

DC Department of Buildings
NEIGHBOR NOTIFICATION CHECKLIST – PERMIT APPLICANT

<u>Required Documents</u>	<u>Check If Included</u>
1.) Copy of Checklist	
2.) Copy of Neighbor Notification Form(s)	
3.) Copy of Neighbor Notification Evidence of Delivery	
4.) Copy of Notice of Filing of a Building Permit Application 11X17	
5.) Pictures of Posted Notice of Filing of a Building Permit Application	
6.) Notarized Affidavit of Maintenance	
7.) Request for Access Form (If Required)	

Directions: Submit this checklist and all documents as one PDF into Supporting Documents with your Project Dox upload.

Protecting Adjacent and Adjoining Property Owners from Construction Damage Amendment Act of 2022

Do you have a special insurance to protect your construction project and adjacent neighbor from property damage?

Yes No

Are you aware that DC may soon require special insurance to help Protect District Homeowners from Construction-Related Property Damage. To learn more visit <https://dob.dc.gov/insurancecenter>?

Yes No

Property Owner Signature

Printed Name

Date

Board of Zoning Adjustment

District of Columbia

CASE NO. 21434

EXHIBIT NO. 7

GOVERNMENT OF THE

WE ARE
DISTRICT OF COLUMBIA

DC MURIEL BOWSER, MAYOR

DC Department of Buildings
NEIGHBOR NOTIFICATION LETTER

DATE _____	PERMIT NUMBER _____
ADDRESS OF PROPOSED WORK _____	
OWNER INFORMATION	
NAME _____	NEIGHBORING OWNER INFORMATION
ADDRESS _____	NAME _____
PHONE _____	ADDRESS _____
EMAIL _____	PHONE _____
	EMAIL _____

The District of Columbia Municipal Regulations, 12A D.C.M.R. § 106.2.18.3, requires that owners of properties neighboring construction work be notified in writing prior to issuance of a permit.

DESCRIPTION OF WORK (SAME AS ON PERMIT APPLICATION):

This permit will include the following work requiring this notification:

- Excavation requiring a permit will occur on the construction site.
- There is a need to install permanent or temporary structural support for an adjoining premises or portion thereof, including but not limited to underpinning, as a result of the proposed work.
- The proposed work will alter imposed loads on a party wall or any load-bearing member of an adjoining premises. (i.e., vertical addition)
- Access to an adjoining premises is required to install protective measures or undertake other work required by Section 3307 (i.e., bracing of shared walls, install shared roof flashing, underpinning) to protect the neighboring property. (CHECK ONE)
 - Your permission is required to access your property. The permit applicant will contact you with additional documentation.
 - This access does not require permission as limited access is authorized by §3307.2.2 or §3307.4.1 of the District of Columbia Construction Code.
- The proposed work will render or potentially render adjoining or adjacent premises noncompliant with the Chimney Provisions (vertical addition will be within 2 feet of your chimney or vent, the permit applicant will need to make the chimney/vent code compliant) or with the snow load requirements (vertical addition may cause an increase in the amount of snow that accumulates on your roof. The permit applicant will need to examine your roof structure and determine if your roof will need to be reinforced)
- Applications for raze permits where the raze work involves any structural work within 3 feet of an adjoining lot line or excavation work more than 3 feet below existing grade.

You can monitor the status of this permit submission by checking the [SCOUT](#) application. Copies of the proposed plans are available on the DOB [eRecords](#) website.

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DC Department of Buildings
AFFIDAVIT OF MAINTENANCE

DATE

06/25/2025

PERMIT NUMBER

B2501946

ADDRESS OF
PROPOSED WORK

314 Delafield PI NW, Washington, DC 20011

OWNER INFORMATION

NAME CABIESES, MARIA D

ADDRESS 314 DELAFIELD PL NW

PHONE +1 (202) 631-9515

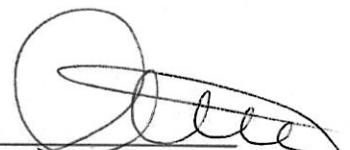
EMAIL mesaccdc@gmail.com

I, the property owner/permit applicant identified above, in accordance with 12A D.C.M.R. § 106.2.18.3.1.3, hereby states that a Notice of Filing of a Building Permit Application that complies with the requirements set forth in 12A D.C.M.R. § 106.2.18.3.1.1 will be posted on the premises at the address of proposed work listed above and will be continuously maintained for the requisite 30-day period of time as prescribed in 12A D.C.M.R. § 106.2.18.3.1.1(1). Furthermore, I understand that the permit application(s) associated with my project will not be issued without the submission of evidence of notification as required by 12A D.C.M.R. § 106.2.18.3.1.

