

# Department of Buildings

<https://dob.dc.gov>

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**Table CU0-1**

Description	FY 2021	FY 2022	FY 2023	FY 2024	% Change
	Actual	Actual	Approved	Approved	from FY 2023
OPERATING BUDGET	\$0	\$0	\$65,754,333	\$65,226,023	-0.8
FTEs	0.0	0.0	379.0	374.0	-1.3
CAPITAL BUDGET	\$0	\$0	\$3,706,230	\$2,538,678	-31.5
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.

The agency's FY 2024 approved budget is presented in the following tables:

## FY 2024 Approved Gross Funds Operating Budget and FTEs, by Revenue Type

Table CU0-2 contains the approved FY 2024 budget by revenue type compared to the FY 2023 approved budget. It also provides FY 2021 and FY 2022 actual data.

**Table CU0-2**

(dollars in thousands)

Appropriated Fund	Dollars in Thousands						Full-Time Equivalents					
	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	% Change*	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	% Change
<b>GENERAL FUND</b>												
Local Funds	0	0	45,633	46,433	799	1.8	0.0	0.0	263.0	268.0	5.0	1.9

**Table CU0-2**

(dollars in thousands)

Appropriated Fund	Dollars in Thousands						Full-Time Equivalents					
	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	% Change*	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	% Change
Special Purpose												
Revenue Funds	0	0	15,793	16,056	263	1.7	0.0	0.0	89.0	89.0	0.0	0.0
<b>TOTAL FOR GENERAL FUND</b>	<b>0</b>	<b>0</b>	<b>61,426</b>	<b>62,489</b>	<b>1,063</b>	<b>1.7</b>	<b>0.0</b>	<b>0.0</b>	<b>352.0</b>	<b>357.0</b>	<b>5.0</b>	<b>1.4</b>
<b>FEDERAL RESOURCES</b>												
Federal Payments	0	0	4,328	2,737	-1,591	-36.8	0.0	0.0	27.0	17.0	-10.0	-37.0
<b>TOTAL FOR FEDERAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>4,328</b>	<b>2,737</b>	<b>-1,591</b>	<b>-36.8</b>	<b>0.0</b>	<b>0.0</b>	<b>27.0</b>	<b>17.0</b>	<b>-10.0</b>	<b>-37.0</b>
<b>GROSS FUNDS</b>	<b>0</b>	<b>0</b>	<b>65,754</b>	<b>65,226</b>	<b>-528</b>	<b>-0.8</b>	<b>0.0</b>	<b>0.0</b>	<b>379.0</b>	<b>374.0</b>	<b>-5.0</b>	<b>-1.3</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 2024 Operating Appendices** located on the Office of the Chief Financial Officer’s website.

**FY 2024 Approved Operating Budget, by Comptroller Source Group**

Table CU0-3 contains the approved FY 2024 budget at the Comptroller Source Group (object class) level compared to the FY 2023 approved budget. It also provides FY 2021 and FY 2022 actual expenditures.

**Table CU0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	Percentage Change*
11 - Regular Pay - Continuing Full Time	0	0	32,884	34,320	1,436	4.4
12 - Regular Pay - Other	0	0	3,072	1,792	-1,280	-41.7
14 - Fringe Benefits - Current Personnel	0	0	8,735	8,775	40	0.5
15 - Overtime Pay	0	0	100	100	0	0.0
<b>SUBTOTAL PERSONAL SERVICES (PS)</b>	<b>0</b>	<b>0</b>	<b>44,791</b>	<b>44,987</b>	<b>196</b>	<b>0.4</b>
20 - Supplies and Materials	0	0	460	300	-160	-34.8
31 - Telecommunications	0	0	210	210	0	0.0
40 - Other Services and Charges	0	0	2,932	1,920	-1,012	-34.5
41 - Contractual Services - Other	0	0	16,550	17,147	598	3.6
70 - Equipment and Equipment Rental	0	0	812	662	-150	-18.5
<b>SUBTOTAL NONPERSONAL SERVICES (NPS)</b>	<b>0</b>	<b>0</b>	<b>20,963</b>	<b>20,239</b>	<b>-724</b>	<b>-3.5</b>
<b>GROSS FUNDS</b>	<b>0</b>	<b>0</b>	<b>65,754</b>	<b>65,226</b>	<b>-528</b>	<b>-0.8</b>

\*Percent change is based on whole dollars.

