

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
OFFICE OF THE ZONING ADMINISTRATOR**



March 28, 2016

Mr. Wilson Reynolds
2370 Champlain St., NW, Unit 23
Washington, DC 20009

Re: 4269 Brooks St., NE, Square 5087, Lot 940

Dear Mr. Reynolds,

I write in response to your request for assistance in obtaining a Certificate of Occupancy for a three unit apartment building at 4269 Brooks St., NW. Although no records of a C of O for exist for this use at DCRA, I have determined that the apartment building use is lawful.

I confirm that the three unit apartment building use has been recognized by the following attached documentation you have provided:

-A record from the District Office of Tax and Revenue, Real Property Assessment Database showing the subject property listed as 'Residential Flats – Less than 5', and under Property Features, listing the property Type and 'Multi', and constructed in 1959.

-Correspondence from the architectural firm of WNUK Spurlock Architecture stating that the property was inspected on February 7, 2016 and further stating: "The building is designed for three apartments, one per floor." And "There are three separate electric panels and three electric meters."

-Correspondence from electric utility PEPCO stating that:

"Our records indicate that there are three meter installations effective July 31, 2006, and three associated account records. Attached are the meter records for units designated as #BSMT, #1 and #2."

-PEPCO meter records for the three units.

In addition, a report provided to me through the DCRA Construction Inspections Office filed by Inspector Smoot (who inspected the property) on February 8, 2016 confirming the property to be multi-unit building with three apartments.

Given this documentation and Inspections Report it is reasonable to assume that three separate dwelling units have historically existed in the building, and that these three units existed before Zoning Commission case #8-22 of December 8, 2008, which resulted in the lot being 'downzoned' from the R-5-A District to the current R-2 District.

In summary, I have no objection to 4269 Brooks St., NE being granted a Certificate of Occupancy for an apartment building for three dwelling units, and the adjustment of any currently issued permits to be revised to reflect a multi-unit status.

Sincerely, 
Matthew Le Grant
Zoning Administrator

Attachments: OTR Property Detail
Letter of 2-11-16 from WNUK Spurlock
Plat of 10-24-58
Letter of 2-22-16 from Pepco
Building Permit Records from DC Archives



[← Prev](#)

Property Detail

Address: 4269 BROOKS ST NE

SSL: 5087 0940

Record Details

Neighborhood:	DEANWOOD	Sub-Neighborhood:	A
Use Code:	23 - Residential Flats-Less than 5	Class 3 Exception:	No
Tax Type:	TX - Taxable	Tax Class:	001 - Residential
Homestead Status:	** Not receiving the Homestead Deduction		
Assessor:	KIM JACOBS		
Gross Building Area:		Ward:	7
Land Area:	4,240	Triennial Group:	3

Owner and Sales Information

Owner Name: 4269 BROOKS ST NE LLC
Mailing Address: 2370 CHAMPLAIN ST NW; WASHINGTON DC20009-2670
Sale Price: \$232,500
Recordation Date: 12/07/2015
Instrument No.: 123071
Sales Code: MARKET
Sales Type: I - IMPROVED

Tax Year 2017 Preliminary Assessment Roll

	Current Value (2016)	Proposed New Value (2017)
Land:	\$128,770	\$130,040
Improvements:	\$138,620	\$151,520
Total Value:	\$267,390	\$281,560
Taxable Assessment: *	\$267,390	\$281,560

* Taxable Assessment after Tax Assessment Credit and after \$71,700 Homestead Credit, if applicable. ([Click here for more information](#)).

