

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Planning



Responses to Questions for the
Agency Performance Oversight Hearing on FY 2025-2026

Anita Cozart
Director, Office of Planning

Submission to

Committee of the Whole
Chairman Phil Mendelson

February 12, 2026

Committee of the Whole
John A. Wilson Building
1350 Pennsylvania Ave., NW
Washington, DC 20004

**Office of Planning
FY 2025-26 Performance Oversight
Responses to Pre-Hearing Questions
February 12, 2026**

1. **Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel. Also include the effective date on the chart.**

Please see attachment Council Q1.

2. **Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of January 31, 2026. The Schedule A also should indicate all vacant positions in the agency. Please do not include Social Security numbers.**

Please see attachment Council Q2.

3. **Please list as of January 31, 2026 all employees detailed to or from your agency, if any, anytime this fiscal year (up to the date of your answer). For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date the detail began, and the employee's actual or projected date of return.**

The Office of Planning has no employees detailed to or from the agency.

4. **(a) For fiscal year 2025, please list each employee whose salary was \$150,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay.**

Employee Name	Position Title	Salary	Overtime	Bonus Pay
Cozart,Anita M	Director of Planning	\$ 196,139		
Lieb,David	Attorney Advisor	\$ 189,555		
Steingasser,Jennifer L.	Dep Dir Dev Review	\$ 173,089		
Khan,Sakina H	Deputy Director for Citywide S	\$ 171,042		
Guerra,Nelly V	Chief of Staff	\$ 170,517		
Thomas,Karen M	Development Review Specialist	\$ 162,565		
Brown-Roberts,Maxine H	Development Review Specialist	\$ 162,565		
Lewis,Charles A	Historic Preservation Specialist	\$ 162,565		
Anna,Alemayehu M	Information Technology Specialist	\$ 162,565		
Crain,Deborah L	Community Planner	\$ 162,565		
Rodgers,Arthur H.	Community Planner	\$ 158,522		
Giefer,Edward T	Asst Dir Strategic Ops & Finan	\$ 157,050		\$7,050
Lawson,Joel	Senior Zoning Planning	\$ 150,713		
Gyor,Stephen Michael	Lead Community Planner	\$ 150,436		
Chandler,Jamie	Data Visualization Analyst	\$ 150,436		

Phillips,Joy E	Assoc Dir State Data Center	\$ 150,030		\$3,800
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(b) For fiscal year 2026, please list each employee whose salary is or was \$150,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay as of the date of your response.

Employee Name	Position Title	Salary	Overtime	Bonus Pay
Cozart,Anita M	Director of Planning	\$ 202,052		
Lieb,David	Attorney Advisor	\$ 189,555		
Steingasser,Jennifer L.	Dep Dir Dev Review	\$ 173,089		
Khan,Sakina H	Deputy Director for Citywide S	\$ 171,042		
Mohan,Radhika	Deputy Director Dev Design HP	\$ 171,000		
Guerra,Nelly V	Chief of Staff	\$ 170,517		
Thomas,Karen M	Development Review Specialist	\$ 162,565		
Brown-roberts,Maxine H	Development Review Specialist	\$ 162,565		
Lewis,Charles A	Historic Preservation Specialist	\$ 162,565		
Anna,Alemayehu M	Information Technology Specialist	\$ 162,565		
Giefer,Edward T	Asst Dir Strategic Ops & Finan	\$ 157,050		
Lawson,Joel	Senior Zoning Planning	\$ 150,713		
Gyor,Stephen Michael	Lead Community Planner	\$ 150,436		
Chandler,Jamie	Data Visualization Analyst	\$ 150,436		
Phillips,Joy E	Assoc Dir State Data Center	\$ 150,030		

5. Please list, in descending order, the top 15 overtime earners in your agency for fiscal year 2025. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

Employee Name	Position Title	Salary	Overtime
Brockett, Anne O	Historic Preservation Spec.	\$134,139.00	\$773.88
Abou Samra, Rita	Community Planner	\$130,221.00	\$758.29
Barron, Ron M	Development Review Specialist	\$120,451.00	\$477.75
Kushner, Nicholas J	Community Planner	\$130,221.00	\$363.98
Gunn, Zhetique	Urban Designer	\$113,607.00	\$317.84
Thompson, Diamond	Community Planner	\$110,185.00	\$307.97
Ubiera, Vincent E	Community Planner	\$104,168.00	\$146.09
Chafetz, Sarah JB	Deputy Chief of Staff	\$125,000.00	\$120.19

Estes, Emma	Community Planner	\$113,607.00	\$79.46
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6. **For fiscal years 2024, 2025 and 2026 (as of January 31), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.**

Name	Description	Bonus Pay
Alemayehu,Mekdelawit	Performance Allowance	\$4,600
Anna,Alemayehu	Performance Allowance	\$1,600
Bashire,Abdulsalam	Performance Allowance	\$1,000
Biddiex,Anthony	Performance Allowance	\$4,600
Brown,Martin H	Performance Allowance	\$1,300
Brown-Roberts,Maxine	Performance Allowance	\$1,600
Callcott,Stephen	Performance Allowance	\$3,300
Chafetz,Sarah	Performance Allowance	\$6,000
Delaney,Joyetta	Performance Allowance	\$1,100
ElGawish,Heba	Performance Allowance	\$2,000
Giefer,Edward	Performance Allowance	\$7,050
Guerra,Nelly	Performance Allowance	\$7,800
Howe,Caroline	Performance Allowance	\$3,300
Khan,Sakina	Performance Allowance	\$7,800
Lawson,Joel	Performance Allowance	\$6,000
Lieb,David	Performance Allowance	\$4,700
Luthy,Edward	Performance Allowance	\$1,300
Maloney,David	Performance Allowance	\$3,700
Marcinkowski,Lauren	Performance Allowance	\$5,150
Meyer,James B	Performance Allowance	\$1,100
Pate,John	Performance Allowance	\$1,300
Pearl,Kim	Performance Allowance	\$6,200
Phillips,Joy E	Performance Allowance	\$3,800
Schwartzman,Rebecca	Performance Allowance	\$1,200
Steingasser,Jennifer L.	Performance Allowance	\$5,200
Todd,Lori	Performance Allowance	\$4,950
Vuillemin,Mamiko	Performance Allowance	\$1,000
Waardenburg,Dennis S	Performance Allowance	\$1,400
Williams,Kimberly P	Performance Allowance	\$1,400
Wilson,Valecia	Performance Allowance	\$2,150
Hand,Ryan	Special Act or Service	\$7,500
Maher,Timothy D	Special Act or Service	\$1,300

Ozberk,Erkin	Special Act or Service	\$3,000
Shaheen,Christopher M	Special Act or Service	\$2,000

7. **For fiscal years 2025 and 2026 (as of January 31), please list each employee separated from the agency with separation pay. State the amount and number of weeks of pay. Also, for each, state the reason for the separation.**

Name	Description	No. Of Weeks	Separation Pay FY25
Employee A	Reduction in force	18	\$30,088.80
Employee B	Reduction in force	26	\$48,273.42

8. **For fiscal years 2024, 2025, and 2026 (as of January 31), please state the total number of employees receiving worker's compensation payments.**

No employees received worker's compensation payments in FY 2024, 2025, or 2026 to date.

9. **Please provide the name of each employee who was or is on administrative leave in fiscal years 2025 and 2026 (as of January 31). In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave; (3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status (as of January 31, 2026).**

Two employees were placed on paid administrative leave in FY 2025 for 30 days in connection with a reduction in force affecting their positions. To date in FY 2026 no employee was placed on paid administrative leave.

10. **For fiscal years 2025 and 2026 (as of January 31), please list, in chronological order, all intra-District transfers to or from the agency. Give the date, amount, and reason for the transfer.**

FY 2025

OP IS THE BUYER

10/1/2024	DPW	Fleet services	\$11,785.00
10/1/2024	OZ	Broadcast and archive HPRB hearings	\$6,487.00
11/22/2024	DGS	Electrical system upgrades at Peterbug Shoe Repair Academy (National Trust for Historic Preservation Grant)	\$49,737.50
2/10/2025	OCTO	DCNET telecommunications services (RTS)	\$500.00
3/15/2025	DCPL	Use of conference rooms at MLK Library for DC 2050 community engagement event	\$250.00
4/8/2025	OCTO	DCNET telecommunications services (RTS)	\$9,700.00
5/31/2025	DCPS	Security/custodial services for space rental for DC 2050 community engagement event	\$1,024.98
8/20/2025	DOB	Provide Historic Preservation Office with access to Accela, ProjectDox, and FileNet systems	\$4,869.00

OP IS THE SELLER

10/1/2024	DDOT	Planning support for federal Historic Preservation requirements	\$165,000.00
10/1/2024	DMPED	To facilitate efforts to administer the USDA Resilient Food System Infrastructure grant program and improve the District's food supply chain	\$237,129.00

FY 2026**OP IS THE BUYER**

10/1/2025	OCTO	OCTO Assessment	\$17,808.00
10/1/2025	DPW	Fleet services	\$8,282.00
10/1/2025	OSA	America 250	\$670,000.00
10/1/2025	OZ	Broadcast and archive HPRB hearings	\$6,487.00

OP IS THE SELLER

10/1/2025	DDOT	Planning support for federal Historic Preservation requirements	\$165,000.00
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11. **Please list, in chronological order, every reprogramming of funds into or out of the agency for fiscal years 2025 and 2026 (as of January 31). Include a “bottom line” that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number (if submitted to the Council for approval), the date, the amount, and the rationale.**

FY 2025

Date	From	To	Amount	Description
10/14/2025	DFHV	OP	\$80,000.00	This was part of a year-end reprogramming to pay severance and leave payouts for separated employees.

Final Budget - Local Funds \$14,358,648.00

There have been no interagency reprogrammings in FY 2026 to date.

12. **Please list, in chronological order, every reprogramming within your agency during fiscal year 2026 to date. Also, include both known and anticipated intra-agency reprogrammings. For each, give the date, amount, and rationale.**

Date	From	To	Amount	Rationale
Anticipated	Contractual Services (Recurring Contracts)	IT Software	\$7,000.00	This would cover increases in license usage and renewal costs for industry-specific GIS, 3D modeling, and data visualization software.
Anticipated	Contractual Services (Recurring Contracts)	Office Supplies	\$16,000.00	This would cover increased costs for OP's community engagement activities for plans and studies, including RFK Master Plan, Poplar Point, and DC2050 Comprehensive Plan, as well as the shift of a significant portion of printing and binding work in-house.

