GOVERNMENT OF THE DISTRICT OF COLUMBIA
BOARD OF ZONING ADJUSTMENT

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September 14, 2000

David Bardin, Chairperson
Advisory Neighborhood Commission 3F
P.O. Box 39290
Washington, D.C. 20016

Re: BZA Application No. 16611

Dear Mr. Bardin:

This is to advise you that a public hearing has been scheduled by the Board of Zoning Adjustment to consider the following application which is located within the boundaries of your ANC area:

> **Application of Kenneth Workman, Josef Straka, Carl and Elizabeth Richmond,** pursuant to 11 DCMR 3104 and Sections 206 for a special exception to expand and establish a private school and Section 411 from the relief of the roof structure requirements to allow for the construction of more than one roof structure, a waiver from the roof structure setback requirements and roof structures with walls of an unequal height in an R-5-D District at premises 2969 Upton Street, N.W., and 4101 and 4103 Connecticut Avenue, N.W. (Square 2243, Lots 27, 28 and 65).

This hearing will be held on Tuesday, October 24, 2000, in Suite 220, 441 4th Street, N.W., Washington, D.C. 20001. This case is scheduled to be heard between 9:30 a.m. and 12:00 p.m. A formal notice of public hearing will appear in the D.C. Register.

You are advised that 11 DCMR Section 3115 sets out certain requirements related to reports of ANCs, and specifically that Section 3115.1 requires that the written report of the ANC be filed with the Board at least seven days in advance of the hearing. A copy of Section 3115 is enclosed.

Information on the procedures which will govern consideration of this case are available from the Office of Zoning, in Suite 210, 441 4th Street, N.W. Washington, D.C. 20001. The telephone number for the Office of Zoning is (202) 727-6311.

BZA
Case No. 16611
Exhibit No. 18

Board of Zoning Adjustment
District of Columbia
~~CASE NO.16611~~
EXHIBIT NO.18

If you wish to forward comments in writing directly to the Board, such comments should be addressed to the Board of Zoning Adjustment at 441 4th Street, N.W., Suite 210, Washington, D.C. 20001.

Sincerely,

JERRILY R. KRESS, FAIA
Director

Enclosure

EXCERPT FROM TITLE 11 DCMR, "ZONING

3115 ADVISORY NEIGHBORHOOD COMMISSIONS

3115.1 The written report of the ANC shall be submitted to the Board at least seven (7) days in advance of the hearing and shall contain the following information:

(a) An identification of the appeal or application;

(b) When the public meeting of the ANC to consider the appeal or application was held;

(c) Whether proper notice of that meeting was given by the ANC;

(d) The number of members of the ANC that constitutes a quorum and the number of members present at the meeting;

(e) The issues and concerns of the ANC about the appeal or application, as related to the standards of the Zoning Regulations against the appeal or application must be judged;

(f) The recommendation, if any, of the ANC as to the disposition of the appeal or application;

(g) The vote on the motion to adopt the report to the Board;

(h) The name of the person who is authorized by the ANC to present the report; and

(i) The signature of the chairperson or vice-chairperson of the ANC.

3115.2 The Board shall give "great weight" to the written report of the ANC, as required by No. 1-261, D.C. Code, 1982 ed.

3115.3 In the event the ANC submits its report on the basis of understandings, agreements, or meetings with the appellant, or applicant which later are modified by appellant or applicant, the designated representative of the ANC may comment orally concerning the specific inconsistencies. No other new matters may be presented orally by the designated representative of the ANC.