

Government of the District of Columbia

Department of Transportation



d. Planning and Sustainability Division

MEMORANDUM

TO: District of Columbia Board of Zoning Adjustment

FROM: *KB*
Kelsey Bridges
Neighborhood Planning Branch Manager

DATE: June 18, 2026

SUBJECT: BZA Case No. 17703D – 3825 Wisconsin Avenue NW and Upton Street NW

APPLICATION

Sidwell Friends School (the “Applicant”), pursuant to Title 11 of the *District of Columbia Municipal Regulations (DCMR)*, requests the Board of Zoning Adjustment (BZA) grant a Modification without Hearing from Board of Zoning Adjustment Order Number 17703-C to modify the timing component for the relocation of the middle school pick-up and drop-off area, as part of the campus plan. The site is in the MU-4/R-1B zones at 3825 Wisconsin Avenue NW and 3720 Upton Street NW (Square 1825, Lots 816 and 818) and is served by curb cuts to Wisconsin Avenue NW and 37th Street NW.

RECOMMENDATION

The District Department of Transportation (DDOT) has reviewed the application materials and has determined that the proposed action will not have adverse impacts on the District’s transportation network. DDOT has no objection to the approval of this application.

STREETScape AND PUBLIC REALM

DDOT’s lack of objection to this application should not be viewed as an approval of the public realm. If any portion of this or future projects at the property propose elements within District-owned right-of-way, the Applicant is required to pursue a public space construction permit.

DDOT expects the adjacent public realm to meet all District standards. The Applicant should refer to Titles 11, 12A, and 24 of the [DCMR](#), the most recent version of DDOT’s [Design and Engineering Manual](#), and the [Public Realm Design Manual](#) for public space regulations and design guidance. A permit application can be filed through the DDOT [Transportation Online Permitting System](#) (TOPS) website.

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HERITAGE AND SPECIAL TREES

According to the District's [Tree Size Estimator map](#), the property has seven (7) Heritage and 69 Special trees. DDOT expects the Applicant to coordinate with the Ward 3 Arborist regarding the preservation and protection of existing Heritage, Special, and small street trees.

Heritage Trees have a circumference of 100 inches or more and are protected by the Tree Canopy Protection Amendment Act of 2016. With approval by the Mayor and DDOT's Urban Forestry Division (UFD), Heritage Trees might be permitted to be relocated. As such, the Applicant may be required to redesign the site plan to preserve the Non-Hazardous Heritage Trees.

Special Trees are between 44 inches and 99.99 inches in circumference. Special Trees may be removed with a permit. However, if a Special Tree is designated to remain by UFD, a Tree Protection Plan (TPP) will be required.

KB:ms