

GOVERNMENT OF THE DISTRICT OF COLUMBIA



OFFICE OF ZONING

February 10, 2026

**Via E-Mail**

The Honorable Phil Mendelson  
Chairman, Council of the District of Columbia  
1350 Pennsylvania Avenue, N.W., Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

In response to the Committee of the Whole's Performance Oversight preliminary questions dated February 6, 2026, related to the Office of Zoning (OZ), I respectfully submit the following information:

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 A**.

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 B**.

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.*

Not Applicable

4. *(a) For fiscal year 2025, please list each employee whose annual salary was \$125,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and any bonus pay.*

2025			
<i>Last</i>	<i>Title</i>	<i>Salary</i>	<i>Overtime/Bonus Pay</i>
Abung	IT Specialist	\$ 137,561.00	N/A
Bardin	Director	\$ 206,097.50	N/A
Lovick	Supervisory Attorney Advisor	\$ 171,697.00	N/A
Mehlert	Supervisory Zoning Specialist	\$ 123,620.00	N/A
Nagelhout	Supervisory Attorney Advisor	\$ 193,382.00	N/A
Ritting	Attorney Advisor	\$ 163,143.00	N/A
Lampert	Attorney Advisor	\$ 130,784.00	N/A
Rose	Zoning Specialist	\$ 137,561.00	N/A
Schellin	Supervisory Zoning Specialist	\$ 156,662.02	N/A

*(b) For fiscal year 2026, please list each employee whose annual salary is or was \$125,000 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.*

2025			
<i>Name</i>	<i>Title</i>	<i>Salary</i>	<i>Overtime/Bonus Pay</i>
Abung	IT Specialist	\$ 137,561.00	N/A
Bardin	Director	\$ 206,097.50	N/A
Lovick	Supervisory Attorney Advisor	\$ 176,744.00	N/A
Mehlert	Supervisory Zoning Specialist	\$ 133,510.00	N/A
Nagelhout	Supervisory Attorney Advisor	\$ 193,382.00	N/A
Ritting	Attorney Advisor	\$ 163,143.00	N/A
Lampert	Attorney Advisor	\$ 130,784.00	N/A
Rose	Zoning Specialist	\$ 137,561.00	N/A
Schellin	Supervisory Zoning Specialist	\$ 156,662.36	N/A

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.*

OZ does not have any overtime earners.

6. *For fiscal years 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.*

Not Applicable

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.

OZ did not have any employees separated from the agency in FY 2025 or 2026.

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

OZ did not have any employees who received worker's compensation in fiscal years 2024, 2025, or 2026.

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).

OZ did not have any employees on administrative leave in fiscal years 2025 or 2026.

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			
Intra-Districts - BJO as the Buyer			
Seller Agency	Date	Amount	Description
Office of Contracting and Procurement	10/1/2024	\$30,000	PCARD
DCHR	10/1/2024	\$13,955	HR MOU
DSLBD	10/1/2024	\$336	License
RTS-DCNet	10/1/2024	\$500	RTS
NON DCNet	10/1/2024	\$500	DCNet
Intra-Districts - BJO as the Seller			
Funding Agency	Date	Amount	Description
Office of Planning (BD0)	10/1/2025	\$6,487.00	Provide audio/visual support for Historic Preservation Review Board (HPRB) Hearings

FY 2026			
Intra-Districts - BJO as the Buyer			
Seller Agency	Date	Amount	Description
Office of Contracting and Procurement	10/1/2025	\$30,000	PCARD
DCHR	10/1/2025	\$13,955	HR MOU
OCTO	10/1/2025	\$8,836	HR MOU
DSLBD	10/1/2025	\$336	License
RTS-DCNet	10/1/2025	\$500	RTS
NON DC Net	10/1/2025	\$500	DCNet
Intra-Districts - BJO as the Seller			
Funding Agency	Date	Amount	Description
Office of Planning (BD0)	10/1/2026	\$6,487.00	Provide audio/visual support for Historic Preservation Review Board (HPRB) Hearings

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.

