

July 11, 2025

**VIA E-MAILED PDF**

Zachary Bache, RA  
1306 Girard ST NE  
Washington, DC 20017  
[zachbache@gmail.com](mailto:zachbache@gmail.com)

**Re: 1306 Girard ST NE (Square 3958, Lots 8 and 9)  
25-Z-PDRM-00065**

Dear Mr. Bache,

This letter will confirm the substance of your meeting with my staff on March 18, 2025. The property at 1306 Girard ST NE (Square 3958, Lots 8 and 9) is zoned R-1B. The property is improved with a detached building in single-household use that spans the two record lots. The project proposes to subdivide the record lots to two new record lots such that the existing building and an existing accessory building would be located on a single record lot (proposed Lot 8) and a new detached building would be constructed on the second record lot (proposed Lot 9) that is created.

We have reviewed the proposed plat and architectural drawings provided, see attached, and have determined the following.

Area Variance relief pursuant to X-1000.1 from the Subdivision regulations in C-302.1 is required because any lots created must conform to the regulations for lot area, width, and yards. Proposed Lot 8 would be nonconforming for side yard and proposed Lot 9 would be nonconforming for lot width and side yard.

One (1) parking space must be provided for Lot 8 per C-701.10 because the number of required parking spaces, which is 1 per principal dwelling shall not be reduced below the minimum required as long as the use that generated that requirement remains in existence and per C-701.14 because required parking spaces shall be provided and maintained so long as the structure that the parking spaces are designed to serve exists. No parking is required for proposed Lot 9 per C-702.4(a) because the proposed lot does not have access to an open, improved, and public alley with a right of way of 10 feet width minimum.

Area Variance relief pursuant to X-1000.1 from the Lot Width requirements in D-202.1 is required for Lot 9 because 50 feet of width is required and 38.5 feet of width is proposed.

Area Variance relief pursuant to X-1000.1 from the Side Yard requirement in D-208.2 is required for Lots 8 and 9 because two 8-foot side yards are required and 6-foot side yard is proposed at the west side lot line for Lot 8 and a 6-foot side yard is proposed at the east side lot line for Lot 9.

Area Variance relief pursuant to X-1000.1 from the Accessory Maximum Building Area requirement in D-5003.1 is required because the proposed 661.85 square foot accessory building on Lot 8 exceeds the greater of 30% of the required rear yard (461.25 square feet) or 450 square feet.

As we discussed during our May 15, 2025 meeting, the Office of Zoning Administration can provide a BZA Referral Memorandum that details the zoning relief required based on a building permit application which the OZA would use as the basis for preparing the referral memo. The building permit application would need to include plans sealed by a Registered Design Professional (RDP) that illustrate the layout and exterior features of the space planned to be constructed and/or occupied, including elevations and an official plat from the Office of the Surveyor on which the site plan must be drawn to scale.

If you have any additional questions, please feel free to reach out.

Sincerely,

*Elisa Vitale* for KAB

Kathleen A. Beeton, AICP  
Zoning Administrator

**Attachment:** Proposed Plat  
Architectural Drawings

**Zoning Technician:** Kwasi Cook

DISCLAIMER: This letter is issued in reliance upon, and therefore limited to, the questions asked, and the documents submitted in support of the request for a determination. The determinations reached in this letter are made based on the information supplied, and the laws, regulations, and policy in effect as of the date of this letter. Changes in the applicable laws, regulations, policy, or new information or evidence, may result in a different determination. This letter is **NOT** a "final writing", as used in Section Y-302.5 of the Zoning Regulations (Title 11 of the District of Columbia Municipal Regulations), nor a final decision of the Zoning Administrator that may be appealed under Section Y-302.1 of the Zoning Regulations, but instead is an advisory statement of how the Zoning Administrator would rule on an application if reviewed as of the date of this letter based on the information submitted for the Zoning Administrator's review. Therefore, this letter does **NOT** vest an application for zoning or other DOB approval process (including any vesting provisions established under the Zoning Regulations unless specified otherwise therein), which may only occur as part of the review of an application submitted to DOB.

DISTRICT OF COLUMBIA GOVERNMENT  
OFFICE OF THE SURVEYOR

Washington, D.C., April 26, 2023

Plat for Building Permit of :

SQUARE 3958 LOTS 8 - 9

Scale: 1 inch = 20 feet

Recorded in Book Co.7 Page 35

Receipt No. 23-03686

Drawn by: A.S.

Furnished to: JUSTIN RIORDAN

"I hereby certify that the dimensions and configuration of the lot(s) hereon depicted are consistent with the records of the Office of the Surveyor unless otherwise noted, but may not reflect actual field measurements. The dimensions and configuration of A&T lots are provided by the Office of Tax and Revenue and may not necessarily agree with the deed description(s)."

\_\_\_\_\_  
Surveyor, D.C.

I hereby certify that on this plat on which the Office of the Surveyor has drawn the dimensions of this lot, I have accurately and completely depicted and labeled the following:

- 1) all existing buildings and improvements - including parking spaces, covered porches, decks and retaining walls over four feet above grade, and any existing face-on-line or party wall labeled as such, well as projections and improvements in public space - with complete and accurate dimensions;
- 2) all proposed demolition or raze of existing buildings duly labeled as such; all proposed buildings and improvements - including parking spaces, covered porches, decks and retaining walls over four feet above grade, any existing face-on-line or party wall labeled as such, as well as projections and improvements in public space and the improvements used to satisfy pervious surface or green area ratio requirements - with complete and accurate dimensions, in conformity with the plans submitted with building permit application \_\_\_\_\_; and
- 3) any existing chimney or vent on an adjacent property that is located within 10 feet of this lot.

