

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



October 5, 2017

B. Monroe Ventures, LLC  
1120 Park Road, NW  
Washington, DC 20010

**Re: BZA Appeal No. 19613**

Dear Sir or Madam:

An individual, organization, or Advisory Neighborhood Commission (ANC) is 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) at a property you own or lease.

You are hereby notified to appear before the Board of Zoning Adjustment (Board) on **Wednesday, November 1, 2017 at 9:30 am**, at the Jerrily R. Kress Memorial Hearing Room, One Judiciary Square, at 441 4<sup>th</sup> Street N.W., Suite 220 South, Washington, D.C., 20001, for a public hearing concerning the following appeal:

**Appeal of B Monroe Ventures, LLC**, pursuant to 11 DCMR Subtitle Y § 302, from the determination made on July 28, 2017 by the Zoning Administrator, Department of Consumer and Regulatory Affairs, that, per Subtitle E § 307.3, a side yard would be required to construct two flats on the existing vacant lots in the RF-1 Zone at premises 1844 Monroe Street N.W. (Square 2614, Lot 38).

**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 <http://dcoz.dc.gov>
- Under “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.

**INTERACTIVE ZONING INFORMATION SYSTEM (IZIS)**

In order to access and file documents for this case, log-in to IZIS at <https://app.dcoz.dc.gov/Login.aspx>. 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.

---

441 4<sup>th</sup> Street, N.W., Suite 200/210-S, Washington, D.C. 20001  
Telephone: (202) 727-6311      Facsimile: (202) 727-6072      E-Mail: [dcoz@dc.gov](mailto:dcoz@dc.gov)

Web Site: [www.dcoz.dc.gov](http://www.dcoz.dc.gov)  
**Board of Zoning Adjustment**  
District of Columbia  
CASE NO.19613  
EXHIBIT NO.19

Individuals and organizations who wish to participate in the appeal may do so as an intervener. This is a form of party status intended for individuals or organizations that have a significant interest in the outcome of an appeal. Review the file in the case frequently prior to the public hearing so that you are prepared to respond to any filings made by other parties.

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 "Clifford W. Moy". The signature is written in a cursive, flowing style with a long horizontal tail stroke.

**CLIFFORD W. MOY**  
**Secretary, Board of Zoning Adjustment**  
**Office of Zoning**