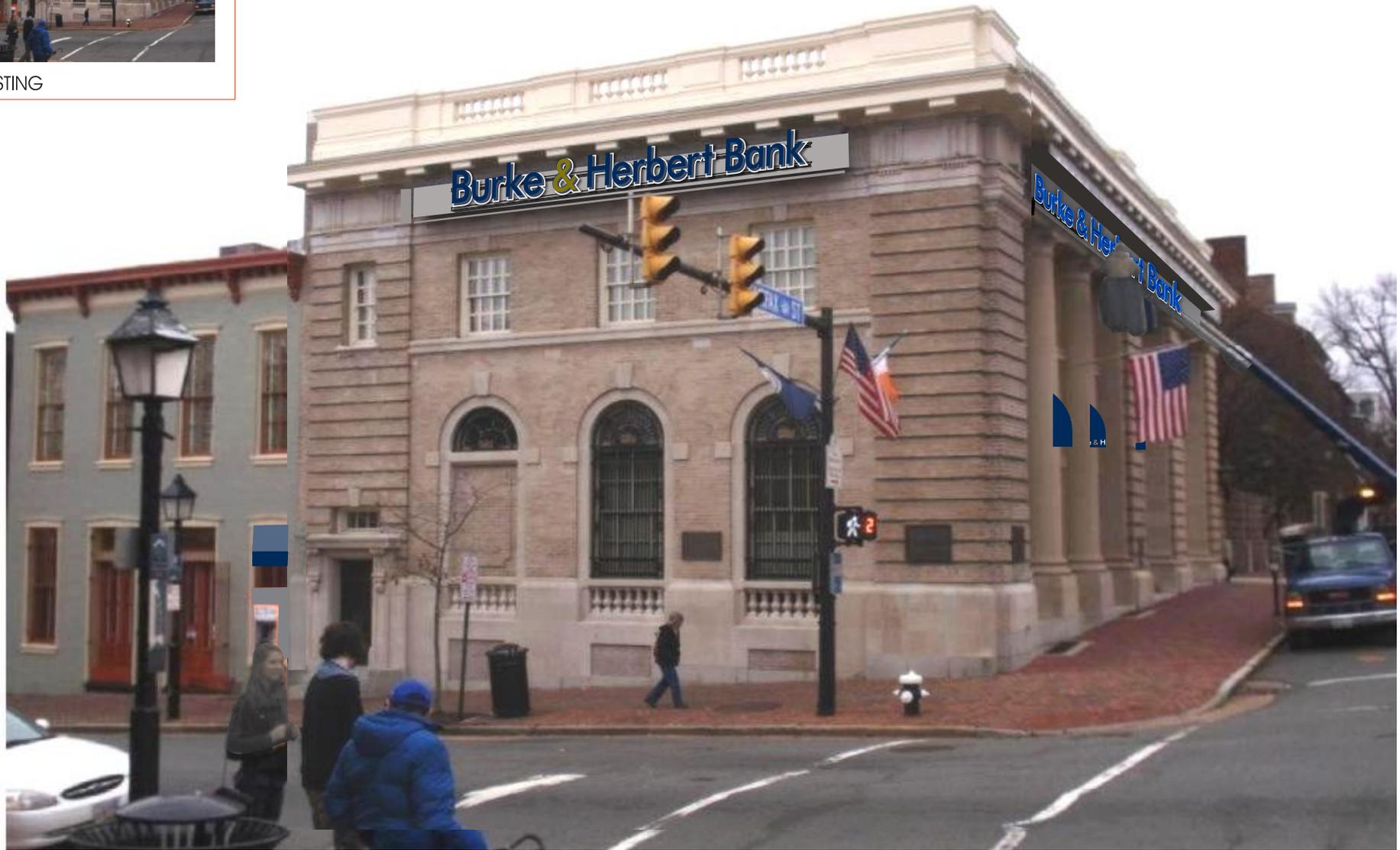
DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING # BR-EX-0012c-032811-06		DESCRIPTION Burke & Herbert Bank - Main Office, Alexandria, VA			START DATE 03/28/11	REVISION 04/11/12
SCALE	DESIGNER LT	CUSTOMER APPROVAL	DMS APPROVAL	STATUS DRAFT		
This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.						



