ShawPittman LLP

A Limited Liability Partnership Including Professional Corporations

D.C. Board of Zoning Adjustment
2002 SEP 19 PM 4:28

September 19, 2002

By Hand Delivery

D.C. Board of Zoning Adjustment
Suite 210
441 4th Street, N.W.
Washington, DC 20001

Re: BZA Application of The Monterey Cooperative, Inc. for the Property Located at 2902 Porter Street, N.W. (Lot 91, Square 2068)

Dear Members of the Board:

Enclosed please find a variance and special exception application on behalf of The Monterey Cooperative, Inc. (the "Applicant") for the proposed renovation of the Monterey Apartment building located at 2902 Porter Street, N.W. (the "Property"). Attached please find an original and 20 copies of the following documents:

- A completed BZA Application Form 120;
- A completed BZA Zoning Self-Certification Form 135;
- A letter from The Monterey Cooperative, Inc., the owner of the Property, authorizing Shaw Pittman to file the application and represent the Applicant in all matters before the Board;
- A building plat, prepared by the D.C. Surveyor, depicting the current and proposed building on the Property;
- Plans and elevations of the fully renovated Monterey Apartment building;
- A statement of existing and intended use;
- A statement of how the Applicant meets the burden of proof for variance and special exception relief;
- Photographs of pertinent portions of the Property;

BZA
Case No. 16949
Exhibit No. 1

Board of Zoning Adjustment
District of Columbia
CASE NO.16949
EXHIBIT NO.1

- List of names and mailing addresses (including mailing labels) of the owners of all property within 200 feet in all directions of the boundaries of the subject property;
- The names and mailing addresses of the two lessees in the building; and
- A check for the filing fee.

We believe the application is complete and acceptable for filing, and we request that the Board schedule a public hearing on the application as soon as possible. We are prepared to answer any questions or provide such other additional information as you may require. Thank you for your attention to this application.

Sincerely,

John T. Epting

Paul A. Tummonds, Jr.

Enclosures

cc: Mark Kaufman
Chris Morrison

Document #: 1272930 v.1