

July 8, 2025

**REFERRAL MEMORANDUM**

**TO:** Board of Zoning Adjustment

**FROM:** Kathleen Beeton, Zoning Administrator

*MWdaw for KB*

**PROJECT INFORMATION:**      **Address:**                      6122 SLIGO MILL RD NE  
   **Square, Suffix, Lot:**      Square 3720, Lot 0006  
   **Zoning District:**              R-2  
   **DCRA Permit #:**              B2409440

**SUBJECT:**                      **New two-story accessory structure with a proposed Accessory Apartment. One (1) off-street parking space to be provided on rear parking pad per submitted Plat.**

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	Area Variance	D-5002.1 X-1000.1	Height of proposed Accessory Building (as measured from the alley) exceeds the maximum allowable height

*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.*