

October 19, 2015

To Whom it May Concern:

This statement documents the that we, Kevin and Carol O'Day, owners of 1616 Webster Street NW, Washington, DC (Crestwood; Lot 0010; square 2646), have apprised both the Advisory Neighborhood Commission 4A and the Crestwood Citizens Association concerning our application for special exception pursuant to § 223.1 for a one story rear deck that does not comply with § 403.2, maximum lot occupancy, side yard setback requirements of § 405.3, and § 2001.3, expansion of a nonconforming structure that has already exceeded maximum lot occupancy, § 3104.1. We made this notification via certified letter as well as email.

We also pledge to appear before both groups at their next meeting and will follow up with both groups by email and phone to ensure our project is clearly explained and any questions or concerns answered. Although we have notified our immediate neighbors of our project and our special exception application, we will continue to seek out additional neighbors to notify them.

Sincerely,

Kevin M. O'Day & Carol A. O'Day

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