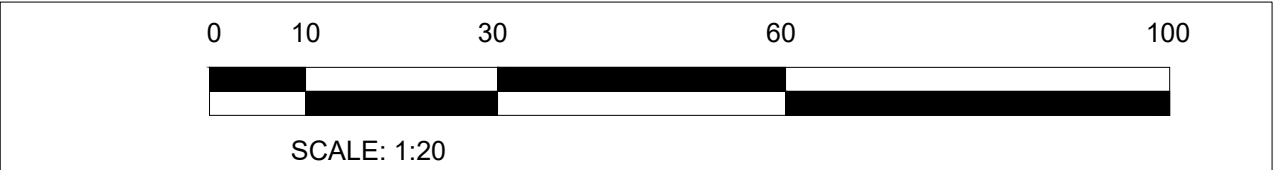
I also hereby certify that:

- 1) my depiction on this plat, as detailed above, is accurate and complete as of the date of my signature hereon;
  - 2) there is no elevation change exceeding ten feet measured between lot lines; or if so, this elevation change is depicted on a site plan submitted with the plans for this permit application;
  - 3) I have ~~have not~~ (circle one) filed a subdivision application with the Office of the Surveyor;
  - 4) I have ~~have not~~ (circle one) filed a subdivision application with the Office of Tax & Revenue; and
  - 5) if there are changes to the lot and its boundaries as shown on this plat, or to the proposed construction and plans as shown on this plat, that I shall obtain an updated plat from the Office of the Surveyor on which I will depict all existing and proposed construction and which I will then submit to the Office of the Zoning Administrator for review and approval prior to permit issuance. The Office of the Zoning Administrator will only accept a Building Plat issued by the Office of the Surveyor within the two years prior to the date DCRA accepts a Building Permit Application as complete.
- I acknowledge that any inaccuracy or errors in my depiction on this plat will subject any permit or certificate of occupancy issued in reliance on this plat to enforcement, including revocation under Sections 105.6(1) and 110.5.2 of the Building Code (Title 12A of the DCMR) as well as prosecution and penalties under Section 404 of D.C. Law 4-164 (D.C. Official Code §22-2405).

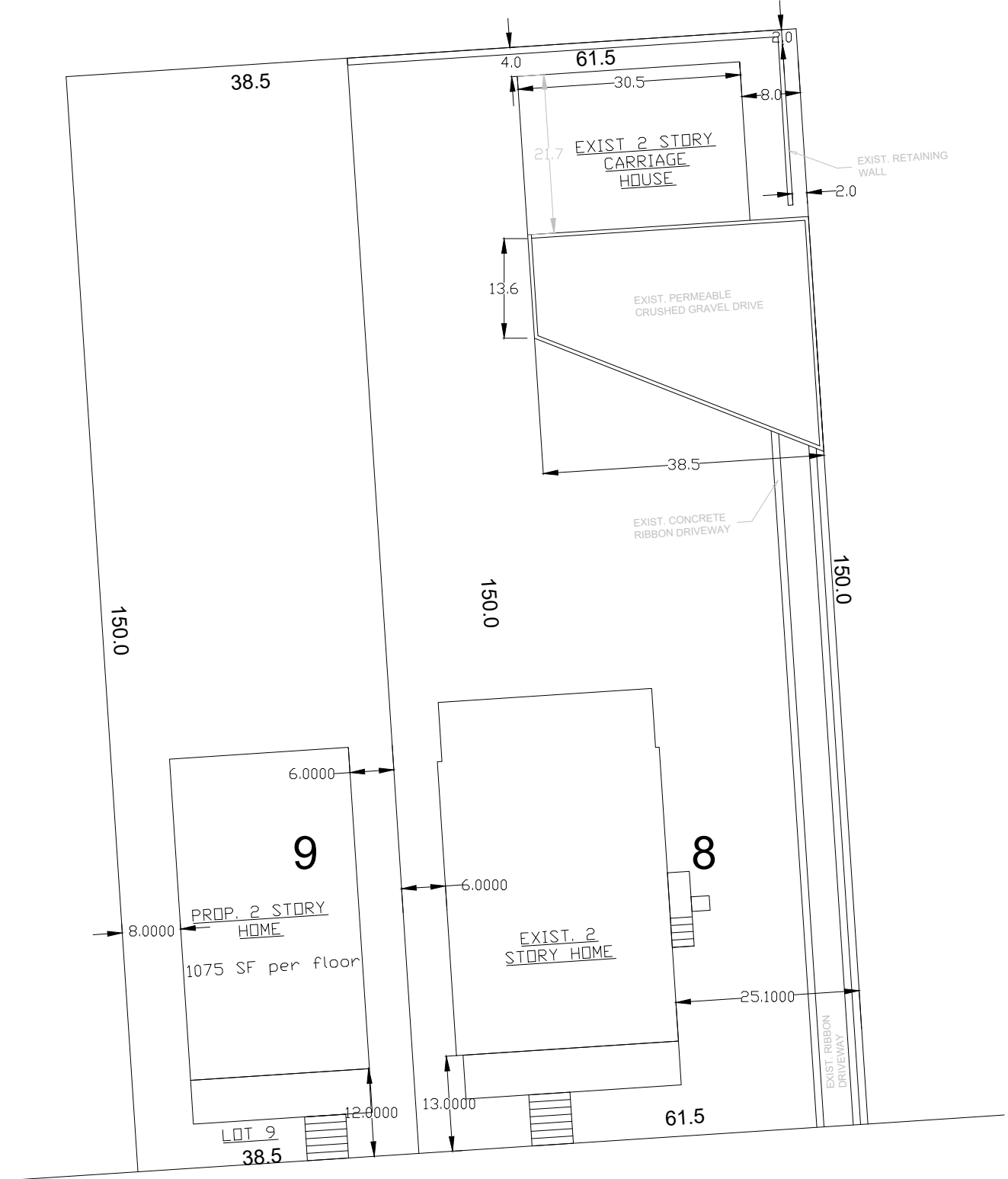
Signature: \_\_\_\_\_  
Date: 10/15/23

Printed Name: Zachary Bache  
Relationship to Lot Owner: Owner

If a registered design professional, provide license number ARC200852 and include stamp below.



