

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Board of Zoning Adjustment**



July 30, 2020

Brianne Nadeau, Ward 1  
Council of the District of Columbia  
1350 Pennsylvania Avenue, NW  
#102  
Washington, DC 20004

**Re: BZA Application No. 20290**

**REFERRAL MEMORANDUM AND NOTICE OF PUBLIC HEARING**

Dear Councilmember:

An Applicant within the boundaries of your ward is seeking zoning relief for a project or use that is not provided as a matter of right for the zoning district. This application was filed on April 6, 2020 through the Interactive Zoning Information System (IZIS).

A public hearing has been scheduled by the Board of Zoning Adjustment (Board) on **Wednesday, October 21, 2020 at 9:30 am**, virtually via WebEx, concerning the following application:

**Application of Vitis Investments LLC**, pursuant to 11 DCMR Subtitle X, Chapter 9, for a special exception under the residential conversion requirements of Subtitle U § 320.2, and pursuant to Subtitle X, Chapter 10, for variances from the residential conversion requirements of Subtitle U § 320.2(d), and from the limit on number of stories under Subtitle E § 303.1, to convert an existing detached principal dwelling unit to an 11-unit apartment house in the RF-1 Zone at premises 421 T Street, N.W. (Square 3090, Lots 804, 805, and 807).

**HOW TO FAMILIARIZE YOURSELF WITH THE CASE**

In order to review exhibits in the case, follow these steps:

- Visit the Office of Zoning (OZ) website at [www.dcoz.dc.gov](http://www.dcoz.dc.gov)
- Under “Services”, click on “Interactive Zoning Information System”.
- Click on “Go to Case Records”.
- Enter the BZA application number indicated above and click the search button.
- The search results should produce the case on the right. Click “View Details”.
- Click “View Full Log”.
- This list comprises the full record in the case. Simply click “View” on any document you wish to see, and it will open a PDF document in a separate window.

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Telephone: (202) 727-6311

Facsimile: (202) 727-6072

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Web Site: [www.dcoz.dc.gov](http://www.dcoz.dc.gov)

Board of Zoning Adjustment  
District of Columbia  
CASE NO.20290  
EXHIBIT NO.24

### **HOW TO PARTICIPATE IN THE CASE**

If you wish to participate in the case, you may submit a letter in support or opposition into the record, or appear as a witness to testify at the public hearing. Visit the Interactive Zoning Information System (IZIS) on our website at <https://app.dcoz.dc.gov/Login.aspx> to make a submission. You will need to create a username and password if you have not done so already.

### **HOW TO PARTICIPATE IN THE VIRTUAL HEARING AND/OR SUBMIT COMMENTS:**

#### **A. Watch/listen to the hearing:**

- Members of the public can watch and listen to the public hearing via Webex or YouTube Live, or they can listen to the audio of the hearing by calling via telephone.
- **To get details regarding the Webex link, YouTube Live video, and telephone conference line:**
  - o Visit the Office of Zoning website (updated every Friday with the following week's hearing information): <https://dcoz.dc.gov/release/watch-zc-and-bza-virtual-meetings-live>
  - o Or, call the Office of Zoning staff at 202-727-6311

#### **B. Sign up to provide testimony at the virtual hearing:**

- To provide oral comments during a virtual hearing, **participants are strongly encouraged to sign up at least 24 hours before the hearing** in order to be heard.
- To sign up, do one of the following:
  - o Fill out online form on the Office of Zoning website: <https://app.dcoz.dc.gov/Kiosk/Kiosk.aspx>
  - o If you are unable to sign up on online, call Robert Reid at 202-727-5471 to state that you would like to sign up to testify.
- Confirmation and instructions regarding testifying during the virtual hearing will be provided to participants after signing up. OZ staff will also provide estimated times of when cases will be heard to those who have signed up prior to the hearing.

#### **C. Submit a statement into the record:** After reviewing the record, submit written testimony, either a letter in support, or a letter in opposition. Submissions are **strongly encouraged to be sent at least 24 hours before the hearing**.

- Upload your document to the case record in IZIS or, if you have technical difficulties with IZIS, send it as a PDF attachment or include the statement in the body of the email to [bzasubmissions@dc.gov](mailto:bzasubmissions@dc.gov).
- Hard copies of documents will not be accepted at this time.

### **REFERRAL TO GOVERNMENT AGENCIES**

This case is located within the boundaries of **Advisory Neighborhood Commission (ANC) 1B**. The ANC may require the Applicant to appear at the next regularly scheduled ANC meeting to present their case. You may wish to visit <http://anc.dc.gov> to find contact information to discover if or when the Applicant is scheduled to appear.

If you have questions about this application, please call OZ at 202-727-6311 and refer to the BZA application number listed at the top of the notice.

SINCERELY,

A handwritten signature in black ink, appearing to read "Clifford W. Moy". The signature is written in a cursive style with a long horizontal flourish extending to the right.

**CLIFFORD W. MOY**  
Secretary, Board of Zoning Adjustment  
Office of Zoning