

August 2, 2024

**REFERRAL MEMORANDUM**

*MN daw for KB*

**TO:** Board of Zoning Adjustment

**FROM:** Kathleen Beeton, Zoning Administrator

**PROJECT INFORMATION:**      **Address:** 149 Thomas St NW  
   **Square, Suffix, Lot:** Square 3114, Lot 0065  
   **Zoning District:** RF-1  
   **DCRA Permit #:** B2407441

**SUBJECT:**                      **Non-permitted and nonconforming deck in the rear**

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	E-207.1 E-5201.1(b) X-901.2	Deck as built does not meet minimum 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.*