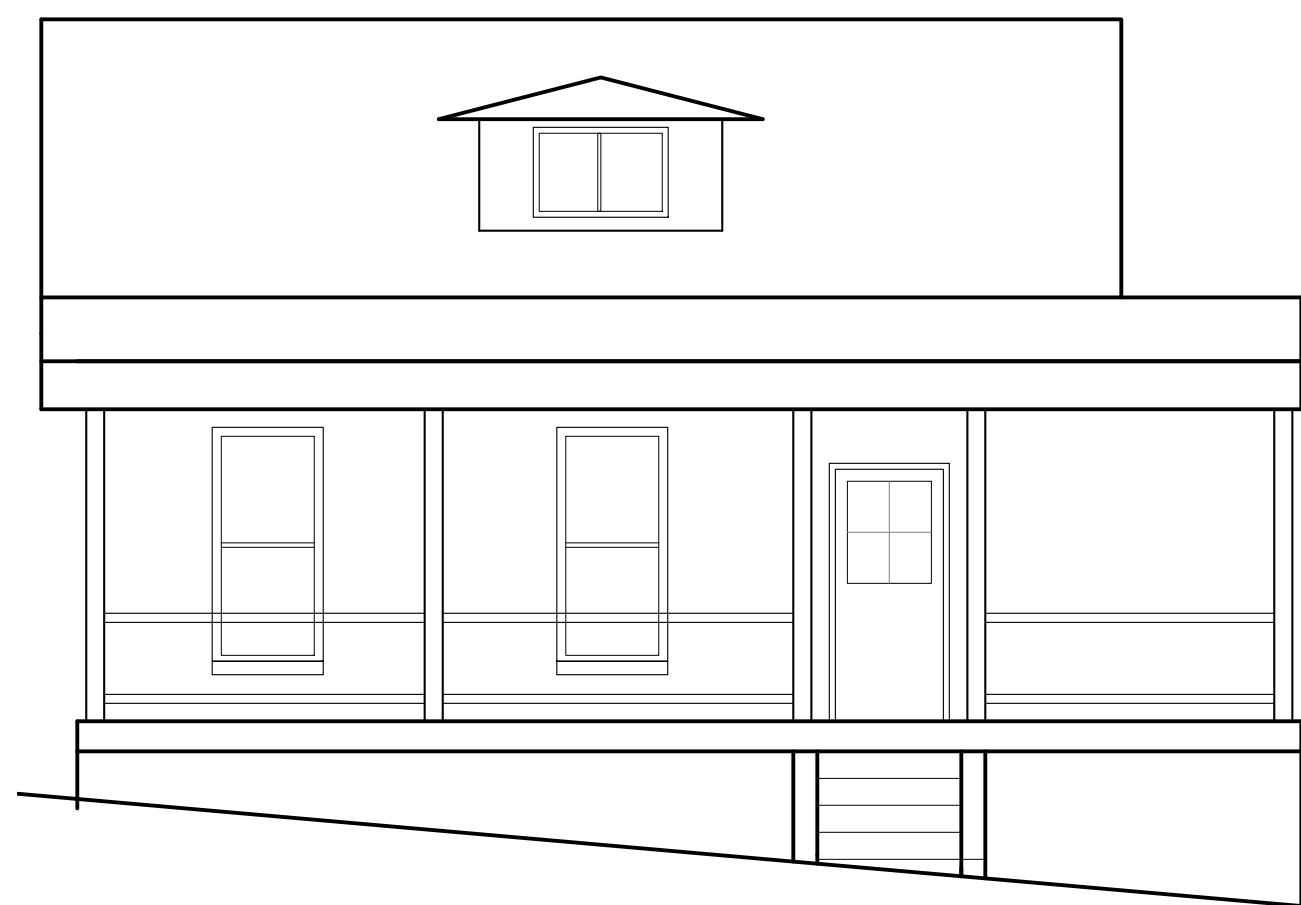
SQUARE 3958



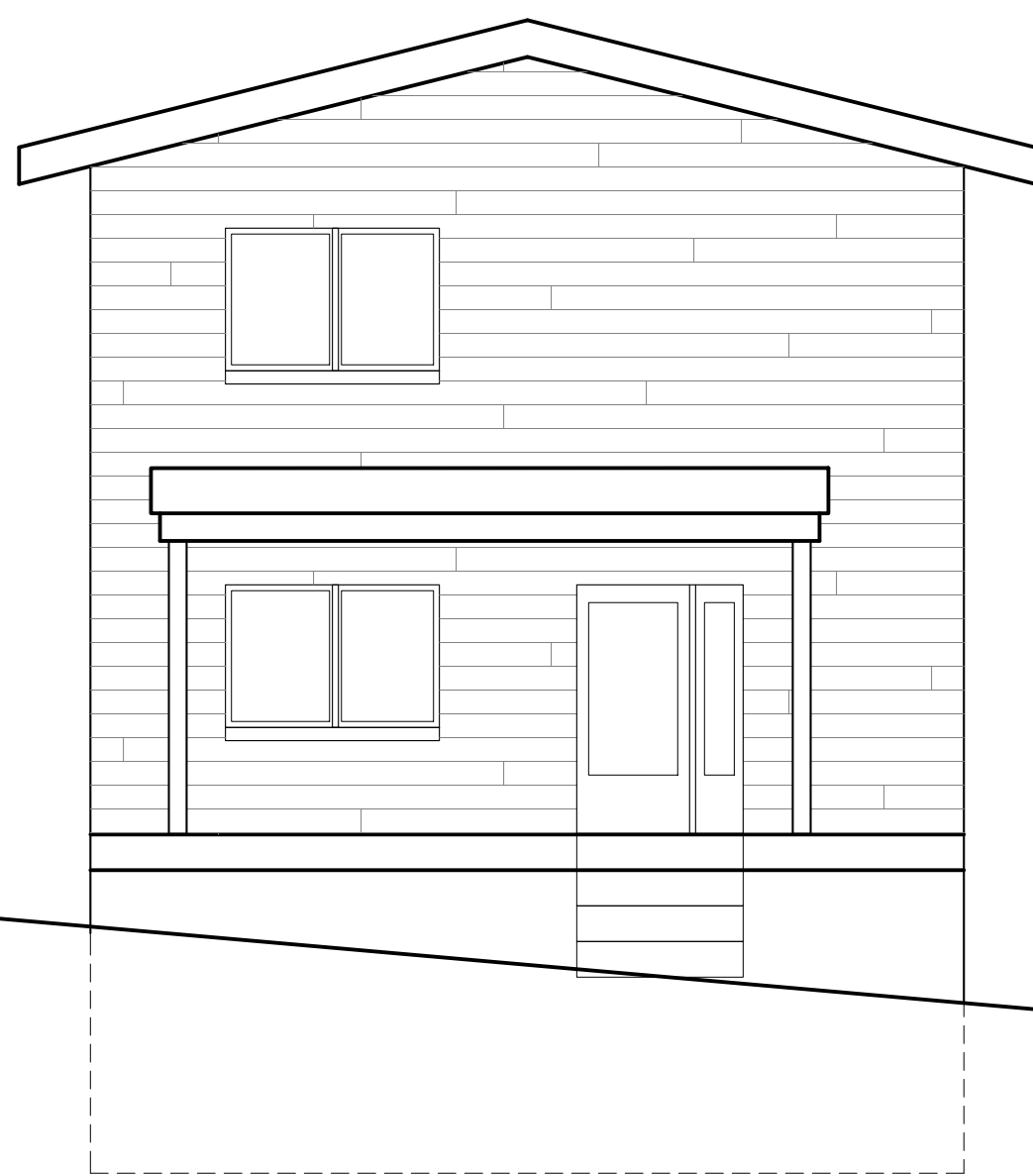
GIRARD STREET, N.E.



