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September 29, 2003

VIA HAND DELIVERY

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

RECEIVED
D.C. OFFICE OF ZONING
2003 SEP 29 PM 3:01

Re: Application for Variances for Paramount Baptist Church
3924 4th Street, S.E.

Dear Members of the Board:

Enclosed, please find an application and supporting materials requesting approval of two special exceptions and two variances to allow the construction of an addition to the Paramount Baptist Church at 3924 4th Street, S.E. (Square 6154, lots 57, 58,65, 68, 806 and 818) We have enclosed the following:

- The original and twenty copies of a completed BZA Form 120;
- The original and twenty copies of a letter from the Paramount Baptist Church, the owner of the subject property, authorizing the law firm of Holland & Knight LLP, to file the application:
- Twenty-one copies of Building Plats prepared by the D.C. Surveyor showing the subject property;
- Twenty-one copies of plans and elevations showing the buildings proposed to be erected on the subject property;
- The original and twenty copies of a statement of existing and intended use of the subject property;
- The original and twenty copies of a preliminarily statement outlining how the application meets the required burden of proof;

BZA
Case No. 17093
Exhibit No. 6

Board of Zoning Adjustment
District of Columbia
CASE NO. 17093
EXHIBIT NO. 6

- Twenty-one copies of three photographs of the subject property;
- The original and twenty copies of a list of the name and mailing address of the owners of all property within 200 feet in all directions from all boundaries of the subject property (there are no persons currently having a lease with the owner of the subject property) and one set of mailing labels for the list;
- In lieu of a memorandum from the Zoning Administrator, the original and twenty copies of a completed certification Form 135; and
- A check for the filing fees totaling $1,600.00.

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,

Steven E. Sher
Director of Zoning and Land Use Services

Enclosures