** If you believe you should be receiving tax relief through the Homestead deduction program and if you are domiciled in the District and this property is your principal place of residence, you can access the link below, complete the form, and return it per the instructions. For additional information regarding the Homestead program, call (202)727-4TAX. [Click here to download the Homestead Deduction and Senior Citizen Tax Relief application](#) *

[View Tax Information](#) | [View Property Features](#) | [View Payments](#) | [View Current Tax Bill](#) | [View Tax Notices](#)



Property Features

SSL: 5087 0940

Updates to the information below are done on a semi-annual basis, March 1 and September 1.

|

Building Type	Multi
Building Style	2 Story
Living Area	1896
Year Built	1959
Bed Rooms	6
Bath Rooms	3
1/2 Bath Rooms	0
Total Rooms	11
Wall	Common Brick
Floor	Hardwood
Heat	Forced Air
Air Conditioning	None
Fireplace(s)	0
Interior Condition	Average
Exterior Condition	Average
Overall Condition	Average

[**Click here to view the Glossary of Terms for the Property Features data.](#)

[Click here](#) for the District of Columbia Department of Consumer and Regulatory Affairs (DCRA) historical property information.

[View Tax Information](#) | [View Property Features](#) | [View Payments](#) | [View Current Tax Bill](#) | [View Tax Notices](#)

WNUK SPURLOCK
ARCHITECTURE

1470 CHURCH STREET NW
WASHINGTON DC 20005-1904
TEL 202.265.8500 FAX 202.265.8599

11 February 2016

Wilson Reynolds
2370 Champlain Street NW
Washington, DC 20009

RE: 4269 Brooks Street NE
Washington, DC 20019

Dear Mr. Reynolds,

On Sunday February 7th, 2016, we visited the building located at 4269 Brooks Street NE, Washington DC, and made the following observations:

- The structure is a 3-story masonry bearing wall building with wood framed floors, roof, and interior partitions. The exterior walls are a combination of concrete masonry units faced with brick on the exterior and gypsum wallboard on the interior. The existing windows are aluminum; a number of these are missing.
- The building is designed for three apartments, one per floor. Each apartment contains a full kitchen, full bathroom, living dining spaces, and several bedrooms. The 1st floor apartment has exterior entrances from the front and the rear. The 2nd Floor apartment shares a common vestibule entrance with the 3rd Floor unit at the front and has a separate rear entrance. The 3rd Floor apartment shares a common vestibule entrance with the 2nd Floor unit at the front and has a separate rear entrance.
- There are three separate electric panels and three electric meters.
- The building is in poor condition and in need of complete renovation.

Following our visit, we received a copy of the Plat for Building Permit from the DC Surveyors Office. The Plat was issued on 6.16.1958 and was further noted on 10.4.1958 with information from the wall check. The current zoning regulations were adopted on 5.12.1958. Considering the Plat was issued only a month later, one would assume the building must have been designed under the prior zoning regulations.

Please do not hesitate to contact us if you have any further questions.

Very truly yours,



Steven L. Spurlock, FAIA LEEDAP
Principal



A PHI Company

701 Ninth Street, NW
Washington, DC 20068

Denise Jadir
Customer Relations, Research and Resolution
(202) 872-2444

February 22, 2016

Mr. Wilson Reynolds
4269 Brooks Street, NE
Washington, DC 20019

Re: 4269 Brooks Street, NE

Dear Mr. Reynolds:

Mr. Chris Taylor asked me to respond to your inquiry regarding the meter configuration at the above reference address.

Our records indicate that there are three meter installations effective July 31, 2006, and three associated account records. Attached are the meter records for units designated as #BSMT, #1 and #2.

Sincerely,

Denise Jadir

Attachment

Command:

PHI - CIS Legacy

Meter Information

Account:

Name:

RG: 14

Status: INACTIVE ACC

Occupancy:

Meter Loc: BASEMEN

Rate: 150

Credit Code:

Service: 4269 BROOKS ST NE BSMT

CO Address:

Facility Code: Residenc

WASHINGTON DC 20019-3425

Meter Number: 1NF104978027

Test Request Date:

KWH Multiplier: 1

Service Order Number:

Install Date: 7/31/2006

Test Date:

Record type: M

Service Order Issue:

Meter use:

Test Reason:

Power Off Location:

Service Order Completed:

Meter Location: B

Test Average:

Power Off Reason:

