

July 22, 2024

MWdaw for KB

REFERRAL MEMORANDUM

TO: Board of Zoning Adjustment

FROM: Kathleen Beeton, Zoning Administrator

PROJECT INFORMATION: **Address:** 3017 16th St NE
 Square, Suffix, Lot: Square 4136, Lot 0018
 Zoning District: R-1-B
 DCRA Permit #: SD2400054

SUBJECT: A new accessory building (120 sq ft shed) in the rear yard

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	Special Exception	D-5004.1 (a) D-5201.1 (c) X-901.2	The proposed accessory structure is located in the required rear yard.

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