## FY 2024 Approved Operating Budget and FTEs, by Division/Program and Activity

Table CU0-4 contains the approved FY 2024 budget by division/program and activity compared to the FY 2023 approved budget. It also provides FY 2021 and FY 2022 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)

Division/Program and Activity	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023
<b>(1000) ADMINISTRATIVE SERVICES</b>										
(1010) Personnel	0	0	265	314	50	0.0	0.0	2.0	2.0	0.0
(1015) Training and Employee Development	0	0	246	232	-14	0.0	0.0	1.0	1.0	0.0
(1017) Labor Relations	0	0	165	142	-23	0.0	0.0	1.0	1.0	0.0
(1020) Contracting and Procurement	0	0	270	293	23	0.0	0.0	2.0	2.0	0.0
(1030) Property Management	0	0	3,165	1,143	-2,022	0.0	0.0	6.0	6.0	0.0
(1040) Information Technology	0	0	10,531	12,457	1,926	0.0	0.0	16.0	16.0	0.0
(1055) Risk Management	0	0	128	112	-16	0.0	0.0	1.0	1.0	0.0
(1060) Legal	0	0	2,604	2,491	-113	0.0	0.0	16.0	16.0	0.0
(1070) Logistics and Fleet Services	0	0	430	440	10	0.0	0.0	2.0	2.0	0.0
(1080) Communications	0	0	1,399	684	-714	0.0	0.0	5.0	3.0	-2.0
(1085) Customer Service & Complaint Resolution	0	0	3,260	3,178	-83	0.0	0.0	29.0	28.0	-1.0
(1090) Performance Management	0	0	2,994	3,078	84	0.0	0.0	18.0	18.0	0.0
(1095) Internal Audit	0	0	143	147	4	0.0	0.0	1.0	1.0	0.0
<b>SUBTOTAL (1000) ADMINISTRATIVE SERVICES</b>	<b>0</b>	<b>0</b>	<b>25,599</b>	<b>24,712</b>	<b>-887</b>	<b>0.0</b>	<b>0.0</b>	<b>100.0</b>	<b>97.0</b>	<b>-3.0</b>
<b>(100F) AGENCY FINANCIAL OPERATIONS</b>										
(110F) Budget Operations	0	0	212	221	10	0.0	0.0	1.0	1.0	0.0
(120F) Accounting Operations	0	0	112	117	5	0.0	0.0	1.0	1.0	0.0
<b>SUBTOTAL (100F) AGENCY FINANCIAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>324</b>	<b>338</b>	<b>14</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>(2000) OFFICE OF CONSTRUCTION &amp; BUILDING STANDARDS</b>										
(2010) Permitting Operations Division	0	0	13,005	12,964	-41	0.0	0.0	60.0	60.0	0.0
(2020) Construction Compliance Division	0	0	599	633	34	0.0	0.0	3.0	3.0	0.0
(2030) Building Inspection Division	0	0	5,911	6,135	223	0.0	0.0	44.5	44.5	0.0
(2040) Green Building Division	0	0	1,659	1,704	45	0.0	0.0	12.0	12.0	0.0
(2050) Surveyor's Office	0	0	993	1,017	24	0.0	0.0	8.0	8.0	0.0
(2060) Third-Party Inspection Program	0	0	1,255	1,302	48	0.0	0.0	10.5	10.5	0.0
<b>SUBTOTAL (2000) OFFICE OF CONSTRUCTION &amp; BUILDING STANDARDS</b>	<b>0</b>	<b>0</b>	<b>23,423</b>	<b>23,755</b>	<b>332</b>	<b>0.0</b>	<b>0.0</b>	<b>138.0</b>	<b>138.0</b>	<b>0.0</b>
<b>(3000) OFFICE OF RESIDENTIAL INSPECTION</b>										
(3010) Vacant and Blighted Property Division	0	0	2,106	1,956	-150	0.0	0.0	21.0	19.0	-2.0
(3020) Rental Housing Inspections Division	0	0	7,001	7,060	60	0.0	0.0	61.0	61.0	0.0
(3030) Housing Rehabilitation Division	0	0	2,380	2,437	57	0.0	0.0	18.0	18.0	0.0
<b>SUBTOTAL (3000) OFFICE OF RESIDENTIAL INSPECTION</b>	<b>0</b>	<b>0</b>	<b>11,487</b>	<b>11,453</b>	<b>-34</b>	<b>0.0</b>	<b>0.0</b>	<b>100.0</b>	<b>98.0</b>	<b>-2.0</b>

**Table CU0-4**

(dollars in thousands)

