

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION



d. Policy, Planning and Sustainability Administration

MEMORANDUM

TO: District of Columbia Board of Zoning Adjustment

FROM: Samuel Zimbabwe
Associate Director 

DATE: January 19, 2016

SUBJECT: **BZA Case No. 19169** - 317 K Street NW

DDOT expects an applicant to perform a Comprehensive Transportation Review (CTR) working from an agreed-upon scope which demonstrates the existing conditions for each transportation mode affected by requested actions, the potential impact on the respective network, along with any proposed mitigations. The Applicant did not coordinate on an agreed-upon scope for the CTR in a timely fashion and submitted a draft CTR on January 8, 2016, which is not consistent with the typical timeline for DDOT review.

In light of the lack of timely information provided by the Applicant, DDOT cannot fully evaluate the requested action at this time. DDOT is continuing to coordinate with the Applicant to provide additional information and analysis, particularly regarding the requested loading relief. DDOT hopes to receive this information shortly and be able to submit a supplemental report with a full assessment of the application prior to the scheduled January 26, 2016 hearing date.

SZ|jr