

**DC DEPARTMENT OF BUILDINGS
OFFICE OF ZONING ADMINISTRATION**
1100 4th Street SW, Washington, DC 20024 | 202.671.3500 | dob.dc.gov

August 21, 2024

REFERRAL MEMORANDUM

MWdaw for KB

TO: Board of Zoning Adjustment

FROM: Kathleen Beeton
Zoning Administrator

PROJECT INFORMATION: **Address:** 2302 ONTARIO RD NW
Square, Suffix, Lot: Square 2562, Lot 76
Zoning District: RA-2
DCRA Permit #: B2404476

SUBJECT: Convert a 2-Story + Cellar Flat to a Single Dwelling Unit with an accessory apartment.

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	Use variance	U – 401.1 X – 1000.1	The proposed use is not allowed as a matter of right or as a special exception.

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

