



**DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS  
OFFICE OF THE ZONING ADMINISTRATOR**

November 1, 2019

R. Michael Cross Design Group  
Attention: Michael Cross  
2001 S St., N.W., Suite 230  
Washington, D.C. 20009

Re: Addition/Alteration/Repair at 1345 Quincy St., N.W.

Dear Sir:

This is to confirm the substance of our discussion with my staff on July 11, 2019, concerning the proposed addition/alteration/repair of 1345 Quincy St., N.W. The discussion had specific reference to the principle building that was constructed in 1916, and the lot located in Square 3035 at Lot 0820, currently zoned RF-1, hereinafter referred to as the "Project".

You propose to renovate, expand, and convert the existing single-family row house to a 3-unit apartment house with Minor Deviation permitted by the Zoning Administrator and Special Exception Relief from the Board of Zoning Appeals. The existing masonry front wall and party walls will remain and will have their foundations underpinned. A new third story addition will be constructed above the existing structure and a new 3-story structure will be extended off the rear of the existing structure. The following is a list of clarifications provided to various aspects of the building project:

1. The project is eligible for conversion to a 3-unit apartment house pursuant to U§ 320.2 via Special Exception with a lot size of 2649 SF. While the lot lacks the full 900 SF per unit required for conversion under U§ 320.2, I will approve the minor deviation as the Zoning Administrator pursuant to 11 DCMR A § 304.2 as the deviation of 1.8% is less the 2% deviation I am authorized to permit under that section. Furthermore, the project complies with the regulations pursuant to A § 304.3 listed below:
  - a. *"The light and air available to neighboring properties shall not be unduly affected."* The proposed volume of the project is matter-of-right, as it does not exceed the max number of stories or building height (E § 303.1) nor extend beyond 10' of the structures on the adjacent properties (U§ 320.2(e)).

- b. *"The privacy of neighboring properties shall not be unduly compromised."* The project's windows, openings, and outdoor spaces are matter-of-right, and do not unduly affect the neighboring properties.
  - c. *"The level of noise in the neighborhood shall not be unduly increased."* The project is seeking to provide a 3-unit apartment house, which will not unduly increase the level of noise as compared to a matter-of-right 2-unit row house.
  - d. *"The use and enjoyment of neighboring properties shall not be unduly compromised."* The project is seeking to provide a 3-unit apartment house within a matter-of-right volume, which will not unduly compromise the enjoyment of neighboring properties as compared to a matter-of-right 2-unit row house.
  - e. *"No trees which would otherwise be protected by this title or other District of Columbia regulation, shall be damaged or removed."* No protected trees will be affected by the construction of the project.
  - f. *"The general scale and pattern of buildings on the subject street frontage and the neighborhood shall be maintained consistent with the development standards of this title."* The project will maintain the existing front wall (E § 305) and the third story addition will not exceed the max building height (U§ 320.2(e)).
2. The project is adjoined with both adjacent structures and the proposed rear addition does not extend farther than 10' past the furthest most rear wall of either property per U§ 320.2(e).
  3. The project has a proposed 3-stories above grade with a cellar below, which is conforming to E § 303.1, allowing structure up to 35' in height and/or 3 stories.
  4. The project is proposed to cover 45% [1183.2 SF] of the lot [2649 SF] with is conforming to E § 304 which allows up to 60% lot occupancy. The proposed building footprint includes the main structure, the front porch roof, and the exterior spiral stair.
  5. The project conforms to the front yard setback requirements established by E § 305 as the applicant proposes maintaining the existing front wall of the building.

6. The project proposes a rear yard of 41' which is conforming to E § 306 which requires 20' min. The existing rear accessory building is not subject to the requirements of E § 306.
7. If the project proposes to extend the existing court, the extension would be subject to conform to E § 203.
8. The project shall provide a minimum of 530 SF of pervious surface through landscaping to be conforming to DCMR 11 Table E § 204.1 which requires 20% minimum pervious surface for Lots larger than 2000 SF (Lot area = 2649 SF; 20% = 530 SF).
9. Table 701.5 requires 2 parking spaces for a 3-unit apartment house in the RF-1 Zone. The lot width of 17.66' is sufficient to accommodate 1 full size and 1 compact space which together would conform with Table 701.5 and percentage of compact spaces proposed is conforming to C § 712.3 which requires at least 50% of the required parking to be full sized.
10. The project is seeking Special Exception relief from E § 206.1 for the proposed extension/modification of height of the existing rooftop element (I.E. a faux mansard at the top of the existing front façade) through the BZA via U § 320.2(h) as part of conversion case pursuant to U § 320.2(l).
11. The front porch roof is proposed to be maintained and therefore conforming to E § 206.1. The proposed removal of the porch below the roof is allowed as a matter-of-right.
12. If approved by BZA as a 3-unit conversion, no units would be required to be IZ pursuant to U § 320.2(b) and C § 1003.5.
13. The project proposes a roof deck accessed by an exterior spiral stair. The roof deck and related guardrails shall not be considered penthouses and therefore not subject to the regulations in Subtitle C Chapter 15. Furthermore, the roof deck and guardrails shall be found to be conforming as long as the height of the proposed elements are less than 4' above the roof and have a minimum of a 1:1 setback from all edges of the roof where they are located.

Accordingly, when you file the plans for a building permit, if the BZA approves the requested relief. I will approve drawings that are consistent with the information noted above.

Sincerely,   
Matthew Le Grant  
Zoning Administrator

Attachments: 1345 Quincy ST NW  
Plan set dated 10-1-19  
Plat dated 7/30/19

Zoning Technician: Chyna Barber  
File: Det Let re 1345 Quincy ST NW on 11-1-19

DISCLAIMER: This letter is issued in reliance upon, and therefore limited to, the questions asked, and the documents submitted in support of the request for a determination. The determinations reached in this letter are made based on the information supplied, and the laws, regulations, and policy in effect as of the date of this letter. Changes in the applicable laws, regulations, or policy, or new information or evidence, may result in a different determination. This letter is **NOT** a "final writing", as used in Section Y-302.5 of the Zoning Regulations (Title 11 of the District of Columbia Municipal Regulations), nor a final decision of the Zoning Administrator that may be appealed under Section Y-302.1 of the Zoning Regulations, but instead is an advisory statement of how the Zoning Administrator would rule on an application if reviewed as of the date of this letter based on the information submitted for the Zoning Administrator's review. Therefore this letter does **NOT** vest an application for zoning or other DCRA approval process (including any vesting provisions established under the Zoning Regulations unless specified otherwise therein), which may only occur as part of the review of an application submitted to DCRA.