# Department of Buildings

www.dob.dc.gov

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Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Approved	FY 2023 Approved	% Change from FY 2022
OPERATING BUDGET	\$0	\$0	\$0	\$65,754,333	N/A
FTEs	0.0	0.0	0.0	379.0	N/A
CAPITAL BUDGET	\$0	\$0	\$0	\$3,706,230	N/A
FTEs	0.0	0.0	0.0	0.0	N/A

The Department of Buildings (DOB) protects the safety of residents, businesses, and visitors and advances development of the built environment through permitting, inspections, and code enforcement.

## **Summary of Services**

The Department of Buildings is responsible for regulating construction activity in the District of Columbia. The agency operates a consolidated permit operations division, and it reviews all construction documents to ensure compliance with building codes and zoning regulations. It also has inspection and oversight authority, through which construction activity, building systems, and rental housing establishments are inspected. Violations are cited, and if necessary, post citation abatement is pursued within the limits of the law.

### FY 2023 Approved Gross Funds Operating Budget and FTEs, by Revenue Type

Table CU0-2 contains the approved FY 2023 budget by revenue type compared to the FY 2022 approved budget. It also provides FY 2020 and FY 2021 actual data.

**Table CU0-2** (dollars in thousands)

	Dollars in Thousands						Full-Time Equivalents					
					Change						Change	
	Actual	Actual	Approved	Approved	from	%	Actual	Actual	Approved	Approved	from	%
Appropriated Fund	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022	Change*	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022 C	hange
GENERAL FUND												
Local Funds	0	0	0	45,633	45,633	N/A	0.0	0.0	0.0	263.0	263.0	N/A
Special Purpose												
Revenue Funds	0	0	0	15,793	15,793	N/A	0.0	0.0	0.0	89.0	89.0	N/A
TOTAL FOR												
GENERAL FUND	0	0	0	61,426	61,426	N/A	0.0	0.0	0.0	352.0	352.0	N/A
FEDERAL												
RESOURCES												
Federal Payments	0	0	0	4,328	4,328	N/A	0.0	0.0	0.0	27.0	27.0	N/A
TOTAL FOR												
FEDERAL												
RESOURCES	0	0	0	4,328	4,328	N/A	0.0	0.0	0.0	27.0	27.0	N/A
GROSS FUNDS	0	0	0	65,754	65,754	N/A	0.0	0.0	0.0	379.0	379.0	N/A

<sup>\*</sup>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 2023 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2023 Approved Operating Budget, by Comptroller Source Group

Table CU0-3 contains the approved FY 2023 budget at the Comptroller Source Group (object class) level compared to the FY 2022 approved budget. It also provides FY 2020 and FY 2021 actual expenditures.

# **Table CU0-3** (dollars in thousands)

					Change	
	Actual	Actual	Approved	Approved	from	Percentage
Comptroller Source Group	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022	Change*
11 - Regular Pay - Continuing Full Time	0	0	0	32,884	32,884	N/A
12 - Regular Pay - Other	0	0	0	3,072	3,072	N/A
14 - Fringe Benefits - Current Personnel	0	0	0	8,735	8,735	N/A
15 - Overtime Pay	0	0	0	100	100	N/A
SUBTOTAL PERSONAL SERVICES (PS)	0	0	0	44,791	44,791	N/A
20 - Supplies and Materials	0	0	0	460	460	N/A
31 - Telecommunications	0	0	0	210	210	N/A
40 - Other Services and Charges	0	0	0	2,932	2,932	N/A
41 - Contractual Services - Other	0	0	0	16,550	16,550	N/A
70 - Equipment and Equipment Rental	0	0	0	812	812	N/A
SUBTOTAL NONPERSONAL SERVICES (NPS)	0	0	0	20,963	20,963	N/A
GROSS FUNDS	0	0	0	65,754	65,754	N/A

<sup>\*</sup>Percent change is based on whole dollars.