1 SITE PLAN  
A01 SCALE: 3/32" = 1'-0"



2 STREET ELEV  
A01 SCALE: 3/16" = 1'-0"



### CODE / ZONING ANALYSIS

- OWNERSHIP OF BOTH RECORD LOTS IS THE SAME.  
BOTH LOTS 8 AND 9 IN SQUARE 3958 WERE CONVEYED BY DEED  
DATED 2/3/23 AND RECORDED 2/9/23 AS INSTRUMENT #2023011008.

LOT	0008 / 0009	
SQUARE	3958	
YEAR BUILT	1928	
ZONE	R-1-B	
PROPOSED LOTS	0008	0009
PROPOSED STRUCTURE	EXIST SINGLE FAMILY	NEW SINGLE FAMILY
USE GROUP	R-3	R-3
LOT AREA (5,000 SF MIN)	9,225	5,775
LOT OCCUPANCY (40% MAX.)	23%	19%
FRONT SETBACK (NO MIN.)	13'	TO MATCH
REAR SETBACK (25' MIN.)	89.8'	± 94'
SIDE STBACKS * (8' MIN.)	25.1'	8' AND 6'
CONSTRUCTION TYPE	VB	VB

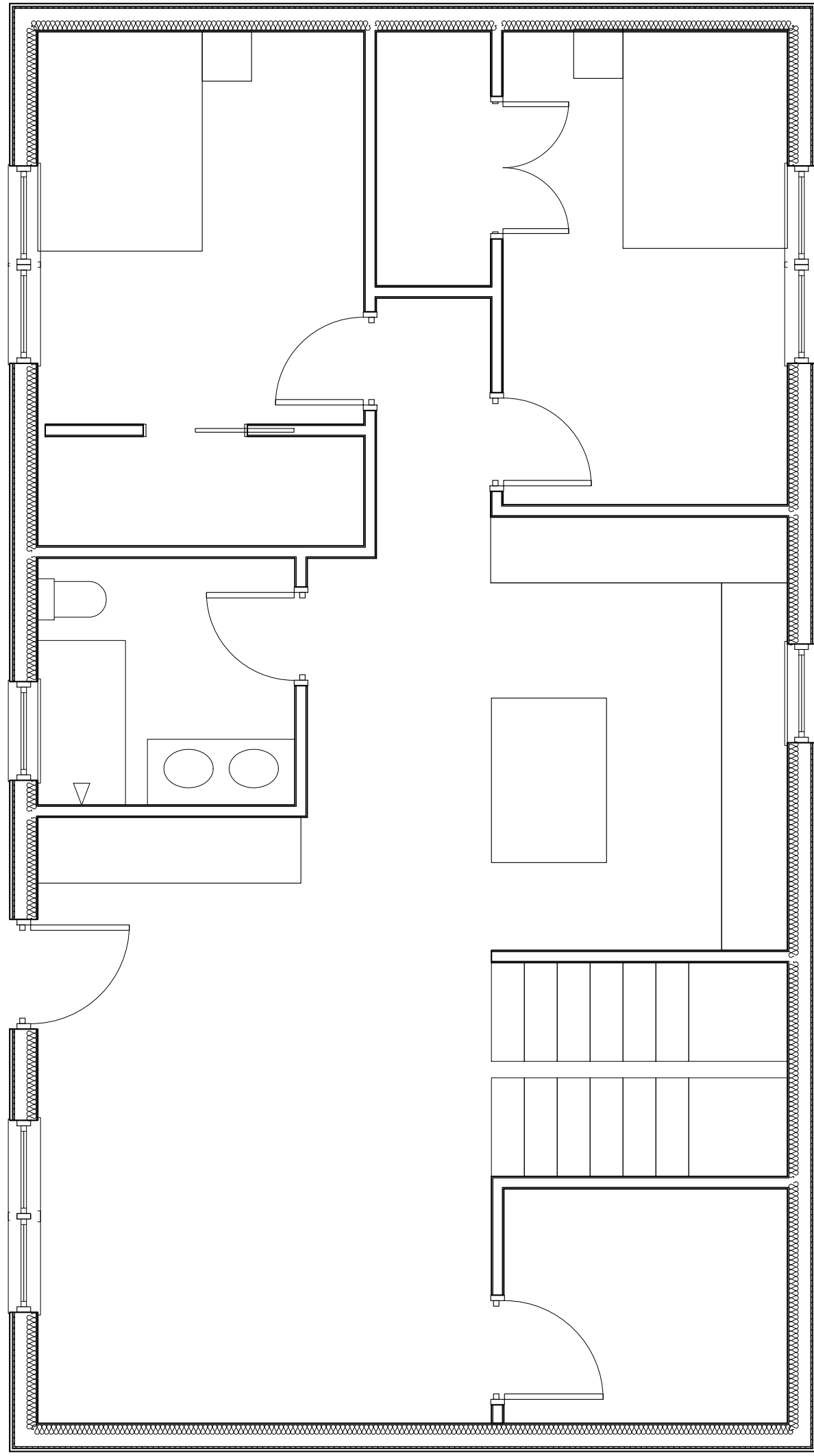
ADU INFO	REQUIRED	PROVIDED
REAR YARD SETBACK	25'	88.8'
REAR YARD AREA	1537.5 SF	5458 SF
30% OF REAR YARD	461 SF	1638 SF

