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September 25, 2003

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BY HAND

Mr. Alberto Bastida
D.C. Zoning Commission
Room 210S
441 4th Street, N.W.
Washington, D. C. 20001

D.C. OFFICE OF ZONING
2003 SEP 25 PM 2:10

Re: Application for Special Exception to Amend an Approved Campus Plan and Further Processing Under Section 352.2 of the Zoning Regulations, for Cornell University

Dear Mr. Bastida:

In BZA Order No. 14623, dated December 2, 1987, Cornell University received special exception approval from the Board of Zoning Adjustment to use the first floor of the building at 2148 O Street, N.W. for university use. The purpose of this application is to amend the approved campus plan, and for further processing, to expand the university campus to include the basement level of that building as well.

Accordingly, enclosed please find the following documents:

- a filing fee totaling $5,000.00;
- a completed application form;
- a building plat prepared by the D.C. Surveyor showing the subject property;

ZONING COMMISSION
District of Columbia
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EXHIBIT NO.1

- a Statement of Existing and Intended Uses of the subject property;
- a statement explaining how the application meets the specific tests identified in the Zoning regulations;
- three photographs of the subject property;
- the name and mailing address of all owners of all property within 200 feet in all directions from all boundaries of the subject property, in both list and mailing label format;
- in lieu of a memorandum from the Zoning Administrator, a completed Zoning Self-Certification Form;
- a letter from Cornell University, the owner of the subject property authorizing Holland & Knight LLP to file the application; and
- a concept plan of the proposed university use of the basement level of the building.

We believe that the application is complete and acceptable for filing, and we request that the Commission schedule a public hearing on the application at the soonest available time. If you have any further questions, please do not hesitate to contact me.

Very truly yours,

HOLLAND & KNIGHT LLP

Christopher H. Collins

Enclosures
cc: Linda J. Johnson (w/encl)

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