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June 25, 2004

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BY HAND DELIVERY

Mr. Geoffrey H. Griffis
Zoning Commissioner
District of Columbia Office of Zoning
Suite 210 South
441 4th Street N.W.
Washington, DC 20001

Re: Parkmont School

Dear Commissioner Griffis:

On behalf of Parkmont School (the "Applicant"), please find enclosed a completed application (the "Application") to the Board of Zoning Adjustment (the "BZA") in connection with the renewal of a variance and special exception for Parkmont School. On July 27, 1999, the BZA issued Order No. 16473, which granted a five year variance and special exception that allowed the Applicant to continue to operate the Parkmont School with 65 students and 8 faculty members. Order No. 16473 will expire on July 27, 2004. In this Application, Parkmont School requests a renewal of the variance and special exception for a 5-year term, and an expansion of the variance and special exception to allow for 12 faculty members.

The completed application includes the following:

1. Application to the BZA;

2. Attachment A, a letter from the Office of the Zoning Administrator directing the Applicant to the Board of Zoning Adjustment (original plus 20 copies);

3. Attachment B, a copy of a plat drawn to scale and certified by a licensed surveyor showing boundaries and dimensions of the existing building (original plus 20 copies);

4. Attachment C, a detailed statement of existing and intended use of such building (original plus 20 copies);

BZA
Case No. 17209
Exhibit No. 1

Board of Zoning Adjustment
District of Columbia
CASE NO. 17209
EXHIBIT NO. 1

5 Attachment D, a detailed statement explaining how the Application meets the specific tests identified in the Zoning Regulations for variance and special exception (original plus 20 copies);

6. Attachment E, three color photograph views showing pertinent features of the building and the property involved (original plus 20 copies);

7. Attachment F, the names and mailing addresses of the owners of all property within 200 feet, in all directions from all boundaries of the property involved in the Application (original plus 20 copies), and self-stick labels of the names and mailing addresses of the owners of the properties (original plus 1 copy);

8. Attachment H, documentation of the current authorized use (original plus 20 copies);

9. Filing fee in the amount of $2,425.00; and

10. Letter authorizing William J. Curtin III, Susan Cook, and Craig Cronheim to act on behalf of Parkmont School.

Please note that Attachment G to the Application is not germane to the Applicant and therefore is not included.

I would appreciate your assistance in expediting this matter at your earliest convenience. In the meantime, please contact me at the number above if you have any questions.

Sincerely,

William J Curtin III/sc

William J. Curtin III

Enclosures

cc: Ron McClain (w/ encls.)
Christy Ross (w/ encls.)
Susan Cook (w/ encls.)
Craig Cronheim (w/ encls.)