13. (a) For fiscal years 2025 and 2026 (as of January 31), please identify each special purpose revenue fund maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the programs that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure. For (4) and (5) give starting and ending balances. You may wish to present this information first as a list (for numbers 1-5) and then as separate tables for numbers 4 and 5.

Historic Landmark & Historic District Application Fees (1060236)

This fund is established within the General Fund of the District to pay the costs of repair work necessary to prevent demolition by neglect, or for the costs of carrying out any other historic preservation program consistent with the purposes of and pursuant to this act. Sources of funding are fees collected for historic landmark and historic district nominations, fees paid by property owners for historic preservation mitigation (such as from a builder for work done at a property without permission), and fees paid for violations on historic properties or other properties in historic districts.

FY25	Beginning Balance (10/1/24)		\$25,967.00
	Adjustment	Reallocated by Executive Office of the Mayor	(\$25,967.00)
	Revenue	Assessments and collections	\$9,035.00
	Expense	HPRB board member stipends	(\$2,950.00)
	Expense	Mayor's Agent hearing officer	(\$5,000.00)
	Expense	Online repository of Mayor's Agent decisions (Georgetown University Law Library)	(\$1,085.00)
	Ending Balance (9/30/25)		\$0.00
FY26	Beginning Balance (10/1/25)		\$0.00
	Revenue*	Assessments and collections	\$12,661.00
	Expense*	HPRB board member stipends	(\$500.00)
	Balance as of 1/31/26		\$12,161.00

*As of 1/31/26

(b) Last year, OP did not include the Historic Homeowners Grant Program in the answer to this question. Is it not a non-lapsing fund? Are there other non-lapsing funds under OP's control? Please list them here with the same information as (a).

OP has no other non-lapsing funds.

The Historic Homeowner Grant Program is not a special purpose revenue fund. The program is funded with Local funding and at the end of the year the unassigned fund balance is transferred to the General Fund.

14. Please provide a table showing your agency's Council-approved original budget, revised budget (after reprogramming, etc.) for fiscal years 2024, 2025, and the first quarter of 2026. In addition, please explain the variances between fiscal year appropriations and actual expenditures for fiscal years 2024 and 2025.

Please see attachment Council Q14.

15. Please list all memoranda of understanding (MOU) either entered into by your agency or in effect during fiscal years 2025 and 2026 (as of January 31). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

Buyer	Seller	Purpose	Date Entered	Term Date	Amount
2025					
DDOT	OP	Planning support for federal Historic Preservation requirements	10/1/2024	9/30/2025	\$165,000.00
DMPE D	OP	To facilitate efforts to administer the USDA Resilient Food System Infrastructure grant program and improve the District's food supply chain	10/1/2024	11/30/2026	\$237,129.00
OP	OZ	Broadcast and archive HPRB hearings	10/1/2024	9/30/2025	\$6,487.00
OP	DGS	Electrical system upgrades at Peterbug Shoe Repair Academy (National Trust for Historic Preservation Grant)	11/22/2024	9/30/2025	\$49,737.50
OP	DCPL	Use of conference rooms at MLK Library for DC 2050 community engagement event	3/22/2025	3/22/2025	\$250.00
OP	DCPS	Security/custodial services for space rental for DC 2050 community engagement event	5/31/2025	5/31/2025	\$1,024.98
OP	DOB	Provide Historic Preservation Office with access to Accela, ProjectDox, and FileNet systems	8/20/2025	9/30/2025	\$4,869.00
2026					
OP	OZ	Broadcast and archive HPRB hearings	10/1/2025	9/30/2026	\$6,487.00
OP	OSA	America 250	10/1/2025	9/30/2026	\$670,000.00
DDOT	OP	Planning support for federal Historic Preservation requirements	10/1/2025	9/30/2026	\$165,000.00

Note: * - Through 1/31/26

16. D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies of all agency budget enhancement requests, such as the "Form B" for all District agencies (See D.C. Code § 47-318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency, please provide, as an attachment to your answers, all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2024, 2025, and 2026.

This request asks for information that is protected from disclosure by the deliberative process and executive privileges.

17. **Please list all currently open capital projects for your agency (as of January 31st) including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.**

OP has no open capital projects.

18. **Please list all pending lawsuits that name your agency (or agency director in his or her official capacity) as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city's liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.**

The Office of Planning is not named as a party in any pending lawsuit.

19. (a) **Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2025 or 2026 (as of January 31, 2026).**
(b) **Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.**

OP knows of no ongoing investigations, studies, audits, or reports concerning OP or any of its employees.

20. **How many grievances have been filed by employees or labor unions against agency management? Please list each of them by year for fiscal years 2024, 2025, and 2026 (as of January 31). Give a brief description of each grievance, and the outcome as of January 31, 2026. Include on the chronological list any earlier grievance that is still pending in any judicial forum.**

OP did not have any grievances filed by employees or labor unions during this period.

21. (a) **Please describe the agency's procedures for investigating allegations of sexual harassment committed by or against its employees.**
(b) **If different, please describe the agency's procedures for investigating allegations of misconduct.**

(c) List chronologically and describe each allegation of sexual harassment and misconduct received by the agency in FY 2025 and FY 2026 (as of January 31) and the resolution of each as of the date of your answer.

OP follows Mayor's Order 2017-313 and Mayor's Order 2023-131. As OP reported in response to this question last year, in FY 2025, OP received one report of possible sexual misconduct in FY25, which was investigated and determined not to be sexual misconduct. There have been no reports in FY26 to date.

22. **In table format, please list the following for fiscal years 2025 and 2026 (as of January 31) regarding the agency's use of SmartPay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).**

<u>Cardholder</u>	<u>Limits</u>	<u>Spent FY 2025</u>	<u>Spent FY2026*</u>
Edward Giefer Associate Director	\$10,000 per day/ \$20,000 per month	\$9,680.97	\$3,139.98
Lori Todd Resource Allocation Analyst	\$10,000 per day/ \$40,000 per month	\$31,129.18	\$13,717.06
Total		\$40,810.25	\$16,857.04

*Note: * - Through 1/31/26*

23. **Please provide a list of all procurements for goods or services for use by your agency over \$25,000 for fiscal years 2025 and 2026 (as of January 31, 2026). Give a brief explanation of each, including the name of the contractor, purpose of the contract, and the total dollar amount of the contract. Exclude from this answer purchase card (SmartPay) purchases.**

<u>Supplier</u>	<u>Description</u>	<u>Order Date</u>	<u>Amount</u>
Gehl, Inc.	Columbia Heights and Mount Pleasant studies (year 2 of 2)	10/15/2024	\$50,000
AECOM	Commemorate DC design services (FY 2025)	10/25/2024	\$99,745
AECOM	Comp Plan rewrite	11/15/2024	\$450,000
SmithGroup	Rhode Island Avenue study	12/18/2024	\$199,110
Public Performance Mgmt.	Replacement laptops and accessories	1/7/2025	\$28,353
WKM Solutions	Electrical repair services at Peterbug Shoe Repair Academy	5/15/2025	\$49,738
AECOM	Comp Plan rewrite (Option Year 1)	11/13/2025	\$450,000
Gensler	RFK Master Plan	12/30/2025	\$749,962
Torti Gallas	H St NE land use and market study	1/7/2026	\$259,519

Note: Through 1/31/2026

24. (a) Please describe how your agency manages and limits its mobile, voice, and data costs, including cellular phones and mobile devices.

OP pays for mobile phones for a limited number of employees with jobs that require immediate availability and/or frequent off-site communications. These employees have reviewed and signed the “DC Government Landline and Cell Phone User Agreement.” OP’s Agency Telephone Coordinator monitors the bills monthly for OP’s mobile phone users.

(b) In table format (if the answer is more than 20 lines, then provide as an attachment) please provide the following information for fiscal years 2025 and 2026 (as of January 31), regarding your agency’s use of cellular phones and mobile devices: (1) individuals (by name and title/position) authorized to carry and use such devices; (2) total annual expense (FY) for each individual’s use; and (3) justification for such use (per person). If the list is more than 20 individuals, group the answer by program, giving the total number of FTEs for that program as well as the number of cellular phones and mobile devices.

First Name	Last Name	Position	FY 25	FY 26	Justification
ANITA	COZART	Director	\$438.8	\$146.28	Agency head - duties require frequent off-site meetings and the ability to communicate immediately with the Mayor, Council, and others.
ANTHONY	WILLIAMS	Historic Preservation Officer	\$ 384.64	No longer with agency.	Duties required substantial off-site work in the field.
ANTHONY	BIDDIEX	HR Specialist	\$329.73	\$71.14	No longer with agency. Phone has been cancelled.
DAVID	MALONEY	State Historic Preservation Officer	\$438.38	\$146.28	Duties require immediate availability and frequent off-site communication.
JENNIFER	STEINGASSER	Deputy Director, HP & Development Review	\$438.38	\$146.28	Reports to the Director; duties require immediate availability and frequent off-site communications. No longer with agency as of Oct 2025. Phone will be transferred to backfill.
JOEL	LAWSON	Assoc. Director, Development Review	\$458.82	\$146.28	Duties require immediate availability and frequent off-site communication. No longer with agency as of Jan 2026. Phone will be transferred to backfill.
JORDAN	CHAFETZ	Deputy Chief of Staff	\$491.54	\$166.12	Reports to the Chief of Staff, duties require immediate availability and frequent off-site communications.
KEITH	LAMBERT	Historic Preservation Officer	\$384.65	No longer with agency.	Duties required substantial off-site work in the field.
KIM	PEART	HR Lead	\$438.38	\$146.28	Reports to the Chief of Staff, duties require immediate availability and frequent off-site communications.

MARK	AGOSTO	Operations Manager	\$438.38	\$146.28	Reports to the Chief of Staff, duties require immediate availability and frequent off-site communications.
MEKDY	ALEMAYEHU	Communications Officer	\$346.96	No longer with agency.	Reports to the Deputy Chief of Staff; duties require immediate availability and frequent off-site communications.
SAKINA	KHAN	Deputy Director, Citywide Policy & Analysis	\$438.38	\$146.28	Reports to the Director; duties require immediate availability and frequent off-site communications.
TONI	CHERRY	Senior HP Inspector	\$438.38	\$146.28	Duties require substantial off-site work in the field.
VIVIAN	GUERRA	Chief of Staff	\$556.51	\$176.44	Reports to the Director; duties require immediate availability and frequent off-site communications.