## FY 2023 Approved Operating Budget and FTEs, by Division/Program and Activity

Table CU0-4 contains the approved FY 2023 budget by division/program and activity compared to the FY 2022 approved budget. It also provides FY 2020 and FY 2021 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

**Table CU0-4** (dollars in thousands)

		Dollars in Thousands			Full-Time Equivalents					
					Change					Change
	Actual	Actual	Approved .	Approved	from	Actual	Actual	Approved	Approved	from
Division/Program and Activity	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022
(1000) ADMINISTRATIVE SERVICES										
(1010) Personnel	0	0	0	265	265	0.0	0.0	0.0	2.0	2.0
(1015) Training and Employee										
Development	0	0	0	246	246	0.0	0.0	0.0	1.0	1.0
(1017) Labor Relations	0	0	0	165	165	0.0	0.0	0.0	1.0	1.0
(1020) Contracting and Procurement	0	0	0	270	270	0.0	0.0	0.0	2.0	2.0
(1030) Property Management	0	0	0	3,165	3,165	0.0	0.0	0.0	6.0	6.0
(1040) Information Technology	0	0	0	10,531	10,531	0.0	0.0	0.0	16.0	16.0
(1055) Risk Management	0	0	0	128	128	0.0	0.0	0.0	1.0	1.0
(1060) Legal	0	0	0	2,604	2,604	0.0	0.0	0.0	16.0	16.0
(1070) Logistics and Fleet Services	0	0	0	430	430	0.0	0.0	0.0	2.0	2.0
(1080) Communications	0	0	0	1,399	1,399	0.0	0.0	0.0	5.0	5.0
(1085) Customer Service & Complaint										
Resolution	0	0	0	3,260	3,260	0.0	0.0	0.0	29.0	29.0
(1090) Performance Management	0	0	0	2,994	2,994	0.0	0.0	0.0	18.0	18.0
(1095) Internal Audit	0	0	0	143	143	0.0	0.0	0.0	1.0	1.0
SUBTOTAL (1000)										
ADMINISTRATIVE SERVICES	0	0	0	25,599	25,599	0.0	0.0	0.0	100.0	100.0
(100F) AGENCY FINANCIAL										
OPERATIONS										
(110F) Budget Operations	0	0	0	212	212	0.0	0.0	0.0	1.0	1.0
(120F) Accounting Operations	0	0	0	112	112	0.0	0.0	0.0	1.0	1.0
SUBTOTAL (100F) AGENCY										
FINANCIAL OPERATIONS	0	0	0	324	324	0.0	0.0	0.0	2.0	2.0
(2000) OFFICE OF CONSTRUCTION										
& BUILDING STANDARDS										
(2010) Permitting Operations	0	0	0	13,005	13,005	0.0	0.0	0.0	60.0	60.0
(2020) Construction Compliance	0	0	0	599	599	0.0	0.0	0.0	3.0	3.0
(2030) Building Inspection	0	0	0	5,911	5,911	0.0	0.0	0.0	44.5	44.5
(2040) Green Building	0	0	0	1,659	1,659	0.0	0.0	0.0	12.0	12.0
(2050) Surveyor's Office	0	0	0	993	993	0.0	0.0	0.0	8.0	8.0
(2060) Third-Party Inspections	0	0	0	1,255	1,255	0.0	0.0	0.0	10.5	10.5
SUBTOTAL (2000) OFFICE OF										
CONSTRUCTION & BUILDING										
STANDARDS	0	0	0	23,423	23,423	0.0	0.0	0.0	138.0	138.0