Meter Applie Number:

Reading key:

Inspect Code:

Power Off Date:

Multi Meter: 3

Reading Seq: 4049-1040

Meter Read Proc Cd: 0

Type Read: 0

Estimate Code: 0

Touble Bubble:

Command:

PHI - CIS Legacy

Meter Information

Account:

Name:

RG: 14

Status: INACTIVE ACC

Occupancy:

Meter Loc: BASEMEN

Rate: 150

Credit Code:

Service: 4269 BROOKS ST NE 1

CO Address:

Facility Code: Residenc

WASHINGTON DC 20019-3425

Meter Number: 1NF104978052

Test Request Date:

KWH Multiplier: 1

Service Order Number:

Install Date: 7/31/2006

Test Date:

Record type: M

Service Order Issue:

Meter use: 0

Test Reason:

Power Off Location:

Service Order Completed:

Meter Location:

Test Average:

Power Off Reason:

Meter Applie Number:

Reading key:

Inspect Code:

Power Off Date:

Multi Meter: 3

Reading Seq: 4049-1060

Meter Read Proc Cd: 0

Type Read: 0

Estimate Code: 0

Touble Bubble: CM

Command:

PHI - CIS Legacy
Meter Information

Account:

Name:

Service: 4269 BROOKS ST NE 2

WASHINGTON DC 20019-3425

Meter Number: 1NF104978028

Install Date: 7/31/2006

Meter use:

Meter Location: B

Reading key:

Reading Seq: 4049-1050

Touble Bubble:

Test Request Date:

Test Date:

Test Reason:

Test Average:

Inspect Code:

Meter Read Proc Cd: 0

RG: 14

Status: INACTIVE ACC

Meter Loc: BASEMEN

Rate: 150

CO Address:

Facility Code: Residenc

Occupancy:

Credit Code:

KWH Multiplier: 1

Record type: M

Power Off Location:

Power Off Reason:

Power Off Date:

Type Read: 0

Service Order Number:

Service Order Issue:

Service Order Completed:

Meter Applie Number:

Multi Meter: 3

Estimate Code: 0

Form LI-P-651

BUILDING PERMIT

Date **9-21-65** (Type)

GENERAL **D-77591**

PERMIT NO. **B 134629**

Location of work

4269

BROOKS STREET

Lot

Square

9087

MRS. VIOLA CRIER.

(Owner)

TOTAL PERMIT FEE

\$

FILING FEE

\$

NO.

DATE

FEE PAYABLE \$

\$

DC ARCHITECTS

(To be filled in if **OWNER**)

Builder —

Width of Bldgs.

Length

Height

Value \$

No. of Bldgs.

Zone

R-5-A.

To be occupied as

No. of Stories

Height of terrace above grade

Projections:

Address of owner

Deposit No.

Amount \$

DORIS BUTLER.

DEPT. OF LICENSES & INSPECTIONS, GOVT. OF DIST. OF COL.

INSPECTOR'S COPY

TO BE FILLED IN BY INSPECTOR WHEN JOB IS COMPLETE

Date of survey _____ Are walls properly located? _____, Bonded? _____
 Anchored? _____ Are yards, courts, etc., as approved? _____ Do building
 dimensions conform with plat & approved plans? _____ Actual height of terrace
 above sidewalk _____ Total height of bldg., in feet, from sidewalk at center of
 bldg. _____ Number of stories above grade _____; below grade _____
 Are projections in accord with approved plans? _____

DATE	REPORT	DATE	REPORT
10/22/65	OK 4th Floor		
11/22	Work to Roof		
12-14-65	12-27-65-1-6-66		No Progress
1-14-66	(Financial Straits) No Progress		
2-1-66	2-10-66-4/1/66-4/15/66		No Progress
8/5/66	Completed		
		This building has been constructed in accordance with the permit and approved plans filed here with.	
		8/5/66	Heckler

Number of additional report cards — 1 2 3

Date _____

Building Inspector _____