

# 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:** August 29, 2025

**SUBJECT:** BZA Case No. 21337 – 2901 Minnesota Avenue SE

---

#### **APPLICATION**

CFC Incorporated (the “Applicant”), pursuant to Title 11 of the *District of Columbia Municipal Regulations (DCMR)*, requests a Special Exception under the service uses requirements of Subtitle U § 511.1(i) to allow a laundry or dry cleaning facility exceeding 2,500 square feet of gross floor area in order to permit an approximately 7,500-square-foot laundry service facility in an existing one-story building. The site is in the MU-3A Zone at 2901 Minnesota Avenue SE (Square 5507, Lot 803) 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 an extensive review of the case materials submitted by the Applicant, DDOT finds:

- Zoning requires six (6) off-street vehicle parking spaces. The Applicant is proposing seven (7) spaces;
- The property currently has two (2), two-way curb cuts that are both approximately 24 feet in width and lead to the existing surface parking lot – one (1) on Minnesota Avenue and one (1) on 30<sup>th</sup> Street SE;
- The Applicant is proposing to narrow both curb cuts to a maximum of 12 feet in width and limit the site driveway to one-way traffic from Minnesota Avenue (enter-only) to 30<sup>th</sup> Street (exit-only);

Board of Zoning Adjustment  
District of Columbia

- Review of aerial and street view imagery shows the existing site is out of compliance with several public space design policies including excessive paving and vehicle storage in the “public parking” zone and Building Restriction Area which are both intended to be green space and park-like in nature. DDOT requests the Applicant remove all excess paving and vehicle storage in these areas and restore them to green space; and
- Given the site’s accessibility to transit and the walkability of the neighborhood, the impacts on the transportation network are expected to be minimal.

## **RECOMMENDATION**

DDOT has reviewed the application materials and has determined that the proposed action may lead to a minor increase in vehicle, transit, pedestrian, and bicycle trips on the localized transportation network. In addition, the project may result in increased pick-up and drop-off activity and slightly reduced availability of on-street parking within the immediate area. Despite these minor impacts, DDOT has no objection to the approval of the requested relief with the following conditions:

- The Applicant shall reduce both existing curb cuts to a maximum of 12 feet and limit the site driveway to one-way traffic from Minnesota Avenue (enter-only) to 30<sup>th</sup> Street (exit-only) as shown in the updated DC Surveyor’s Plat ([Exhibit #20B](#)), per DDOT approval during public space permitting; and
- The Applicant shall remove excess paving and restore green space in the public parking and Building Restriction Area around the property.

## **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, demographic composition, and other characteristics.

The Applicant is required by Zoning to provide six (6) off-street parking spaces. Per the Applicant’s submitted plan, the Applicant is providing seven (7) off-street parking spaces.

### Bicycle Parking

The project is required by Zoning to provide two (2) long- and two (2) short-term bicycle parking spaces. While the submitted plan does not provide bike room details, the Applicant confirmed via email on Wednesday, August 20, 2025, that all short- and long-term spaces will be provided as required. The long-term spaces should be provided in a secure room inside the building with at least 50% of spaces located horizontally on the floor as required by Zoning. Additionally, DDOT recommends the two (2) required spaces are sized to accommodate cargo and larger bikes (10 feet by 3 feet rather than 6 feet by 2 feet) and are served by electrical outlets for e-bikes and scooters. The two (2) required short-term bicycle parking spaces can be provided with one (1) inverted U-rack.

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 most recent DDOT *Bike Parking Guide* for best practices on design of long- and short-term bicycle parking spaces. DDOT expects the Applicant to provide bike room details during public space permitting to confirm all requirements are being met.

#### 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.

The Applicant additionally indicated via email on Wednesday, August 20, 2025, that the property currently has no loading on site and that none is required for the proposed change of use. Regardless, trash must be stored entirely on private property, out of the view of the sidewalk, and collected at the rear of the property.

#### **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 or the building restriction area such as the curb cuts, sidewalk, lead walk, and curb and gutter, require the Applicant to pursue a public space construction permit. The site has a 15-foot Building Restriction Line (BRL) along a portion of the 30<sup>th</sup> Street SE frontage and a 10-foot BRL along the Nelson Place SE frontage. The area between the property line and BRL is the building restriction area (BRA), which is regulated like DDOT public space and should remain "park-like" with landscaping.

As discussed with the Applicant during a virtual meeting on Wednesday, August 13, 2025, DDOT policy would typically limit this site and its proposed use to a single curb cut on the minor street – 30<sup>th</sup> Street in this instance – and recommend closing the curb cut on Minnesota Avenue. Given the anticipated pick-ups and deliveries to facilitate the services offered by the laundry service use (e.g., wash and fold) and the parking lot configuration, DDOT is supportive of the Applicant maintaining both curb cuts to discourage small trucks and vans from backing out through public space. Per the Applicant's submitted plan, the curb cuts will both be narrowed to a maximum of 12 feet in width, and the driveway will be limited to enter-only at Minnesota Avenue and exit-only at 30<sup>th</sup> Street.

Additionally, the following item proposed in public space will need to be resolved by the Applicant during permitting:

- **Public Parking and Building Restriction Area** – As noted above, the BRA is the area on private property between the property line and the BRL that is regulated like DDOT public space and should remain "park-like" with landscaping. The public parking zone is the area between the property line and the back-of-sidewalk and is regulated similarly. Review of aerial and street view imagery shows the existing site is out of compliance with several public space design policies including excessive paving and vehicle storage in these areas. Per the Applicant's submitted plan, the parking lot is being reconfigured to remove vehicle parking from publicly regulated space. As part of the Applicant's public space application, excess paving must also be removed from the public parking and BRA around the site and restored to green space.

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 property has no Heritage or Special Trees; however, there is a Special Tree in the tree box northeast of the Minnesota Avenue curb cut. DDOT expects the Applicant to coordinate with the Ward 8 Arborist regarding the preservation and protection of the existing Special Tree and any small street trees, as well as the planting of new street trees as deemed necessary by the Urban Forestry Division (UFD) per DDOT Green Infrastructure Standards.

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 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:pj