25. **(a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2025 and 2026 (as of January 31), please list any vehicle the agency owns, leases, or has assigned to it. You may group the vehicles by category (e.g., 15 sedans, 33 pick-up trucks, three transport buses, etc.).**

OP leases two vehicles via the Department of Public Works: a Toyota Corolla and a Dodge Caravan.

(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2024, 2025, and 2026 (as of January 31). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the name and title/position of the driver involved; (4) the justification for using such vehicle; (5) whether there was a finding of fault and, if so, who was determined to be at fault; and (6) what employee discipline resulted, if any.

There were no accidents involving OP's fleet vehicles in the subject years.

26. **Please list every lawsuit against the agency that was settled or decided by a trial court in FY 2025 and FY 2026 to date. Briefly describe each and the sanction, if any.**

No lawsuit against OP was settled or decided by a trial court in FY 2025 or FY 2026 to date.

27. **D.C. Law requires the Mayor to pay certain settlements and judgements from agency operating budgets if the settlement is less than \$10,000 or results from an incident within the last two years (see D.C. Code § 2-402(a)(3)). Please itemize each charge-back to your agency for a settlement or judgment pursuant to D.C. Code § 2-402.**

There have been no charge-backs.

28. (a) D.C. Law prohibits chauffeurs, take-home vehicles, and the use of SUVs (see D.C. Code §§ 50-203 and 50-204). Is your agency in compliance with this law?
 (b) Please explain all exceptions, if any, and provide the following: (1) type of vehicle (make, model, year); (2) individuals (name/position) authorized to use the vehicle; (3) jurisdictional residence of the individual (e.g., Bowie, MD); and (4) justification for the chauffeur or take-home status.

OP is in compliance with this law.

29. In table format, please provide the following information for fiscal years 2025 and 2026 (as of January 31) regarding your agency's authorization of employee travel: (1) each trip outside the region on official business or agency expense; (2) individuals (by name and title/position) who traveled outside the region; (3) total expense for each trip (per person, per trip, etc.); (4) what agency or entity paid for the trips; and (5) justification for the travel (per person and trip).

Employee	Title/Position	Cost	Paid By	Justification
2025				
Anita Cozart	Director	\$1,583.11	Lincoln Institute/OP	Attend Big City Planning Director's Institute-2024, October 6-8, 2024 (Cambridge, MA)
Heba ElGawish	Assoc. Dir., Neighborhood Planning	\$1,224.77	OP	Attend and present at ESRI Planning Directors Summit, November 6-7, 2024 (West Palm Beach, FL)
Caroline Howe	Food Policy Director	\$840.27	No Kid Hungry: Share our Strength/Traveler	Attend No Kid Hungry: Share our Strength Summer Nutrition Summit, December 9-10, 2024 (Dallas, TX)
Anita Cozart	Director	\$301.20	Washington DC Economic Development Partnership (WDECP)/OP	Attend Washington DC Economic Partnership Board Retreat, January 31, 2025, (Middleburg, VA)
Anesu Masube	Data & Vis. Analyst	\$1,100.00	UCLA on behalf of the U.S. Census Bureau	Attend Pathways to Innovation for Data Quality and Integrity, May 11-13, 2025 (St. Louis, MO)
Anita Cozart	Director	\$1,370.00	Lincoln Institute/Traveler	Attend Big City Planning Director's Institute-2025, September 28-30, 2025 (Cambridge, MA)
2026				
Kashaf Momin	Food Policy Analyst	\$1,500.00	C40 Cities Climate Leadership Group/Traveler	Attend C40 U.S. Food Procurement and Waste Workshop, October 20-24 (San Francisco, CA)

30. Please provide and itemize, as of January 31, 2026, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position

title, the length of his or her term or contract, the date on which he or she first started with your agency, and the date on which his or her current term expires.

The Office of Planning does not employ WAE employees. OP employs the following Term employees.

Employee Name	Position Title	Length of Term	Start Date	Term Expires
Kashaf Momin	Policy Analyst	13 months	8-25-2025	2-27-2027

31. What efforts has your agency made in the past year to increase transparency? Explain.

In the past year (FY 2025 through Q1 FY 2026), the Office of Planning has made the following efforts to increase transparency throughout the agency:

- ***Communications Efforts:***
 - OP uses a variety of communications efforts to share information about the activities and products of the office. In FY25, OP sent 16 newsletters, 8 email blasts, and 5 press releases that were each viewed by approximately 10,500 people on average. OP maintains short-term project websites to manage public engagement during project engagement periods, including DC2050.com for the comprehensive plan rewrite, and a permanent website (planning.dc.gov) which we use to share information about ongoing and completed work. During FY25, the agency website received approximately 245,000 unique visits and DC 2050.com (online for the second half of the year) received approximately 26,000 unique visits.
 - OP maintains Instagram (@OP_inDC), Twitter (@OPinDC), Facebook (DC Office of Planning), BlueSky (opindc.bsky.social) and LinkedIn social media accounts. The agency has over 19,000 followers across the three platforms. OP also gives interviews and attends events to explain the results of the agency's work to the public. In FY25, agency representatives participated in 45 speaking events and led, co-hosted, or appeared at 73 public events. We also had 18 direct engagements with press and earned at least 58 press articles as a result of our work.
- ***Community Engagement:*** In FY25, OP engaged communities across the District on the DC 2050 Comprehensive Plan, the Rhode Island Avenue Planning Study, Commemorate DC, and several zoning amendments. Each effort involved significant community engagement with key stakeholders such as residents in the planning area, ANC Commissioners, leaders of the community-based organizations, and business leaders to foster transparency and participation in the planning process. OP has been using a balance of in-person and digital engagement approaches to reach residents, including community workshops, walking tours, popping up at events, attending meetings upon request, hosting focus groups with community-based organizations, and conducting online surveys and workshops.

- **Public Input:** Since FY20, OP has used the Public Input Platform as a central hub for community engagement efforts. Public Input allows for surveying, public discourse, recorded and live video conferencing, a dedicated project phone number, and email and text capabilities. Each OP place-based planning effort has a dedicated Public Input page that enables residents and stakeholders to track past and upcoming engagement opportunities and keep up to date on the plan. In FY25, OP managed active Public Input sites for 6 projects.
- The [**OP Demographic Data Hub**](#) is a one-stop-shop for people to access current Districtwide, Wards and Area Elements data from the U.S. Census Bureau and other sources. Users can access demographic, housing, social, economic, and racial equity data and view reports, studies, story maps, infographics and maps published by the Office of Planning. There were over 21,000 views on the website in 2025.

32. **What efforts will your agency be making to increase transparency? Explain.**

The Office of Planning will continue to make improvements to the services detailed above in question #31.

33. **Please identify any legislative requirements that your agency lacks sufficient resources to properly implement. Explain.**

There are no legislative requirements for which the agency lacks sufficient resources to fully implement.

34. **Please identify any statutory or regulatory impediments to your agency's operations.**

There are no statutory or regulatory impediments to OP's operations.

35. **Did your agency receive any FOIA requests in fiscal year 2025? If yes, did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? If available, please provide a copy of that report as an attachment. Also state here the total cost incurred by your agency for each fiscal year 2023, 2024, and 2025 (through January 31) related to FOIA.**

Yes. Please see attachment Council Q35. The total approximate cost incurred was \$10,080 for FY 2024; \$10,800 for FY 2025; and \$2,000 for FY 2026 through January 31.

36. **For CBE agency compliance purposes, what is your agency's current adjusted expendable budget; how much has been spent with SBEs; and what percent of your agency's expendable budget was spent with SBEs? Further, where SBEs were not available, how much has been spent with CBEs, and what percent of CBE spending, relative to your current expendable budget? How many CBE waivers (including dollar amount) did the agency submit? What efforts has the agency taken to reduce the number of CBE waivers submitted? What is the**

CBE spending goal for your agency per the DSLBD SBE Opportunities Guide (Green book)? Give this answer for fiscal years 2024, 2025 and 2026 (as of January 31).

	FY 2024	FY 2025*	FY 2026**
Expendable budget	\$566,731	\$1,476,740	\$2,383,222
Spent with SBEs (%)	\$327,316 (58%)	\$408,789 (27%)	\$0 (0.0%)
Spent with CBEs that are not SBEs	\$0	\$0	\$0
Waivers submitted	0	0	0
SBE Spending goal	\$283,366	\$738,370	\$1,191,611

OP exceeded its CBE goal in FY 2024.

Notes:

* 4th quarter total expenses/year-end goal adjustments not yet reported by DSLBD

** 1st quarter data not yet reported by DSLBD

37. **Please provide, as an attachment, a copy of your agency's current annual performance plan as submitted to the Office of the City Administrator.**

Please see attachment Council Q37.

38. (a) **What are your agency's key performance indicators and what has been your agency's performance (for each of these KPIs) in fiscal year (or calendar year) 2024, 2025, and 2026 (through the first quarter).**

KPI	FY 2024	FY 2025	FY 2026*
% of GIS and State Data customers who receive requested maps and demographic data from OP staff	99.7%	100%	100%
Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP's contribution	100%	100%	100%
% of OP small area plans approved by the Council or other neighborhood plans supported by the relevant ANCs	No applicable incidents	100%	0%
Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP's contribution	100%	100%	100%
% of stakeholder requests for planning assistance fulfilled	99.6%	100%	99.73%
% of small area plans or other planning and design initiatives active or launched that include a clear racial equity component in their goals, process, objectives, and/or outcomes	100%	100%	100%
% of discretionary developments/projects initiated within neighborhood plan boundaries that are guided by OP's small area or neighborhood plans	100%	100%	100%
% of customers OP engages who rate their interaction with OP as satisfactory or higher	99.7%	100%	In-progress-
% of relevant ANCs and civic organizations that OP engages in small area or neighborhood planning initiatives	100%	100%	100%
% of historic property permit applications reviewed over the counter	95.8%	97.67%	98.42%
% of historic landmark designations without owner objection	100%	90%	66.67%

KPI	FY 2024	FY 2025	FY 2026*
% of DC government project reviews concluded with adverse effects resolved by consensus	99.1%	99.07%	100%
% of Development Review reports for boards and commissions that did not require a supplemental report	93.7%	95.38%	95.92%
% of HP staff reports with recommendations that are accepted by the HPRB Chair and the Mayor's Agent	95.8%	95.31%	96.15%
Average cases reviewed per zoning review staff	53.4	11.47	14.3
% of OP setdown, design review, and map amendment reports for the Zoning Commission that include a Comp Plan racial equity analysis	97.7%	96.77%	100%
% of PUDs that exceed minimum requirements to further the Sustainable DC plan including the provision of green roofs or other features to help reduce storm water runoff, electric car charging stations, or bike share facilities.	100%	100%	100%

Note: * - Through 12/31/2025

(b) What KPIs have been dropped (or changed) since 2024? List each specifically and explain why it was dropped or changed.

