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September 9, 2003

BY HAND DELIVERY

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

Re: 1323 Girard Street, N.W.

Ladies and Gentlemen:

On behalf of Asian American LEAD (the "Applicant"), enclosed please find a completed application (the "Application") to the Board of Zoning Adjustment ("BZA") pursuant to 11 DCMR 3104.1, requesting a special exception under Sections 209 and 332.1 of the Zoning Regulations to operate a community center at the property of the Applicant located at 1323 Girard Street, N.W. (Square 2855, Lot 828) (the "Property").

The Applicant hereby submits for consideration of the BZA one original and twenty copies of the completed Application, which consists of the following:

TAB 1: Application form: Form 120.

TAB 2: Self-Certification: Form 135.

TAB 3: Plat drawn to scale and certified by the D.C. Office of the Surveyor showing boundaries and dimensions of the existing building and maps showing the Property.

TAB 4 Site plan and architectural floor plans of the Property.

TAB 5: Detailed statement of existing and intended use of the Property.

TAB 6: Detailed statement explaining how the application meets the specific tests for special exception identified in the Zoning Regulations; Form 121.

TAB 7: Color photograph views of the property.

BZA
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Exhibit No. 1

Board of Zoning Adjustment
District of Columbia
CASE NO. 17080
EXHIBIT NO. 1

TAB 8: Names and mailing addresses of the owners of neighboring properties and labels.

TAB 9: Copy of Certificate of Occupancy showing the current authorized use.

TAB 10: Letter authorizing Kerri R. Sikorski and Eric Von Salzen to act on behalf of the Applicant.

TAB 11: Filing Fee in the amount of $1,200.

With respect to item 4(G) of BZA Form 120, please be advised that there are no leases with the Applicant for any part of any building located on the Property.

Furthermore, in compliance with the requirements of BZA Form 130, we hereby certify, on behalf of the Applicant, the accuracy of the representation of the location of the structure on the plat enclosed under Tab 3.

In view of all of the above, we would appreciate your assistance in expediting this matter at your earliest convenience. Should you have any questions or require additional materials, please feel free to contact Kerri Sikorski at phone number (202) 637-6463.

Respectfully submitted,

HOGAN & HARTSON L.L.P.

By: Kerri R. Sikorski

Kerri R. Sikorski

By: _____

Eric A. Von Salzen

Enclosures