

**EXHIBIT A**

**LETTER OF AUTHORIZATION, APPLICATION  
AND SELF-CERTIFICATION FORMS**

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ZONING COMMISSION  
District of Columbia

CASE NO. 11-15  
EXHIBIT NO. 4

# HOWARD UNIVERSITY

Office of the General Counsel

June 21, 2011

Zoning Commission of  
The District of Columbia  
441 4<sup>th</sup> Street, N.W.  
Second Floor  
Washington, D.C. 20001

**Re: The Howard University – Campus Plan and Associated Rezoning**

Dear Members of the Commission:

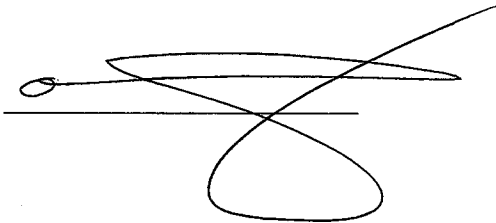
This letter will serve as authorization for the law firm of Saul Ewing to represent The Howard University in all proceedings before the Zoning Commission concerning the further processing of the campus plan and associated rezoning.

If you have any questions, please contact me.

Sincerely,

THE HOWARD UNIVERSITY

By: \_\_\_\_\_



cc: Cynthia Giordano, Esquire.





**BEFORE THE BOARD OF ZONING ADJUSTMENT  
OF THE DISTRICT OF COLUMBIA**



**FORM 120 - APPLICATION FOR VARIANCE/SPECIAL EXCEPTION**

Before completing this form, please review the instructions on the reverse side.  
Print or type all information unless otherwise indicated. All information must be completely filled out.

Pursuant to §3103.2 – Area/Use Variance and/or §3104.1 - Special Exception of Title 11 DCMR- Zoning Regulations,  
an application is hereby made, the details of which are as follows:

Address(es)	Square	Lot No(s).	Zone District(s)	Type of Relief Being Sought	
				Area Variance Use Variance Special Exception	Section(s) of Title 11 DCMR - Zoning Regulations from which relief is being sought
Howard University Central Campus	[See attached]	[See attached]		Special Exception	210

Present use(s) of Property:	University and related uses.		
Proposed use(s) of Property:	University and related uses.		
Owner of Property:	Board of Trustees and President	Telephone No:	202-806-4772
Address of Owner:	2731 Georgia Avenue, NW, Washington, DC 20059		
Single-Member Advisory Neighborhood Commission District(s):	ANC 1B and 5C		

Written paragraph specifically stating the “who, what, and where of the proposed action(s)”. This will serve as the Public Hearing Notice:

Application for approval of the Howard University Campus Master Plan for the years 2011-2020.

**EXPEDITED REVIEW REQUEST (If interested, please select the appropriate category)**

I waive my right to a hearing, agree to the terms in Form 128 - Waiver of Hearing for Expedited Review, and hereby request that this case be placed on the Expedited Review Calendar, pursuant to §3118.2 (CHOOSE ONE):

- A park, playground, swimming pool, or athletic field pursuant to §209.1, or
- An addition to a one-family dwelling or flat or new or enlarged accessory structures pursuant to §223

I/We certify that the above information is true and correct to the best of my/our knowledge, information and belief. Any person(s) using a fictitious name or address and/or knowingly making any false statement on this application/petition is in violation of D.C. Law and subject to a fine of not more than \$1,000 or 180 days imprisonment or both. (D.C. Official Code § 22 2405)

Date:	6/29/2011	Signature*:	
To be notified of hearing and decision (Owner or Authorized Agent*):			
Name:	Cynthia A. Giordano, Esq.	E-Mail:	CGiordano@saul.com
Address:	Saul Ewing LLP, 1919 Pennsylvania Ave., NW, Suite 550, Washington, DC 20006		
Phone No(s):	202-333-8800	Fax No.:	202-333-6065

\* To be signed by the Owner of the Property for which this application is filed or his/her authorized agent. In the event an authorized agent files this application on behalf of the Owner, a letter signed by the Owner authorizing the agent to act on his/her behalf shall accompany this application.

