

Outreach to neighbors:

- Lunch with Holly, 05 16 2017; follow-up email 05 17 2017
Holly and Clara are renters at 1737 immediately adjacent to us. During lunch, I talked about the renovation, showed her drawings, and asked for contact info for Brian, the owner at 1737. Holly did not have a strong reaction and was friendly about it.
- Discussion with Eric, May 2017
Eric is our adjacent neighbor at 1741. During a casual conversation one evening, we told him about our plans to renovate. He was a little surprised (maybe not too pleased), but we said we would continue the conversation.
- Email to 4 immediate neighbors (2 on each side, including the Kaddans at 1743, Eric at 1741, Holly and Clara and Brian (owner) at 1737, and Beth at 1735), 06 03 2017. The text of the email is below:

Dear neighbors,

I hope you are having a good weekend. We have been living on the row for almost 4 years now, and we love it here. As a family, we hope to stay for a long time. We are making plans to renovate the back of our house, extending on the middle-floor and upper floor; this will add a family room on the middle level and a third room upstairs. Right now, we are still finalizing the plans with our architects, and just starting the permitting process.

We want to inform you about our plans early on. We are very sensitive to the potential impact that such a project may have on our neighbors. Once our plans are closer to final, we would be happy to share them with you. We will also try our best to work with the contractor during the construction process to be sensitive to your needs. We do not expect construction to begin until later this year.

If you have any further questions or wish to speak to us, please let us know.

- To the above email, only Brian at 1737 has responded with some questions. We are continuing the conversation with him and his wife via email because they live on the West Coast. We have emailed them the drawings and described the BZA process. Dialogue is ongoing via email. We also scheduled a conference call with Brian and our contractors and architects on August 24, 2017, to discuss the project and to answer Brian's questions.

- Eric, adjacent neighbor at 1741, came over for one-on-one discussion on 06-24-2017. During this conversation, we showed him the drawings, explained our reasons for the renovation, and spoke very briefly about the BZA process. We offered to continue discussions. The conversation was polite in tone.