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May 16, 2019

D.C. Board of Zoning Adjustment
441 4th Street, N.W.
Suite 200S
Washington, D.C. 20001

Re: **1050 31st Street NW (Square 1189, Lot 90) (the “Property”) – Special Exception Application**

Dear Members of the Board:

Please accept for filing the enclosed application of CTF Georgetown Hotel LLC (the “**Applicant**”) for special exception relief pursuant to 11 DCMR Subtitle § 703.2 in order to reduce the minimum parking requirement for the Property.

The application package includes the following materials:

- BZA Form 120, Application.
- BZA Form 135, Self-Certification.
- Authorization Letter authorizing this application.
- The preliminary statement of the applicant, including the statement of existing and intended use of the Property.
- Zoning map with Property outlined (Exhibit A).
- Architectural plans, including photographs of the Property (Exhibit B).
- Map showing proposed location of potential off-site parking (Exhibit C).
- Building Plat, prepared by the D.C. Surveyor, showing the footprint of the proposed structure on the Property.

- Photographs of the Property.
- Certification of Proficiency.
- List of names and mailing addresses (including mailing labels) of the owners of all property within 200 feet of the boundaries of the Property.
- Statement of community outreach.
- Check payable to the DC Treasurer in the amount of \$1,560.00 for the application's filing fee.

We believe that the application is complete and acceptable for filing, and we request that the Board schedule a public hearing on the application as soon as possible. If you have any questions, please do not hesitate to contact the undersigned at (202) 721-1135. Thank you for your attention to this application.

Sincerely,

ALLISON C. PRINCE (WLF)

Allison C. Prince



Lawrence Ferris

Enclosures

Certificate of Service

The undersigned hereby certifies that copies of the foregoing document was delivered by first-class mail or hand delivery to the following addresses on May 17, 2019.

Jennifer Steingasser (3 copies)
Office of Planning
1100 4th Street, S.W., Suite 650E
Washington, D.C. 20024

Anna Chamberlin (2 copies)
District Department of Transportation
55 M Street SE, Suite 400
Washington, DC 20003

ANC 2E (8 copies)
3265 S Street NW
Washington, DC 20007

Lisa Palmer – ANC 2E05
3150 South Street NW
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