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D.C. BOARD OF ZONING ADJUSTMENT
2005 MAR 10 P 2:44

March 10, 2005

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
St. Albans School, 3101 Wisconsin Avenue, NW
Lot 25, Square 1944

Dear Members of the Board:

On behalf of the Protestant Episcopal Cathedral Foundation of the District of Columbia and St. Albans School, enclosed please find an original and twenty copies of the application and supporting materials requesting approval of a special exception under 11 DCMR § 206 to permit additional facilities for a private school at the above-referenced property. The following materials are enclosed:

- A filing fee of $2,500 pursuant to 11 DCMR § 3180.1(b)(2);
- A completed BZA Form 120;
- A building plat from the Office of the Surveyor showing the subject property with existing and proposed development;
- A statement explaining how the application meets the specific tests identified in the Zoning Regulations;
- A statement of existing and intended uses of the subject property;
- Six (6) 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;
- In lieu of a memorandum from the Zoning Administrator, a completed zoning self-certification form;

BOARD OF ZONING ADJUSTMENT
District of Columbia
CASE NO. 17320
EXHIBIT NO. 7

Board of Zoning Adjustment
District of Columbia
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- Letter from the authorized agent of the property owner authorizing Holland & Knight LLP to file the application;
- Certificates of Occupancy; and
- Architectural plans illustrating the proposed project.

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

If you have any further questions or need additional information, please do not hesitate to have Office of Zoning staff contact me.

Sincerely,

Christy Shiker

Christy Moseley Shiker

Enclosures

cc: Jennifer Steingasser, Office of Planning (with enclosure)
Advisory Neighborhood Commission 3C (with enclosure)

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