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# Department of Buildings

<https://dob.dc.gov>

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**Table CU0-1**

Description	FY 2022	FY 2023	FY 2024	FY 2025	% Change
	Actual	Actual	Approved	Proposed	from FY 2024
OPERATING BUDGET	\$0	\$54,491,847	\$65,226,023	\$63,331,233	-2.9
FTEs	0.0	357.3	374.0	371.0	-0.8
CAPITAL BUDGET	\$0	\$2,067,432	\$2,538,678	\$448,267	-82.3
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 the 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 provides consolidated permit services, 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 2025 proposed budget is presented in the following tables:

## FY 2025 Proposed Gross Funds Operating Budget and FTEs, by Revenue Type

Table CU0-2 contains the proposed FY 2025 budget by revenue type compared to the FY 2024 approved budget. It also provides FY 2022 and FY 2023 actual data.

**Table CU0-2**

(dollars in thousands)

Appropriated Fund	Dollars in Thousands						Full-Time Equivalents					
	Actual FY 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024	% Change*	Actual FY 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024	% Change
<b>GENERAL FUND</b>												
Local Funds	0	43,835	46,433	47,091	659	1.4	0.0	270.5	268.0	282.0	14.0	5.2
Special Purpose Revenue Funds	0	10,657	16,056	16,240	184	1.1	0.0	86.8	89.0	89.0	0.0	0.0
<b>TOTAL FOR GENERAL FUND</b>	<b>0</b>	<b>54,492</b>	<b>62,489</b>	<b>63,331</b>	<b>842</b>	<b>1.3</b>	<b>0.0</b>	<b>357.3</b>	<b>357.0</b>	<b>371.0</b>	<b>14.0</b>	<b>3.9</b>
<b>FEDERAL RESOURCES</b>												
Federal Payments	0	0	2,737	0	-2,737	-100.0	0.0	0.0	17.0	0.0	-17.0	-100.0
<b>TOTAL FOR FEDERAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>2,737</b>	<b>0</b>	<b>-2,737</b>	<b>-100.0</b>	<b>0.0</b>	<b>0.0</b>	<b>17.0</b>	<b>0.0</b>	<b>-17.0</b>	<b>-100.0</b>
<b>GROSS FUNDS</b>	<b>0</b>	<b>54,492</b>	<b>65,226</b>	<b>63,331</b>	<b>-1,895</b>	<b>-2.9</b>	<b>0.0</b>	<b>357.3</b>	<b>374.0</b>	<b>371.0</b>	<b>-3.0</b>	<b>-0.8</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 2025 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2025 Proposed Operating Budget, by Account Group

Table CU0-3 contains the proposed FY 2025 budget at the Account Group level compared to the FY 2024 approved budget. It also provides FY 2022 and FY 2023 actual expenditures.

**Table CU0-3**

(dollars in thousands)

Account Group	Actual FY 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024	Percentage Change*
701100C - Continuing Full Time	0	29,041	34,320	35,748	1,428	4.2
701200C - Continuing Full Time - Others	0	406	1,792	0	-1,792	-100.0
701300C - Additional Gross Pay	0	388	0	0	0	N/A
701400C - Fringe Benefits - Current Personnel	0	6,667	8,775	8,683	-92	-1.0
701500C - Overtime Pay	0	54	100	100	0	0.0
<b>SUBTOTAL PERSONNEL SERVICES (PS)</b>	<b>0</b>	<b>36,555</b>	<b>44,987</b>	<b>44,532</b>	<b>-455</b>	<b>-1.0</b>
711100C - Supplies and Materials	0	477	300	212	-88	-29.2
712100C - Energy, Communications and Building Rentals	0	48	210	150	-60	-28.6
713100C - Other Services and Charges	0	2,155	1,920	1,305	-615	-32.0
713200C - Contractual Services - Other	0	14,576	17,147	16,689	-458	-2.7
715100C - Other Expenses	0	11	0	0	0	N/A
717100C - Purchases Equipment and Machinery	0	531	448	276	-172	-38.4
717200C - Rentals Equipment and Other	0	138	213	166	-47	-22.1
<b>SUBTOTAL NONPERSONNEL SERVICES (NPS)</b>	<b>0</b>	<b>17,937</b>	<b>20,239</b>	<b>18,799</b>	<b>-1,440</b>	<b>-7.1</b>

