

# (BJ0) OFFICE OF ZONING

## **MISSION**

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.

## **BACKGROUND**

OZ administers the zoning application process for the ZC and the 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.

## **CAPITAL PROGRAM OBJECTIVES**

1. Create a convenient, easy to use, and understandable zoning process through website development, expansive outreach, and educational programs for District residents and businesses.
2. Leverage new and existing technology to further ensure that the District of Columbia's zoning processes are easily understandable and accessible to the public.
3. Streamline zoning regulations to enhance efficiency and transparency of zoning processes.

## **RECENT ACCOMPLISHMENTS**

The Zoning Wizard and ZDOCS modules of the Interactive Zoning Information System (IZIS) were chosen to receive a Public Sector Innovation Award at the GCN Government Innovation Awards. The Zoning Wizard is innovative approach of implementing a 'TurboTax' style application. The design consisted of enhancing IZIS to re-organize the data entry process to be more logical and broken into easy to understand wizard like steps, while also allowing users to save partially entered data. The system creates a user-friendly interface for applicants applying for zoning relief in the District of Columbia.

OZ built an internal application process timeline with notifications of actions and deadlines so that applicants can more easily adhere to application requirements. Applicants are aware of notification, outreach and submission requirements in advance of the deadline. This ensures cases are ready to be heard on their scheduled hearing day, reducing delays and postponement of cases that can prove time consuming and may delay other cases. OZ is also currently building a module for postponements, withdrawals, and motions. This effort will also aid in streamlining the process before the Board and the Commission.

OZ continues to add technological upgrades to the Interactive Zoning Information System (IZIS) that include, but are not limited to, party status wizard, notifications for newly filed cases and document submissions, added case-related information, added the ability to file Zoning Certifications online, streamlined external workflows and systems to conduct research by zoning case types. These upgrades to the IZIS render the zoning process even more user-friendly, provide more transparency and ensure a predictable process.

OZ is enhancing its Electronic 3D Map that enables 3D models of Project to be electronically placed in context of the project site to show shadow and sun studies at predetermined days and times and creates a report showing the nexus of the changes, thus facilitating the visualization of the impact of the project.

[www.dcoz.dc.gov](http://www.dcoz.dc.gov) – OZ is very proud of the amount of searchable information that is available on its website and will continue to expand on the information already available 24/7 to the public. Along with the tremendous amount of searchable information that is available on its website, OZ also provides the following services and information that enhance agency transparency, e.g. The Interactive Zoning Information System (IZIS), including all case file documents for PUDs, map amendments, and appeals; and case information for all other case types (i.e. status, relief, action, order, transcripts, etc.).

**Elements on this page of the Agency Summary include:**

- **Funding Tables:** Past budget allotments show the allotment balance, calculated as allotments received to date less all obligations (the sum of expenditures, encumbrances, intra-District advances and pre-encumbrances). Agencies are allowed to encumber and pre-encumber funds up to the limit of a capital project’s budget authority, which might be higher than allotments received to date. For this reason, a negative balance on a project sheet does not necessarily indicate overspending or an anti-deficiency violation. A negative balance is permitted in this calculation of remaining allotment authority.
- **Additional Appropriations Data (\$000):** Provides a summary of the budget authority over the life of the project. The table can be read as follows:
  - › **Original 6-Year Budget Authority:** Represents the authority from the fiscal year in which budget was first appropriated through the next 5 years.
  - › **Budget Authority Through FY 2028 :** Represents the lifetime budget authority, including the 6-year budget authority for FY 2023 through FY 2028.
  - › **FY 2023 Budget Authority Revisions:** Represents the changes to the budget authority as a result of reprogramming, redirections and rescissions (also reflected in Appendix F) for the current fiscal year.
  - › **6-Year Budget Authority Through FY 2028 :** This is the total 6-year authority for FY 2023 through FY 2028 including changes from the current fiscal year.
  - › **Budget Authority Request Through FY 2029 :** Represents the 6-year budget authority for FY 2024 through FY 2029.
  - › **Increase (Decrease) :** This is the change in 6-year budget requested for FY 2024 - FY 2029 (change in budget authority is shown in Appendix A).
- **Estimated Operating Impact:** If a project has operating impacts that the agency has quantified, the effects are summarized in the respective year of impact.
- **FTE Data (Total budget in FTE Table might differ from actual budget due to rounding):** Provides the number for Full-Time Equivalent (FTE) employees approved as eligible to be charged to capital projects by, or on behalf of, the agency. Additionally, it provides the total budget for these employees (Personal Services), the non personnel portion of the budget in the agency’s capital plan, and the percentage of the agency CIP budget from either expense category.
- **Facility Location Map:** For those agencies with facilities projects, a map reflecting projects and their geographic location within the District of Columbia.

