

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



October 10, 2017

ANC 4C 03  
Commissioner Ulysses Campbell  
1427 Upshur Street NW  
Washington, DC 20011

**Re: BZA Appeal No. 19632**

**REFERRAL MEMORANDUM AND NOTICE OF PUBLIC HEARING**

Dear ANC Single Member District Commissioner:

An individual, organization, or 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) regarding property within your ANC's boundaries. This appeal was filed on September 13, 2017 through the Interactive Zoning Information System (IZIS).

You are hereby notified that on **Wednesday, November 29, 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, a public hearing will commence concerning the following appeal:

**Appeal of AMT-Varnum, LLC**, pursuant to 11 DCMR Subtitle Y § 302, from the decision made on August 23, 2017 by the Zoning Administrator, Department of Consumer and Regulatory Affairs, to deny building permit B1611940, to construct a new, three-story flat in the RF-1 Zone at premises 1523 Varnum Street, NW. (Square 2698, Lot 46).

**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.

**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 Board gives "great weight" to its written report.

Visit [http://dcoz.dc.gov/resources/ANC\\_Filing/index.shtm](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 Board has ample time to consider the ANC's position.

If your ANC has not received a courtesy copy of the application from the Appellant, please notify us so we can assist you in obtaining a copy. 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 style with a long horizontal stroke at the end.

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