**Table CU0-3**

(dollars in thousands)

Account Group	Actual	Actual	Approved	Proposed	Change	
	FY 2022	FY 2023	FY 2024	FY 2025	from FY 2024	Percentage Change*
<b>GROSS FUNDS</b>	<b>0</b>	<b>54,492</b>	<b>65,226</b>	<b>63,331</b>	<b>-1,895</b>	<b>-2.9</b>

\*Percent change is based on whole dollars.

**FY 2025 Proposed Operating Budget and FTEs, by Division/Program and Activity**

Table CU0-4 contains the proposed FY 2025 budget by division/program and activity compared to the FY 2024 approved budget. It also provides FY 2022 and FY 2023 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 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024	Actual FY 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024
<b>(AFO000) AGENCY FINANCIAL OPERATIONS</b>										
(AFO002) Agency Accounting Services	0	112	117	119	2	0.0	1.0	1.0	1.0	0.0
(AFO003) Agency Budgeting and Financial Management Services	0	224	221	217	-4	0.0	1.0	1.0	1.0	0.0
(AFO011) P-Card Clearing	0	11	0	0	0	0.0	0.0	0.0	0.0	0.0
<b>SUBTOTAL (AFO000) AGENCY FINANCIAL OPERATIONS</b>	<b>0</b>	<b>347</b>	<b>338</b>	<b>336</b>	<b>-2</b>	<b>0.0</b>	<b>2.1</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>(AMP000) AGENCY MANAGEMENT PROGRAM</b>										
(AMP003) Communications	0	1,098	684	794	110	0.0	5.1	3.0	4.0	1.0
(AMP005) Contracting and Procurement	0	255	293	247	-46	0.0	2.1	2.0	2.0	0.0
(AMP006) Customer Service	0	1,846	3,178	2,936	-242	0.0	15.3	28.0	29.0	1.0
(AMP009) Fleet Management	0	436	440	386	-54	0.0	2.1	2.0	1.0	-1.0
(AMP011) Human Resource Services	0	288	314	320	6	0.0	2.1	2.0	3.0	1.0
(AMP012) Information Technology Services	0	8,973	12,457	11,608	-849	0.0	16.4	16.0	15.0	-1.0
(AMP013) Labor Relations	0	137	142	143	1	0.0	1.0	1.0	1.0	0.0
(AMP014) Legal Services	0	2,393	2,491	2,502	11	0.0	16.5	16.0	16.0	0.0
(AMP016) Performance and Strategic Management	0	2,572	3,078	2,680	-398	0.0	18.5	18.0	17.0	-1.0
(AMP018) Program Audits	0	136	147	144	-3	0.0	1.0	1.0	1.0	0.0
(AMP019) Property, Asset, and Logistics Management	0	3,152	1,143	828	-315	0.0	6.2	6.0	3.0	-3.0
(AMP024) Risk Management	0	102	112	167	55	0.0	1.0	1.0	1.0	0.0
(AMP026) Training and Development	0	147	232	244	12	0.0	1.0	1.0	1.0	0.0
<b>SUBTOTAL (AMP000) AGENCY MANAGEMENT PROGRAM</b>	<b>0</b>	<b>21,534</b>	<b>24,712</b>	<b>22,999</b>	<b>-1,713</b>	<b>0.0</b>	<b>88.3</b>	<b>97.0</b>	<b>94.0</b>	<b>-3.0</b>