NOT FOR  
CONSTRUCTION

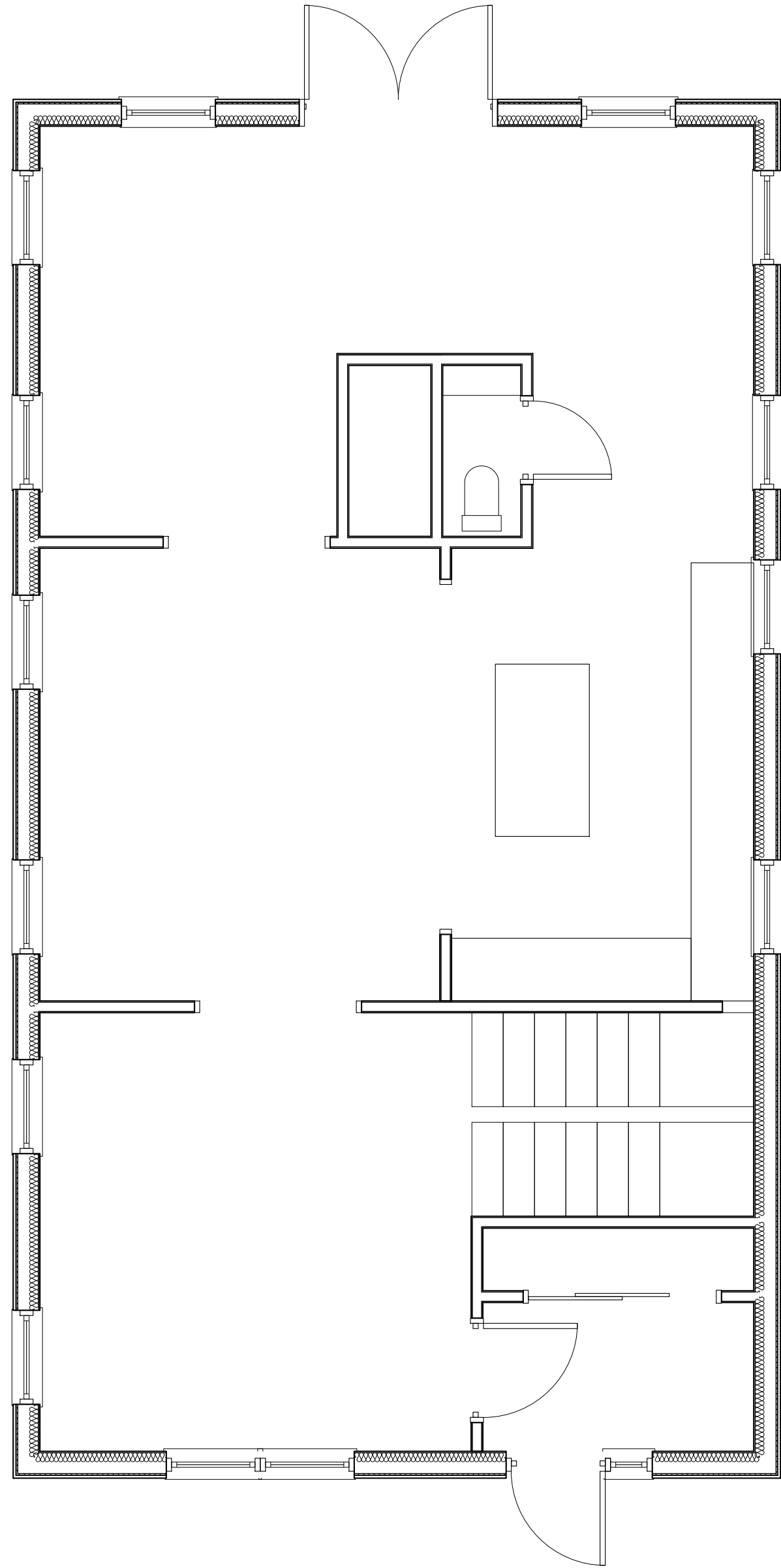
BZA LOT ADJUSTMENT  
1306 GIRARD ST NE  
WASHINGTON, DC 20017

FILE NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
SCALE: \_\_\_\_\_ NOTED: \_\_\_\_\_ REV: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
TITLE: BZA SUPPORTING DOCS  
SITE PLAN  
STREET ELEV