For the FY 2026 plan, OP dropped two KPIs associated with grant programs that completed in FY 2025:

- "Dollar value of Streets for People grants awarded"
- "Number of commemorative works designed"

OP added one KPI associated with a grant program that was funded in FY 2026:

- "Dollar value of African American Historical Burial Ground Grants Awarded"

39. Please list each small area plan and all other comprehensive plan related plans (e.g. PDR Study) currently underway, give the current status, and provide the expected completion date.

Name	Status	Expected Completion Date
H Street Land Use & Market Study	OP drafting plan	Q4 FY26
Poplar Point Master Plan	OP drafting plan	Q4 FY26
RFK Campus Master Plan	OP drafting plan	Q4 FY26
DC 2050: Comprehensive Plan	OP completing phase two of public engagement March 2026, drafting plan for public comment period beginning September 2026.	Q3 FY27

40. How much and what percentage of funds have been expended from the Historic Homeowner Grant Program for fiscal years 2024, 2025, and 2026 (as of January 31).

	Available	Expended
FY 2024	\$250,000	\$250,000 (100%)
FY 2025	\$150,250	\$150,250 (100%)
FY 2026*	\$250,000	-

*Note: * - As of 1/31/2026 the Historic Preservation Office has made awards totaling \$75,750 (30%) for projects to be expended in FY2026. OP plans to make one more round of grant awards to expend the full \$250,000 by 9/30/26.*

41. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities.

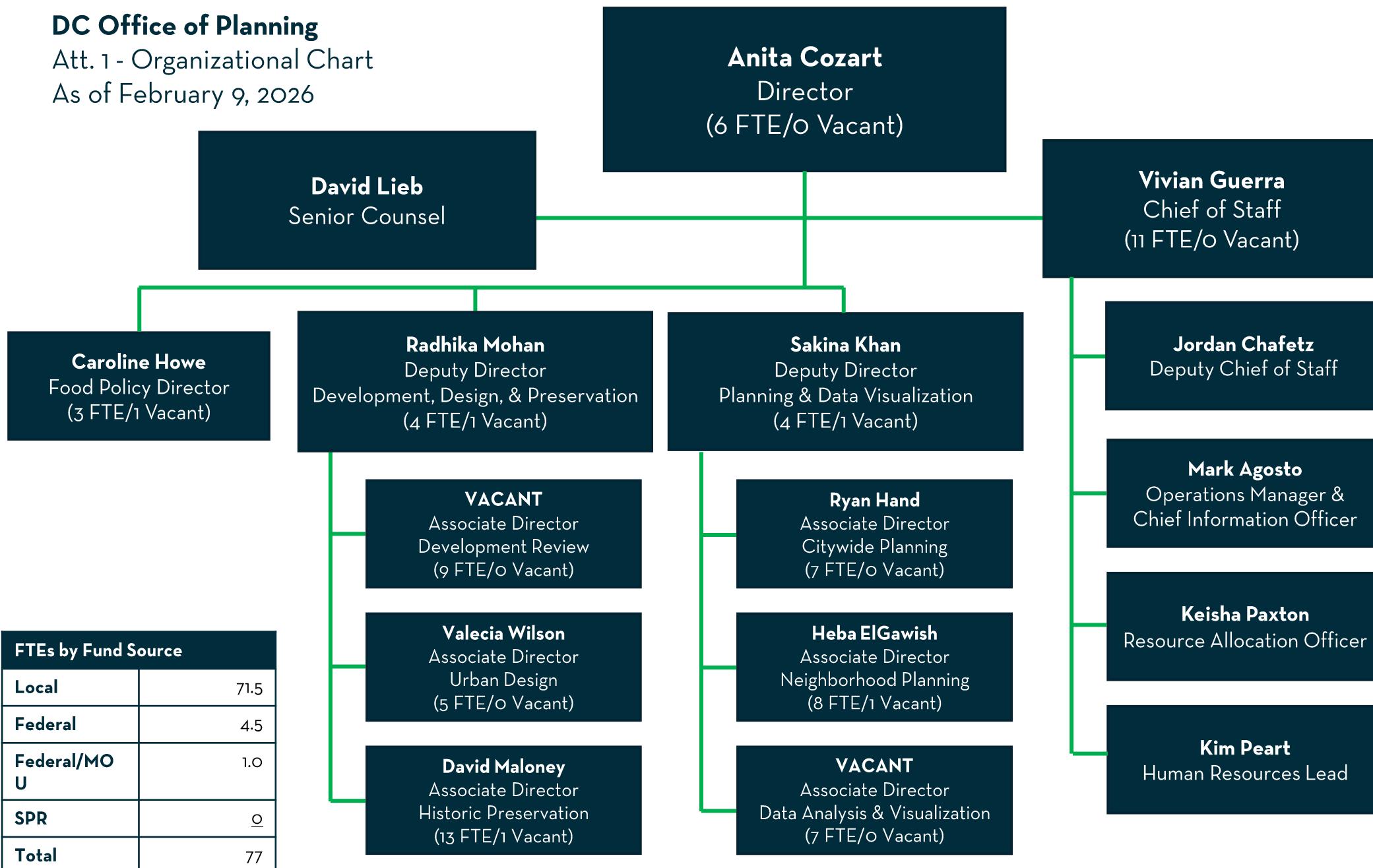
- DC 2050, the District's next comprehensive plan:** In FY26, OP will engage residents on the draft Future Land Use Map, comprehensive plan policies, and OP's place-based planning approach to implement DC 2050. In September 2026, OP will release a draft comprehensive plan for a public comment period. Throughout FY26, OP will conduct public engagement events, will administer grants to community organizations to support engagement, with a focus on underrepresented populations, and will continue to execute a communications and outreach strategy to foster broad and diverse participation in the planning process.
- Repositioning federal land and buildings:** OP will collaborate with partner agencies, such as the Deputy Mayor for Planning and Economic Development and the RFK Project Management Organization to plan for land and buildings disposed of by the federal government. In FY26, OP will develop master plans for the RFK Stadium Campus and Poplar Point. Additionally, as the federal government continues to announce consolidation of office buildings, OP and DMPED will identify necessary plans and studies to support the redevelopment and reuse of these buildings.
- Supporting DC's Neighborhoods:** In FY26, OP is conducting a land use and market study for the H Street NE Corridor. We are also working to advance OP-led recommendations in recently completed place-based planning efforts, as well as coordinate with partner agencies to elevate recommendations for which they are the lead. In March, OP is working with the Urban Land Institute to host a technical assistance panel that will explore how to implement recommendations of the Rhode Island Avenue NE Planning Study. OP is also implementing recommendations from two recent small area plans in Ward 7 for the Nannie Helen Burroughs and Pennsylvania Ave SE corridors. Implementation will include grants for a commercial kitchen and public space activations and improvements, as well as funding for community signs that recognize the historic people and places of Ward 7.
- Zoning to implement place-based plans and reduce regulatory barriers to for property owners:** In FY26, OP advanced a series of zoning amendments. Amendments for Connecticut Ave NW and Wisconsin Ave NW implemented the land use and zoning recommendations of the 2021 Comprehensive Plan, Connecticut Avenue Development Guidelines, and the Wisconsin Avenue Development Framework. OP also submitted

several text amendments to the Zoning Commission, including ones on Alley Lots, the RA-1 zones, and an Omnibus amendment. The purpose of these amendments is to remove housing barriers, clarify regulations, align with comprehensive plan policy, and ease administrative burdens for homeowners, the Board of Zoning Adjustment, and Advisory Neighborhood Commissioners. We anticipate all OP amendments will be adopted by the Zoning Commission by Summer 2026.

5. **Equity in Preservation and Design:** OP will administer the African American Historic Cemeteries grant program, to support improvements, preservation work, and educational activities at the Woodlawn Cemetery and Mount Zion-Female Union Band Cemetery. OP will continue its work on the historic context study on affordable housing for Black residents, with support from a grant from the National Park Service. OP will also collaborate with community members to develop design guidelines to promote more inclusive, queer-affirming public spaces in DC. We will also work with DDOT to complete the update to the Chinatown Streetscape Design Regulations.