**ANY APPLICATION THAT IS NOT COMPLETED IN ACCORDANCE WITH THE INSTRUCTIONS ON THE BACK OF THIS FORM WILL NOT BE ACCEPTED.**

FOR OFFICIAL USE ONLY

**Exhibit No. 1**

**Case No.** \_\_\_\_\_



**BEFORE THE BOARD OF ZONING ADJUSTMENT  
DISTRICT OF COLUMBIA**



**FORM 135 – ZONING SELF-CERTIFICATION**

<i>Project Address(es)</i>	<i>Square</i>	<i>Lot(s)</i>	<i>Zone District(s)</i>
Howard University Central Campus	[See attached]	[See attached]	R-4, R-5-B, R-5-E,
			SP-2, CR, C-2-A, C-M-2
			and C-M-3
Single-Member Advisory Neighborhood Commission District(s):		ANC 1B11, 1B10, 1B01, 1B09, 5C04 AND 5C07	

**CERTIFICATION**

The undersigned agent hereby certifies that the following zoning relief is requested from the Board of Zoning Adjustment in this matter pursuant to:

<b>Relief Sought</b>	<input type="checkbox"/>	<b>§3103.2 - Use Variance</b>	<input type="checkbox"/>	<b>§3103.2 - Area Variance</b>	<input checked="" type="checkbox"/>	<b>§3104.1-Special Exception</b>
<b>Pursuant to Subsections</b>						

Pursuant to 11 DCMR §3113.2, the undersigned agent certifies that:

- (1) the agent is duly licensed to practice law or architecture in the District of Columbia;
- (2) the agent is currently in good standing and otherwise entitled to practice law or architecture in the District of Columbia; and
- (3) the applicant is entitled to apply for the variance or special exception sought for the reasons stated in the application.

The undersigned agent and owner acknowledge that they are assuming the risk that the owner may require additional or different zoning relief from that which is self certified in order to obtain, for the above referenced project, any building permit, certificate of occupancy, or other administrative determination based upon the Zoning Regulations and Map. Any approval of the application by the Board of Zoning Adjustment (BZA) does not constitute a Board finding that the relief sought is the relief required to obtain such permit, certification, or determination.

The undersigned agent and owner further acknowledge that any person aggrieved by the issuance of any permit, certificate, or determination for which the requested zoning relief is a prerequisite may appeal that permit, certificate, or determination on the grounds that additional or different zoning relief is required.

The undersigned agent and owner hereby hold the District of Columbia Office of Zoning and Department of Consumer and Regulatory Affairs harmless from any liability for failure of the undersigned to seek complete and proper zoning relief from the BZA.

The undersigned owner hereby authorizes the undersigned agent to act on the owner s behalf in this matter.

I/We certify that the above information is true and correct to the best of my/our knowledge, information and belief. Any person(s) using a fictitious name or address and/or knowingly making any false statement on this form is in violation of D.C. Law and subject to a fine of not more than \$1,000 or 180 days imprisonment or both.  
(D.C. Official Code § 22 2405)

<i>Owner's Signature</i>		<i>Owner's Name (Please Print)</i>	
		Cynthia A. Giordano, Esq.	
<i>Agent's Signature</i>	<i>Agent's Name (Please Print)</i>		
<i>Date</i>	<i>D.C. Bar No.</i>	<i>or</i>	<i>Architect Registration No.</i>
6/29/2011	290973		

**FOR OFFICIAL USE ONLY**

Based upon review of the application and self-certification, the Office of Zoning determines, pursuant to 11 DCMR §3113.2, this application is

