

**PROPERTY ADDRESS:** 4921 1 ST STREET NW WASHINGTON DC 20011  
**BZA APPLICATION #** BZATmp3255

Dear members of the board.

Please accept for filling the enclosed application seeking a notable exception

For: conversion of unconditioned basement into two apartment units. No change to the building footprint. No change to the exterior grade. Automatic sprinkler

The application package includes the following materials

<b>EXHIBIT #.</b>	<b>DESCRIPTION</b>
EXHIBIT 1.	FORM ORIGINAL APPLICATION
EXHIBIT 23	COLOR PHOTOGRAPHS (IMAGE)
EXHIBIT 24	DC SURVEYORS PLAT
EXHIBIT 25	SITE SURVEY PLAT
EXHIBIT 31-34.	ARCHITECTURAL PLANS
EXHIBIT 39	CERTIFICATION OF PROFICIENCY
EXHIBIT. 41	BURDEN OF PROOF STATEMENT
EXHIBIT 42.	STATEMENT OF INTENDED USES
EXHIBIT. 43	LETTERS OF AUTHORIZATION
EXHIBIT 44-47	ARCHITECTURAL PLANS (GRADING, BASEMENT, AND LANDSCAPE PLANS)
EXHIBIT 51.	ZONING SELF CERTIFICATION
EXHIBIT 53.	STATEMENT OF PUBLIC OUTREACH
EXHIBIT 54.	CERTIFICATE OF SERVICE

## CERTIFICATE OF SERVICE

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Pursuant to the requirements of subtitle Y 407.3,1 I certify that a copy of the application and all accompanying documents have been served upon:

- (a) The Main ANC Office
- (b) The ANC Single Member District Office
- (c) The Office of Planning

Service was made on DATE by email to following:

- 1- ANC 4D  
[4D@anc.dc.gov](mailto:4D@anc.dc.gov)
- 2- 4D05  
[4D05@anc.dc.gov](mailto:4D05@anc.dc.gov)
- 3- Office of Planning  
[Joel.lawson@dc.gov](mailto:Joel.lawson@dc.gov)