Division/Program and Activity	Dollars in Thousands					Full-Time Equivalent				
	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023	Actual FY 2021	Actual FY 2022	Approved FY 2023	Approved FY 2024	Change from FY 2023
<b>(4000) OFFICE OF STRATEGIC CODE ENFORCEMENT</b>										
(4010) Code Enforcement Division	0	0	392	395	3	0.0	0.0	2.0	2.0	0.0
(4020) Civil Infractions & Fine Assessment Division	0	0	2,396	2,392	-4	0.0	0.0	20.0	20.0	0.0
<b>SUBTOTAL (4000) OFFICE OF STRATEGIC CODE ENFORCEMENT</b>	<b>0</b>	<b>0</b>	<b>2,789</b>	<b>2,787</b>	<b>-1</b>	<b>0.0</b>	<b>0.0</b>	<b>22.0</b>	<b>22.0</b>	<b>0.0</b>
<b>(5000) OFFICE OF ZONING ADMINISTRATION</b>										
(5010) Office of Zoning Administration	0	0	2,133	2,181	48	0.0	0.0	17.0	17.0	0.0
<b>SUBTOTAL (5000) OFFICE OF ZONING ADMINISTRATION</b>	<b>0</b>	<b>0</b>	<b>2,133</b>	<b>2,181</b>	<b>48</b>	<b>0.0</b>	<b>0.0</b>	<b>17.0</b>	<b>17.0</b>	<b>0.0</b>
<b>TOTAL APPROVED OPERATING BUDGET</b>	<b>0</b>	<b>0</b>	<b>65,754</b>	<b>65,226</b>	<b>-528</b>	<b>0.0</b>	<b>0.0</b>	<b>379.0</b>	<b>374.0</b>	<b>-5.0</b>

(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 2024 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 has no division structure changes in the FY 2024 approved budget.

### FY 2023 Approved Budget to FY 2024 Approved Budget, by Revenue Type

Table CU0-5 itemizes the changes by revenue type between the FY 2023 approved budget and the FY 2024 approved budget. For a more comprehensive explanation of changes, please see the FY 2024 Approved Budget Changes section, which follows the table.

#### Table CU0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2023 Approved Budget and FTE</b>		<b>45,633</b>	<b>263.0</b>
Removal of One-Time Costs	Multiple Programs	-2,812	0.0
<b>LOCAL FUNDS: FY 2024 Recurring Budget</b>		<b>42,821</b>	<b>263.0</b>
Increase: To adjust the Contractual Services budget	Multiple Programs	1,064	0.0
Increase: To align personal services and Fringe Benefits with projected costs	Multiple Programs	518	0.0
Decrease: To align resources with operational spending goals	Multiple Programs	-847	0.0
Enhance: To support the operating impact of capital for the IT System Modernization project (One-time)	Administrative Services	1,700	0.0
Enhance: To support nuisance Abatement (one-time)	Office of Residential Inspection	900	0.0
Reduce: Reduction of MOU with OFT for cashier services	Office of Construction & Building Standards	-86	0.0
Reduce: To reduce office supplies and uniforms	Administrative Services	-100	0.0
Reduce: To recognize savings in postage/Community Outreach	Administrative Services	-165	0.0
Reduce: To reduce Help Desk Contractors and Cubicles reconfiguration	Administrative Services	-379	0.0
Reduce: To recognize savings from a reduction in FTE(s)	Multiple Programs	-2,035	-21.0
<b>LOCAL FUNDS: FY 2024 Mayor's Proposed Budget</b>		<b>43,392</b>	<b>242.0</b>
Enhance: To support additional FTE(s)	Multiple Programs	3,040	26.0
<b>LOCAL FUNDS: FY 2024 District's Approved Budget</b>		<b>46,433</b>	<b>268.0</b>
<b>FEDERAL PAYMENTS: FY 2023 Approved Budget and FTE</b>		<b>4,328</b>	<b>27.0</b>
Reduce: ARPA - Federal Municipal funding to reduce personal services	Multiple Programs	-1,591	-10.0
<b>FEDERAL PAYMENTS: FY 2024 Mayor's Proposed Budget</b>		<b>2,737</b>	<b>17.0</b>
No Change		0	0.0
<b>FEDERAL PAYMENTS: FY 2024 District's Approved Budget</b>		<b>2,737</b>	<b>17.0</b>
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2023 Approved Budget and FTE</b>		<b>15,793</b>	<b>89.0</b>
Increase: To align personal services and Fringe Benefits with projected costs	Multiple Programs	263	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2024 Mayor's Proposed Budget</b>		<b>16,056</b>	<b>89.0</b>
No Change		0	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2024 District's Approved Budget</b>		<b>16,056</b>	<b>89.0</b>
<b>GROSS FOR CU0 - DEPARTMENT OF BUILDINGS</b>		<b>65,226</b>	<b>374.0</b>

(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 2024 Interagency Budgets, in the Executive Summary budget volume.

