



THE DEPARTMENT OF BUILDINGS OFFICE OF ZONING ADMINISTRATION

January 12, 2026

REFERRAL MEMORANDUM

TO: Board of Zoning Adjustment *MNdaw for KB*

FROM: Kathleen Beeton, Zoning Administrator

PROJECT INFORMATION: **Address:** 3207 6th St., NW
Square, Suffix, Lot: Square 3046, Lot 0808
Zoning District: RF-1
DOB Permit #: B2508573

SUBJECT: **Special exception to convert an existing alley tax lot to an alley record lot.**

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	C306.1, (a) X1000.1	Not having frontage on an alley with minimum width.
2	Area Variance	C-306.1, (b) X-1000.1	Not having access to a public street with minimum alley width.
3	Area Variance	C306.1, (c) X-1001.1	Not meeting the minimum lot area.
4	Special Exception	U-601.1, (f) X901.2	Not meeting the minimum alley width requirement for residential use.

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.

NOTES AND COMPUTATIONS						
Building Permit #: B2508573		Zone: RF-1			N&C Cycle #: 1	
DCRA BZA Case: FY-25 -9-Z - REVISED		Existing Use: VACANT ALLEY LOT			Date of Review: 1/9/2026	
Property Address: 3207 6 TH ST., NW		Proposed Use: CREATING RECORD ALLEY LOT			Reviewer: Ramon Washington	
Square: 3046	Lot(s): 0808 (lot to the north of plat)	ZC/BZA Order:	N/A			

Item	Existing Conditions	Minimum Required	Maximum Allowed	Provided by Proposed Construction	Variance Deviation/%	Notes/Zoning Relief Required
Lot area (sq. ft.)	3664	3000	n/a	1850	1150	Area Variance C306.1, (c)
Lot width (ft. to the tenth)	43	30	n/a	19	n/a	n/a
Building area (sq. ft.)	n/a	n/a	1665	741	n/a	n/a
Lot occupancy (building area/lot area)	n/a	n/a	90%	40%	n/a	n/a
Minimum Alley Width (ft. to the tenth)	10	24	n/a	10	14	Area Variance C306.1, (a, b)
Principal building height (stories)	n/a	n/a	2	2 W/CELLAR	n/a	n/a
Principal building height (ft. to the tenth)	n/a	n/a	20	19.91	n/a	n/a
Accessory building height (stories)	n/a	n/a	n/a	n/a	n/a	n/a
Accessory building height (ft. to the tenth)	n/a	n/a	n/a	n/a	n/a	n/a
Alley Frontage (ft. to the tenth)	n/a	14	n/a	20	n/a	n/a
Rear yard from the centerline of all abutting alleys (ft. to the tenth)	n/a	7.5	n/a	33	n/a	n/a
Side yard, facing building front on right side (ft. to the tenth)	n/a	n/a	n/a	n/a	n/a	n/a
Side yard, facing building front on left side 5 ft. from any lot line of all abutting non-Alley Lots (ft. to the tenth)	n/a	5	n/a	5.6	n/a	n/a
Vehicle parking spaces (number)	n/a	1	n/a	1	n/a	n/a
Pervious surface (%)	n/a	10%	n/a	46%	n/a	n/a
Dwelling units, principal (#)	n/a	n/a	1	1	n/a	n/a
Other:						