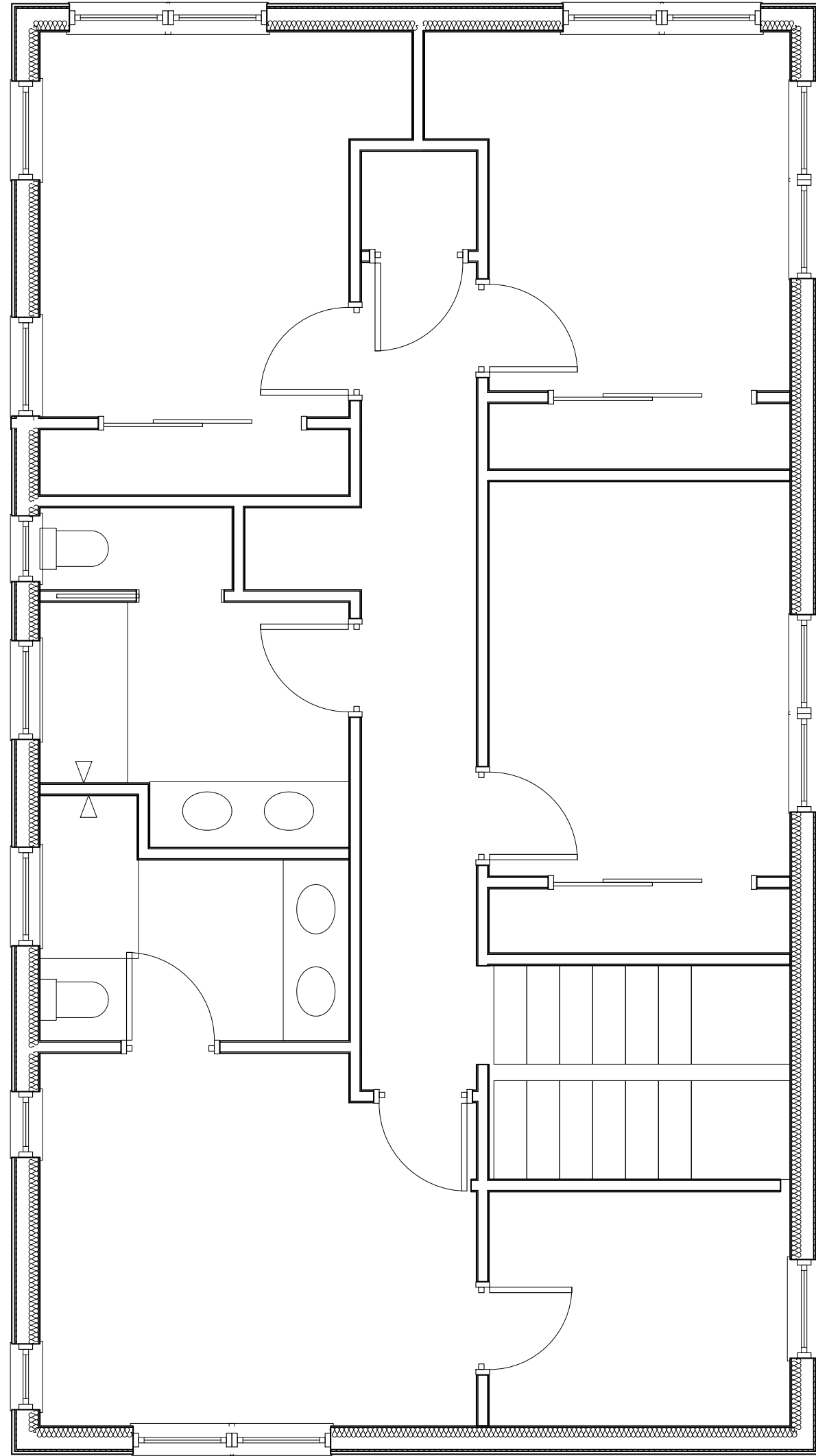
A01  
SHEET 1 OF 3



1 LOWER LEVEL PROP  
A02 SCALE: 1/4" = 1'-0" 0 2' 4' 6' 8'



2 FIRST FLOOR PROP  
A02 SCALE: 1/4" = 1'-0" 0 2' 4' 6' 8'



3 SECOND FLOOR PROP  
A02 SCALE: 1/4" = 1'-0" 0 2' 4' 6' 8'

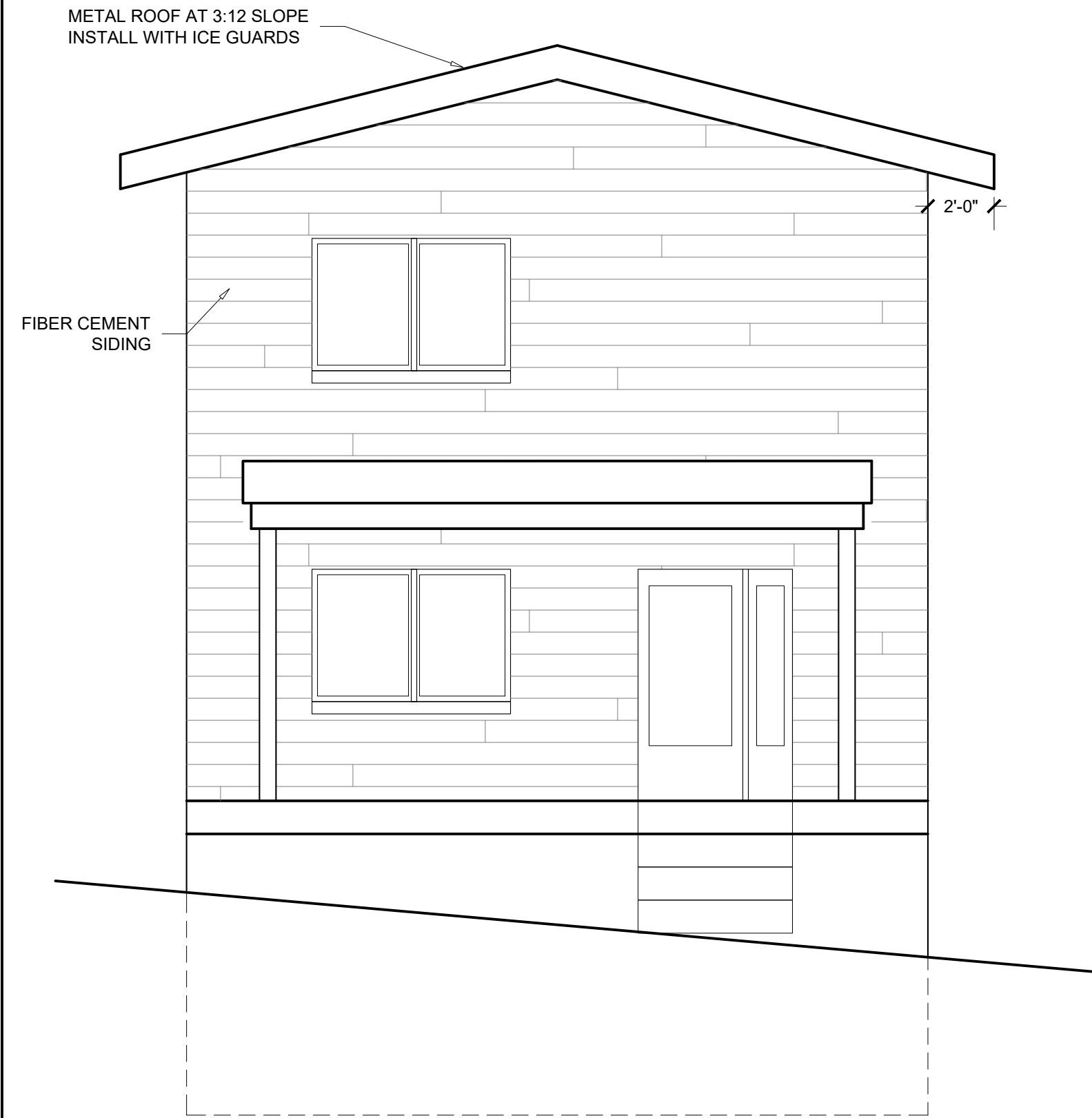
NOT FOR  
CONSTRUCTION

BZA LOT ADJUSTMENT  
1306 GIRARD ST NE  
