GOVERNMENT OF THE DISTRICT OF COLUMBIA
BOARD OF ZONING ADJUSTMENT

November 15, 2001

Ellen McCarthy
Associate Director, Office of Planning
801 North Capitol Street, N.E., Suite 4000
Washington, D.C. 20002

RE: BZA Application No. 16597 – Elaine Carrera
623 Mellon Street, S.E. (Square 5984, Lot 37)

Dear Ms. McCarthy:

The Board of Zoning Adjustment on November 13, 2001 held a public hearing on the above-mentioned application. Elaine Carrera is seeking area and use variances from 11 DCMR §§ 2500.4 through 2500.6 to permit the construction of a second story addition over 15 feet in height to a private accessory garage and to use the addition as a one-bedroom dwelling unit. A decision on the application is scheduled for January 15, 2002. Prior to making its decision on the case, the Board is seeking the assistance of the Office of Planning. Please review the case and provide a report to the Board.

To assist with your review, staff is hand-delivering all of the documents that are in the case file, except for the large scaled plans. These documents are too large for copying. (Please note that most of the these documents were previously sent to the Office of Planning.)

The Board established the following timeline:

December 28, 2001	Response from the Office of Planning
January 11, 2002	Responses from the Parties
January 15, 2002 **Special Public Meeting, 9:00 a.m.**	Decision

BZA
Case No. 16597
Exhibit No. 45

At the November 13, 2001 public hearing, the Board granted Party Status to Helen M. Edwards and Grady Edwards, III, abutting property owners. Advisory Neighborhood Commission 8C is automatically a party to the case. To afford the parties and the Applicant ample time to respond to your report, the Board is asking that the Office of Planning serve the parties with its report. If this poses a problem for you, notify the Office of Zoning so that alternative arrangements can be made. The names and addresses of the Applicant and the parties are listed at the end of this correspondence.

Board of Zoning Adjustment
District of Columbia
CASE NO.16597
EXHIBIT NO.45

If this office can be of further assistance, you may contact Beverley Bailey at (202) 727-0364

Sincerely,

JERRILY R. KRESS, FAIA
DIRECTOR

CC: (letter only)

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

Mary J. Cuthbert, Chairperson
Advisory Neighborhood Commission 8C
3125 Martin Luther King Avenue, S.E.
Washington, D.C. 20032

Helen M. Edwards
Grady Edwards, III
617 Mellon Street, S.E.
Washington, D.C. 20032

MS/BAB/11.15.01