EXISTING

19



DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012c-032811-07

SCALE

DESIGNER
 LT

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

CUSTOMER APPROVAL

DMS APPROVAL

STATUS
DRAFT

START DATE
 03/28/11

REVISION
 04/11/12

This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.

20



DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012c-032811-08

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

START DATE
 03/28/11

REVISION
 04/11/12

SCALE

DESIGNER
 LT

CUSTOMER APPROVAL

DMS APPROVAL

STATUS
DRAFT

This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.



EXISTING

21



DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012c-032811-09

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

START DATE
 03/28/11

REVISION
 05/01/12

SCALE

DESIGNER
 LT

CUSTOMER APPROVAL

DMS APPROVAL

STATUS
DRAFT

This design is the property of DMS Sign Connection inc.
 Any use or reproduction without the consent of DMS
 Sign Connection inc. is strictly prohibited.



EXISTING

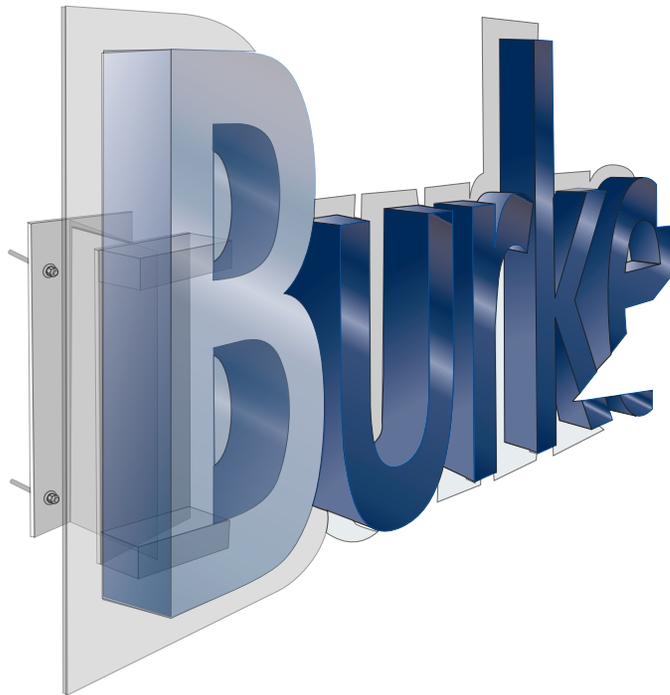


22

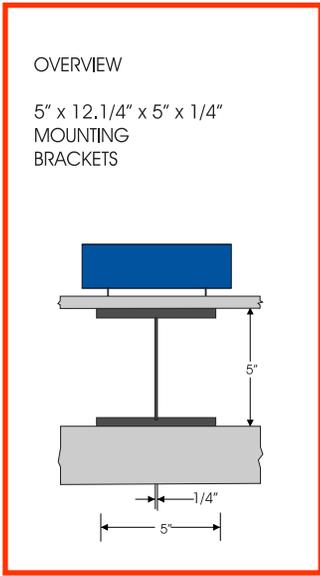


Burke & Herbert Bank

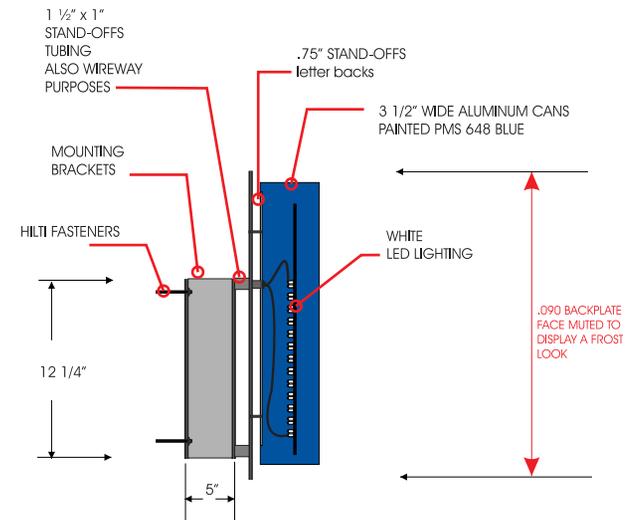
FRONT & SIDE ELEVATION



23



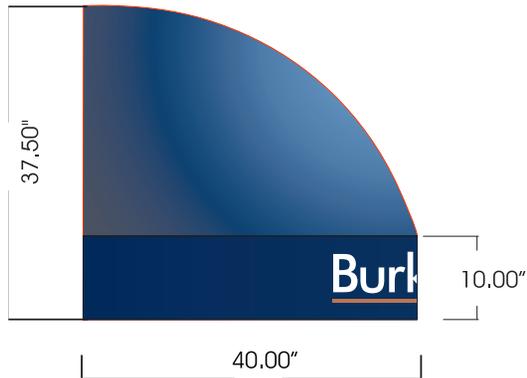
SIDE VIEW ATTACHMENTS



PROPOSED FABRICATION AND INSTALLATION OF HALO-ILLUMINATED, PAINTED, .080 BACK-LIT ALUMINUM, CHANNEL LETTERS, WITH WHITE LED LIGHTING.

LIGHT TO REFLECT OFF SILVER PAINTED BACK PLATES.

