GOVERNMENT OF THE DISTRICT OF COLUMBIA
BOARD OF ZONING ADJUSTMENT

DISTRICT OF COLUMBIA
OFFICE OF ZONING
'99 JAN 11 A8:17

Consideration of your **Application No.** 16438, filed on 1-11-99, will be governed by the Supplemental Rules of Practice and Procedure before the Board of Zoning Adjustment, effective on August 27, 1982. Under these Rules, your application will be set for public hearing on the first available date. The Board holds at least two public hearings per month. Cases are set for hearing on a first come, first serve basis. You will be notified of the date of the hearing approximately forty days in advance.

When you receive the notice of public hearing, it will then be your responsibility as the applicant to post a notice of the public hearing on the property. You must pick up a posting sign from the Office of Zoning, and place it on each street frontage of the property a minimum of fifteen days prior to the date set for public hearing. You must check the sign at least once every five days to be sure that it is in place, and must repost as necessary.

At the time of the initial posting, you must take a photograph of the sign. That photograph must be filed with the Office of Zoning a minimum of five days before the date set for public hearing, as an attachment to the affidavit of posting, which the Board will supply.

Please be further advised that it is also the responsibility of the applicant to carry the burden of proof for an application. That means that you should review the Zoning Regulations which apply to your application, as set forth in the notice of public hearing and should be prepared to tell the Board how your application meets the requirements of the Regulations against which it must be judged.

The site of your application is within the jurisdiction of **Advisory Neighborhood Commission (ANC)** 1B. If that **ANC** submits written comments on your application, the Board will give those comments great weight in its decision. The Board encourages you to contact the **ANC** to discuss your application at the earliest practical time. The telephone number of **ANC** 1B is 332-5157.

You are also advised that if you intend to submit materials in support of the application, any documentary evidence must be filed with the Office of Zoning at least fourteen days prior to the date of the hearing. Documentary evidence includes statements, information, briefs, letters, reports, reports of experts and other witnesses, plans and other material.

BZA
CASE No. 16438
EXHIBIT No. 10

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Should you have any questions during the period your application is pending before the Board, please call the office at (202) 727-6311.

Sheri M. Pruitt-Williams

SHERI M. PRUITT-WILIAMS
Interim Director

ACKNOWLEDGED: Trevor Francis #372