

# 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:** July 11, 2025

**SUBJECT:** BZA Case No. 21320 – 3401 K Street NW

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#### APPLICATION

Washington Georgetown Properties, LLC (the “Applicant”), pursuant to Title 11 of the *District of Columbia Municipal Regulations (DCMR)*, requests a Special Exception from the minimum vehicle parking requirement (27 spaces) to construct a seven-story hotel with penthouse, ground floor retail and restaurant uses, and 230 guestrooms. The site is in the MU-13 Zone at 3401 K Street NW (Square 1183, Lot 813) and is not served by a public alley.

#### SUMMARY OF DDOT REVIEW

The District Department of Transportation (DDOT) is committed to achieving an exceptional quality of life by encouraging sustainable travel practices, safer streets, and outstanding access to goods and services. To achieve this vision, DDOT works through the zoning process to ensure that impacts from new developments are manageable within and take advantage of the District’s multi-modal transportation network and, as necessary, propose mitigations that are commensurate with the action. After a review of the case materials submitted by the Applicant, DDOT finds:

- Zoning requires twenty (27) off-street vehicle parking spaces. The Applicant is seeking full relief from this requirement;
- The site is just over ½ mile from the Rosslyn Metrorail station and ¼ mile of the Metrobus Priority Corridor Network routes on Wisconsin Avenue;
- DDOT requires an on-street parking occupancy study for parking relief requests of five (5) spaces or more. The Applicant supplied this analysis in [Exhibit 19A](#);

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- The parking occupancy study indicated there are viable off-street parking options for hotel guests and staff within two (2) blocks of the site, while existing on-street parking options are less practical;
- Title 11 of *DCMR*, Subtitle C § 703.4 requires the Applicant implement a Transportation Demand Management (TDM) plan when requesting relief from more than four (4) vehicle parking spaces;
- The Applicant and DDOT collaborated on a TDM Plan to support non-automotive travel to and from the site. It includes additional long- and short-term bike parking, with electrical charging capabilities for all long-term bike parking spaces, and implementing TDM marketing strategies in the building (see Recommendation section below); and
- The Applicant has indicated that they are seeking to secure 17 off-site parking spaces for the use of their hotel guests and staff based on discussions with the local Advisory Neighborhood Commission;
- If the Applicant does not secure the proposed 17 off-site parking spaces, DDOT requires the Applicant fund and install an 8-dock Capital Bikeshare expansion plate at the nearest station;
- DDOT supports the requested relief given the site's use and location in a walkable and bikeable neighborhood; and
- With implementation of the agreed-upon TDM Plan, the impacts on the transportation network are expected to be moderate.

## RECOMMENDATION

DDOT has no objection to the approval of the requested parking relief with the following conditions:

- The Applicant shall implement the updated Transportation Demand Management (TDM) Plan, listed as Attachment F on the June 6, 2025 Transportation Statement ([Exhibit 19A](#));
- The Applicant shall implement the Loading Management Plan (LMP), listed as Attachment C on the June 6, 2025 Transportation Statement ([Exhibit 19A](#));
- The Applicant shall fund and install an 8-dock Capital Bikeshare expansion plate at the nearest station, subject to DDOT approval, if the proposed 17 parking spaces are not secured off-site, prior to the Department of Buildings issuing the Certificate of Occupancy.

## TRANSPORTATION ANALYSIS

### Vehicle Parking

The overall parking demand created by the development is primarily a function of land use, development square footage, price, and supply of parking spaces. However, in urban areas, other factors contribute to the demand for parking, such as the availability of high-quality transit, frequency of transit service, proximity to transit, connectivity of bicycle and pedestrian facilities within the vicinity of the development, and the demographic composition and other characteristics of the potential residents.

The Applicant is required by Zoning to provide 27 off-street parking spaces, after applying a credit of 13 spaces, as determined by the Zoning Administrator. Per the Applicant's Architectural Plans, the Applicant is providing no off-street parking spaces and is requesting relief from all 27 parking spaces. Title 11 of *DCMR*, Subtitle C § 703.4 requires that any request for a reduction in the minimum number of parking spaces over four (4) spaces include a Transportation Demand Management (TDM) plan be

approved by DDOT. The Applicant and DDOT have coordinated on and agreed to the TDM Plan in the Recommendation section of this report.

#### On-Street and Off-Street Parking Occupancy Study

DDOT requires all parking relief cases of five (5) or more spaces to conduct an on-street parking inventory within a two-block radius of the site during key times, such as late evenings on weekdays. The Applicant worked with DDOT to scope the analysis and Transportation Statement that was submitted in [Exhibit 19A](#) that included both an on-street and off-street parking analysis, given the nature of the hotel use and surrounding neighborhood context. The results of the analysis showed that while the on-street parking within a two-block radius is not a practical option for hotel guests and staff, given the time restrictions and related utilization rates associated with metered and Residential Permit Parking spaces (collectively representing the majority of nearby on-street spaces), there were viable off-street options for hotel guest and staff parking.