I declare under penalty of perjury that the foregoing is true and correct.

Signed by (Owner of Property/Permit Applicant): Maria Cabieses

Date: 06/28/2025



NOTARIZATION REQUIRED

District of Columbia

Signed and sworn to (or affirmed) before me on (date) 6/28/2025

by (affiant) Maria Cabieses

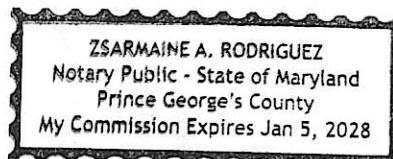
Zsarmaine A. Rodriguez
(Signature of notarial officer)

Notary Public

(Title of office)

01/05/2028

My commission expires:



(Seal)

DC Department of Buildings

NOTICE OF FILING OF A BUILDING PERMIT APPLICATION

Address of work:

Description of work:

Permit Application No. _____

A permit application has been filed for this property. This notice posted in compliance with the requirement of 12A D.C.M.R. § 106.2.18.3.1.1 for scopes of work listed under §§106.2.18.3 and 105.4.4.4.

This notice must be posted for at least a 30-day period immediately prior to the issuance of any permit.

For more information, please contact us through our online inquiry form, phone at 202.671.3500 or live chat available on dob.dc.gov.

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Washington, DC 20036

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<input type="checkbox"/> Return Receipt (electronic)	\$ 0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ 0.00
<input type="checkbox"/> Adult Signature Required	\$ 0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ 0.00

0706
07Postmark
Here

06/28/2025

Postage	\$ 0.73
\$	
Total Postage and Fees	\$ 5.58

Sent To
Langston East LLC
Street and Apt. No., or P.O. Box No.
1311 21ST ST NW Apt 4.
City, State, ZIP+4®
Washington DC 20036

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse for Instructions

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\$ 10.00
Extra Services & Fees (check box, add fee as appropriate)
 Return Receipt (hardcopy) \$
 Return Receipt (electronic) \$
 Certified Mail Restricted Delivery \$ 10.00
 Adult Signature Required \$ 10.00
 Adult Signature Restricted Delivery \$

Postage \$ 0.73

Total Postage and Fees \$ 15.23

Sent To

Nevaldo Bailey Trustee

Street and Apt. No., or PO Box No.

318 Delafield PL NW

City, State, ZIP+4®

Washington DC 20011

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse for Instructions

348



harshit sahni <harshitsahniarchitects@gmail.com>

Fwd: USPS eReceipt

1 message

MESAC Child Development Center <mesaccdc@gmail.com>
 To: harshit sahni <harshitsahniarchitects@gmail.com>

MESAC Child Development Center

Office: (202) 631-9515

Fax: (202) 217-2294

----- Forwarded message -----

From: <DoNotReply@ereceipt.usps.gov>

Date: Sat, Jun 28, 2025 at 12:34 PM

Subject: USPS eReceipt

To: <MESACCDC@gmail.com>



LANHAM SEABROOK
 9801 LANHAM SEVERN RD
 LANHAM, MD 20706-9998
www.usps.com

06/28/2025 12:33 PM

TRACKING NUMBERS

[9589 0710 5270 3282 1327 70](#)
[9589 0710 5270 3282 1327 87](#)

TRACK STATUS OF ITEMS BY LINK
(Up to 25 items)[Click to track items](#)

TRACK STATUS BY TEXT MESSAGE

Send tracking number to 28777 (2USPS)
 Standard message and data rates may apply

TRACK STATUS ONLINE

Visit <https://www.usps.com/tracking>
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PURCHASE DETAILS

Product	Qty	Unit	Price
Envelope 6X9	2	\$0.59	\$1.18
First-Class Mail® Letter	1		\$0.73
Washington, DC 20011 Weight: 0 lb 0.40 oz Estimated Delivery Date Tue 07/01/2025 Certified Mail® Tracking #:			\$4.85
9589 0710 5270 3282 1327 70			
Total			\$5.58
First-Class Mail® Letter	1		\$0.73
Washington, DC 20036 Weight: 0 lb 0.40 oz Estimated Delivery Date Tue 07/01/2025 Certified Mail® Tracking #:			\$4.85
9589 0710 5270 3282 1327 87			
Total			\$5.58
Grand Total:			\$12.34
Credit Card Remit			\$12.34
Card Name: AMEX Account #: XXXXXXXXXXXX1004 Approval #: 805754 Transaction #: 549 AID: A000000025010801 Contactless AL: AMERICAN EXPRESS PIN: Not Required			

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Receipt #: 840-52000127-1-7532042-2
Clerk: 07

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