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March 3, 2016

VIA HAND DELIVERY

Marnique Heath, Chairperson
Board of Zoning Adjustment
441 4th Street, NW
Suite 210S
Washington, DC 20001

**Re: BZA Application for 1612-1616 7th Street NW
Square 420, Lot 38 – Area Variance and Special Exception Application**

Dear Chairperson Heath & Members of the Board:

Please accept for filing the enclosed application of 1612 Seventh Street NW LP. The Applicant requests variance relief, pursuant to 11 DCMR § 3103.2, from the requirements regarding lot occupancy (§ 772.1) and rear yard (§ 774.1); and for special exception relief pursuant to §§ 3104.1 and 2120.6 for parking (§ 2101.1).

The application package includes the following materials:

1. BZA Form 120, Application for Variance/Special Exception
2. Agent Authorization Letter;
3. Statement of Intended Use;
4. Plat showing the existing structure on the Property;
5. BZA Form 126, Fee Calculator;
6. BZA Form 135, Self-Certification;
7. Statement of the Applicant;
8. List of names and mailing addresses of owners of all property within 200 feet of the boundaries of the Property;
9. Baist Atlas Map;
10. Zoning Map;
11. Architectural Plans; and

Board of Zoning Adjustment
District of Columbia
655 SE WASHINGTON
EXHIBIT NO.3

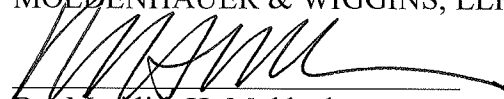
12. Photograph of the Property.

We believe that the application is complete and acceptable for filing, and request that the Board schedule a public hearing for the application as soon as possible. If you have any questions, please do not hesitate to contact me on behalf of the Applicant.

Thank you for your attention to this application.

Sincerely,

GRIFFIN, MURPHY,
MOLDENHAUER & WIGGINS, LLP



By: Meredith H. Moldenhauer