**Table CU0-4** (dollars in thousands)

	Dollars in Thousands				Full-Time Equivalents					
					Change					Change
	Actual	Actual	Approved	Approved	from	Actual	Actual	Approved	Approved	from
Division/Program and Activity	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022
(3000) OFFICE OF RESIDENTIAL										
INSPECTION										
(3010) Vacant and Blighted Property	0	0	0	2,106	2,106	0.0	0.0	0.0	21.0	21.0
(3020) Rental Housing Inspections	0	0	0	7,001	7,001	0.0	0.0	0.0	61.0	61.0
(3030) Housing Rehabilitation	0	0	0	2,380	2,380	0.0	0.0	0.0	18.0	18.0
SUBTOTAL (3000) OFFICE OF										
RESIDENTIAL INSPECTION	0	0	0	11,487	11,487	0.0	0.0	0.0	100.0	100.0
(4000) OFFICE OF STRATEGIC										
CODE ENFORCEMENT										
(4010) Code Enforcement	0	0	0	392	392	0.0	0.0	0.0	2.0	2.0
(4020) Civil Infractions & Fine										
Assessment	0	0	0	2,396	2,396	0.0	0.0	0.0	20.0	20.0
SUBTOTAL (4000) OFFICE OF										
STRATEGIC CODE ENFORCEMENT	0	0	0	2,789	2,789	0.0	0.0	0.0	22.0	22.0
(5000) OFFICE OF ZONING										
ADMINISTRATION										
(5010) Office of Zoning Administration	0	0	0	2,133	2,133	0.0	0.0	0.0	17.0	17.0
SUBTOTAL (5000) OFFICE OF										
ZONING ADMINISTRATION	0	0	0	2,133	2,133	0.0	0.0	0.0	17.0	17.0
TOTAL APPROVED										
OPERATING BUDGET	0	0	0	65,754	65,754	0.0	0.0	0.0	379.0	379.0

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

Note: For more detailed information regarding the approved funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2023 Operating Appendices** located on the Office of the Chief Financial Officer's website. "No Activity Assigned" indicates budget or actuals that are recorded at the division/program level.

#### **Division Description**

The Department of Buildings operates through the following 6 divisions:

The Office of Construction and Building Standards – is responsible for: permitting, construction compliance, building inspections, green building, and third-party inspections. This division conducts building and structure assessments for emergency and disaster response and includes the Surveyor's Office.

This division contains the following 6 activities: ·

- Permitting serves as the District's central application intake and issuance center for building permits
  and certificates of occupancy, conducts technical building plan reviews to ensure code compliance, and
  approves and issues building permits;
- Construction Compliance drives policy in support of legislation and code enacted by the District Council, provides input to and administrative support for the Construction Code Coordinating Board (CCCB), and coordinates revisions to the District's building and trade codes to meet current demands for adequate and safe construction as outlined by the International Code Council family of model codes;

- **Building Inspections** manages permit-based construction inspection requests, including illegal construction inspections, issues appropriate orders and notices to ensure compliance with the District's building codes and zoning regulations, and provides emergency building damage assessments in support of ESF14 requirements for emergency and disaster response in coordination with the Homeland Security and Emergency Management Agency;
- **Green Building** regulates construction in the District of Columbia that falls under the regulations of green codes including the Green Building Act, Green Construction Code, and Energy Conservation Code. The activity operates within the structure of DOB's permitting and inspection activities, with work including reviewing construction documents; conducting building inspections; and collaborating with sister agencies, the building industry, and the community to further the efforts to build a more sustainable DC;
- Surveyor's Office produces and maintains legal records of all land plats and subdivisions of private and District government property within the District of Columbia. Processes condominium recordation and conducts wall checks validations; and
- Third-Party Inspections authorizes nongovernmental persons or entities with specialized knowledge and certification to perform regular and special inspections and plan reviews to certify that work complies with the District of Columbia Construction Codes. Provides oversight of approved third-party plan review and inspection companies. Drafts and enforces policy manuals for each of those functions. Inspects and performs oversight of boiler and elevator installations within the District.

The Office of Residential Inspection – is responsible for inspecting and classifying vacant and blighted properties, conducting rental housing inspections, and promoting housing rehabilitation through abatement and enforcement activities.

This division contains the following 3 activities:

- Vacant and Blighted Property registers vacant properties in the District of Columbia, processes requests for vacant property tax exemptions, inspects vacant and blighted properties to ensure compliance with vacant property maintenance standards and registration requirements, and provides occupancy status to the Office of Tax and Revenue (OTR) for tax classification purposes;
- **Rental Housing Inspections** inspects residential properties and issues citations of housing code violations; and
- **Housing Rehabilitation** abates property maintenance code violations, manages abatement contracts, and issues special assessments for unpaid abatement costs.

