

**DC DEPARTMENT OF BUILDINGS
OFFICE OF ZONING ADMINISTRATION
1100 4th Street SW, Washington, DC 20024 | 202.671.3500 | dob.dc.gov**

July 8, 2025

REFERRAL MEMORANDUM

TO: Board of Zoning Adjustment

MWdaw for KB

FROM: Kathleen Beeton
Zoning Administrator

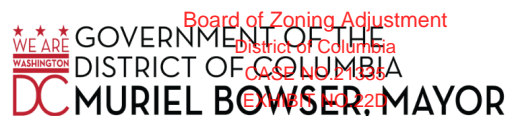
PROJECT INFORMATION: **Address:** 2016 First St NW
Square, Suffix, Lot: 3116, 0011
Zoning District: RF-1
DCRA Permit: B2405911

SUBJECT: Conversion from flat to 3-unit apartment building.

Review of the plans for the subject property referenced above indicates that Board of Zoning Adjustment approval is required as follows:

Number	Type of Relief	Zoning Sections	Reason [or Basis]
1	Special exception	U – 320.2 X – 901.1	Conversion of an existing residential building into an apartment building.
	Area variance	U – 320.2(c) X – 1000.1	The lot does not comply with the minimum of 900 SF per unit
2	Special exception	C – 701.5 C – 703.2 X – 901.1	For a full reduction in the number of vehicle parking spaces required.

Note: All applicants must provide the Office of the Zoning Administration with submission verification, in the form of a formal receipt from the BZA, within 30 days of the date of this memo. If the BZA Memorandum is not submitted within 30 days, the applicant must request an updated memorandum from the Office of the Zoning Administration.



NOTES AND COMPUTATIONS			
Building Permit #: B2405911		Zone: RF-1	N&C Cycle #: 1
DOB BZA Case #:		Existing Use:	Date of Review: May 6, 2025
Property Address: 2016 1ST ST NW		Proposed Use: Change of use from two-family flat to three (3) unit apartment house. No work proposed	Reviewer: Greg Garland
Square: 3116	Lot(s): 0011	ZC/BZA Order:	

Item	Existing Conditions	Minimum Required	Maximum Allowed	Provided by Proposed Construction	Variance Deviation/%	Notes/Zoning Relief Required
Lot area (sq. ft.)	1,800	2,700	n/a	1,800	900	Area variance U-320.2 (c)
Lot width (ft. to the tenth)	n/a	n/a	n/a	n/a	n/a	
Building area (sq. ft.)	n/a	n/a	n/a	n/a	n/a	
Lot occupancy (building area/lot area)	n/a	n/a	n/a	n/a	n/a	
Principal building height (stories)	n/a	n/a	n/a	n/a	n/a	
Principal building height (ft. to the tenth)	n/a	n/a	n/a	n/a	n/a	
Lower-level designation	n/a	n/a	n/a	n/a	n/a	
Distance from existing ground to first floor	n/a	n/a	n/a	n/a	n/a	
Front yard (ft. to the tenth)	n/a	n/a	n/a	n/a	n/a	
Rear yard (ft. to the tenth)	n/a	n/a	n/a	n/a	n/a	
Distance beyond the rear wall of adjoining buildings	n/a	n/a	n/a	n/a	n/a	
Side yard,	n/a	n/a	n/a	n/a	n/a	
Pervious surface (%)	n/a	n/a	n/a	n/a	n/a	
Green area ratio (score)	n/a	n/a	n/a	n/a	n/a	
Dwelling units, principal (#)	2		2	3	1	Special Exception U-320.2
Dwelling units, accessory (#)	n/a	n/a	n/a	n/a	n/a	
Penthouse setbacks, height, area	n/a	n/a	n/a	n/a	n/a	
Other:						