

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Board of Zoning Adjustment



MEMORANDUM

To: Single Member District Advisory Neighborhood Commission 4C03

From: Stephen Varga, AICP, LEED Green Assoc. ✓
Senior Zoning Specialist

Date: June 22, 2015

Re: BZA Appeal No. 19067

An individual, organization, or Advisory Neighborhood Commission (ANC) is alleging an error in the determination or decision made by an administrative officer in the administration or enforcement of the Zoning Regulations of the District of Columbia (Regulations) in your ANC-SMD. This application was filed on **June 22, 2015** through the Interactive Zoning Information System (IZIS).

In order to review exhibits in the case, follow these steps:

- Visit the Office of Zoning (OZ) website at www.dcoz.dc.gov
- Under "Featured Services", click on "Case Records".
- Enter the BZA appeal number indicated above and click "Go".
- The search results should produce the list of case documents. Click "View Details".
- On the right-hand side, click "View Full Log".
- This list comprises the full record in the case. Simply click "View" on any document you wish to see, and it will open a PDF document in a separate window.

As described in the Zoning Regulations of the District of Columbia (Regulations), the affected ANC is an automatic party to the case and the Board gives "great weight" to its written report. Visit http://dcoz.dc.gov/resources/ANC_Filing/index.shtm for instructions on how to file the ANC report (Form 129) through IZIS. Though ANC reports may be filed at any time prior to the Board's final deliberation on the case, the ANC is strongly encouraged to submit their report no later than seven days prior to the public hearing date so that Board has ample time to consider the ANC's position. Your ANC will receive notice of the hearing at least 40 days prior to the scheduled hearing date.

If your ANC has not received a courtesy copy of the appeal from the Applicant, please notify us so we can assist you in obtaining a copy. If you have any questions, please do not hesitate to contact the Office of Zoning at 202-727-6311.

PROJECTED MONTH OF HEARING: September, 2015