



December 4, 2024

Re: 1111 Buchanan Street NW addition/renovation of existing accessory building project BZA Application

To whom it may concern,

This letter is being sent to state that we will contact the local Advisory Neighborhood Commission (ANC), community/civic groups, the Office of Planning (OP), and adjacent property owners to discuss our BZA application for our addition/renovation of our existing accessory building project at 1111 Buchanan Street NW. We also pledge that we will submit a statement of the efforts made to contact these groups and the results of these efforts no less than fourteen (14) days before the scheduled public hearing/meeting. Efforts will be made for our contact with these entities to occur at the earliest time practical prior to the scheduled public hearing/meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Upwall', written over a vertical line that extends from the word 'Sincerely,'.

Greg Upwall, principal
Studio Upwall Architects