DC Office of Planning

Att. 1 - Organizational Chart
As of February 9, 2026



Att Q2. OFFICE OF PLANNING - SCHEDULE A (as of January 31, 2026)

Name	Title	Filled/Vac	GR	ST	Salary	Fringe 21.8%	Department Name	Funding Agency
Bravve,Elina	Community Planner	F	14	2	\$130,221	\$28,388	Citywide Planning	BDO
Brown,Martin H	Community Planner (Citywide)	F	14	3	\$134,264	\$29,270	Citywide Planning	BDO
Gyor,Stephen Michael	Lead Community Planner	F	14	7	\$150,436	\$32,795	Citywide Planning	BDO
Hand,Ryan	Assoc. Dir., Citywide Planning	F	15	0	\$149,000	\$32,482	Citywide Planning	BDO
Harris,Karen	Executive Assistant	F	12	6	\$107,046	\$23,336	Citywide Planning	BDO
Kushner,Nicholas J	Community Planner	F	14	2	\$130,221	\$28,388	Citywide Planning	BDO
Schwartzman,Rebecca	Community Planner	F	13	4	\$117,029	\$25,512	Citywide Planning	BDO
Syazsa,Nadya	Community Planner	F	12	2	\$95,534	\$20,826	Citywide Planning	BDO
	Community Planner	V	13	0	\$106,763	\$23,274	Citywide Planning	BDO
Khan,Sakina H	Dep Dir, Planning and Data Visualization	F	16	0	\$171,043	\$37,287	Citywide/Neighborhood Plng/Data and Vis.	BDO
Chandler,Jamie	Data Visualization Analyst	F	14	7	\$150,436	\$32,795	Data Analysis & Visualization	BDO
Gould,Rishawna	Visual Information Specialist	F	13	8	\$130,717	\$28,496	Data Analysis & Visualization	BDO
Luthy,Edward W	Cartographer	F	13	7	\$127,295	\$27,750	Data Analysis & Visualization	BDO
Mazazi,Masube,Dunbar Anesu	Data Visualization Analyst	F	13	4	\$117,029	\$25,512	Data Analysis & Visualization	BDO
Nguyen,Huong T	Demographic Specialist	F	12	5	\$104,168	\$22,709	Data Analysis & Visualization	BDO
Pate,John	Demographic Specialist	F	13	8	\$130,717	\$28,496	Data Analysis & Visualization	BDO
Waardenburg,Dennis S	Cartographer	F	13	10	\$137,561	\$29,988	Data Analysis & Visualization	BDO
	Assoc. Dir., Data Analysis & Visualization	V	15	0	\$152,435	\$33,231	Data Analysis & Visualization	BDO
Mohan,Radhika	Dep. Dir, Dev Rev., Preservation, & Design	F	16	0	\$171,000	\$37,278	Dev. Rev. /Historic Pres./Urban Design	BDO
Beamon,Shepard	Development Review Specialist	F	14	5	\$142,350	\$31,032	Development Review	BDO
Bradford,Philip	Development Review Specialist	F	14	2	\$130,221	\$28,388	Development Review	BDO
Brown-roberts,Maxine H	Development Review Specialist	F	14	10	\$162,565	\$35,439	Development Review	BDO
Delaney,Joyetta	Executive Assistant	F	12	6	\$107,046	\$23,336	Development Review	BDO
Isaiah,Philip	Development Review Specialist	F	13	1	\$106,763	\$23,274	Development Review	BDO
Jesick,Matthew R	Development Review Specialist	F	14	6	\$146,393	\$31,914	Development Review	BDO
Jurkovic,Michael	Development Review Specialist	F	13	5	\$120,451	\$26,258	Development Review	BDO
Mitchum,Joshua	Development Review Specialist	F	13	2	\$110,185	\$24,020	Development Review	BDO
Myers,Crystal	Development Review Specialist	F	14	5	\$142,350	\$31,032	Development Review	BDO
Thomas,Karen M	Development Review Specialist	F	14	10	\$162,565	\$35,439	Development Review	BDO
	Associate Director Dev Review	V	15	0	\$152,435	\$33,231	Development Review	BDO
Howe,Caroline L.	Food Policy Director	F	08	0	\$130,941	\$28,545	Food Policy	BDO
Momin,Kashaf	Policy Analyst	F	12	1	\$92,656	\$20,199	Food Policy	EBO
Raymond,Julia	Policy Analyst	F	12	2	\$95,534	\$20,826	Food Policy	BDO
	Policy Analyst	V	12	0	\$92,656	\$20,199	Food Policy	BDO
Ames,Christine	Archeologist	F	12	3	\$98,412	\$21,454	Historic Preservation	BDO
Brockett,Anne O	Historic Preservation Specialist	F	13	9	\$134,139	\$29,242	Historic Preservation	KAO
Calcott,Stephen L	Senior Historic Preservation Specialist	F	15	0	\$132,623	\$28,912	Historic Preservation	BDO
Costanzo,Andrew	Grants Management Specialist	F	13	2	\$110,185	\$24,020	Historic Preservation	BDO
Jones,John	Historian (Architectural)	F	12	2	\$95,534	\$20,826	Historic Preservation	BDO
Jones,Todd Joseph	Historic Preservation Specialist	F	12	5	\$104,168	\$22,709	Historic Preservation	BDO
Lewis,Charles A	Historic Preservation Specialist	F	14	10	\$162,565	\$35,439	Historic Preservation	BDO
Maloney,David J	State Historic Preservation Officer	F	15	0	\$149,755	\$32,647	Historic Preservation	BDO
Meyer,James B	Historic Preservation Specialist	F	12	9	\$115,680	\$25,218	Historic Preservation	BDO
Price,Imania G	Historian (Architectural)	F	12	5	\$104,168	\$22,709	Historic Preservation	BDO
Trocolli,Ruth	Archeologist	F	12	10	\$118,558	\$25,846	Historic Preservation	BDO
Williams,Kimberly P	Architectural Historian	F	13	9	\$134,139	\$29,242	Historic Preservation	BDO
Williams-cherry,Toni V	Historic Preservation Compliance	F	13	10	\$137,561	\$29,988	Historic Preservation	BDO
	Historic Preservation Specialist	V	13	1	\$106,763	\$23,274	Historic Preservation	BDO
	INSPECTOR IONAL PGM SPEC	RIF	11	1	\$74,893	\$16,327	Historic Preservation	BDO
	INSPECTOR IONAL PGM SPEC	RIF	11	0	\$74,893	\$16,327	Historic Preservation	BDO
Abou Samra,Rita	Community Planner	F	14	2	\$130,221	\$28,388	Neighborhood Planning	BDO
An,Le	Lead Community Planner (Placemaking)	F	14	6	\$146,393	\$31,914	Neighborhood Planning	BDO
ElGawish,Heba	Assoc. Dir., Neighborhood Planning	F	15	0	\$147,000	\$32,046	Neighborhood Planning	BDO
Estes,Emma	Community Planner	F	13	3	\$113,607	\$24,766	Neighborhood Planning	BDO
Freedman,Alexander	Community Planner	F	14	1	\$126,178	\$27,507	Neighborhood Planning	BDO
Krefetz,Alex	Community Planner	F	13	5	\$120,451	\$26,258	Neighborhood Planning	BDO
Stephens,Ashley	Community Outreach Specialist	F	12	3	\$98,412	\$21,454	Neighborhood Planning	BDO
Thompson,Diamond	Community Planner	F	13	2	\$110,185	\$24,020	Neighborhood Planning	BDO
Ubiera,Vincent E	Community Planner	F	12	5	\$104,168	\$22,709	Neighborhood Planning	BDO
	Community Planner	V	13	0	\$106,763	\$23,274	Neighborhood Planning	BDO
Agosto,Mark A	Operations Manager & CIO	F	14	0	\$145,000	\$31,610	Office of the Director	BDO
Anna,Alemayehu M	IT Specialist	F	14	10	\$162,565	\$35,439	Office of the Director	BDO
Barber,Jennifer	Executive Assistant	F	13	7	\$110,967	\$24,191	Office of the Director	BDO
Bashire,Abdulsalam Saide	IT Specialist	F	12	4	\$101,290	\$22,081	Office of the Director	BDO
Chafetz,Sarah JB	Deputy Chief of Staff	F	14	0	\$125,000	\$27,250	Office of the Director	BDO
Cozart,Anita M	Director	F	E4	0	\$202,052	\$44,047	Office of the Director	BDO
Guerra,Nelly V	Chief of Staff	F	16	0	\$170,517	\$37,173	Office of the Director	BDO
Hernandez,Cynthia	Public Affairs Specialist	F	13	5	\$105,001	\$22,890	Office of the Director	BDO
Lieb,David	Attorney Advisor	F	15	9	\$189,555	\$41,323	Office of the Director	BDO
Marcinkowski,Lauren	Public Affairs Specialist	F	13	8	\$113,950	\$24,841	Office of the Director	BDO
Pearl,Kim	Lead Human Resources Specialist	F	14	8	\$134,661	\$29,356	Office of the Director	BDO
Stamps,Chris	Human Resources Specialist	F	12	5	\$90,805	\$19,795	Office of the Director	BDO
Todd,Lori	Resource Allocation Analyst	F	13	6	\$107,984	\$23,541	Office of the Director	BDO
	Resource Allocation Officer	V	14	0	\$137,329	\$29,938	Office of the Director	BDO
Gunn,Zhetique	Urban Designer	F	13	3	\$113,607	\$24,766	Urban Design	BDO
Hodges,Marvin	Community Planner	F	13	3	\$113,607	\$24,766	Urban Design	BDO
Joe,Elizabeth Shana	Community Planner	F	13	1	\$106,763	\$23,274	Urban Design	BDO
Maher,Timothy D	Lead Community Planner (Public Space)	F	14	5	\$142,350	\$31,032	Urban Design	BDO

Name	Title	Filled/Vac	GR	ST	Salary	Fringe 21.8%	Department Name	Funding Agency
WILSON,VALECIA	Assoc. Dir., Urban Design	F	15	0	\$140,000	\$30,520	Urban Design	BDO



OFFICE OF PLANNING

Attachment Q14

FY 2024 - 2026 Budgets & Expenditures (through January 31, 2026)

