GOVERNMENT OF THE DISTRICT OF COLUMBIA
Board of Zoning Adjustment

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MEMORANDUM

To: Matthew LeGrant
              Zoning Administrator, DCRA

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

Date: October 4, 2016

Re: BZA Appeal No. 19374

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 **October 4, 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
- Under "Online Services", click on "Interactive Zoning Information System".
- Click on "Go to Case Records".
- Enter the BZA application number indicated above and click the search button.
- The search results should produce the case on the right. Click "View Details".
- 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 21 days prior to the hearing. If you submit documents within 21 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: December, 2016

CC: Max Tondro