GOVERNMENT OF THE DISTRICT OF COLUMBIA
BOARD OF ZONING ADJUSTMENT

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AUG 2 3 2002

APPLICATION NUMBER 16923
TO WHOM IT MAY CONCERN:

Notice is hereby given that the Board of Zoning Adjustment will hold a public hearing in Suite 220, 441 4th Street, N.W., Washington, D.C., 20001 on Tuesday, October 15, 2002. Your attention is invited to the following application:

> **Application of Kevin J. O'Keefe & John E. Sacco**, pursuant to 11 DCMR § 3104.1, for a special exception to allow a screened porch addition to a semi-detached single-family dwelling under section 223, not meeting the lot occupancy requirements (section 403), rear yard requirements (section 404), and nonconforming structure provisions (subsection 2001.3) in an R-4 District at premises 625 Q Street, N.W. (Square 444, Lot 805).

At the public hearing, all interested persons will be given an opportunity to express their views. However, you may submit written views about this case. All written views should be sent to the address below, and must be received by the Board before the hearing on the case is concluded. Individuals and organizations wishing party status in any case before the Board must request that status in writing not less than fourteen (14) days p50.
rior to the date set for the public hearing on the particular application. The request for party status must contain all the information required by 11 DCMR 3106.2. Section 3106 is enclosed for your information.

This case is in Advisory Neighborhood Commission 2C. This case will be heard between 9:30 a.m. and 12:00 p.m.

If you have any questions about this application, you may call the Office of Zoning on (202) 727-6311, or come to 441 4th Street, N.W., Suite 210, Washington, D.C. 20001.

PLEASE USE THE APPLICATION NUMBER WHEN YOU WRITE OR CALL ABOUT THIS CASE.

Sincerely,

JERRILY R. KRESS, FAIA
Director

(SEE REVERSED SIDE)

BZA
Case No. 16923
Exhibit No. 17

Board of Zoning Adjustment
District of Columbia
CASE NO.16923
EXHIBIT NO.17

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.