

**MEMO**

**Date:** 2.25.26

**To:** Board of Zoning Adjustment  
441 4<sup>th</sup> Street, NW  
Suite 200-S  
Washington, DC 20001

**Project:** Cotton-Hartman Residence - Porch  
20 R Street, NW  
Washington, DC 20001

**Re:** Letter of Agent Authorization

**Sender:** Bill Putnam, RA, NCARB

To Whom It May Concern,

The undersigned owners hereby authorize the undersigned agent to act on the owner's behalf in this matter.



Caitlin Guzman-Hartman  
Owner's Signature



Bill Putnam, RA, NCARB  
Agent's Signature

putnam architects

The undersigned agent has read the Board's Rules of Practice and Procedure (Subtitle Y) and he is able to competently represent the owner.

A handwritten signature in black ink, appearing to read "Bill Putnam", with a long horizontal flourish extending to the right.

Bill Putnam, RA, NCARB  
Agent's Signature