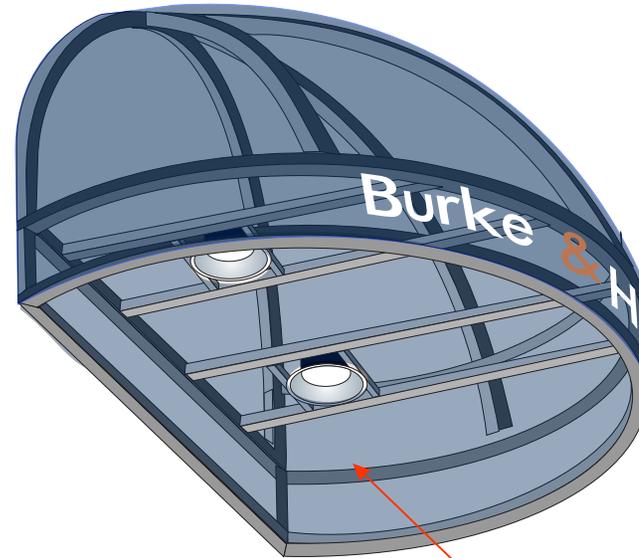
CHANNEL LETTERS ARE MOUNTED TO RACEWAY ON MASONRY FASCIA



SIDE VIEW

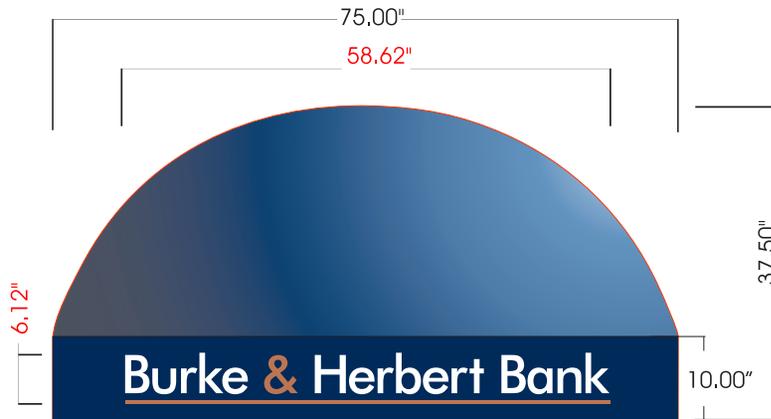
NOTE: ONLY THE AWNING OVER
THE MAIN ENTRANCE
HAS WHITE & GOLD COPY

COLOR: PMS 648 DK. BLUE



LED downlighting
secured between
the ceiling grid

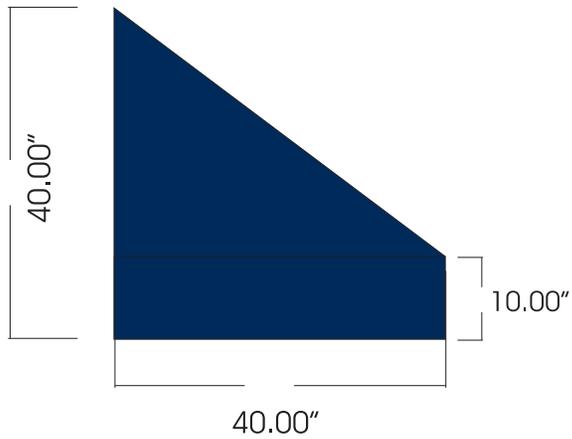
24



FRONT ELEVATION