Reprogrammings Into/Out of the Agency				
FY 2025 Original Budget				
	Reason	Amount	From	To
None				

Reprogrammings Into/Out of the Agency				
FY 2026 Original Budget				
	Reason	Amount	From	To
None				

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.

OZ has not reprogrammed any funds thus far in FY 2026.

13. 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.

OZ does not have any special purpose revenue funds maintained by, used by, or available for use by the agency.

14. Please provide a table showing your agency's Council-approved original budget, revised budget (after reprogrammings, 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 2026.

Object		FY24		FY25		FY26	
Class	Description	Approved Budget	Revised Budget	Approved Budget	Revised Budget	Approved Budget	Revised Budget
<b>Personnel Services:</b>							
11	Salaries – Cont. Full-Time	\$2,901,559	\$2,848,944	\$2,984,643	\$2,984,643	\$2,830,674	\$2,830,674
12	Salaries - Term	\$0	\$0	\$0	\$0	\$185,834	\$185,834
13	Additional Gross Pay	\$0	\$0	\$0	\$0	\$0	\$0
14	Fringe Benefits	\$616,673	\$606,150	\$608,867	\$608,867	\$632,572	\$632,572
15	Overtime	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Total Personnel Services</b>	<b>\$3,518,232</b>	<b>\$3,455,094</b>	<b>\$3,593,510</b>	<b>\$3,593,510</b>	<b>\$3,649,080</b>	<b>\$3,649,080</b>
<b>Non-Personnel Services:</b>							
20	Supplies	\$19,600	\$19,600	\$19,600	\$9,000	\$19,600	\$19,600
31	Telecommunications	\$1,100	\$1,100	\$1,100	\$1,000	\$1,100	\$1,100
40	Other Services	\$169,562	\$169,562	\$170,262	\$106,082	\$296,262	\$296,262
41	Contractual Services	\$352,482	\$402,482	\$477,482	\$342,711	\$377,489	\$377,489
70	Equipment	\$23,750	\$23,750	\$23,750	\$16,564	\$23,750	\$23,750
	<b>Total Non-Personnel Services</b>	<b>\$566,493</b>	<b>\$616,494</b>	<b>\$692,194</b>	<b>\$475,357</b>	<b>\$718,201</b>	<b>\$718,201</b>
	<b>Total Budget</b>	<b>\$4,282,887</b>	<b>\$4,308,473</b>	<b>\$4,4489,810</b>	<b>\$4,068,867</b>	<b>\$4,367,281</b>	<b>\$4,367,281</b>
<b>NOTES:</b>							
	Funds surrendered because of the FY 2025 financial crisis caused by Congress.						

Object		FY24			FY25		
Class	Description	Revised Budget	Obligations	Available Budget	Revised Budget	Obligations	Available Budget
<b>Personnel Services:</b>							
11	Salaries - Cont. Full-Time	\$2,848,944	\$2,815,836	\$33,108	\$2,984,643	\$2,716,831	\$267,812
12	Salaries - Term	\$0	\$27,590	(\$27,590)	\$0	\$155,392	(\$155,392)
13	Additional Gross Pay	\$0	\$24,800	(\$24,800)	\$0	\$21,747	(\$21,747)
14	Fringe Benefits	\$606,150	\$638,892	(\$32,742)	\$608,867	\$654,136	(\$45,269)

15	Overtime	\$0	\$0	\$0	\$0	\$0	
	<b>Total Personnel Services</b>	<b>\$3,455,094</b>	<b>\$3,507,117</b>	<b>(\$52,023)</b>	<b>\$3,593,510</b>	<b>\$3,548,640</b>	<b>\$44,869</b>
	<b>Non-Personnel Services:</b>						
20	Supplies	\$19,600	\$10,662	\$8,937	\$9,000	\$8,479	\$521
31	Telecommunications	\$1,100	\$0	\$1,100	\$1,000	\$0	\$1,000
40	Other Services	\$169,562	\$103,494	\$66,069	\$106,082	\$87,781	\$18,301
41	Contractual Services	\$402,482	\$352,213	\$50,268	\$342,711	\$320,407	\$22,304
70	Equipment	\$23,750	\$23,388	\$362	\$16,564	\$16,564	\$0
	<b>Total Non-Personnel Services</b>	<b>\$616,494</b>	<b>\$489,758</b>	<b>\$126,736</b>	<b>\$475,357</b>	<b>\$433,231</b>	<b>\$42,125</b>
	<b>Total Budget</b>	<b>\$4,071,588</b>	<b>\$3,996,875</b>	<b>\$74,713</b>	<b>\$4,068,867</b>	<b>\$3,981,872</b>	<b>\$86,995</b>

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.

