



April 21, 2025

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

**Re: 1820 Monroe Street NE (Square 4203, Lot 1)
Application for Area Variance Relief**

Dear Chairperson Hill,

Please accept for filing the enclosed application of the D.C. Department of General Services (the "Applicant"). The Applicant requests area variance relief from the requirements for primary structures on a record lot (Subtitle C § 302.2). 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 & Elevations;
6. Authorization Letter(s);
7. Form 135 – Zoning Self-Certification;
8. Statement of Existing and Intended Use;
9. Certification of Proficiency;
10. List of Names and Mailing Addresses of Owners within 200 Feet;
11. Surveyor's Plat(s);
12. Statement of Community Outreach;
13. Photographs of the Property;
14. Summary of Witness Testimony; and
15. 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.

Thank you for your attention to this application.

Sincerely,

COZEN O'CONNOR



Eric J. DeBear

Certificate of Service

I hereby certify that on this 21st day of April, 2025, 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 5B
c/o Prita Piekara, Chair and SMD 5B06
5B06@anc.dc.gov



Eric J. DeBear