DRAWING # BR-EX-0012c-032811-12		DESCRIPTION Burke & Herbert Bank - Main Office, Alexandria, VA			START DATE 03/28/11	REVISION 04/11/12
SCALE	DESIGNER LT	CUSTOMER APPROVAL	DMS APPROVAL	STATUS DRAFT	This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.	

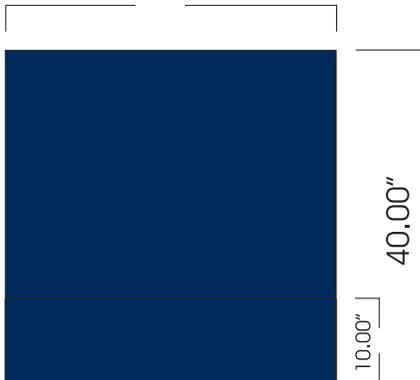
SIDE VIEW



40.00"

10.00"

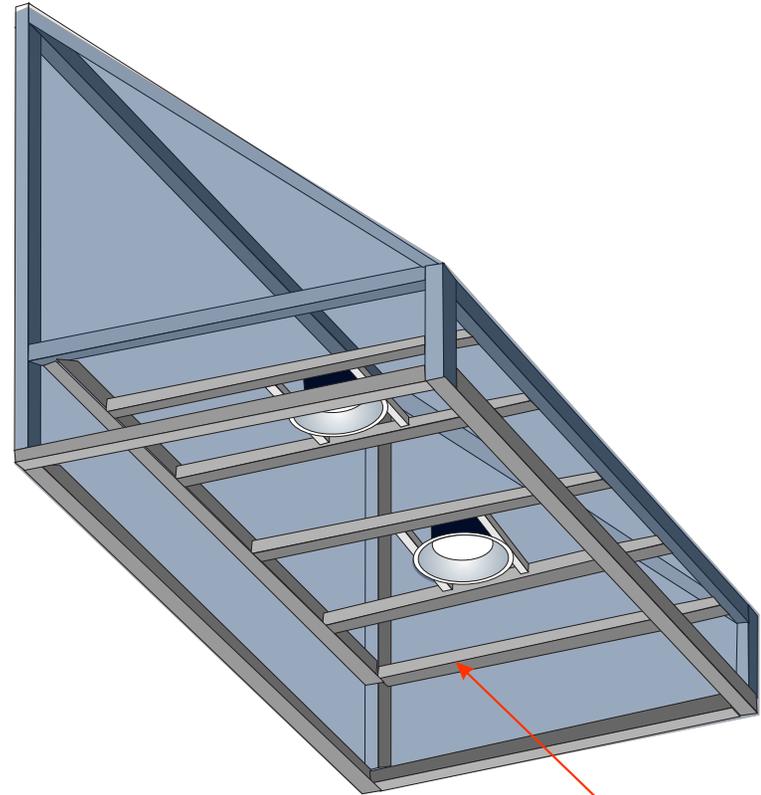
40.00"



