

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Office of Zoning



Date: AUG 23 2011

To Whom It May Concern:

The D.C. Office of Zoning is providing this letter to inform all property owners within 200 feet of a development project of conditions associated with the approval of the project.

The following is offered for informational purposes only. **You are not required to respond or take any other action with respect to this letter. Further, the record in this case is closed and no additional documentation will be accepted.**

The D.C. Board of Zoning Adjustment recently approved the following project, which is within 200 feet of your property:

Application No. 18233 of Protestant Episcopal Cathedral Foundation, on behalf of the National Cathedral School for Girls ("NCS"), pursuant to 11 DCMR § 3104.1, for a special exception under § 206 to allow an increase in the number of faculty and staff at an existing private school in the R-1-B and R-5-D Districts at 3600 and 3609 Woodley Road, N.W., (Square 1944, Lot 25 and Square 1922, Lot 17).

This application was approved subject to the following conditions:

1. NCS' student enrollment shall not exceed 585 students. NCS shall employ no more than 165 full-time equivalent faculty and staff.
2. The Applicant shall maintain 176 parking spaces on the Cathedral Close or the Woodley North campus for use by NCS faculty, staff, students, and visitors.
3. NCS shall require faculty, staff, and students who drive to the school to park on the Close in off-street parking allocated to NCS.
4. NCS shall continue to participate in parking demand management activities sponsored by the Protestant Episcopal Cathedral Foundation ("PECF") to reduce parking demand generated by students, faculty and staff. These measures include: encouraging the use of public transportation; making available reduced fare Metro passes; offering credits for bicycle commuters; and other measures as may be provided by PECF from time to time such as remote parking and shuttle service between the Close and nearby Metrorail stations.

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BOARD OF ZONING ADJUSTMENT
District of Columbia

Web Site: www.dcoz.dc.gov

CASE NO. **18233**

EXHIBIT NO. **33**
Board of Zoning Adjustment
District of Columbia
CASE NO. 18233
EXHIBIT NO. 33

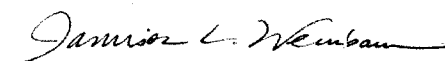
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5. NCS shall continue to require faculty, staff, and students who drive to school to register their vehicles with the school and to display an identifying sticker on each vehicle so as to facilitate compliance with the parking policy. NCS shall require each parent to agree to the parking policy when that parent signs each year's enrollment contract, including a requirement that individuals who violate the parking policy will be subject to disciplinary action by the school.
6. Visitors who drive to school events and activities shall be directed to park on the Close in off-street parking allocated to the NCS to the extent parking is available. NCS shall inform all visitor schools in writing of the location of visitor parking.
7. NCS shall maintain a neighborhood liaison committee composed of NCS staff and neighbors for the purposes of coordinating and discussing traffic and parking issues, and for yearly reporting in December on the actual number of students and the number of faculty and staff employed by the school. NCS shall provide a contact telephone number and e-mail address for persons who wish to report any failure to comply with the conditions adopted in this Order.
8. NCS shall continue its current parking policy addendum established March 31, 2008, but shall have the flexibility to amend any provision after consideration of the proposed change by the liaison committee.
9. The Applicant shall have the flexibility to modify its parking policy and vary the location of parking spaces.

Please note: The timeframe for development of an approved project varies depending on the scope and complexity of the project. Consequently, the conditions enumerated above may not be pertinent or at issue until a future date.

If you are interested in learning more about this case, or have questions about the definition of terms enumerated above, you can obtain a copy of the written Order that contains the conditions from the D.C. Office of Zoning website (www.dcoz.dc.gov). From the homepage, select the "Search" tool in the blue left sidebar, navigate to a search of "ZC and BZA Orders," and enter the case number provided above. Once you obtain the Order, if you have questions *specifically pertaining to enforcement of the aforementioned conditions*, please contact the D.C. Office of Zoning Compliance Review Specialist at (202) 727-6311.

SINCERELY,



JAMISON L. WEINBAUM
Director