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

Division/Program and Activity	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024	Actual FY 2022	Actual FY 2023	Approved FY 2024	Proposed FY 2025	Change from FY 2024
<b>(EC0056) PERMITTING SERVICES</b>										
(R05601) Permit Processing	0	11,472	12,964	13,815	851	0.0	61.0	60.0	63.0	3.0
(R05605) Surveying	0	963	1,017	991	-26	0.0	8.2	8.0	8.0	0.0
(R05607) Green Building Program	0	1,362	1,704	1,789	85	0.0	11.7	12.0	12.0	0.0
<b>SUBTOTAL (EC0056)</b>	<b>0</b>	<b>13,796</b>	<b>15,685</b>	<b>16,595</b>	<b>910</b>	<b>0.0</b>	<b>81.0</b>	<b>80.0</b>	<b>83.0</b>	<b>3.0</b>
<b>(EC0057) INSPECTION</b>										
(R05701) Vacant and Blighted Property	0	2,184	1,956	2,376	420	0.0	21.0	19.0	23.0	4.0
(R05702) Rental Housing Inspections Program	0	5,063	7,060	6,885	-176	0.0	62.0	61.0	59.0	-2.0
(R05703) Housing Rehabilitation Program	0	2,267	2,437	2,057	-380	0.0	17.9	18.0	17.0	-1.0
(R05704) Construction Compliance Program	0	513	633	604	-29	0.0	3.0	3.0	3.0	0.0
(R05706) Building Inspection Program	0	3,613	6,135	4,970	-1,165	0.0	37.1	44.5	38.0	-6.5
(R05707) Third-Party Inspection Program	0	1,032	1,302	1,493	190	0.0	10.6	10.5	12.0	1.5
<b>SUBTOTAL (EC0057)</b>	<b>0</b>	<b>14,671</b>	<b>19,523</b>	<b>18,384</b>	<b>-1,139</b>	<b>0.0</b>	<b>151.5</b>	<b>156.0</b>	<b>152.0</b>	<b>-4.0</b>
<b>(EC0058) STRATEGIC CODE ENFORCEMENT</b>										
(R05801) Code Enforcement	0	255	395	480	85	0.0	2.0	2.0	3.0	1.0
(R05802) Civil Infractions and Fine Assessment	0	1,932	2,392	2,363	-29	0.0	15.1	20.0	20.0	0.0
<b>SUBTOTAL (EC0058)</b>	<b>0</b>	<b>2,187</b>	<b>2,787</b>	<b>2,844</b>	<b>56</b>	<b>0.0</b>	<b>17.1</b>	<b>22.0</b>	<b>23.0</b>	<b>1.0</b>
<b>(EC0059) ZONING SERVICES</b>										
(R05901) Zoning Services - CU0	0	1,967	2,181	2,174	-7	0.0	17.5	17.0	17.0	0.0
<b>SUBTOTAL (EC0059) ZONING SERVICES</b>	<b>0</b>	<b>1,967</b>	<b>2,181</b>	<b>2,174</b>	<b>-7</b>	<b>0.0</b>	<b>17.5</b>	<b>17.0</b>	<b>17.0</b>	<b>0.0</b>
<b>(PRG000) NO PROGRAM</b>										
(PRG001) No Program	0	-11	0	0	0	0.0	0.0	0.0	0.0	0.0
<b>SUBTOTAL (PRG000) NO PROGRAM</b>	<b>0</b>	<b>-11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>TOTAL PROPOSED OPERATING BUDGET</b>	<b>0</b>	<b>54,492</b>	<b>65,226</b>	<b>63,331</b>	<b>-1,895</b>	<b>0.0</b>	<b>357.3</b>	<b>374.0</b>	<b>371.0</b>	<b>-3.0</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 2025 Proposed Operating Budget and FTEs, by Division/Office**. Additional information on this agency’s interagency agreements can be found in **Appendix H**. All schedules can be found in the FY 2025 Operating Appendices, Volume 6 located on the Office of the Chief Financial Officer’s website.