40.00"

10.00"

FRONT VIEW



downlighting
secured between
the ceiling grid

COLOR:
PMS 648 DK. BLUE

SIDE ENTRANCE

25

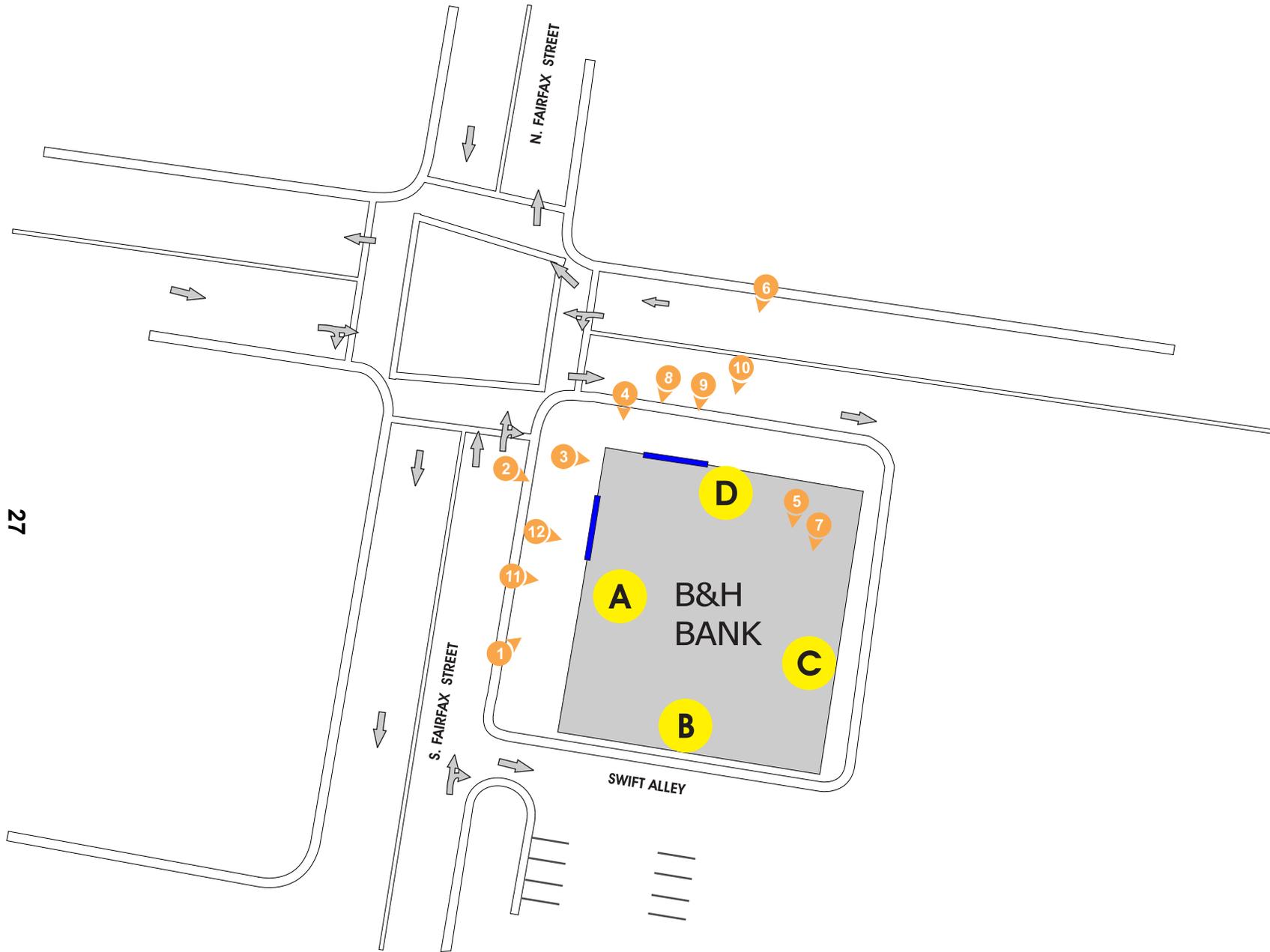
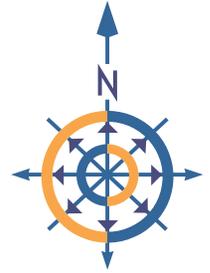
DRAWING # BR-EX-0012c-032811-13		DESCRIPTION Burke & Herbert Bank - Main Office, Alexandria, VA			START DATE 03/28/11	REVISION 05/01/12
SCALE	DESIGNER LT	CUSTOMER APPROVAL	DMS APPROVAL	STATUS DRAFT	This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.	