WASHINGTON, DC 20017

FILE NAME:	DATE:	NOTED	REV:
SCALE:			
DRAWN BY:			
CHECKED BY:			
TITLE:	BZA SUPPORTING DOCS FLOOR PLANS PROPOSED		

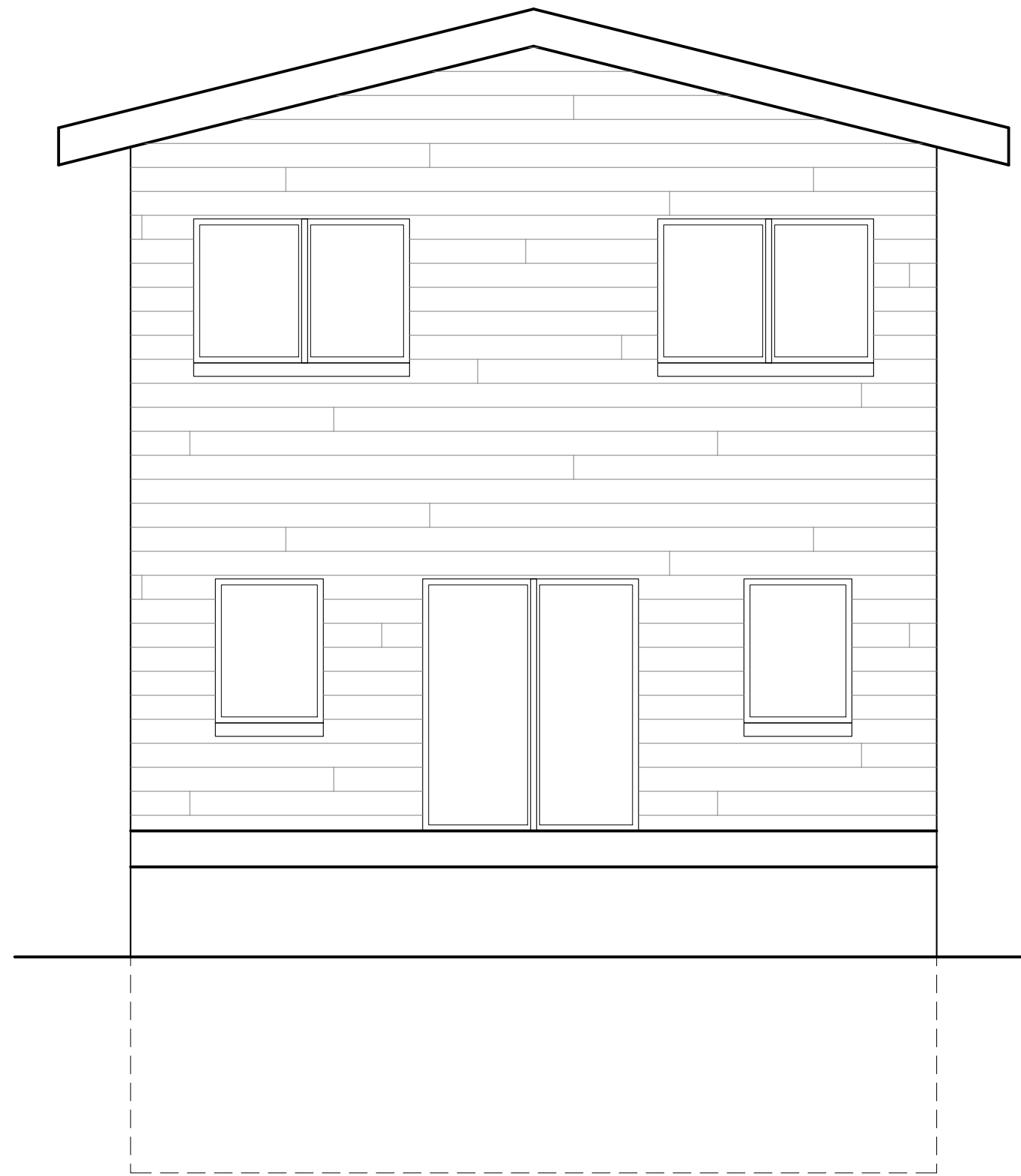
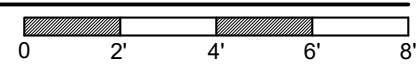
A02  
SHEET 2 OF 3





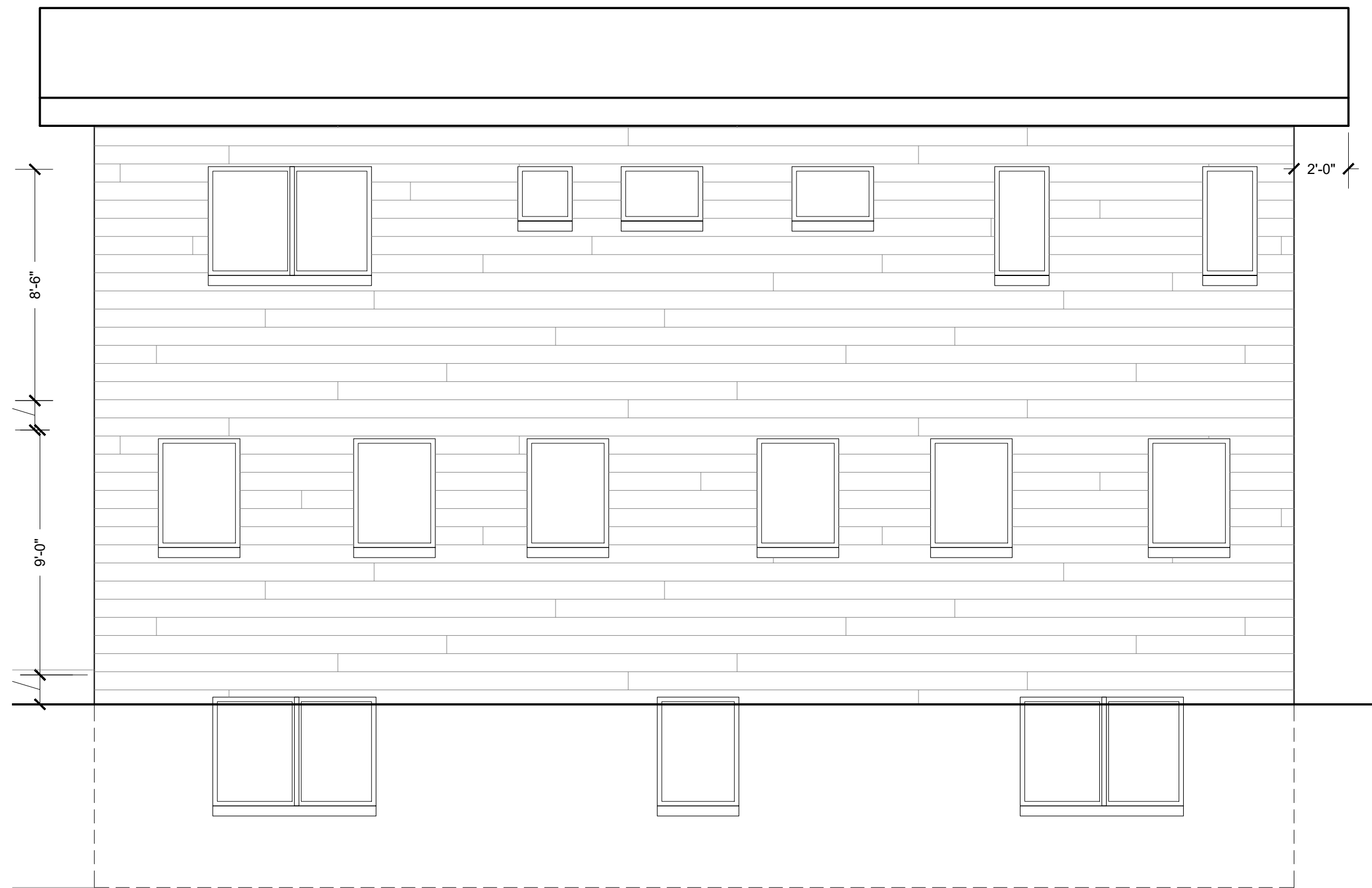
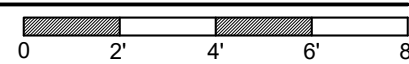
1 EXTERIOR ELEV