Account Group	FY 2024					FY 2025					FY 2026	
	Original Budget	Revised Budget	Expenditures	Variance	Comments	Original Budget	Revised Budget	Expenditures	Variance	Comments	Original Budget	Revised Budget
LOCAL												
701100C - REGULAR PAY - CONTINUING FULL TIME	\$9,050,971	\$8,761,727	\$8,579,859	\$181,867	Vacancy savings	\$8,854,022	\$8,934,022	\$8,898,505	\$35,517	Surplus from \$80K reprogramming from TCO to cover severance pay for 2 FTEs	\$8,992,402	\$8,992,402
701200C - REGULAR PAY - CONTINUING FULL TIME - OTHERS	\$100,630	\$100,630	\$166,642	(\$66,012)	Permanent position charged	\$106,801	\$106,801	\$115,589	(\$8,788)	Step increase for term FTE and charge from permanent position	\$203,976	\$203,976
701300C - ADDITIONAL GROSS PAY	\$0	\$0	\$163,302	(\$163,302)	Includes leave payouts for OP employees who left agency and special pay and bonuses.	\$0	\$0	\$96,194	(\$96,194)	Includes leave payouts for OP employees who left agency and special pay and bonuses.	\$0	\$0
701400C - FRINGE BENEFITS - CURR PERSONNEL	\$1,949,767	\$1,892,058	\$1,839,148	\$52,910	Fringe benefits associated with vacancy savings	\$1,962,388	\$1,962,388	\$2,015,490	(\$53,101)	Fringe benefits that exceeded budgeted amount	\$1,990,251	\$1,990,251
701500C - OVERTIME PAY	\$10,000	\$10,000	\$12,256	(\$2,256)		\$10,000	\$10,000	\$2,771	\$7,229	Freeze on overtime pay per Mayor's Order 2025-053	\$10,000	\$10,000
PERSONNEL SERVICES Total	\$11,111,368	\$10,764,415	\$10,761,208	\$3,207		\$10,933,212	\$11,013,212	\$11,128,549	(\$115,337)	Internal reprogramming to PS to cover severance, fringe overage, and terminal leave not completed in time	\$11,196,629	\$11,196,629
711100C - SUPPLIES AND MATERIALS	\$31,850	\$45,850	\$32,468	\$13,382	\$14K reprogramming was done in anticipation of office move scheduled for August 30. The move was delayed.	\$7,962	\$18,789	\$18,762	\$27		\$7,962	\$7,962
712100C - ENERGY COMM & BLDG RENTALS	\$0	\$0	\$0	\$0		\$0	\$10,200	\$5,563	\$4,637	Final cost of DC-NET project was less than originally quoted	\$0	\$0
713100C - OTHER SERVICES AND CHARGES	\$74,231	\$74,231	\$65,757	\$8,474	Several key projects launched later than originally planned, thereby shifting some community engagement activities to FY 2025	\$64,427	\$16,193	\$14,521	\$1,672	Reduction in Fleet costs (DPW)	\$61,924	\$61,924



OFFICE OF PLANNING

Attachment Q14

FY 2024 - 2026 Budgets & Expenditures (through January 31, 2026)

	FY 2024					FY 2025					FY 2026	
713200C - CONTRACTUAL SERVICES - OTHER	\$1,359,430	\$1,358,430	\$1,326,979	\$31,451	Procurement delays resulted in shifting some work to FY 2025	\$1,059,430	\$1,030,168	\$861,733	\$168,435	Delays with supplemental budget and procurement resulted in some proposed activities being cancelled or moved to FY 2026	\$3,069,430	\$3,069,430
714100C - GOVERNMENT SUBSIDIES & GRANTS	\$500,000	\$250,000	\$250,000	\$0		\$2,261,000	\$2,161,249	\$2,158,738	\$2,512	Unspent balances on multiple grant awards	\$500,000	\$500,000
717100C - PURCHASES EQUIPMENT & MACHINERY	\$150,400	\$127,400	\$106,052	\$21,348	Anticipated office move purchases of furniture and fixtures that did not occur or were delayed due to rescheduled move date	\$108,270	\$108,836	\$93,813	\$15,023	Delays with supplemental budget resulted in some proposed purchases being cancelled or moved to FY 2026	\$108,270	\$108,270
NON-PERSONNEL SERVICES Total	\$2,115,911	\$1,855,911	\$1,781,255	\$74,655		\$3,501,089	\$3,345,436	\$3,153,129	\$192,307	Internal reprogramming to PS to cover severance and terminal leave not completed in time	\$3,747,586	\$3,747,586
LOCAL Fund Total	\$13,227,279	\$12,620,326	\$12,542,463	\$77,863		\$14,434,301	\$14,358,648	\$14,281,678	\$76,970		\$14,944,215	\$14,944,215
FEDERAL GRANT												
701100C - REGULAR PAY - CONTINUING FULL TIME	\$422,036	\$453,125	\$384,334	\$68,791	Vacancy savings to offset fringe benefits costs, terminal leave and retirement incentive	\$438,491	\$426,013	\$426,013	\$0		\$429,179	\$429,179
701300C - ADDITIONAL GROSS PAY	\$0	\$0	\$55,171	(\$55,171)	Terminal leave and retirement incentive	\$0	\$0	\$0	\$0		\$0	\$0
701400C - FRINGE BENEFITS - CURR PERSONNEL	\$91,582	\$67,412	\$81,032	(\$13,620)		\$92,522	\$89,566	\$89,566	\$0		\$93,561	\$93,561
PERSONNEL SERVICES Total	\$513,618	\$520,537	\$520,537	\$0		\$531,012	\$515,579	\$515,579	\$0		\$522,740	\$522,740
713200C - CONTRACTUAL SERVICES - OTHER	\$86,382	\$143,957	\$143,957	\$0		\$94,988	\$186,143	\$186,143	\$0		\$100,949	\$108,949
NON-PERSONNEL SERVICES Total	\$86,382	\$143,957	\$143,957	\$0		\$94,988	\$186,143	\$186,143	\$0		\$100,949	\$108,949
Federal Grant Funds Total	\$600,000	\$664,494	\$664,494	\$0		\$626,000	\$701,723	\$701,723	\$0		\$623,689	\$631,689
PRIVATE GRANT												
713200C - CONTRACTUAL SERVICES - OTHER	\$0	\$0	\$0	\$0		\$0	\$49,738	\$49,738	\$0		\$0	\$0
NON-PERSONNEL SERVICES Total	\$0	\$0	\$0	\$0		\$0	\$49,738	\$49,738	\$0		\$0	\$0
Private Grant Funds Total	\$0	\$0	\$0	\$0		\$0	\$49,738	\$49,738	\$0		\$0	\$0
SPECIAL PURPOSE REVENUE												
713100C - OTHER SERVICES AND CHARGES	\$0	\$4,056	\$4,056	\$0		\$15,000	\$2,950	\$2,950	\$0		\$15,000	\$15,000

**OFFICE OF PLANNING****Attachment Q14**

FY 2024 - 2026 Budgets & Expenditures (through January 31, 2026)

	FY 2024				FY 2025				FY 2026	
713200C - CONTRACTUAL SERVICES - OTHER	\$50,000	\$5,000	\$5,000	\$0		\$35,000	\$6,085	\$6,085	\$0	
NON-PERSONNEL SERVICES Total	\$50,000	\$9,056	\$9,056	\$0		\$50,000	\$9,035	\$9,035	\$0	
Special Purpose Revenue Total	\$50,000	\$9,056	\$9,056	\$0		\$50,000	\$9,035	\$9,035	\$0	
TOTAL OFFICE OF PLANNING	\$13,877,279	\$13,293,876	\$13,216,013	\$77,863		\$15,110,301	\$15,119,143	\$15,042,173	\$76,970	
										\$15,597,904
										\$15,605,904

Office of
Planning

Annual Freedom of Information Act Report for Fiscal Year 2025

October 1, 2024 through September 30, 2025

FOIA Officer Reporting Jordan Chafetz

PROCESSING OF FOIA REQUESTS

1. Number of FOIA requests received during reporting period	51
2. Number of FOIA requests pending on October 1, 2024.....	3
3. Number of FOIA requests pending on September 30, 2025.....	0
4. The average number of days unfilled requests have been pending before each public body as of September 30, 2025.....	0

DISPOSITION OF FOIA REQUESTS

5. Number of requests granted, in whole.....	6
6. Number of requests granted, in part, denied, in part.....	1
7. Number of requests denied, in whole.....	0
8. Number of requests withdrawn.....	1
9. Number of requests referred or forwarded to other public bodies.....	0
10. Other disposition	46

NUMBER OF REQUESTS THAT RELIED UPON EACH FOIA EXEMPTION

11. Exemption 1 - D.C. Official Code § 2-534(a)(1).....	
12. Exemption 2 - D.C. Official Code § 2-534(a)(2).....	
13. Exemption 3 - D.C. Official Code § 2-534(a)(3)	
Subcategory (A).....	
Subcategory (B).....	
Subcategory (C)	
Subcategory (D)	
Subcategory (E)	
Subcategory (F)	
14. Exemption 4 - D.C. Official Code § 2-534(a)(4)	1
15. Exemption 5 - D.C. Official Code § 2-534(a)(5).....	

16. Exemption 6 - D.C. Official Code § 2-534(a)(6)	
Subcategory (A).....	
Subcategory (B).....	
17. Exemption 7 - D.C. Official Code § 2-534(a)(7).....	
18. Exemption 8 - D.C. Official Code § 2-534(a)(8).....	
19. Exemption 9 - D.C. Official Code § 2-534(a)(9).....	
20. Exemption 10 - D.C. Official Code § 2-534(a)(10).....	
21. Exemption 11 - D.C. Official Code § 2-534(a)(11).....	
22. Exemption 12 - D.C. Official Code § 2-534(a)(12).....	

TIME-FRAMES FOR PROCESSING FOIA REQUESTS

23. Number of FOIA requests processed within 15 days.....	43
24. Number of FOIA requests processed between 16 and 25 days.....	3
25. Number of FOIA requests processed in 26 days or more.....	8
26. Median number of days to process FOIA Requests.....	1

RESOURCES ALLOCATED TO PROCESSING FOIA REQUESTS

27. Number of staff hours devoted to processing FOIA requests.....	150
28. Total dollar amount expended by public body for processing FOIA requests.....	\$10,800

FEES FOR PROCESSING FOIA REQUESTS

29. Total amount of fees collected by public body.....	\$0
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PROSECUTIONS PURSUANT TO SECTION 207(d) OF THE D.C. FOIA

30. Number of employees found guilty of a misdemeanor for arbitrarily or capriciously violating any provision of the District of Columbia Freedom of Information Act	0
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QUALITATIVE DESCRIPTION OR SUMMARY STATEMENT

Pursuant to section 208(a)(9) of the D.C. FOIA, provide in the space below or as an attachment, “[a] qualitative description or summary statement, and conclusions drawn from the data regarding compliance [with the provisions of the Act].”

For most DC FOIA requests received by OP, the agency has no responsive records. These often request items like building or fire code violations. In responses, OP attempts to refer requesters to the agency who may have responsive records. OP has a few FOIA requests per year that return a high volume of records, which at times results in responses that take longer than 15 days to receive and review.