NEW SIGN ABOVE
EXISTING ATM MACHINE

FABRICATE ONE MDO
SIGN 9.25"x 26.00"x.75"
GRAPHICS IS PRINTED
AND LAMINATED AS SHOWN

26



27

S. LEE STREET

DMS
SignConnection
 102 Lookout Ave.
 Mt. Airy, Maryland
 301-831-7530
 info@dms-signs.com

DRAWING #
 BR-EX-0012b-032811-15

DESCRIPTION
 Burke & Herbert Bank - Main Office, Alexandria, VA

START DATE
 03/28/11

REVISION
 04/11/12

SCALE

DESIGNER
 LT

CUSTOMER APPROVAL

DMS APPROVAL

STATUS
DRAFT

This design is the property of DMS Sign Connection inc. Any use or reproduction without the consent of DMS Sign Connection inc. is strictly prohibited.



#1



#2



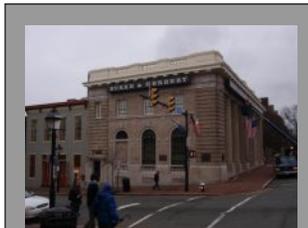
#3



#4



#5



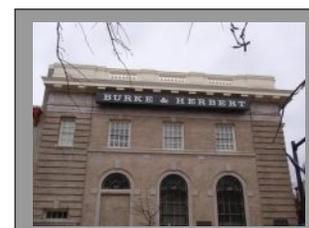
#6



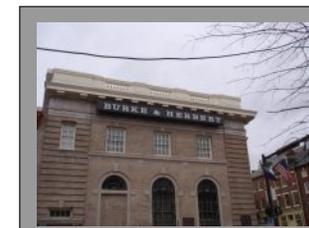
#7



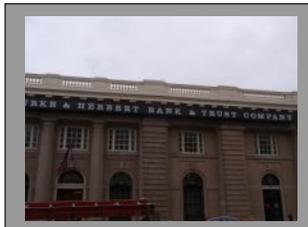
#8



#9



#10



#11



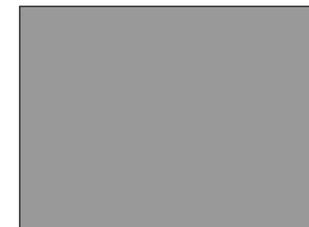
#12



#13



#14



#15

28

BAR Case # 2011-00325ADDRESS OF PROJECT: 100 S. Fairfax StreetTAX MAP AND PARCEL: 075.01-07-01

ZONING: _____

APPLICATION FOR: (Please check all that apply)

 CERTIFICATE OF APPROPRIATENESS PERMIT TO MOVE, REMOVE, ENCAPSULATE OR DEMOLISH
(Required if more than 25 square feet of a structure is to be demolished/impacted) WAIVER OF VISION CLEARANCE REQUIREMENT and/or YARD REQUIREMENTS IN A VISION
CLEARANCE AREA (Section 7-802, Alexandria 1992 Zoning Ordinance) WAIVER OF ROOFTOP HVAC SCREENING REQUIREMENT
(Section 6-403(B)(3), Alexandria 1992 Zoning Ordinance)Applicant: Property Owner Business (Please provide business name & contact person)Name: Burke & Herbert BankAddress: 100 S. Fairfax StCity: Alexandria State: VA Zip: 22313Phone: (703) 837-3778 E-mail: _____Authorized Agent (if applicable): Attorney Architect _____Name: DMS Signs (John Kelly)Phone: (301) 831-1530E-mail: JKelly@DMS-SIGNS.COM