2025			
Agency	Service	Date Entered	Date Terminated
Office of Planning	Provide audio/visual support for Historic Preservation Review Board (HPRB) Hearings.	10/01/2024	09/30/2025
DSLBD	To provide funding for Salesforce licenses for access to DSLBD's District Enterprise System ("DES").	10/01/2024	09/30/2025
DCHR	To provide personnel services to the Office of Zoning.	10/01/2024	09/30/2025
MODDHH	Costs of sign language interpretation and/or CART services provided through ODDHH	10/01/2024	09/30/2025
2026			
Agency	Service	Date Entered	Date Terminated
Office of Planning	Provide audio/visual support for Historic Preservation Review Board (HPRB) Hearings.	10/01/2025	09/30/2026
DSLBD	To provide funding for Salesforce licenses for access to DSLBD's District Enterprise System ("DES").	10/01/2025	09/30/2026
DCHR	To provide personnel services to the Office of Zoning.	10/01/2025	09/30/2026
MODDHH	Costs of sign language interpretation and/or CART services provided through ODDHH	10/01/2025	09/30/2026

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 enhancements 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.

OZ had two budget enhancement requests for FY 2024 , one for FY2025 and two for FY2026. (See **Attachment C**)

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.*

**Description**

OZ has one capital project that is focused on the continued, multi-year implementation of a variety of mission-critical information technology systems relating to the Zoning Regulations, the Zoning Map, the Zoning Handbook, and the Interactive Zoning Information System (IZIS). The objectives of the project are to: (1) improve zoning services through the use of technology to enable the public to better understand available zoning relief mechanisms; and (2) provide the community with user-friendly zoning information systems that are updated in real time.

**Progress Assessment**

The capital project remains ongoing. OZ has built IZIS, the new Zoning Map, and the Zoning Handbook; however, it continues to make enhancements to IZIS, the Zoning Map, and the Zoning Handbook to make the most up-to-date information readily available to the public to incorporate updates approved to the Zoning Regulations and Map.

**Funding:**

Project No	Approp No	Allotments	Expenditures	Encumbrances	Lifetime Balance
JM102C	70561	\$160,091	\$11,595	\$116,576	\$31,920

18. *Please list all pending lawsuits that name your agency (or agency director in 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.*

Not Applicable

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).*

Not Applicable

*(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.*

Not Applicable

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.*

OZ has not had any grievances filed by labor unions in fiscal years 2024, 2025, and 2026.

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.*

OZ follows the Mayor's Sexual Harassment Policy, Guidance and Procedures (Mayor's Order 2017-313) as a guideline to investigate allegations of sexual harassment or misconduct committed by or against its employees. (Sections 422(2), (3), and (11) of the District of Columbia Home Rule Act, 87 Stat. 790; Pub. L. No. 93-198, D.C. Official Code § 1-204.22(2), (3), and (11) (2016 Repl.), and the District of Columbia Human Rights Act of 1977, D.C. Law 2-38, D.C. Official Code §§ 2-1401.01 et seq. (2016 Repl.).)

#### **Agency Review and Investigation of Reported Claims**

- Any supervisor or manager who receives a complaint or concern regarding sexual harassment or inappropriate conduct must take immediate steps to notify the Sexual Harassment Officer, who will ensure that an investigation is conducted and take other actions, as appropriate. All efforts shall be documented.
- Where there is an allegation of criminal misconduct, including for example, sexual assault, kidnapping, stalking, and threats to do bodily harm, the agency may, after consulting its Legal Counsel, place the victim and/or the alleged harasser on administrative leave with pay pending final administrative resolution of the complaint or any criminal proceeding. The complainant at his or her choice may report the alleged criminal violation to a law enforcement agency, including the Metropolitan Police Department (MPD). Where either

the agency or an appropriate law enforcement officer determines that a criminal violation occurred, the agency shall recommend discipline of the perpetrator up to, and including, termination.