SCALE: 1/4" = 1'-0"



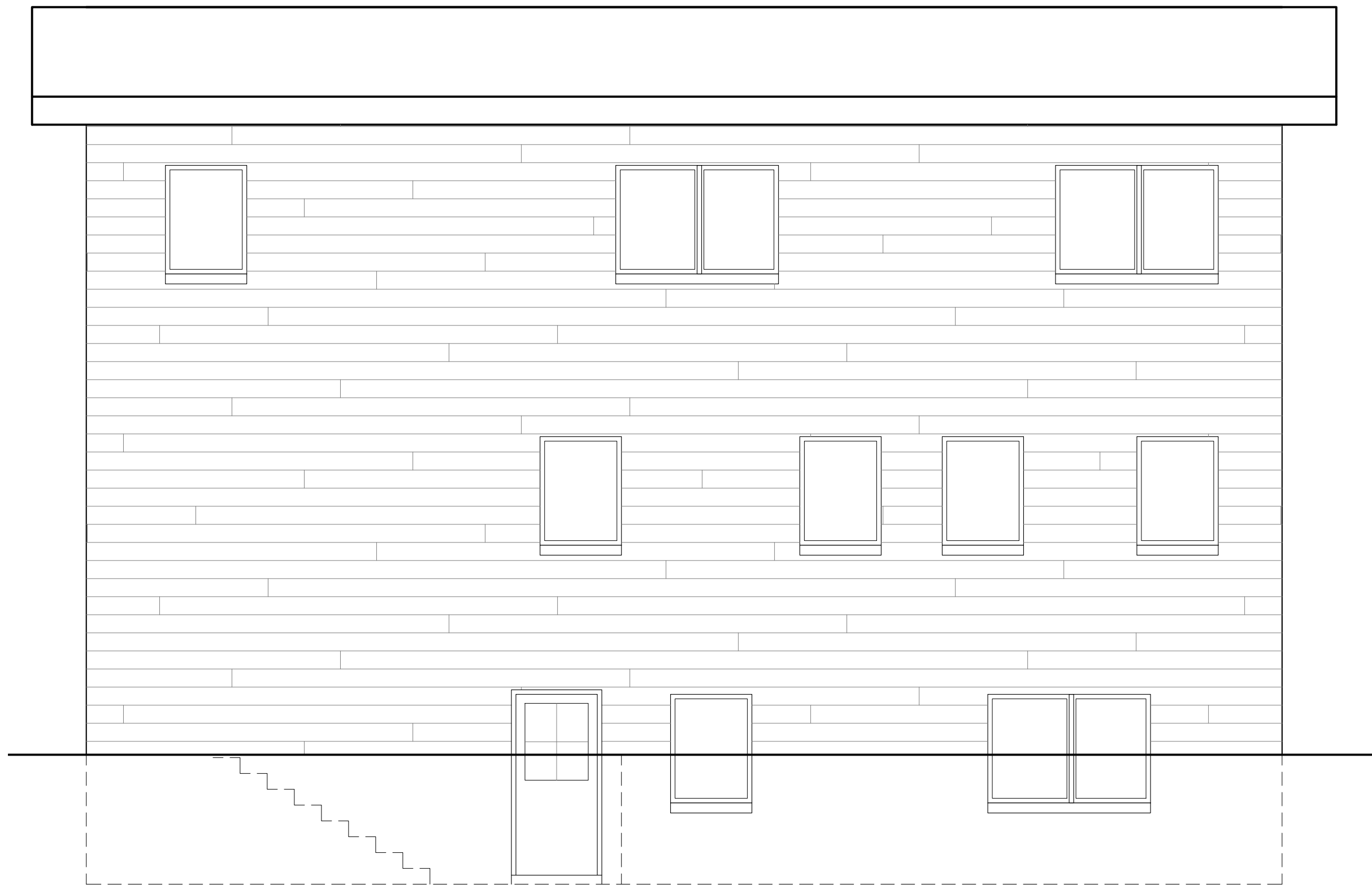
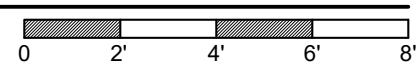
2 EXTERIOR ELEV

SCALE: 1/4" = 1'-0"



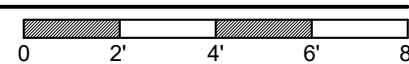
3 EXTERIOR ELEV

SCALE: 1/4" = 1'-0"



4 EXTERIOR ELEV

SCALE: 1/4" = 1'-0"



NOT FOR  
CONSTRUCTION

BZA LOT ADJUSTMENT  
1306 GIRARD ST NE  
WASHINGTON, DC 20017

FILE NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
SCALE: \_\_\_\_\_ NOTED: \_\_\_\_\_ REV: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
TITLE: BZA SUPPORTING DOCS  
EXTERIOR ELEV

A03

SHEET 3 OF 3