**The Office of Strategic Code Enforcement** – is responsible for code enforcement, civil infractions, and fine assessment. This division develops and implements enforcement strategies and procedures, monitors violations, enforces the collection of fines, tracks status of both, and fulfills other duties as needed. This division also provides alternatives to resolve civil infractions outside of the courtroom, such as settlements when proof of abatement is provided.

This division contains the following 2 activities:

- Code Enforcement develops and implements enforcement strategies and procedures; and
- **Civil Infractions & Fine Assessment** processes all civil infractions with the Office of Administrative Hearings, collects fines, and places property liens on unpaid fines.

The Office of Zoning Administration – is responsible for administering and determining compliance with the Zoning Regulations.

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

**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 division is standard for all agencies using performance-based budgeting.

#### **Division Structure Changes**

The Department of Buildings is a new agency in the FY 2023 approved budget.

## FY 2022 Approved Budget to FY 2023 Approved Budget, by Revenue Type

Table CU0-5 itemizes the changes by revenue type between the FY 2022 approved budget and the FY 2023 approved budget. For a more comprehensive explanation of changes, please see the FY 2023 Approved Budget Changes section, which follows the table.

# **Table CU0-5** (dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2022 Approved Budget and FTE		0	0.0
No Change		0	0.0
LOCAL FUNDS: FY 2023 Recurring Budget		0	0.0
Create: To align resources with operational spending goals	Multiple Programs	31,651	221.0
Enhance: To fund the fiscal impact of the Department of Buildings Establishment Act of 2020	Multiple Programs	8,115	23.0
Enhance: To support Accelerated Plan Review (one-time)	Office of Construction & Building Standards	1,852	0.0
Enhance: To support OIC Information Technology Modernization	Administrative Services	1,455	0.0
Enhance: To support Nuisance Abatement (one-time)	Office of Residential Inspection	900	0.0
LOCAL FUNDS: FY 2023 Mayor's Proposed Budget	•	43,973	244.0
Enhance: To support additional FTE(s)	Office of Residential Inspection	2,052	23.0
Enhance: To support Advisory Neighborhood Commissions System Update (one-time)	Administrative Services	60	0.0
Enhance: To support stickers notification for vacant buildings per D.C. LAW 22-287	Administrative Services	20	0.0
Reduce: To recognize savings from a reduction in FTE(s)	Administrative Services	-471	-4.0
LOCAL FUNDS: FY 2023 District's Approved Budget		45,633	263.0
FEDERAL PAYMENTS: FY 2022 Approved Budget and FTE		0	0.0
Enhance: ARPA - Federal Municipal funding to support District Recovery Plan initiatives	District Recovery Plan	4,328	0.0
FEDERAL PAYMENTS: FY 2023 Mayor's Proposed Budget		4,328	0.0
Enhance: ARPA - Federal Municipal funding to support District Recovery Plan initiatives	Multiple Programs	4,328	27.0
Reduce: To reallocate ARPA funding	District Recovery Plan	-4,328	0.0
FEDERAL PAYMENTS: FY 2023 District's Approved Budget		4,328	27.0

Table CU0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
SPECIAL PURPOSE REVENUE FUNDS: FY 2022 Approved Budget and FTE		0	0.0
Create: To align resources with operational spending goals	Multiple Programs	15,793	89.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2023 Mayor's Proposed Budget		15,793	89.0
No Change		0	0.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2023 District's Approved Budget		15,793	89.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2023 District's Approved Budget		15,793	
GROSS FOR CU0 - DEPARTMENT OF BUILDINGS		65,754	379.

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

**Note:** For more detailed information regarding the approved funding for interagency projects funded within this agency, please see Appendix J, FY 2023 Interagency Budgets, in the Executive Summary budget volume.

### **FY 2023 Approved Operating Budget Changes**

Table CU0-6 contains the approved FY 2023 budget by fund compared to the FY 2022 approved budget.

#### Table CU0-6

			% Change
	FY 2022	FY 2023	from
Appropriated Fund	Approved	Approved	FY 2022
Local Funds	\$0	\$45,633,476	N/A
Federal Payments	\$0	\$4,328,000	N/A
Special Purpose Revenue Funds	\$0	\$15,792,857	N/A
GROSS FUNDS	\$0	\$65,754,333	N/A

#### **Mayors Proposed Budget**

**Create:** The Department of Buildings (DOB) is newly established in Fiscal Year 2023. The initial proposed Local funds budget is \$31,650,725 and 221.0 FTEs across multiple divisions to align resources with operational spending.

