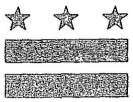
GOVERNMENT OF THE DISTRICT OF COLUMBIA
BOARD OF ZONING ADJUSTMENT



July 26, 2001

Ms. Elaine Carrera
623 Mellon Street, S.E.
Washington, D.C. 20032

Re: BZA Application No. 16597

Dear Ms. Carrera:

You are hereby notified to appear before the Board of Zoning Adjustment on Tuesday, September 11, 2001, at 441 4th Street, N.W., Suite 220, Washington, D.C., 20001 for a public hearing concerning the following application:

> **Application of Elaine Carrera**, pursuant to 11 DCMR § 3103.2 for a variance to allow an accessory garage structure in excess of 15 feet and one story in height under section 2500.4, and a use variance to allow the second floor of the accessory structure to be used exclusively as the applicant's living quarters under section 2500.5 in an R-5-A District at premises 623 Mellon Street, S.E. (Square 5984, Lot 37).

This case is in Advisory Neighborhood Commission 8C. Cases in this area will be heard between 9:30 a.m. and 12:00 p.m. All cases will be heard in the order listed on the public hearing agenda.

PLEASE NOTE THAT A SIGN MUST BE OBTAINED FROM THE OFFICE OF THE BOARD OF ZONING ADJUSTMENT TO BE POSTED ON THE PROPERTY. The Rules of Practice and Procedure provide that such a sign must be posted at least 15 days prior to the hearing. The posted notice must also be checked at least once every five days, and replaced when necessary. An affidavit concerning the original posting of the sign must be filed with the Board at least 5 days prior to the hearing. The sign and the affidavit can be picked up from the Office of Zoning, Suite 210, 441 4th Street, N.W.

You should be aware that items may be submitted to the Board by other individuals, organizations and government agencies both in support of and in opposition to your application. Approximately one week prior to the public hearing, you should review the file in your

BZA
Case No. 16597
Exhibit No. 31

Board of Zoning Adjustment
District of Columbia
CASE NO.16597
EXHIBIT NO.31

application so that you are prepared to respond to any issues that may be raised regarding your application. Further, if you are not clear about what information you must present to the Board in support of your application, please contact the Office of Zoning as soon as possible.

If you have any questions or require any additional information, feel free to call the Office of Zoning at (202) 727-6311.

Sincerely,

JERRILY R. KRESS, FAIA
Director

cc: Applicants