

# Office of Zoning

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Table BJ0-1

Description	FY 2024	FY 2025	FY 2026	FY 2027	% Change
	Actual	Actual	Approved	Proposed	from FY 2026
OPERATING BUDGET	\$3,996,875	\$3,981,872	\$4,367,281	\$4,210,378	-3.6
FTEs	24.0	24.0	24.0	23.0	-4.2
CAPITAL BUDGET	\$182,439	\$98,461	\$0	\$0	N/A
FTEs	0.0	0.0	0.0	0.0	N/A

The mission of the District of Columbia Office of Zoning (OZ) is to provide administrative, professional, and technical assistance to the Zoning Commission (ZC) and the Board of Zoning Adjustment (BZA) in support of their oversight and adjudication of zoning matters in the District of Columbia.

## Summary of Services

Summary of Services OZ administers the zoning application processes for the ZC and BZA. The agency reviews and accepts applications, schedules hearings to determine whether cases meet specified zoning criteria, schedules meetings to make determinations with respect to pending applications, and issues legal orders. Technology plays a critical role in support of this process by enhancing effectiveness and transparency. OZ also spearheads outreach to citizens of the District of Columbia to ensure a robust understanding of the zoning application process.

The agency's FY 2027 proposed budget is presented in the following tables:

### FY 2027 Proposed Gross Funds Operating Budget and FTEs, by Revenue Type

Table BJ0-2 contains the proposed FY 2027 budget and Full-Time Equivalents by revenue type compared to the FY 2026 approved budget. It also provides FY 2024 and FY 2025 actual data.

**Table BJ0-2**  
**(\$ in thousands)**

Appropriated Fund	Dollars in Thousands						Full-Time Equivalents					
	Actual FY 2024	Actual FY 2025	Approved FY 2026	Proposed FY 2027	Change from FY 2026	% Change*	Actual FY 2024	Actual FY 2025	Approved FY 2026	Proposed FY 2027	Change from FY 2026	% Change
<b>GENERAL FUND</b>												
LOCAL FUND	3,997	3,982	4,367	4,210	-157	-3.6	24.0	24.0	24.0	23.0	-1.0	-4.2
<b>TOTAL FOR GENERAL FUND</b>	<b>3,997</b>	<b>3,982</b>	<b>4,367</b>	<b>4,210</b>	<b>-157</b>	<b>-3.6</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>23.0</b>	<b>-1.0</b>	<b>-4.2</b>
<b>GROSS FUNDS</b>	<b>3,997</b>	<b>3,982</b>	<b>4,367</b>	<b>4,210</b>	<b>-157</b>	<b>-3.6</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>23.0</b>	<b>-1.0</b>	<b>-4.2</b>

\* Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private) and Special Purpose Revenue type, please refer to Schedule 80 Agency Summary by Revenue Source in the FY 2027 Operating Appendices located on the Office of the Chief Financial Officer's website.

### FY 2027 Proposed Operating Budget, by Account Group

Table BJ0-3 contains the proposed FY 2027 budget at the Account Group level compared to the FY 2026 approved budget. It also provides FY 2024 and FY 2025 actual expenditures.

**Table BJ0-3**  
**(\$ in thousands)**

Account Group	Actual FY 2024	Actual FY 2025	Approved FY 2026	Proposed FY 2027	Change from FY 2026	% Change*
701100C-CONTINUING FULL TIME	2,816	2,717	2,831	2,975	145	5.1
701200C-CONTINUING FULL TIME - OTHERS	28	155	186	0	-186	-100.0
701300C-ADDITIONAL GROSS PAY	25	22	0	0	0	N/A
701400C-FRINGE BENEFITS - CURR PERSONNEL	639	654	633	658	25	4.0
701500C-OVERTIME PAY	0	1	0	0	0	N/A
<b>SUBTOTAL PERSONNEL SERVICES (PS)</b>	<b>3,507</b>	<b>3,549</b>	<b>3,649</b>	<b>3,633</b>	<b>-16</b>	<b>-0.4</b>
711100C-SUPPLIES & MATERIALS	11	8	20	15	-5	-23.5
712100C-ENERGY COMM & BLDG RENTALS	0	0	1	1	0	0.0
713100C-OTHER SERVICES & CHARGES	103	88	296	169	-127	-43.0
713200C-CONTRACTUAL SERVICES - OTHER	352	320	377	377	0	-0.1
717100C-PURCHASES EQUIPMENT & MACHINERY	23	17	24	15	-9	-36.8
<b>SUBTOTAL NONPERSONNEL SERVICES (NPS)</b>	<b>490</b>	<b>433</b>	<b>718</b>	<b>577</b>	<b>-141</b>	<b>-19.6</b>
<b>GROSS FUNDS</b>	<b>3,997</b>	<b>3,982</b>	<b>4,367</b>	<b>4,210</b>	<b>-157</b>	<b>-3.6</b>

\* Percent change is based on whole dollars.

