Government of the District of Columbia
OFFICE OF ZONING

February 19, 2002

Mr. Michael Lovendusky
4927 MacArthur Boulevard
Washington, DC 20007

Re: Board of Zoning Adjustment Case No. 16852 – St. Patrick's Episcopal Day School

Dear Mr. Lovendusky:

The Office of Zoning is in receipt of your letter regarding the above referenced matter.

Case No. 16852 will be scheduled for April 16, 2002 in the afternoon. As provided for by the Title 11 DCMR Zoning Regulations, residents within a 200 ft radius of the affected property will receive a notice of hearing and instructions for obtaining party status. Enclosed please find a copy of the party status instructions. In requesting party status there is specific information that must be submitted not less than 14 days prior to the hearing. Approval is contingent on the Applicant clearly demonstrating that his or her interest will be *more significantly, distinctively or uniquely affected* by the proposed zoning action than that of other persons in the general public.

In addition, prior to establishing party status, it is the responsibility of the public to obtain case information, by visiting the OZ at 441 4th Street, NW, Ste. 210-S. When you visit the office, staff will be happy to assist you in obtaining the information you require.

If you have any questions, or require additional information, please do not hesitate to call.

Sincerely,
OFFICE OF ZONING

Jerrily R. Kress, FAIA
Director

BZA
Case No. 16852
Exhibit No. 20

441 4th Street, N.W., Suite 210-S, Washington, D.C. 20001
(202) 727-6311 • (202) 727-6072 fax
E-Mail: zoning info@dcoz.dcgov.org • **Web Site:** http://www.dcoz.dcgov.org/

Board of Zoning Adjustment
District of Columbia
CASE NO.16852
EXHIBIT NO.20

Government of the District of Columbia
BOARD OF ZONING ADJUSTMENT



PARTY STATUS

(Excerpt From Title 11 DCMR Zoning Regulations)

3106 APPEARANCE AND REPRESENTATION

3106.1 In a proceeding before the Board, any person or party may appear on his or her own behalf. Any person or party may be represented by any other person duly authorized in writing to do so. The authorization shall state specifically that the authorization includes the power of the agent or representation to bind the person in the case before the Board.

3106.2 Except for the appellant, applicant, or the ANC, to participate as a party in a proceeding before the Board, any affected person shall file with the Board, not less than fourteen (14) days prior to the date set for the hearing, the following information.

(a) The person's name and address;
(b) A request to appear and participate as a party;
(c) Whether the person will appear as a proponent or opponent of the appeal or application;
(d) Whether the person will appear through legal counsel and, if so, the name and address of the legal counsel; and
(e) A written statement setting forth why the person should be granted party status, including reference to the following:
  (1) The property owned or occupied by the person, or in which the person has an interest, that will be affected by the zoning relief requested of the Board;
  (2) The legal interest the person has in the property, such as owner, tenant, trustee, or mortgagee;
  (3) The distance between the person's property and the property that is the subject of the appeal or application before the Board;
  (4) The environmental, economic, social, or other impacts likely to affect the person and/or the person's property if the zoning relief requested of the Board is approved or denied; and
  (5) An explanation of how the person's interests as identified in response to paragraph (4) would likely be more significantly, distinctively, or uniquely affected in character or kind by the proposed zoning relief than those of other persons in the general public.

3106.3 In considering any request for party status pursuant to §3106.2, the Board shall grant party status only if the person requesting party status has clearly demonstrated that the person's interests would likely be more significantly, distinctively, or uniquely affected in character or kind by the proposed zoning relief than those of other persons in the general public.

3106.4 No member of the Board or the Zoning Commission shall represent any person before the Board other than himself or herself while he or she is a member of the Board or the Zoning Commission.

3106.5 No former member of the Board or the Zoning Commission shall represent any person before the Board other than himself or herself for a period of six (6) months after the date that the member's service on the Board of Zoning Commission terminates.

3106.6 No former member of the Board or former employee of the Government of the District of Columbia shall represent any person other than himself or herself in a particular matter for which the member or employee had a substantial responsibility while he or she was a member of the Board or an employee of the District.