In Special Purpose Revenue funds, DOB's budget proposal accounts for a total of \$15,792,857 and 89.0 FTEs across multiple divisions to align with projected revenue and operational spending.

**Enhance:** DOB's proposed Local funds budget includes an increase of \$8,115,000 and 23.0 FTEs across multiple divisions to fund the fiscal impact of the Department of Buildings Establishment Act of 2020. Furthermore, the proposed Local budget includes a one-time increase of \$1,852,000 in the Office of Construction and Building Standards to support the Accelerate Plan Review initiative. Additionally, the proposed Local budget contains a proposed increase of \$1,455,000 in the Administration Services division to support the Operating Impact of Capital for the agency's Information Technology (IT) Systems Modernization capital project. Lastly, the Local budget proposal includes a one-time increase of \$900,000 in the Office of Residential Inspection to support the procurement of materials and supplies for abatement, professional services for abatement, and proactive housing inspections.

In Federal Payments, DOB's proposed budget includes an increase of \$4,328,000 of ARPA – Municipal funding. This increase in spending is supported by Coronavirus Relief funds from the American Rescue Plan Act.

#### **District's Approved Budget**

**Enhance:** DOB's approved Local funds budget includes an increase of \$2,051,826 and 23.0 FTEs within the Office of Residential Inspection division to support projected salary, step, and Fringe Benefit costs. This increase accounts for the hiring of 20 new Housing Code Inspectors and 3 Building Inspectors. A one-time funding increase of \$60,000 in the Administrative Services division will enable the agency to support the Advisory Neighborhood Commissions system update. The final funding increase of \$20,000 will provide funding for stickers notification for vacant buildings per District Law 22-287.

DOB's Federal Payment funds approved budget reflects a reallocation of \$4,328,000 in ARPA – Federal Municipal Funding from the District Recovery Plan division to multiple divisions, of which \$3,818,000 and 27.0 FTEs in multiple divisions will support projected salary, step, and Fringe Benefit costs and \$510,000 in the Administrative Services division will support professional services and information technology related costs. These increases in spending are supported by Coronavirus Relief funds from the American Rescue Plan Act.

**Reduce:** DOB's Local funds approved budget reflects a reduction of \$471,075 and 4.0 FTEs in the Administrative Services division to recognize savings from a reduction in FTEs.

In Federal Payment funds, the budget reflects a reduction of \$4,328,000 to account for the reallocation of ARPA – Federal Municipal Funding from the District Recovery Plan division to multiple divisions.

### FY 2023 Approved Full-Time Equivalents (FTEs)

Table CU0-7 contains the summary of FY 2023 Approved Budgeted Full-Time Equivalents (FTEs).

#### Table CU0-7

Total FY 2023 Approved Budgeted FTEs	379.0
Less: Interagency FTEs budgeted in this agency but employed by other agencies:	
PO0-Office of Contracting and Procurement	(1.0)
Total Interagency FTEs budgeted in this agency, employed by other agencies	(1.0)
Add: Interagency FTEs budgeted in other agencies but employed by this agency:	
KG0-Department of Energy and Environment	1.0
Total Interagency FTEs budgeted in other agencies, employed by this agency	1.0
Total FTEs employed by this agency	379.0

**Note:** Table CU0-7 displays the impact of the buyer agencies budgets funding the seller agencies FTEs in the FY 2023 budget, compared to how FTEs were budgeted in FY 2022.

- -It starts with the FY 2023 budgeted FTE figure, 379.0 FTEs.
- -It subtracts 1.0 FTEs budgeted in CU0 in FY 2023 who are employed by another agency.
- -It adds 1.0 FTEs budgeted in other agencies in FY 2023 who are employed by CU0.
- -It ends with 379.0 FTEs, the number of FTEs employed by CU0, which is the FTE figure comparable to the FY 2022 budget.