**OFFICE OF PLANNING
FY 2026 PERFORMANCE PLAN**

NOVEMBER 26, 2025

CONTENTS

Contents	3
1 Introduction	4
2 Office of Planning Overview	6
3 Objectives	7
3.1 Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life.	7
3.2 Catalyze improvements in the urban design, racial equity, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans.	7
3.3 Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics.	8
3.4 Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design.	8
3.5 Efficient, Transparent, and Responsive Government	9
4 Activities	11
4.1 Placemaking	11
4.2 Planning Pilots	11
4.3 Education	11
4.4 Best Practices	11
4.5 Engagement	11
4.6 Policy and Regulation Support	12
4.7 Citywide Planning	12
4.8 Planned Unit Developments (PUDs)	12
4.9 Revitalization And Design	12
4.10 Mapping Services	12
4.11 Demographic Services	13
4.12 Growth Forecasts	13
4.13 Capital Planning	13
4.14 HPRB Staff Reports	13
4.15 Historic Landmark Designations	13
4.16 Historic Preservation Reviews	14
4.17 Government Project Reviews	14
4.18 Historic Preservation Planning	14
4.19 Comprehensive Plan	15
4.20 Neighborhood Plans	15
4.21 Design Support	15
4.22 Zoning Regulations Update	15
4.23 Zoning Staff Reports	15
4.24 Historic Homeowner Grants	16
5 Additional Measures	17
6 Projects	18
6.1 Columbia Heights/Mt Pleasant Public Life and Vending Study	18
6.2 African American Burial Ground Grant Program	18
6.3 Downtown Zoning Study	18
6.4 RFK Master Plan	18
6.5 H Street NE Planning Initiative	19
6.6 Ward 7 Implementation Grants	19

6.7	America 250	19
6.8	Support the production of affordable housing	20
6.9	DC 2050	20

1 INTRODUCTION

This document is the Fiscal Year 2026 Performance Plan for the Office of Planning.

This Performance Plan is the first of two agency performance documents published each year. The Performance Plan is published twice annually – preliminarily when the Mayor’s budget proposal is delivered, and again at the start of the fiscal year when budget decisions have been finalized. A companion document, the Performance Accountability Report (PAR), is published annually in January following the end of the fiscal year. Each PAR assesses agency performance relative to its annual Performance Plan.

Performance Plan Structure: Performance plans are comprised of agency Objectives, Administrative Structures (such as Divisions, Administrations, and Offices), Activities, Projects and related performance measures. The following describes these plan components, and the types of performance measures agencies use to assess their performance.

Objectives: Objectives are statements of the desired benefits that are expected from the performance of an agency’s mission. They describe the goals of the agency.

Administrative Structures: Administrative Structures represent the organizational units of an agency, such as Departments, Divisions, or Offices.

Activities: Activities represent the programs and services an agency provides. They reflect what an agency does on a regular basis (e.g., processing permits).

Projects: Projects are planned efforts that end once a particular outcome or goal is achieved.

Measures: Performance Measures may be associated with any plan component, or with the agency overall. Performance Measures can answer broad questions about an agency’s overall performance or the performance of an organizational unit, a program or service, or the implementation of a major project. Measures can answer questions like “How much did we do?”, “How well did we do it?”, “How quickly did we do it?”, and “Is anyone better off?” as described in the table below.

Measures are printed in the Performance Plan along with the Objective, Administrative Structure, Activity, or Project that they measure.

Measure Type	Measure Description	Example
Quantity	Quantity measures assess the volume of work an agency performs. These measures can describe the inputs (e.g., requests or cases) that an agency receives or the work that an agency completes (e.g., licenses issued or cases closed). Quantity measures often start with the phrase “Number of...”.	“Number of public art projects completed”
Quality	Quality measures assess how well an agency’s work meets standards, specifications, resident needs, or resident expectations. These measures can directly describe the quality of decisions or products or they can assess resident feelings, like satisfaction.	“Percent of citations issued that were appealed”
Efficiency	Efficiency measures assess the resources an agency used to perform its work and the speed with which that work was performed. Efficiency measures can assess the unit cost to deliver a product or service, but typically these measures assess describe completion rates, processing times, and backlog.	“Percent of claims processed within 10 business days”

(continued)

Measure Type	Measure Description	Example
Outcome	Outcome measures assess the results or impact of an agency's work. These measures describe the intended ultimate benefits associated with a program or service.	"Percent of families returning to homelessness within 6-12 months"
Context	Context measures describe the circumstances or environment that the agency operates in. These measures are typically outside of the agency's direct control.	"Recidivism rate for 18-24 year-olds"
District-wide Indicators	District-wide indicators describe demographic, economic, and environmental trends in the District of Columbia that are relevant to the agency's work, but are not in the control of a single agency.	"Area median income"

Targets: Agencies set targets for most performance measures before the start of the fiscal year. Targets may represent goals, requirements, or national standards for a performance measure. Agencies strive to achieve targets each year, and agencies provide explanations for targets that are not met at the end of the fiscal year in the subsequent Performance Accountability Report.

Not all measures are associated with a target. Newly added measures do not require targets for the first year, as agencies determine a data-informed benchmark. Changes in some measures may not indicate better or worse performance. They may be "neutral" measures of demand or input or outside of the agency's direct control. In some cases, the relative improvement of a measure over a prior period is a more meaningful indicator than meeting or exceeding a particular numerical goal, so a target is not set.

2 OFFICE OF PLANNING OVERVIEW

Mission: The Office of Planning (OP) is tasked with planning for the long-term growth of the District of Columbia, to help ensure it reflects our values of an inclusive and vibrant city. We help the District work toward a positive future in which all District residents can thrive, regardless of income, race, age, or background. OP guides development in the District of Columbia's distinctive neighborhoods by engaging stakeholders and residents, performing research and analysis, serving as the steward of our historic resources, and publishing various planning documents, including the Comprehensive Plan.

Summary of Services: OP performs planning for neighborhoods, corridors, districts, historic preservation, public facilities, parks and open spaces, and individual sites. In addition, OP engages in urban design, land use, and historic preservation reviews. OP also conducts historic resources research and community visioning, and manages, analyzes, maps, and disseminates spatial and US Census data.

Objectives:

1. Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life.
2. Catalyze improvements in the urban design, racial equity, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans.
3. Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics.
4. Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design.
5. Efficient, Transparent, and Responsive Government

3 OBJECTIVES

3.1 PROVIDE DATA AND ANALYSIS TO SUPPORT SOUND AND INTEGRATED POLICY DECISIONS THAT STRENGTHEN THE DISTRICT'S FISCAL STABILITY, SUSTAINABILITY, AND QUALITY OF LIFE.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Percent of Geographic Information Systems (GIS) and State Data customers (internal and external) who receive requested maps and demographic data from OP staff	Up is Better	99.88%	92%	100%	92%
Outcome	Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP's contribution	Up is Better	100%	90%	100%	90%

3.2 CATALYZE IMPROVEMENTS IN THE URBAN DESIGN, RACIAL EQUITY, ECONOMIC VITALITY, AND LIVABILITY OF DISTRICT NEIGHBORHOODS BY CREATING EXCELLENT, CONTEXT-SENSITIVE PLANS.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs)	Up is Better	No incidents	92%	100%	92%
Outcome	Percent of discretionary developments/projects initiated within neighborhood plan boundaries that are guided by OP's small area or neighborhood plans	Up is Better	100%	95%	100%	95%
Outcome	Percent of small area plans or other planning and design initiatives active or launched that include a clear racial equity component in their goals, process, objectives, and/or outcomes	Up is Better	100%	90%	100%	90%

(continued)

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP's contribution	Up is Better	100%	90%	100%	90%
Efficiency	Percent of stakeholder requests for planning assistance fulfilled	Up is Better	99.45%	90%	100%	90%

3.3 INCREASE THE TRANSPARENCY AND PREDICTABILITY OF THE PLANNING PROCESS TO BETTER ENGAGE STAKEHOLDERS AND TO ENRICH THE DIALOGUE AROUND KEY PLANNING TOOLS AND TOPICS.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Percent of customers OP engages who rate their interaction with OP as satisfactory or higher	Up is Better	99.88%	90%	100%	90%
Efficiency	Percent of relevant ANCs and civic organizations that OP engages in small area or neighborhood planning activities	Up is Better	100%	90%	100%	90%

3.4 ENHANCE THE DISTRICT'S BUILT ENVIRONMENT BY PROMOTING HIGH QUALITY DEVELOPMENT THROUGH CLARIFIED REGULATIONS, MANDATORY AND DISCRETIONARY ZONING REVIEWS, HISTORIC PRESERVATION REVIEW PROCESSES, AND TECHNICAL ASSISTANCE IN PLANNING AND DESIGN.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Percent of Development Review reports for boards and commissions that did not require a supplemental report	Up is Better	93.92%	92%	95.38%	92%
Outcome	Percent of historic landmark designations without owner objection	Up is Better	100%	85%	90%	85%

(continued)

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Percent of DC government project reviews concluded with adverse effects resolved by consensus	Up is Better	99.19%	90%	99.07%	90%
Outcome	Percent of Historic Preservation staff reports with recommendations that are accepted by the Historic Preservation Review Board Chair and the Mayor's Agent	Up is Better	94.92%	92%	95.31%	92%
Outcome	Percent of OP setdown, design review, and map amendment reports for the Zoning Commission that include a Comp Plan racial equity analysis	Up is Better	98.33%	90%	96.77%	90%
Outcome	Percent of Planning Unit Developments (PUDs) that exceed minimum requirements to further the Sustainable DC plan including the provision of green roofs or other features to help reduce storm water runoff, electric car charging stations or bike share facilities	Up is Better	100%	80%	100%	80%
Efficiency	Average number of cases reviewed per zoning review staff	Neutral	53.38	35	11.47	35
Efficiency	Percent of historic property permit applications reviewed over the counter/signed and approved by OP staff	Up is Better	95.5%	90%	97.67%	90%

3.5 EFFICIENT, TRANSPARENT, AND RESPONSIVE GOVERNMENT

Create and maintain a highly efficient, transparent, and responsive District government.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Outcome	Percent of agency staff who were employed as Management Supervisory Service (MSS) employees prior to 4/1 of the fiscal year that had completed an Advancing Racial Equity (AE204) training facilitated by ORE within the past two years	Up is Better	90%	Target not required	83.33%	Target not required
Outcome	Percent of employees that are District residents	Up is Better	61.11%	Target not required	61.11%	Target not required
Outcome	Percent of new hires that are District residents (PeopleSoft)	Up is Better	75%	Target not required	75%	Target not required
Outcome	Percent of new hires that are current District residents and received a high school diploma from a DCPS or a District Public Charter School, or received an equivalent credential from the District of Columbia (eRecruit)	Up is Better	0%	Target not required	0%	Target not required
Outcome	Percent of required contractor evaluations submitted to the Office of Contracting and Procurement on time	Up is Better	0%	Target not required	0%	Target not required

4 ACTIVITIES

4.1 PLACEMAKING

Undertake placemaking projects to enliven and enrich properties, streets, neighborhoods, waterfronts, and the District.

