



## FORM 130 – ADVISORY NEIGHBORHOOD COMMISSION (ANC) SETDOWN FORM

**Before completing this form, please review the instructions on the reverse side.**

Pursuant to Subtitle Z §§ 400.7 and 400.8 of Title 11 DCMR Zoning Regulations, the ANC Setdown Form shall contain the following information:

**IDENTIFICATION OF PETITION OR APPLICATION:**

Case No.:				Applicant Name:			
ANC (ex. 1A):			Date Referred to ANC:				
Date Setdown Form Due:							

## ANC MEETING INFORMATION


Date of ANC Public Meeting:	D	D	/	M	M	/	Y	Y	Was proper notice given?:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Description of how notice was given:													
Number of members that constitutes a quorum:					Number of members present at the meeting:								
Does the ANC recommend the application/petition to be set down for public hearing?:										Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Recorded vote on the motion to adopt the report (i.e. 4-1-1):													

## MATERIAL SUBSTANCE

Please provide feedback below on whether the above case should be set down for hearing or not (*a separate sheet of paper may be used*):

[illegible]

## AUTHORIZATION

Name of the Chairperson or Vice-Chairperson authorized to sign the form:			
Signature of Chairperson/ Vice-Chairperson:			Date:

**INSTRUCTIONS**

1. The ANC Setdown Form shall be made pursuant to this form. If additional space is necessary, use separate sheets of 8½" x 11" paper to complete the form.
2. ANC reports and any accompanying documents must be submitted to the record by using:
  - a. The Interactive Zoning Information System (IZIS) at [www.dcoz.dc.gov](http://www.dcoz.dc.gov);
  - b. By email to [zcsubmissions@dc.gov](mailto:zcsubmissions@dc.gov) for the ZC; or
  - c. In person or by U.S. mail addressed to 441 4th Street, NW, Suite 200-S, Washington, DC 20001.
3. Submission deadline is as follows; the ANC must file the ANC Setdown form no later than thirty (30 days) after the date the application is referred. No late filings or waivers requesting acceptance of late filings of this form will be accepted.

If You See Something, Say Something Report Fraud, Waste, Abuse, and Mismanagement in the  
Government of the District of Columbia to the Office of the Inspector General  
717 14th Street, N.W., Suite 500 | Washington, D.C. 20005

**CALLS ARE CONFIDENTIAL**

Toll Free Hotline

1-800-521-1639 | 202-724-TIPS (8477) | Email: [hotline.oig.dc.gov](mailto:hotline.oig.dc.gov) | Web Page: [www.oig.dc.gov](http://www.oig.dc.gov)



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

District of Columbia Office of Zoning

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