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Approved Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6 Yr Total
(01) Design	1,139	1,037	90	0	12	0	0	0	0	0	0	0
(04) Construction	295	295	0	0	0	0	0	0	0	0	0	0
(06) IT Requirements Development/Systems Design	136	134	1	0	0	198	0	0	0	0	0	198
<b>TOTALS</b>	<b>1,570</b>	<b>1,466</b>	<b>91</b>	<b>0</b>	<b>13</b>	<b>198</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>198</b>

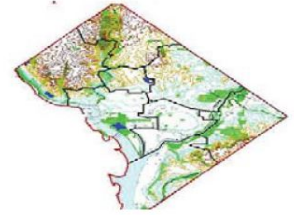
Source	Funding By Source - Prior Funding					Approved Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6 Yr Total
GO Bonds - New (0300)	791	791	0	0	0	0	0	0	0	0	0	0
Pay Go (0301)	136	134	1	0	0	0	0	0	0	0	0	0
Short-Term Bonds – (0304)	643	540	90	0	12	198	0	0	0	0	0	198
<b>TOTALS</b>	<b>1,570</b>	<b>1,466</b>	<b>91</b>	<b>0</b>	<b>13</b>	<b>198</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>198</b>

Additional Appropriation Data			Estimated Operating Impact Summary						
			Expenditure (+) or Cost Reduction (-)						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6 Yr Total
First Appropriation FY		2003	No estimated operating impact						
Original 6-Year Budget Authority		1,484							
Budget Authority Through FY 2028		1,570							
FY 2023 Budget Authority Changes		-431							
6-Year Budget Authority Through FY 2028		1,570							
Budget Authority Request Through FY 2029		1,768							
Increase (Decrease)		198							

Full Time Equivalent Data			
Object	FTE	FY 2024 Budget	% of Project
Personal Services	0.0	0	0.0
Non Personal Services	0.0	198	100.0

# BJ0-JM102-ZONING INFORMATION TECHNOLOGY SYSTEMS

**Agency:** OFFICE OF ZONING (BJ0)  
**Implementing Agency:** OFFICE OF ZONING (BJ0)  
**Project No:** JM102  
**Ward:**  
**Location:** DISTRICT-WIDE  
**Facility Name or Identifier:** INFORMATION TECHNOLOGY  
**Status:** Ongoing Subprojects  
**Useful Life of the Project:** 10  
**Estimated Full Funding Cost:** \$1,768,000



## Description:

This project funds the continued, multi-year implementation of a variety of mission-critical information technology systems relating to the Zoning Regulations, the Zoning Map, and the Interactive Zoning Information System. The funds will also support updates to the Zoning Map, including those that will become necessary upon passage of the new Zoning Regulations by the Zoning Commission; and the continued implementation of the zoning case management system designed to accept cases filed on-line, allow applicants to respond to requests for additional documentation, and allow users to track the progress of cases online.

## Justification:

This project funds the continued, multi-year implementation of a variety of mission-critical information technology systems relating to the Zoning Regulations, the Zoning Map, and the Interactive Zoning Information System. This project aligns with Sustainable DC Actions: Built Environment 1.4, Food 1.1, and Water 2.5.

## Progress Assessment:

The Office of Zoning is working to begin implementation of elements of its zoning data systems.

## Related Projects:

BD0 project PLN37C-District Public Plans and Studies

(Dollars in Thousands)

Phase	Funding By Phase - Prior Funding					Approved Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6 Yr Total
(01) Design	1,139	1,037	90	0	12	0	0	0	0	0	0	0
(04) Construction	295	295	0	0	0	0	0	0	0	0	0	0
(06) IT Requirements Development/Systems Design	136	134	1	0	0	198	0	0	0	0	0	198
<b>TOTALS</b>	<b>1,570</b>	<b>1,466</b>	<b>91</b>	<b>0</b>	<b>13</b>	<b>198</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>198</b>

Source	Funding By Source - Prior Funding					Approved Funding						
	Allotments	Spent	Enc/ID-Adv	Pre-Enc	Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6 Yr Total
GO Bonds - New (0300)	791	791	0	0	0	0	0	0	0	0	0	0
Pay Go (0301)	136	134	1	0	0	0	0	0	0	0	0	0
Short-Term Bonds - (0304)	643	540	90	0	12	198	0	0	0	0	0	198
<b>TOTALS</b>	<b>1,570</b>	<b>1,466</b>	<b>91</b>	<b>0</b>	<b>13</b>	<b>198</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>198</b>

Additional Appropriation Data	
First Appropriation FY	2007
Original 6-Year Budget Authority	860
Budget Authority Through FY 2028	1,570
FY 2023 Budget Authority Changes	192
6-Year Budget Authority Through FY 2028	1,570
Budget Authority Request Through FY 2029	1,768
Increase (Decrease)	198

Estimated Operating Impact Summary							
Expenditure (+) or Cost Reduction (-)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6 Yr Total
No estimated operating impact							

Milestone Data	Projected	Actual
Environmental Approvals		
Design Start (FY)		10/1/2008
Design Complete (FY)		
Construction Start (FY)		
Construction Complete (FY)	09/30/2027	
Closeout (FY)		

Full Time Equivalent Data		
Object	FTE	FY 2024 Budget
Personal Services	0.0	0
Non Personal Services	0.0	198
		% of Project
		0.0
		100.0