

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: November 7, 2025

SUBJECT: BZA Case No. 21373 – 438 Park Road NW

APPLICATION

H D 438 PARK ROAD NW 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 (one (1) space), the roof top element requirements, rear yard requirements, rear addition requirements, and residential conversion requirements to convert an existing single family home to a 3-unit apartment house with side and rear additions. The site is in the RF-1 zone and is served by an 8-foot public alley in the rear.

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 one (1) off-street vehicle parking space. The Applicant is seeking relief from one (1) space;
- The subject Property is three-tenths of a mile (0.3 mi.) from the Georgia Avenue and Park Road bus stop and one-half of a mile (0.5 mi.) from the Georgia Avenue-Petworth Metrorail station. The subject property is within the service area of shared dockless vehicles and is three-tenths of a mile (0.3 mi.) from the Capital Bikeshare Station at Georgia Avenue and Morton Street NW;

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- Title 11 of the *DCMR*, Subtitle C § 703.4 only requires the Applicant to implement a Transportation Demand Management (TDM) plan if requesting relief from more than four (4) parking spaces. DDOT also requires a TDM plan for parking relief cases if the total number of residential units is 20 or more. Therefore, a TDM Plan is not required in this case; and
- DDOT supports the requested relief given the constraints of the site, the site's proximity to transit, and the walkability of the neighborhood. The impacts on the transportation network are expected to be minimal.

RECOMMENDATION

DDOT has no objection to the approval of this application.

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 one (1) off-street parking space. The Applicant is not proposing any off-street parking spaces and is requesting relief from one (1) space. Title 11 of the *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. Since the relief requested is fewer than four (4) spaces, a TDM Plan is not required by Zoning, and since the total number of residential units is fewer than 20, DDOT does not request a TDM plan as a condition of approval.

Residential Permit Parking (RPP) Pass Eligibility

The site is located on the 400 block of Park Road NW, which is currently in the DDOT and Department of Motor Vehicles (DMV) Residential Permit Parking (RPP) [database](#). Accordingly, residents on site are eligible to obtain Zone 1 parking permits from the DMV.

Bicycle Parking

While secure bike parking is encouraged, the project is not required by Zoning to provide short- or long-term bicycle parking because the building has fewer than eight (8) residential units. Please refer to DDOT's [Bike Parking Guide](#) for more information.

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, buildings with fewer than 50 units are not required to provide a loading berth. As there is no direct rear egress to individual units, future residents should obtain “emergency no parking” signs from DDOT to reserve an on-street parking space. 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. If any portion of this or future projects at the property propose elements within District-owned right-of-way or the building restriction area, the Applicant is required to pursue a public space construction permit. The Applicant does not have any active public space permit applications in TOPS.

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.

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