



July 1, 2024

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Frederick L. Hill, Chairperson
Board of Zoning Adjustment
441 4th Street, NW, Suite 200S
Washington, D.C. 20010

**Re: 3320 Brown Street NW (Square 2611, Lot 804)
Application for Special Exception Relief**

Dear Chairperson Hill:

Please accept for filing the enclosed application of the Brown Street Maker Cooperative (the “**Applicant**”). The Applicant requests special exception relief pursuant to 11 DCMR Subtitle X § 901.2 for special exception relief from the use requirements under Subtitle U § 203.1(d) to provide a community center building use in the RF-1 zone. The application package includes the following materials:

1. Application Form;
2. Fee Calculator Form;
3. Statement of the Applicant;
4. D.C. Zoning Map;
5. Architectural Plans;
6. Authorization Letter;
7. Form 135 – Zoning Self-Certification;
8. Color Photos of the Property;
9. Statement of Existing and Intended Use;
10. Certification of Proficiency;
11. List of Names and Mailing Addresses of Owners within 200 Feet;
12. Surveyor’s Plat;
13. Statement of Community Outreach; and
14. Certificate of Service for the Office of Planning and ANC.

We believe that the application is complete and acceptable for filing, and request that the Board schedule a public hearing for the application as soon as possible. If you have any questions, please do not hesitate to contact me on behalf of the Applicant.

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Frederick L. Hill, Chairperson
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Thank you for your attention to this application.

Sincerely,

COZEN O'CONNOR

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Meridith Moldenhauer
1200 19th Street NW
Washington, D.C. 20036

A handwritten signature in blue ink, appearing to read 'M. Williams', written over a horizontal line.

Madeline Shay Williams
1200 19th Street NW
Washington, D.C. 20036

Certificate of Service

I hereby certify that on this 1st day of July, 2024, a copy of this Application with attachments was served, via email, as follows:

District of Columbia Office of Planning
1100 4th Street SW, Suite E650
Washington, DC 20024
planning@dc.gov

Advisory Neighborhood Commission 1D
c/o Angela Allison, Chairperson & SMD 1D06
1D@anc.dc.gov
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