

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Board of Zoning Adjustment



November 13, 2015

Advisory Neighborhood Commission 5D
c/o Kathy Henderson, Chair
1807 L Street, NE
Washington, DC 20002

Re: BZA Application No. 19173

Dear ANC Chair:

An Applicant within the boundaries of your ANC area is seeking zoning relief for a project or use that is not provided as a matter of right for the zoning district.

A public hearing has been scheduled by the Board of Zoning Adjustment (Board) on **Tuesday, February 9, 2016 at 9:30 am**, at the Jerrily R. Kress Memorial Hearing Room, One Judiciary Square, at 441 4th Street, N.W., Suite 220 South, Washington, D.C., 20001, concerning the following application:

Application of Equity Trust Company, Custodian FBO, pursuant to 11 DCMR § 3104.1, for a special exception from the conversion to apartment house requirements pursuant to § 336, to permit the enlargement of a pre-1958 residential building into an eight-unit apartment house in the R-4 District at premises 1264 Holbrook Terrace N.E. (Square 4055, Lot 840).

HOW TO FAMILIARIZE YOURSELF WITH THE CASE

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 application 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.

HOW TO PARTICIPATE IN THE CASE

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 the Interactive Zoning Information System (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 the Board has ample time to consider the ANC's position.

Please contact the Applicant or designated agent to ensure that their case can be scheduled for ANC review in advance of the public hearing:

Martin Sullivan
1990 M St. NW, Su. 200
Washington, DC 20036

Msullivan@sullivanbarros.com
202-503-1704

If you have any questions or require any additional information, please call OZ at 202-727-6311.

SINCERELY,

A handwritten signature in black ink, appearing to read 'S. Varga', with a long horizontal stroke extending to the right.

STEPHEN VARGA, AICP, LEED Green Assoc.
Senior Zoning Specialist
Office of Zoning