



**THE DEPARTMENT OF BUILDINGS
OFFICE OF ZONING ADMINISTRATION**

May 22, 2025

REFERRAL MEMORANDUM

TO: Board of Zoning Adjustment

MN'daw for KB

FROM: Kathleen Beeton, Zoning Administrator

PROJECT INFORMATION: **Address:** 1130 4TH ST., NE
 Square, Suffix, Lot: Square 0773, Lot 0072
 Zoning District: RF-1
 DCRA Permit #: DK2500207

SUBJECT: **New construction of a 1-story rear deck to an existing row single family dwelling.**

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	Area Variance	E-210.1 X-1001.2	Proposed rear 1-story deck & stair addition exceeding the maximum lot occupancy.
2	Special Exception	E-207.1 X-901.2 E – 5201.1(b)	Proposed new rear 1-story deck & stair addition not meeting the required rear yard setback requirement.

Note: All applicants must provide the Office of 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 Zoning Administration.