No Related Measures

4.2 PLANNING PILOTS

Pilot planning tools to demonstrate the feasibility of new ideas or strategies in OP reports.

No Related Measures

4.3 EDUCATION

Educate residents and other stakeholders regarding current planning policies and zoning regulations.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of stakeholder engagement activities conducted by OP for purposes of education, dialogue, and/or feedback	Up is Better	591	Target not required	180	Target not required

4.4 BEST PRACTICES

Develop and adopt new and effective methods to improve the quality of public participation and input.

No Related Measures

4.5 ENGAGEMENT

Conduct meaningful public engagement through active projects and ongoing community conversations in all eight wards.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of stakeholder engagement activities conducted by ANCs or civic organizations that OP attends for the purposes of education, dialogue, and/or feedback	Neutral	50	Target not required	177	Target not required

4.6 POLICY AND REGULATION SUPPORT

Provide policy assistance and regulation support to the Mayor's Office and partner agencies in key sectors such as housing, transportation, economic development, and public space.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of public space applications submitted to OP for review	Neutral	842	Target not required	679	Target not required

4.7 CITYWIDE PLANNING

Create studies and provide programmatic support to District agencies for citywide issues such as affordable housing, arts and culture, urbanism, industrial lands, sustainability, health, and the creative economy.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of District agencies that have used OP research and analysis products to support their work	Neutral	64	Target not required	29	Target not required

4.8 PLANNED UNIT DEVELOPMENTS (PUDS)

Emphasize the provision of housing affordability, environmental sustainability, and design excellence for projects requesting additional density or development flexibility through the PUD process, while reviewing all proposed PUDs against the Comprehensive Plan, small area plans, and major policy initiatives.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of affordable housing units approved by the Zoning Commission through Planned Unit Developments	Up is Better	362	Target not required	209	Target not required

4.9 REVITALIZATION AND DESIGN

Partner on planning and implementation efforts for Center City, coordinating with District and Federal Partners, businesses, and resident groups.

No Related Measures

4.10 MAPPING SERVICES

Provide mapping services to District agencies and the public.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of requests for mapping or geospatial services	Neutral	258	Target not required	267	Target not required

4.11 DEMOGRAPHIC SERVICES

Provide U.S. Census population and demographic data to District agencies and the public.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of requests for Census or other demographics information	Neutral	923	Target not required	408	Target not required

4.12 GROWTH FORECASTS

Provide District of Columbia Growth Forecasts on population, households, and employment.

No Related Measures

4.13 CAPITAL PLANNING

Provide long-range capital planning services for schools, parks, and other public facilities.

No Related Measures

4.14 HPRB STAFF REPORTS

Produce a staff report on each case before the Historic Preservation Review Board.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of historic preservation cases submitted for Historic Preservation Review Board or U.S. Commission of Fine Arts review	Neutral	661	Target not required	563	Target not required

4.15 HISTORIC LANDMARK DESIGNATIONS

Evaluate and recognize significant properties eligible for historic landmark designation.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of cases filed for historic landmark designation	Neutral	10	Target not required	6	Target not required

4.16 HISTORIC PRESERVATION REVIEWS

Review conceptual design and permit applications for work on historically designated properties, or properties in historic districts, as an over-the-counter service.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of permit applications cleared by Historic Preservation Office staff	Neutral	4,998	Target not required	5,444	Target not required

4.17 GOVERNMENT PROJECT REVIEWS

Review conceptual design and permit applications for District and federal government undertakings for compatibility with historic work on historically designated or eligible properties, or properties in historic districts.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of archaeology cases regarding District and federal government undertakings filed for State Historic Preservation Office review	Neutral	449	Target not required	484	Target not required
Quantity	Number of historic preservation cases regarding District and federal government undertakings filed for State Historic Preservation Office review	Neutral	900	Target not required	851	Target not required

4.18 HISTORIC PRESERVATION PLANNING

Produce and update short- and long-term, comprehensive historic preservation plans and studies, including the DC Historic Preservation Plan and Historic Preservation Element of the DC Comprehensive Plan, to guide efforts, preserve history and heritage, and establish goals.

No Related Measures

4.19 COMPREHENSIVE PLAN

Monitor and update the city's Comprehensive Plan to establish land uses and other overarching policies that guide growth and development.

No Related Measures

4.20 NEIGHBORHOOD PLANS

Develop small area plans or other customized planning tools to address challenges and manage change at the neighborhood scale.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of neighborhood plans or major projects completed	Neutral	20	Target not required	7	Target not required
Quantity	Number of requests for planning assistance or information received from civic organizations or other stakeholders	Neutral	2,569	Target not required	961	Target not required

4.21 DESIGN SUPPORT

Provide design services to OP divisions and District agencies and undertake analysis to provide design decision-making frameworks.

No Related Measures

4.22 ZONING REGULATIONS UPDATE

Work with the Office of Zoning, Office of the Attorney General, and the Department of Buildings (DOB) to implement the new zoning regulations, and provide clarification through technical corrections and text amendments as necessary.

No Related Measures

4.23 ZONING STAFF REPORTS

Produce a staff report on each case before the Zoning Commission and Board of Zoning Adjustment.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Efficiency	Number of Board of Zoning Appeals cases that were amended based on OP input, so that they were able to be approved	Neutral	45	Target not required	12	Target not required

(continued)

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of cases filed for Zoning Commission review to implement the Comp Plan or further the Mayor's housing goals	Neutral	27	Target not required	16	Target not required

4.24 HISTORIC HOMEOWNER GRANTS

Award targeted grants to help low and moderate-income homeowners with the cost of preserving their historic homes.

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Number of historic homeowner grants awarded	Neutral	8	Target not required	3	Target not required

5 ADDITIONAL MEASURES

Measure Type	Measure	Directionality	FY2024	FY2025 Target	FY2025	FY2026 Target
Quantity	Dollar Value of African American Historical Burial Ground Grants Awarded	Up is Better	New in 2025	New in 2025	No Data Record	No Target Provided

6 PROJECTS

6.1 COLUMBIA HEIGHTS/MT PLEASANT PUBLIC LIFE AND VENDING STUDY

Proposed Completion Date: December 31, 2025

By December 31, 2025, OP will complete the Columbia Heights and Mt. Pleasant Public Life Study and a Vending Study for these communities to improve the quality and use of public spaces. These deliverables will continue to prioritize inclusive community engagement and interagency coordination for project completion and implementation.

Related Measures:

- Number of stakeholder engagement activities conducted by OP for purposes of education, dialogue, and/or feedback
- Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs)

6.2 AFRICAN AMERICAN BURIAL GROUND GRANT PROGRAM

Proposed Completion Date: September 30, 2026

By September 30, 2026, OP will implement a new program of grants to qualified charitable organizations for projects that support the identification, preservation and restoration of historic burial grounds, with a focus on the African American community.

Related Measures:

- Dollar Value of African American Historical Burial Ground Grants Awarded

6.3 DOWNTOWN ZONING STUDY

Related Activity Name: Zoning Regulations Update

Proposed Completion Date: September 30, 2026

By September 30, 2026, OP will complete a study of the Downtown zoning that will include an assessment of uses, trade areas, retail requirements, and the number of zones. The study will recommend changes to the zoning regulations to expedite adaptive reuse of buildings, minimize duplicative design review and support a vibrant downtown.

6.4 RFK MASTER PLAN

Related Activity Name: Neighborhood Plans

Proposed Completion Date: September 30, 2026

By September 30, 2026, OP will develop a draft master plan for the RFK Campus that will include zoning recommendations, building and streetscape design guidelines, street network configuration, and parks programming. The master plan process will be conducted through robust community engagement and coordination with District and federal agencies.

Related Measures:

- Number of neighborhood plans or major projects completed

- Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs)
- Percent of relevant ANC and civic organizations that OP engages in small area or neighborhood planning activities
- Percent of small area plans or other planning and design initiatives active or launched that include a clear racial equity component in their goals, process, objectives, and/or outcomes

6.5 H STREET NE PLANNING INITIATIVE

Related Activity Name: Neighborhood Plans

Proposed Completion Date: September 30, 2026

By September 30, 2026, OP will complete a planning study for H Street NE corridor that will include an assessment of market conditions and demand, land use feasibility, and public realm conditions. The study will make recommendations to establish a vibrant retail mix supported by residential development and a unified corridor identify.

Related Measures:

- Number of neighborhood plans or major projects completed
- Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs)
- Percent of relevant ANC and civic organizations that OP engages in small area or neighborhood planning activities
- Percent of small area plans or other planning and design initiatives active or launched that include a clear racial equity component in their goals, process, objectives, and/or outcomes

6.6 WARD 7 IMPLEMENTATION GRANTS

Related Activity Name: Planning Pilots

Proposed Completion Date: September 30, 2026

OP will issue and manage grants to community partners, by September 2026, to support the implementation of the Nannie Helen Burroughs Corridor Small Area Plan and the Pennsylvania Avenue East Small Area Plan. Grant funding will focus on advancing economic development and placemaking for Ward 7 communities along those two corridors and target initiatives that can catalyze further public and private investment.

6.7 AMERICA 250

Related Activity Name: Education

Proposed Completion Date: July 04, 2026

By July 4, 2026 OP will create a program of celebratory educational and outreach activities that highlight Washington DC's cultural heritage, planned design, and role in the establishment and early history of the nation.

6.8 SUPPORT THE PRODUCTION OF AFFORDABLE HOUSING

Proposed Completion Date: June 30, 2026

By June 30, 2026, OP will advance zoning changes that increase capacity for market rate and affordable housing, including Wisconsin Avenue NW and New York Avenue NE. OP will also produce an anti-displacement strategy that will be incorporated into DC 2050 process (the District's new Comprehensive Plan).

6.9 DC 2050

Proposed Completion Date: September 30, 2027

Lead the process to develop a new Comprehensive Plan for the District and deliver the legislation to Council in 2027.