

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 *MS*
Acting Associate Director

DATE: September 19, 2025

SUBJECT: BZA Case No. 21345 – 3rd Street NW

APPLICATION

The DC Department of General Services (the “Applicant”), pursuant to Title 11 of the *District of Columbia Municipal Regulations (DCMR)*, requests a Special Exception from the subdivision regulations of Subtitle C § 302.2 to construct seven temporary primary structures on one record lot for a modular trailer swing space. The site is in the R-1B Zone on 3rd Street NW at the intersection of Sheridan Street NW (Square 3269, Lot 65) and is not served by a public alley.

RECOMMENDATION

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 the requested relief.

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 Architectural Plans ([Exhibit 11](#)), the Applicant is providing six (6) off-street parking spaces. The parking spaces are accessed from a new curb cut proposed on Sheridan Street NW.

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Bicycle Parking

The project is required by Zoning to provide six (6) long- and 24 short-term bicycle parking spaces. The Applicant is meeting these requirements by providing six (6) long- and 24 short-term bicycle parking spaces, shown on the Architectural Plans. The long-term spaces are provided in a covered area near the dining/gym bubble. 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.

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 the *DCMR*, Subtitle C § 901.1, the project is required to provide one (1) 30-foot berth with a platform and one (1) 20-foot delivery space. The Applicant's Architectural Plans show these facilities on private property accessed via the new curb cut on Sheridan Street. The loading has been designed so that all truck movements through public space are head-in/head-out and that all turning movements occur on private property. 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. All elements of the project proposed within District-owned right-of-way or the building restriction area require the Applicant to pursue a public space construction permit. It is noted that the site has a 15-foot Building Restriction Line (BRL) along the Sheridan Street NW frontage and a 5-foot BRL along the 3rd St NW frontage. The area between the property line and BRL is the building restriction area, which is regulated like DDOT public space and should remain "park-like" with landscaping.

The following items proposed in public space will need to be resolved by the Applicant during permitting:

- The proposed curb cut will require approval by the Public Space Committee;
- The Applicant must provide a plan showing the detailed design of the long-term bike storage room so the Planning and Sustainability Division can confirm it meets the requirements of Title 11 of *DCMR*, Subtitle C § 800, Title 18 of *DCMR*, § 1214, and DDOT *Bike Parking Guide* best practices, including for cargo and larger bike spaces;
- Since the project proposes a new curb cut and more than 10,000 gross square feet, the Applicant will be required to implement a Transportation Demand Management (TDM) Plan as a condition of curb cut approval, per DDOT's *Guidance for Comprehensive Transportation Review*. This TDM plan will include provisions including appointing a TDM Coordinator for the site to distribute marketing materials for alternative modes of travel; and
- The Applicant should propose a curbside management plan for the school's anticipated student loading (pick-up and drop-off) operations along 3rd Street and Sheridan Street by contacting DDOT's Safe Routes to School team (David.bukowski@dc.gov) to discuss the locations and times on the signs at least 30 days before construction fencing comes down.

The Applicant has an active public space permit application TOPS #468829.

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.

HERITAGE AND SPECIAL TREES

According to the District's [Tree Size Estimator map](#), the property has multiple Heritage and Special trees. DDOT expects that the Applicant coordinate with the Ward 4 Arborist regarding the preservation and protection of existing Heritage, Special, and small street trees.

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:eo