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March 17, 2003

NORMAN M. GLASGOW, JR.
202-419-2460
Internet Address:
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RECEIVED
D.C. BOARD OF ZONING
2003 MAR 17 PM 4:16

VIA HAND DELIVERY

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

Re: Application for Special Exceptions and Variances
4638 H Street, S.E.

Dear Members of the Board:

Enclosed, please find an application and supporting materials requesting approval of three special exceptions and a variance to allow the construction of a seventy-four unit affordable apartment house for seniors with a child development center for ninety children at 4638 H Street, S.E. lot 324, Square 5359. We have enclosed the following:

- A completed BZA Form 120;
- A letter from the First Rock Baptist Church Foundation, Inc., the owner of the subject property, authorizing Norman M. Glasgow, Jr., and the law firm of Holland & Knight LLP, to file the application:
- Twenty copies of a Building Plat prepared by the D.C. Surveyor showing the subject property;
- Twenty copies of plans and elevations showing the building proposed to be erected on the subject property;
- Twenty copies of a statement of existing and intended use of the subject property;

BZA
Case No. 17013
Exhibit No. 1

Board of Zoning Adjustment
District of Columbia
CASE NO. 17013
EXHIBIT NO. 1

- Twenty copies of a preliminarily statement outlining how the application meets the required burden of proof;
- Twenty copies of three photographs of the subject property;
- The name and mailing address of the owners of all property within 200 feet in all directions from all boundaries of the subject property, in both list and mailing label format (there are no persons currently having a lease with the owner of the subject property);
- In lieu of a memorandum from the Zoning Administrator, twenty copies of a completed certification form;
- A letter, dated March 11, 2003, from Advisory Neighborhood Commission 7E, supporting the development; and
- A check for the filing fees totaling $33,850.00.

We believe that the application is complete and acceptable for filing, and we request that the Board schedule a public hearing on the application at the soonest available time.

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,

Norman M. Glasgow, Jr.

Enclosures