<input type="checkbox"/>	Accepted for filing.
<input type="checkbox"/>	Referred to the Office of the Zoning Administrator within DCRA, for determination of proper zoning relief required.
<input type="checkbox"/>	Rejected for failure to comply with the provisions of <input type="checkbox"/> 11 DCMR §3113.2; or <input type="checkbox"/> 11 DCMR - Zoning Regulations. Explanation _____

<b>Signature</b>	<b>Date</b>
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**ANY APPLICATION THAT IS NOT COMPLETED IN ACCORDANCE WITH THE INSTRUCTIONS ON THE BACK OF THIS FORM WILL NOT BE ACCEPTED.**

Case No. \_\_\_\_\_

## **Howard University 2011 Campus Plan**

### **List of Properties Owned by Howard University within the approved Campus Plan boundaries**

Square 330, Lot 800

Square 521, Lot 826

Square 1426, Lot 27

Square 2574, Lot 831

Square 2872, Lots 266-271, 820, 823, 824

Square 2873, Lots 785, 786, 787, 789, 790, 791, 792, 796, 797, 869, 872, 873

Square 2875, Lots 976, 982, 1108

Square 2877, Lots 811, 933, 934, 945, 968, 970, 979, 1023, 1030

Square 2882, Lots 742, 743, 744, 745, 746, 747, 748, 749, 756, 757, 758, 759, 760, 761  
762, 763, 764, 765, 766, 767, 768, 769, 950, 951, 952, 953, 1037, 1038, 1039

Square 3054, Lots 34, 39, 63, 65

Square 3055, Lots 15, 821

Square 3057, Lot 92

Square 3058, Lots 827, 828, 829, 833, 834, 835

Square 3060, Lots 41, 830, 839

Square 3063, Lot 801

Square 3064, Lots 44, 45, 826, 837

Square 3065, Lots 36, 829, 830, 831, 830

Square 3068, Lot 30

Square 3069, Lots 65, 66

Square 3075, Lot 807

**List of Properties Owned by Howard University within the approved  
Campus Plan boundaries**

Square 3078, Lot 26

Square 3079, Lot 37

Square 3084, Lot 830

Square 3088, Lot 835

Square 3090, Lot 41

Square 3094, Lots 800, 824

Square 3095, Lot 23

Square 3923, Lot 25

**INSTRUCTIONS**

**Any request for self-certification that is not completed in accordance with the following instructions shall not be accepted.**

1. All self-certification applications shall be made on this form. All certification forms must be completely filled out (front and back) and be typewritten or printed legibly. All information shall be furnished by the applicant. If additional space is necessary, use separate sheets of 8½" x 11" paper to complete the form.
2. Complete one self-certification form for each application filed. Present this form with the Form 120 - Application for Variance/Special - Exception to the Office of Zoning, 441 4<sup>th</sup> Street, N.W., Suite 200-S, Washington, D.C. 20001. (All applications must be submitted before 3:00 p.m.)

ITEM	EXISTING CONDITIONS	MINIMUM REQUIRED	MAXIMUM ALLOWED	PROVIDED BY PROPOSED CONSTRUCTION	VARIANCE Deviation/Percent
Lot Area (sq. ft.)	4,379,534			4,379,534	
Lot Width (ft. to the tenth)					
Lot Occupancy (building area/lot area)	approximately 36%			approximately 50%	
Floor Area Ratio (FAR) (floor area/lot area)	1.3			1.75	
Parking Spaces (number)	2,295			2,295	
Loading Berths (number and size in ft.)					
Front Yard (ft. to the tenth)					
Rear Yard (ft. to the tenth)					
Side Yard (ft. to the tenth)					
Court, Open (width by depth in ft.)					
Court, Closed (width by depth in ft.)					
Height (ft. to the tenth)	maximum 90'			maximum 90'	

**If you need a reasonable accommodation for a disability under the Americans with Disabilities Act (ADA) or Fair Housing Act, please complete Form 155 - Request for Reasonable Accommodation.**

