

Government of the District of Columbia

Department of Transportation



d. Planning and Sustainability Division

MEMORANDUM

TO: District of Columbia Board of Zoning Adjustment

FROM: Meredith Soniat
Acting Associate Director *MS*

DATE: June 17, 2025

SUBJECT: BZA Case No. 21318 – 1820 Monroe Street NE

APPLICATION

District of Columbia Department of General Services (the “Applicant”), pursuant to Title 11 of the *District of Columbia Municipal Regulations (DCMR)*, requests the Board of Zoning Adjustment (BZA) grant an Area Variance from the subdivision regulations of Subtitle C § 302.2 to construct seven (7) temporary structures at the site of an existing school, John Burroughs Elementary School. The temporary structures will house operations for Burroughs Elementary for two (2) years while the school undergoes a modernization project and later will house temporary operations for another school undergoing modernization. The site is in the R-1B Zone at 1820 Monroe Street NE (Square 4203, Lot 1) and is served by three (3) curb cuts on Newton Street NE and one (1) curb cut on Monroe Street NE.

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. All elements of the project proposed within District-owned right-of-way, such as leadwalks, landscaping, curb cuts, and entrance plaza for both the temporary and permanent portions of the school, require the Applicant to pursue a public space construction permit.

The Applicant received approval for new leadwalks, landscaping, and updated curbside signage to support the temporary school operations through public space permit application TOPS #455549. No approval has yet been received for public space elements of the school modernization. DDOT supports the Applicant’s proposal to close all three (3) of the site’s curb cuts on Newton Street and provide all parking and loading access from Monroe Street as part of the modernization.

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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.

The Applicant is encouraged to participate in a Preliminary Design Review Meeting (PDRM) with DDOT and the Office of Planning (OP) to discuss the public space comments in this report.

HERITAGE AND SPECIAL TREES

According to the District's [Tree Size Estimator map](#), the entire school property including both the permanent and temporary campuses has two (2) Heritage and 19 Special Trees. DDOT expects the Applicant to coordinate with the Ward 5 Arborist regarding the preservation and protection of existing Heritage, Special, and small street trees, as well as the planting of new street trees, in bioretention facilities or a typical expanded tree planting space.

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.

MS:nh