

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Board of Zoning Adjustment**



**MEMORANDUM**

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To: Matthew LeGrant  
Zoning Administrator, DCRA

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

Date: April 18, 2016

Re: BZA Appeal No. 19274

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An appeal 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) has been filed with the Board of Zoning Adjustment (Board). This appeal was filed on **April 15, 2016** 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](http://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.

In order to access and file documents for this case, log-in to IZIS at <http://app.dcoz.dc.gov>. All documents provided must be submitted through IZIS at least 14 days prior to the hearing. If you submit documents within 14 days of the hearing, you must file a Motion to Request Waiver of Time Requirements (Form 150) in addition to the documents for consideration by the Board.

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

**PROJECTED MONTH OF HEARING: June, 2016**

CC: Max Tondro