Form 125 – Exhibit 1
(Revised 03/15/02)

Case No. 17086

BEFORE THE BOARD OF ZONING ADJUSTMENT OF THE DISTRICT OF COLUMBIA

APPEAL

Notice: See other side of appeal form for instructions

Pursuant to Section (s) §3100 and §3101 of the Zoning Regulations of the District of Columbia, an appeal is hereby taken

from the administrative decision of:	Name of administrative officer and title: Karen Edwards, General Counsel, DCRA		
made on	Date of decision: July 14, 2003	**, to the effect that**	allowing the transfer of the Jordanian chancery to the Yemeni Chancery without approval by the Foreign Mission Board of Zoning Adjustment.

Address(es) of Affected Premises	Square(s)	Lot(s)	Zoning Districts
2319 Wyoming Avenue, N.W.	2522	4	D/R-1-B

Present use of Property:	Previous use as Jordanian chancery.
Proposed use of Property:	Yemeni chancery.

Owner of Property:	Republic of Yemen	**Telephone No:**	
Address of Owner:	2600 Virginia Avenue, N.W., Suite 705, Washington, D.C. 20037-1905		
Name, address and telephone number of lessee:	n/a		

Name, address and telephone number of appellant, if other than owner:	Sheridan Kalorama Neighborhood Council, 2136 Leroy Place, NW, Washington, DC 20008; 202-299-1997

State specifically manner in which appellant is aggrieved by the administrative decision, the allegations of error in the Administrative decision, and the relevant sections of the Zoning Regulations (see reverse for more detailed explanation).

Please use a separate piece of 8 ½? x 11? To respond and attach it to the Form 125 Appeal.

Date:	September 12, 2003	**Signature:**	Applicant*

BZA Case No. 17086 Exhibit No. 2

** If appeal is filed by agent of the Appellant, Form 125 Appeal shall be accompanied by a letter signed by the appellant authorizing the agent to act on his behalf in this appeal.*

To be notified of hearing and decision:
(Appellant or Authorized Agent)*

Name:	Richard B. Nettler, Esq. & Jeannine Rustad Zigner, Esq. - Robins, Kaplan, Miller & Ciresi L.L.P.				
Address:	1801 K Street, N.W., Suite 1200, Washington, D.C. 20006				
Phone No.:	736-2720 & 736-2718	**Fax No.:**	202-223-8604	**E-Mail:**	rbnettler@rkrnc.com/jrzigner@rkmc.com

ANY APPLICATION THAT IS NOT COMPLETED IN ACCORDANCE WITH THE INSTRUCTIONS ON THE BACK OF THIS FORM WILL NOT BE ACCEPTED.

Board of Zoning Adjustment
District of Columbia
CASE NO. 17086
EXHIBIT NO. 2

#2

INSTRUCTIONS

Any notice of application for action provided in the District of Columbia Zoning Regulations (11 DCMR Zoning) that is not completed in accordance with the following instructions shall not be accepted. ***Do not mail this form to the Board of Zoning Adjustment.***

1. All applications shall be made on Form 125. All appeal forms must be completely filled out and be typewritten or printed. All information shall be furnished by the appellant. If additional space is necessary, use separate sheets of 8½" x 11" paper to complete the form (drawings and plans may be no larger than 11"x17").

2. Present this form and supporting documents, in person, to the Office of Zoning at 441 4th Street, N.W., Suite 210, Washington, D.C. 20001.

3. At the time of filing an appeal before the Board of Zoning Adjustment, the Appellant shall pay a filing fee of $800.00 in accordance with the Board of Zoning Adjustment Schedule of Fees (11 DCMR 3180), except as provided in §3180.3 and §3180.4.

4. ***REQUIRED information to be submitted when making an application submission, includes one (1) original and twenty (20) copies of the following (except for labels of which (1) original and (1) copy is required):***

   A. All Appellants are required to submit in specific detail each and every exception they have to the administrative decision. Details should state the allegations of error in the administrative decision – "why it was an error" and reference the relevant Sections of the Title 11 DCMR Zoning Regulations and/or Map. It shall be typewritten or printed and attached to Form 125 Appeal.

   B. A detailed statement at the time of filing explaining how the appellant intends on proving their case.

   C. In the case of an area variance, a plat drawn to scale and certified by a DC licensed survey engineer or D.C. Surveyor's Office showing boundaries and dimensions of the existing and proposed buildings and accessory buildings. Also required are, if any, architectural plans and elevations in sufficient detail to clearly illustrate any proposed building to be erected or altered, proposed landscaping/screens and building materials as they relate to the specifics of the appeal. Submittal of plat and plans shall not exceed 11? x 17? in size. (See Form 130 – Plat, Plan and Elevation Specifications for the required information on these drawings.)

Note: **All Appellants are required at the time of filing to serve all parties; including, as appropriate, the Appellee, the Owner of the property, the Lessee, and the Advisory Neighborhood Commission. Also please note, in an appeal only parties can testify or submit information into the record; however, parties may solicit pertinent information from affected persons to include in their submissions into the record.**