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## FY 2024 Approved Operating Budget Changes

Table CU0-6 contains the approved FY 2024 budget by fund compared to the FY 2023 approved budget.

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**Table CU0-6**

<b>Appropriated Fund</b>	<b>FY 2023 Approved</b>	<b>FY 2024 Approved</b>	<b>% Change from FY 2023</b>
Local Funds	\$45,633,476	\$46,432,631	1.8
Federal Payments	\$4,328,000	\$2,737,167	-36.8
Special Purpose Revenue Funds	\$15,792,857	\$16,056,225	1.7
<b>GROSS FUNDS</b>	<b>\$65,754,333</b>	<b>\$65,226,023</b>	<b>-0.8</b>

### Recurring Budget

The FY 2024 budget for DOB includes a reduction of \$2,812,000 to account for the removal of one-time funding appropriated in FY 2023, of which \$1,852,000 supported Accelerated Plan Review, \$900,000 was for Nuisance Abatement, and \$60,000 was to cover systems updates for Advisory Neighborhood Commissions.

### Mayors Proposed Budget

**Increase:** DOB's Local funds budget proposal includes an increase of \$1,063,934 across multiple divisions to support the agency's contracts. It also includes an increase of \$518,231 across multiple divisions to support projected salary, step, and Fringe Benefit costs.

In Special Purpose Revenue funds includes an proposed increase of \$263,368 across multiple divisions to support projected salary, step, and Fringe Benefit costs.

**Decrease:** DOB's Local funds proposed budget reflects a reduction of \$847,002 in funding for professional services, equipment, and supplies across multiple divisions.

**Enhance:** DOB's Local funds proposed budget includes a one-time funding of \$1,700,000 in the Administrative Services division to support the operating impact of the IT System Modernization project. Additionally, a one-time increase of \$900,000 in the Office of Residential Inspection division will support the Nuisance Abatement and proactive inspection program.

**Reduce:** DOB's local funds proposed budget reflects a decrease of \$85,516 in the Office of Construction and Building Standards for a memorandum of understanding (MOU) with the Office of the Chief Financial Officer, Office of Finance and Treasury. Other reductions include \$100,000 for supplies and uniforms, \$165,000 for postage, and \$378,571 for help desk contractors and cubicle reconfiguration, all from the Administrative Services division, and an additional \$2,035,398 and 21.0 FTEs across multiple divisions.

In Federal Payments, DOB's budget proposal reflects a reduction of \$1,590,833 and 10.0 FTEs across multiple divisions.

### District's Approved Budget

**Enhance:** DOB's approved Local funds budget includes an increase of \$3,040,477 and 26.0 FTEs to restore positions across multiple divisions and support projected salary and Fringe Benefits costs.

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## **FY 2024 Approved Full-Time Equivalent (FTEs)**

Table CU0-7 contains the summary of FY 2024 Approved Budgeted Full-Time Equivalent (FTEs).

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### **Table CU0-7**

<b>Total FY 2024 Approved Budgeted FTEs</b>	<b>374.0</b>
<b>Less: Interagency FTEs budgeted in this agency but employed by other agencies:</b>	
PO0-Office of Contracting and Procurement	(1.0)
<b>Total Interagency FTEs budgeted in this agency, employed by other agencies</b>	<b>(1.0)</b>
<b>Total FTEs employed by this agency</b>	<b>373.0</b>

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**Note:** Table CU0-7 displays the impact of the buyer agencies budgets funding the seller agencies FTEs in the FY 2024 budget, compared to how FTEs were budgeted in FY 2023.

-It starts with the FY 2024 budgeted FTE figure, 374.0 FTEs.

-It subtracts 1.0 FTEs budgeted in CU0 in FY 2024 who are employed by another agency.

-It adds 0.0 FTEs budgeted in other agencies in FY 2024 who are employed by CU0.

-It ends with 373.0 FTEs, the number of FTEs employed by CU0, which is the FTE figure comparable to the FY 2023 budget.