## FY 2027 Proposed Operating Budget and FTEs, by Division/Program and Activity

Table BJ0-4 contains the proposed FY 2027 budget by division/program and activity compared to the FY 2026 approved budget. It also provides FY 2024 and FY 2025 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

**Table BJ0-4**  
**(\$ in thousands)**

Division/Program and Activity	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2024	Actual FY 2025	Approved FY 2026	Proposed FY 2027	Change from FY 2026	Actual FY 2024	Actual FY 2025	Approved FY 2026	Proposed FY 2027	Change from FY 2026
AFO003- AGENCY BUDGETING AND FINANCIAL MANAGEMENT SERVICES	97	101	100	0	-100	0.5	0.5	0.5	0.0	-0.5
AFO011-P-CARD CLEARING	-2	0	0	0	N/A	0.0	0.0	0.0	0.0	N/A
<b>AFO000-AGENCY FINANCIAL OPERATIONS</b>	<b>95</b>	<b>101</b>	<b>100</b>	<b>0</b>	<b>-100</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.0</b>	<b>-0.5</b>
AMP005-CONTRACTING AND PROCUREMENT	34	35	38	0	-38	0.2	0.3	0.3	0.0	-0.3
AMP011-HUMAN RESOURCE SERVICES	34	36	50	0	-50	0.2	0.3	0.3	0.0	-0.3
AMP012-INFORMATION TECHNOLOGY SERVICES	294	309	300	0	-300	2.5	2.5	2.5	0.0	-2.5
AMP030-EXECUTIVE ADMINISTRATION	97	101	100	0	-100	0.5	0.5	0.5	0.0	-0.5
<b>AMP000- AGENCY MANAGEMENT PROGRAM</b>	<b>459</b>	<b>481</b>	<b>488</b>	<b>0</b>	<b>-488</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>0.0</b>	<b>-3.5</b>
R00501-ZONING CERTIFICATIONS	15	21	21	0	-21	0.5	0.3	0.3	0.0	-0.3
R00502-ZONING SERVICES ADMINISTRATION	3,428	3,380	3,758	4,210	452	19.5	19.8	19.8	23.0	3.3
<b>EC0005-ZONING SERVICES</b>	<b>3,443</b>	<b>3,401</b>	<b>3,779</b>	<b>4,210</b>	<b>431</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>	<b>23.0</b>	<b>3.0</b>
<b>TOTAL PROPOSED OPERATING BUDGET</b>	<b>3,997</b>	<b>3,982</b>	<b>4,367</b>	<b>4,210</b>	<b>-157</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>23.0</b>	<b>-1.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see Schedule 30-PBB Program Summary by Activity. For detailed information on this agency's Cost Center structure as reflected in the District's Chart of Accounts, please see Schedule 30-CC FY 2027 Proposed Operating Budget and FTEs, by Division/Office. Both schedules can be found in the FY 2027 Operating Appendices, located on the Office of the Chief Financial Officer's website. Additional information on this agency's interagency agreements can be found in Appendix H in the Executive Summary, Volume 1.

## Program Description

The Office of Zoning operates through the following 3 programs:

**Zoning Services** – provides assistance, information, and services to the ZC, BZA, other government agencies, applicants, businesses, and the general public regarding the District's zoning processes.

This program contains the following 2 activities:

- **Zoning Certifications** – provides authentication of zoning classifications of property to the public, including developers, architects, lawyers, realtors, tax assessors, landowners, and others in the land use business, and provides certified copies of ZC and BZA case files so that courts can have full case documents required for decision-making; and

- **Zoning Services Administration**– provides administrative, professional, and technical assistance to the ZC and BZA in support of their oversight and adjudication of zoning matters in the District, and provides public outreach to ensure that the District's zoning processes are easily understandable and accessible to the public.

**Agency Financial Operations** – provides comprehensive and efficient financial management services to, and on behalf of, District agencies, so that the financial integrity of the District of Columbia is maintained. This program/division is standard for all agencies using performance-based budgeting.

**Agency Management** – provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting.

**Program Structure Change**

The Office of Zoning has no program structure changes in the proposed FY 2027 budget.

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**FY 2026 Approved Budget to FY 2027 Proposed Budget, by Revenue Type**

Table BJ0-5 itemizes the changes by revenue type between the FY 2026 approved budget and the FY 2027 proposed budget. For a more comprehensive explanation of changes, please see the FY 2027 Proposed Budget Changes section, which follows the table.

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**Table BJ0-5**  
**(\$ in thousands)**

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2026 Approved Budget and FTE</b>		<b>4,367</b>	<b>24.0</b>
Removal of One-Time	Multiple Programs	-149	0.0
<b>LOCAL FUNDS: FY 2027 Recurring Budget</b>		<b>4,219</b>	<b>24.0</b>
Increase: To support equipment cost	ZONING SERVICES	15	0.0
Decrease: To align resources with operational spending goals	Multiple Programs	-7	0.0
Decrease: To recognize savings from a reduction in FTE(s)	Multiple Programs	-16	-1.0
<b>LOCAL FUNDS: FY 2027 Mayor's Proposed Budget</b>		<b>4,210</b>	<b>23.0</b>
<b>GROSS FOR BJ0-OFFICE OF ZONING (BJ0)</b>		<b>4,210</b>	<b>23.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

**Note:** For more detailed information regarding the proposed funding for interagency projects funded within this agency, please see **Appendix H, FY 2027 Interagency Budgets**, in the **Executive Summary, Volume 1** located on the OCFO's website.

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## FY 2027 Proposed Operating Budget Changes

Table BJ0-6 contains the proposed FY 2027 budget by fund compared to the approved FY 2026 budget.

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**Table BJ0-6**

<b>Appropriated Fund</b>	<b>FY 2026 Approved</b>	<b>FY 2027 Proposed</b>	<b>% Change from FY 2026</b>
LOCAL FUND	\$4,367,281	\$4,210,378	-3.6
<b>GROSS FUNDS</b>	<b>\$4,367,281</b>	<b>\$4,210,378</b>	<b>-3.6</b>

### Mayor's Proposed Budget

**Increase:** OZ's Local funds budget proposal includes an increase of \$15,000 in the Zoning Services program to support equipment purchases.

**Decrease:** OZ's Local fund proposed budget reflects a decrease of \$7,137 across multiple programs in nonpersonnel services costs to adjust the contractual services and supplies budget. Additionally, a net decrease of \$16,016 and 1.0 Full-Time Equivalent (FTE) to align personnel services and fringe benefit costs across multiple programs.