Government of the District of Columbia

OFFICE OF ZONING

441 4TH STREET N.W.
SUITE 210
WASHINGTON, D.C. 20001
(202) 727-6311

August 12, 2002

Andrea C. Ferster, Esq.
Law Offices of Andrea C. Ferster
1100 17th Street, N.W.
10th Floor
Washington, D.C. 20036

Re: BZA Appeal No. 16935 – Father Flanagan's Boys Home

Dear Ms. Ferster:

The Office of Zoning is in receipt of your filing in regards to the above-cited appeal. Earlier this summer, the Board of Zoning Adjustment considered and approved new forms with instructions for filing appeals. In accordance with the BZA Form 125 instructions for filing an appeal this office must receive the following information before further processing of your appeal can proceed:

1. Certificate of Service indicating that a copy of the appeal was given to the Zoning Administrator.

2. Copy of a certified plat clearly illustrating how the building(s) in question fail to comply with the sections of the Zoning Regulations cited in your appeal, and a detailed explanation of each and every exception you have to the administrative decision being appealed.

3. Copies of the building permits in question.

I have attached a copy of the new BZA Appeal Form 125. You can also down load all of our new forms via our web-site at www.dcoz.dcgov.org. Please call Richard S. Nero, Jr., Special Assistant on (202) 727-6311, if you have any questions about the foregoing.

BZA
Case No. 16935
Exhibit No. 5

Board of Zoning Adjustment
District of Columbia
CASE NO.16935
EXHIBIT NO.5

SINCERELY,

JERRILY R. KRESS, FAIA
Director

Attachment
rsn

Form 125 – Exhibit 1
(Revised 03/15/02)

Case No._____

BEFORE THE BOARD OF ZONING ADJUSTMENT OF THE DISTRICT OF COLUMBIA

APPEAL

Notice: See other side of appeal form for instructions

Pursuant to Section (s) §3100 and §3101 of the Zoning Regulations of the District of Columbia, an appeal is hereby taken

from the administrative decision of: *Name of administrative officer and title*

made on *Date of decision*, to the effect that

Address(es) of Affected Premises	Square(s)	Lot(s)	Zoning Districts

Present use of Property:

Proposed use of Property:

Owner of Property: Telephone No.:

Address of Owner:

Name, address and telephone number of lessee:

Name, address and telephone number of appellant, if other than owner:

State specifically manner in which appellant is aggrieved by the administrative decision, the allegations of error in the administrative decision, and the relevant sections of the Zoning Regulations (see reverse for more detailed explanation).

Please use a separate piece of 8 ½" x 11" to respond and attach it to the Form 125 Appeal.

Date: Signature: *Appellant* *

* *If appeal is filed by agent of the Appellant, Form 125 Appeal shall be accompanied by a letter signed by the appellant authorizing the agent to act on his behalf in this appeal.*

To be notified of hearing and decision:
(Appellant or Authorized Agent)*

Name:

Address:

Phone No.: Fax No.: E-Mail:

ANY APPLICATION THAT IS NOT COMPLETED IN ACCORDANCE WITH THE INSTRUCTIONS ON THE BACK OF THIS FORM WILL NOT BE ACCEPTED.