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January 12, 2015

VIA HAND DELIVERY

Lloyd Jordan, Chairperson
Board of Zoning Adjustment
441 4th Street, N.W., Suite 210S
Washington, DC 20001

**Re: BZA Application for 4725 Massachusetts Avenue NW
Square 1531, Lot 45 (the "Property") – Area Variance Application**

Dear Chairperson Jordan & Members of the Board:

Please accept for filing the enclosed application of 4725 Massachusetts Ave., LLC (the "Applicant"). Pursuant to 11 DCMR §3103.2, the Applicant requests a use variance under §201.1 to allow the Applicant to convert a single-family home with a physician's office to an architectural office and residential unit in the R-1-B District at the Property.

The application package includes the following materials:

1. Agent Authorization Letter;
2. DC Plat of the Property;
3. Statement of Intended Use;
4. BZA Form 135, Self-Certification;
5. Statement of the Applicant;
6. List of names and mailing addresses (including mailing labels) of owners of all property within 200 feet of the boundaries of the Property;
7. Baist Atlas Map;
8. Zoning Map;
9. Architectural Plans; and
10. Photographs of the Property.

We believe that the application is complete and acceptable for filing, and request that the Board schedule a public hearing for the application as soon as possible. If you have any questions, please do not hesitate to contact me on behalf of the Applicant.

Thank you for your attention to this application.

Sincerely,

GRIFFIN, MURPHY,
MOLDENHAUER & WIGGINS, LLP

By:

A handwritten signature in blue ink, appearing to read 'MMD', is written over a horizontal line.

Meridith H. Moldenhauer

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