Legal Property Owner:

Name: Burke & Herbert & Trust CompanyAddress: P.O. Box 268City: Alexandria State: VA Zip: 22313Phone: 703-837-3778 E-mail: _____

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

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

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

- NEW CONSTRUCTION
- EXTERIOR ALTERATION: *Please check all that apply.*
 - awning
 - doors
 - lighting
 - other _____
 - fence, gate or garden wall
 - windows
 - pergola/trellis
 - HVAC equipment
 - siding
 - painting unpainted masonry
 - shutters
 - shed
- ADDITION
- DEMOLITION/ENCAPSULATION
- SIGNAGE

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

Remove (2) existing building signs (King Street Elevation and South Fairfax Street Elevation).
Install new building signs on each elevation as shown in attached renderings.
Signs are to be halo-lit channel letters mounted to a rail system for attachment to the
building façade, as shown in the attached renderings. Install (3) new awnings
on the South Fairfax Street Elevation as shown in attached renderings. Install (1)
new non-illuminated sign above the ATM on the King Street Elevation, and one new
awning above the ATM as shown in the attached rendering.
Total proposed signs 46.45 Sq. Ft. - front elevation & 45.62 Sq. Ft. - side elevation.

SUBMITTAL REQUIREMENTS:

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

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

Electronic copies of submission materials should be submitted whenever possible.

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

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

Additions & New Construction: Drawings must be to scale and should not exceed 11" x 17" unless approved by staff. All plans must be folded and collated into 12 complete 8 1/2" x 11" sets. Additional copies may be requested by staff for large-scale development projects or projects fronting Washington Street. Check N/A if an item in this section does not apply to your project.

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

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

- N/A Linear feet of building: Front: 83 Secondary front (if corner lot): 78
- Square feet of existing signs to remain: _____
- Photograph of building showing existing conditions.
- Dimensioned drawings of proposed sign identifying materials, color, lettering style and text.
- Location of sign (show exact location on building including the height above sidewalk).
- Means of attachment (drawing or manufacturer's cut sheet of bracket if applicable).
- Description of lighting (if applicable). Include manufacturer's cut sheet for any new lighting fixtures and information detailing how it will be attached to the building's facade.

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

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

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

- I have submitted a filing fee with this application. (Checks should be made payable to the City of Alexandria. Please contact staff for assistance in determining the appropriate fee.)
- I understand the notice requirements and will return a copy of the three respective notice forms to BAR staff at least five days prior to the hearing. If I am unsure to whom I should send notice I will contact Planning and Zoning staff for assistance in identifying adjacent parcels.
- I, the applicant, or an authorized representative will be present at the public hearing.
- I understand that any revisions to this initial application submission (including applications deferred for restudy) must be accompanied by the BAR Supplemental form and 12 sets of revised materials.

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

APPLICANT OR AUTHORIZED AGENT:

Signature: 

Printed Name: John Kelly

Date: 4/16/12

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. <i>Baile Family LLC</i>	<i>1905 Hollindale Dr. Alexandria, VA 22306</i>	<i>28.5%</i>
2. <i>Various Stockholders</i>	<i>Various</i>	<i>71.5%</i>
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at *100 S. Fairfax St Alexandria* (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. <i>Baile & Herbert</i>	<i>100 S. Fairfax St</i>	<i>100%</i>
2. <i>Bank & Trust Co.</i>	<i>Alexandria, VA</i>	
3.	<i>22314</i>	

3. Business or Financial Relationships. Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review.

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. <i>None</i>		
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

11/11/2011

William S. McSween

President & Chief Operating Officer 33

Date

Printed Name

Signature

