

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
OFFICE OF THE ZONING ADMINISTRATOR**



October 30, 2015

Luleadey K. Jembere
3101 35th Street, NE
Washington, DC 20018

Re: 3101 35th Street, NE
Lot 0015 in Square 4325
Washington, DC 20018
(Basement, 1st, and 2nd Floor)
Zoned R-1-B

Dear Ms. Jembere:

Your certificate of occupancy application #CO-1600227 filed to use the subject premises as a "Flat" is disapproved due to the need for Board of Zoning Adjustment approval.

You will be required to obtain a variance under the provisions of DCMR Title 11, Section 200 to establish your use in the **R-1-B** Zone. Additionally, because the existing off-street parking is located between the front building wall and the front lot line, relief from Section 2116.4 of DCMR 11 is required.

The Board of Zoning Adjustment has authority to grant variance under provisions of DCMR Title 11, Section 3103.2.

This letter must be presented to the Office of the Board of Zoning Adjustment, Room 210, 441 4th Street, N.W., when filing for the hearing. If your request is granted, a new certificate of occupancy application must be filed.

Note: All applicants must provide the Office of the Zoning Administrator with submission verification, in the form of a formal receipt from the BZA, within 30 days of the date this memo.

Best Regards,

Matt LeGrant
Zoning Administrator