



**BEFORE THE ZONING COMMISSION AND  
BOARD OF ZONING ADJUSTMENT OF THE DISTRICT OF COLUMBIA**



**FORM 129 – ADVISORY NEIGHBORHOOD COMMISSION (ANC) REPORT**

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

Pursuant to §§ 3012.5 and 3115.1 of Title 11 DCMR Zoning Regulations, the written report of the Advisory Neighborhood Commission (ANC) shall contain the following information:

**IDENTIFICATION OF APPEAL, PETITION, OR APPLICATION:**

|                                       |  |            |  |
|---------------------------------------|--|------------|--|
| Case No.:                             |  | Case Name: |  |
| Address or Square/Lot(s) of Property: |  |            |  |
| Relief Requested:                     |  |            |  |

**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: |   |   |   |   |                           |     |                          |    |                          |

**MATERIAL SUBSTANCE**


The issues and concerns of the ANC about the appeal, petition, or application as related to the standards of the Zoning Regulations against which the appeal, petition, or application must be judged (*a separate sheet of paper may be used*):

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The recommendation, if any, of the ANC as to the disposition of the appeal, petition, or application (*a separate sheet of paper may be used*):

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**AUTHORIZATION**

|  |  |   |       |
|--|--|---|-------|
| ANC  |  | Recorded vote on the motion to adopt the report (i.e. 4-1-1): |       |
| Name of the person authorized by the ANC to present the report:            |  |   |       |
| Name of the Chairperson or Vice-Chairperson authorized to sign the report: |  |   |       |
| Signature of Chairperson/<br>Vice-Chairperson:                             |  |   | Date: |

**ANY APPLICATION THAT IS FOUND TO BE INCOMPLETE MAY NOT BE ACCORDED "GREAT WEIGHT" PURSUANT TO 11 DCMR §§ 3012 AND 3115.**

**INSTRUCTIONS**

Pursuant to 11 DCMR §§ 3012.6 and 3115.2, the Zoning Commission and Board of Zoning Adjustment shall give “*great weight*” to the written report of the affected Advisory Neighborhood Commission (ANC), as required by the Comprehensive Advisory Neighborhood Commissions Reform Amendment Act of 2000.

1. All ANC reports 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. Present this form and supporting documents to the Office of Zoning at 441 4<sup>th</sup> Street, N.W., Suite 200-S, Washington, D.C. 20001.
3. Submission deadlines are as follows:

**For Zoning Commission:**

- a. ANCs must file this form at least seven (7) calendar days in advance of the hearing, if they wish to participate in a contested case under § 3022.
- b. ANCs may file this form as long as the case record is open, if they wish to participate in a rulemaking case under § 3021.

**For Board of Zoning Adjustment:**

- a. ANCs must file this form at least seven (7) calendar days in advance of the hearing.



**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.**