## Program Description

The Department of Buildings operates the following 6 programs:

**Permitting Services** – is responsible for: permitting, construction compliance, building inspections, green building, and third-party inspections. This program conducts building and structure assessments for emergency and disaster response and includes the Surveyor’s Office.

This program performs the following 3 activities:

- **Permit Processing** – 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;
- **Surveying** - produces and maintains legal records to all land plat and subdivisions of private and District government property within the District of Columbia. Processes condominium recordation and conducts wall checks validations; and
- **Green Building Program** – 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.

**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 program contains the following 6 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 Program** – inspects residential properties and issues citations of housing code violations;
- **Housing Rehabilitation Program** - abates property maintenance code violations, manages abatement contracts, and issues special assessments for unpaid abatement costs;
- **Construction Compliance Program** - 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 Inspection Program** - 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; and
- **Third-Party Inspection Program** - 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.

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

This program contains the following 2 activities:

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

**Zoning Services** – 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 program 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 program is standard for all agencies using performance-based budgeting.

### Division Structure Changes

The Department of Buildings has no division structure changes in the FY 2025 proposed budget.

## FY 2024 Approved Budget to FY 2025 Proposed Budget, by Revenue Type

Table CU0-5 itemizes the changes by revenue type between the FY 2024 approved budget and the FY 2025 proposed budget. For a more comprehensive explanation of changes, please see the FY 2025 Proposed Budget Changes section, which follows the table.

**Table CU0-5**

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2024 Approved Budget and FTE</b>		<b>46,433</b>	<b>268.0</b>
Removal of One-Time Funding	Multiple Programs	-2,600	0.0
<b>LOCAL FUNDS: FY 2025 Recurring Budget</b>		<b>43,833</b>	<b>268.0</b>
Increase: To align personnel services and Fringe Benefits with projected costs	Multiple Programs	203	1.0
Decrease: To align resources with operational spending goals	Multiple Programs	-636	0.0
Enhance: To support enhanced customer service	Multiple Programs	2,312	17.0
Enhance: To support the IT System Modernization project	Agency Management Program	1,700	0.0
Enhance: To support Nuisance Abatement	Inspection	450	0.0
Reduce: Nonpersonnel cost savings	Agency Management Program	-221	0.0
Reduce: To recognize savings from a reduction in FTE(s)	Agency Management Program	-549	-4.0
<b>LOCAL FUNDS: FY 2025 Mayor's Proposed Budget</b>		<b>47,091</b>	<b>282.0</b>

## Table CU0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2024 Approved Budget and FTE</b>		<b>16,056</b>	<b>89.0</b>
Increase: To align personnel services and Fringe Benefits with projected costs	Multiple Programs	283	0.0
Decrease: To align the budget with projected revenues	Multiple Programs	-99	0.0
<b>SPECIAL PURPOSE REVENUE FUNDS: FY 2025 Mayor's Proposed Budget</b>		<b>16,240</b>	<b>89.0</b>
<b>FEDERAL PAYMENTS: FY 2024 Approved Budget and FTE</b>		<b>2,737</b>	<b>17.0</b>
Decrease: To reflect the elimination of ARPA – Federal Municipal funding	Multiple Programs	-2,737	-17.0
<b>FEDERAL PAYMENTS: FY 2025 Mayor's Proposed Budget</b>		<b>0</b>	<b>0.0</b>
<b>GROSS FOR CU0 - DEPARTMENT OF BUILDINGS</b>		<b>63,331</b>	<b>371.0</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 J, FY 2025 Interagency Budgets, in the Executive Summary budget volume.

## FY 2025 Proposed Operating Budget Changes

Table CU0-6 contains the proposed FY 2025 budget by fund compared to the FY 2024 approved budget.