**Figure 1 | Off-Street Parking Analysis**

Location	Total Spaces	Daily Parking Option	Monthly Parking Option	Hours	Estimated Walk Time
1000 Potomac Street Flour Mill Garage <sup>2</sup>	170	Yes	Yes	M-TH, 7A-10P F, 7A-12A SA, 10A-12A SU, 10A-10P	5 min
3307 M Street Garage <sup>1</sup>	125	Yes	Yes	M-W, 7A-7P TH-F, 7A-8P SA, 9A-8P SU, 9A-7P	5-6 min
3290 M Street Parking Lot	38	Yes	No	M-TH, 8:30A-11P F, 8:30A-2A SA, 9A-2A SU, 10A-12A	5-7 min
3333 M Street	88	No	Yes	M-SU, 24 hrs	5-7 min
3213 Water Street Waterfront Center Garage <sup>2</sup>	275	Yes	Yes	M-TH, 6:30A-9P F, 6:30A-11P SA, 8:30A-11P SU, 8:30A-10P	6 min
3177 K Street <sup>2,3</sup> Millenium Garage	340	Yes	Yes	M-SU, 24 hrs	7-8 min
1092 Wisconsin Avenue Georgetown Park	660	Yes	Yes	M-SU, 24 hrs	8-10 min
3601 M Street Crystal Parking Lot <sup>2</sup>	30	Yes	Yes	M-SU, 24 hrs	8-10 min
1403 Wisconsin Avenue <sup>3</sup>	50	Yes	Yes	M-SU, 24 hrs	13 min
<b>Total Space</b>	<b>1776</b>				
<sup>1</sup> Garage currently does not have monthly parking available.					
<sup>2</sup> Garage currently has monthly parking available.					
<sup>3</sup> Located just outside ¼ mile					

Source: Wells and Associates 6/6/25 Transportation Statement, Table 6

The analysis shows that 1,700 off-street parking spaces are located within approximately ¼ mile of the site dispersed among nine garages and surface lots. Eight of the nine parking facilities either provide a daily parking option (conducive to hotel guests who may drive a personal vehicle) or a monthly parking option (conducive to staff who may drive to work). Four of these facilities that offered both daily and monthly parking options, representing over 1,000 total parking spaces (approximately 60%), were open 24-hours, while the others were not staffed at all hours are more conducive to area workers or shoppers rather than hotel guests or staff working early or late shifts. The results of the off-street parking analysis are outlined in Figure 1, above.

### Bicycle Parking

The project is required by Zoning to provide eight (8) long- and three (3) short-term bicycle parking space. The Applicant is exceeding these requirements by providing 13 long- and 14 short-term bicycle parking spaces as part of the TDM Plan. As shown in the Applicant's Transportation Statement ([Exhibit 19A](#)), the long-term bike storage area can be accessed at grade from the rear of the building and will accommodate non-traditional sized bikes, such as cargo, tandem, and children's bikes, with at least two spaces designed for cargo or tandem bikes, and all spaces will be equipped with electrical outlets to charge electric bikes and scooters.

The Applicant should work with DDOT during public space permitting to determine a final location for the short-term bike spaces, ideally in the 'furniture zone' of public space near the edge of the street. The Applicant should refer to the DDOT [Bike Parking Guide](#) for best practices on design of long- and short-term bicycle parking spaces.

### Loading

DDOT's practice is to accommodate loading operations safely and efficiently, while prioritizing pedestrian and bicycle safety and limiting negative impacts to traffic operations. For new developments, DDOT requires that loading take place in private space and that no back-up maneuvers occur in the public realm. Access to this building for loading and unloading, delivery and trash pick-up is an important consideration, and DDOT expects the Applicant to comply with DDOT's standards for loading.

Per Title 11 of *DCMR*, Subtitle C § 901.1, and a determination from the Zoning Administrator, the project is required to provide one (1) 30-foot berth with a platform. The plans show this facility on private property accessed via an approved curb cut K Street NW. Back-in loading will be required as the site is a designated historic building and the structural column locations do not allow for a turnaround point within the building. The Applicant must contract a private trash collection service. Trash must be stored entirely on private property, out of the view of the sidewalk, and collected via the loading area.

## **STREETSCAPE AND PUBLIC REALM**

DDOT's lack of objection to this application should not be viewed as an approval of the public realm design. 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.

The Applicant has an approved public space permit in TOPS (#402898) for the streetscape work on both K Street and 34<sup>th</sup> Street.

### **HERITAGE AND SPECIAL TREES**

According to the District's [Tree Size Estimator map](#), there are six (6) Special trees on the property and in the adjacent public space. DDOT expects the Applicant to coordinate with the Ward 2 Arborist regarding the preservation and protection of existing Special trees, as well as the planting of new street trees, in bioretention facilities or a typical expanded tree planting space.

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 DDOT's Urban Forestry Division, a Tree Protection Plan (TPP) will be required.

MS:eo