### Table CU0-6

Appropriated Fund	FY 2024 Approved	FY 2025 Proposed	% Change from FY 2024
Local Funds	\$46,432,631	\$47,091,185	1.4
Special Purpose Revenue Funds	\$16,056,225	\$16,240,047	1.1
Federal Payments	\$2,737,167	\$0	-100.0
<b>GROSS FUNDS</b>	<b>\$65,226,023</b>	<b>\$63,331,233</b>	<b>-2.9</b>

### Mayors Proposed Budget

**Increase:** DOB's proposed budget includes increases to align salary and Fringe Benefits with projected costs across multiple divisions. These adjustments include increases of \$202,844 and 1.0 Full-time Equivalent (FTE) in Local funds; and \$282,522 in Special Purpose Revenue funds (SPR).

**Decrease:** DOB's proposed Local funds budget reflects a reduction of \$636,169 across multiple divisions. These adjustments reflect cost savings in uniforms, telecommunication equipment (cellphones and desk phones), elimination of the Culture Change contract, copier and scanner leases, postage machine lease, payment processing services for resident inspection program, and quality assurance/quality control (QA/QC) inspection services.

The SPR funds budget proposal reflects a decrease of \$98,700 across multiple divisions to align the budget with projected revenues.

The Federal Payments budget proposal reflects a decrease of \$2,737,167 and 17.0 FTEs to reflect the removal of American Rescue Plan Act (ARPA) – Federal Municipal funding across multiple divisions.

**Enhance:** In Local funds, the budget proposal includes an increase of \$2,311,650 across multiple divisions. This funding will enable the creation of an operating team that will establish aspects of customer service across all DOB's functions. Of this amount, \$1,835,695 will support 17.0 FTEs previously funded through ARPA – Federal Municipal funds, and \$475,955 will be allocated to Contractual Services. Additionally, the Local funds budget proposes increases of \$1,700,000 in the Agency Management division to support the IT System Modernization project to serve customers with greater clarity and speed; and \$450,000 in the Inspection division to support Nuisance Abatement and Proactive Inspections activities.

**Reduce:** DOB's proposed Local funds budget reflects a decrease of \$220,625 in the Agency Management division to reflect cost savings in nonpersonnel services, primarily for supplies and materials and equipment costs. The Local proposal also reflects the elimination of 4.0 vacant positions in the Agency Management division, which will save an additional \$549,146 in personnel services costs.

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## FY 2025 Proposed Full-Time Equivalent (FTEs)

Table CU0-7 contains the summary of FY 2025 Proposed Budgeted Full-Time Equivalent (FTEs).

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### Table CU0-7

<b>Total FY 2025 Proposed Budgeted FTEs</b>	<b>371.0</b>
<b>Less: Interagency FTEs budgeted in this agency but employed by other agencies:</b>	
AT0-Office of the Chief Financial Officer	(1.0)
PO0-Office of Contracting and Procurement	(1.0)
<b>Total Interagency FTEs budgeted in this agency, employed by other agencies</b>	<b>(2.0)</b>
<b>Add: Interagency FTEs budgeted in other agencies but employed by this agency:</b>	
KG0-Department of Energy and Environment	1.0
<b>Total Interagency FTEs budgeted in other agencies, employed by this agency</b>	<b>1.0</b>
<b>Total FTEs employed by this agency</b>	<b>370.0</b>

**Note:** Table CU0-7 displays the impact of the buyer agencies budgets funding the seller agencies FTEs in the FY 2025 budget, compared to how FTEs were budgeted in FY 2024.

- It starts with the FY 2025 budgeted FTE figure, 371.0 FTEs.
- It subtracts 2.0 FTEs budgeted in CU0 in FY 2025 who are employed by another agency.
- It adds 1.0 FTEs budgeted in other agencies in FY 2025 who are employed by CU0.
- It ends with 370.0 FTEs, the number of FTEs employed by CU0, which is the FTE figure comparable to the FY 2024 budget.