- When an allegation of sexual harassment is reported, including allegations of criminal misconduct, the agency shall notify the agency’s Legal Counsel, who in turn must notify the Mayor’s Office of Legal Counsel (MOLC) of the allegation.
- Allegations of sexual harassment shall be investigated and resolved as soon as practicable, but no later than 60 days after reporting. The agency or office investigating the charges must provide the employee and the alleged harasser with a written notification of its findings and conclusions after the 60-day period, and shall convey the same to MOLC.
- The agency shall also require that any employee found to have engaged in inappropriate conduct who is not terminated must attend mandatory sexual harassment training within 60 days of receipt of the findings. Such training is supplemental to any disciplinary actions and must occur even if the employee recently received training.
- The agency shall also remind complainants of sexual assault or other possible crimes of the existence of the DC Victim Hotline. The Hotline, 1-844-443-5732, is available 24/7 by telephone, text or online chat to seamlessly connect victims of crime to free resources to help them navigate the physical, financial, legal, and emotional repercussions of crime. In particular, through the Hotline, victims may be matched with an advocate who can help them decide whether to pursue a matter through the criminal justice process.

*(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.*

OZ received no complaints in FY 2025 and FY 2026.

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).*

Fiscal Year	Card Holder	Title	Purchase Limit		Total Spent	
			Individual/Daily	Monthly		
2025	Zelalem Hill	Special Assistant	\$2,500.00 for services Goods	\$5,000.00 for	\$20,000.00	\$19,043
2026	Zelalem Hill	Special Assistant	\$2,500.00 for services for Goods	\$10,000.00	\$40,000.00	\$14,319

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.*

FY 2025 Procurements Over \$25,000		
Description	Vendor	Amount Obligated in 2025
IZIS Development Project and Website Support	OST, Inc.	\$149,718.00
Zoning Map Support, Maintenance and Enhancements	Blue Raster	\$80,000.00
Court Reporting Services – BZA	Hunt Reporting	\$40,000.00
Court Reporting Services – ZC	Hunt Reporting	\$30,000.00
Legal Consulting Services	C. Collins	\$50,000.00

FY 2026 Procurements Over \$25,000		
Description	Vendor	Amount Obligated in 2026
IZIS Development Project and Website Support	OST, Inc.	\$80,000.00
Zoning Map Support, Maintenance and Enhancements	Blue Raster	\$80,000.00
Court Reporting Services – BZA	Hunt Reporting	\$40,000.00
Court Reporting Services – ZC	Hunt Reporting	\$30,000.00
WestLaw	West Publishing Corp	\$31,108.00
Legal Consulting Services	TBD	\$125,000.00

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

OZ limits who may have use of an agency issued cellphone. In addition, OZ limits costs by using a cell phone plan with a standard monthly rate with shared minutes, so that no overages are accumulated. OZ also reviews the monthly statements.

*(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 2024 and 2025 (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.*

Phone Holder	Title	Annual Expense	Justification
Robert Reid	Zoning Specialist	\$419.88	Teleworking
Ella Ackerman	Zoning Specialist	\$419.88	
Janice Tillery	Contact Rep	\$419.88	
Chloe Sellers	Attorney Advisor	\$419.88	
Hillary Lovick	Lead Attorney Advisor	\$419.88	
Mary Nagelhout	Lead Attorney Advisor	\$419.88	
Jordane Wong	Attorney Advisor	\$419.88	
Sarah Bajaj	Attorney Advisor	\$419.88	
Dennis Liu	Attorney Advisor	\$419.88	
Kiya Plater	Administrative Support Specialist	\$419.88	
Carissa DeMare	Attorney Advisor	\$419.88	
Ndifon Abung	IT Specialist	\$419.88	
Michael Sakinejad	GIS Program Manager	\$419.88	
<b>2026</b>			
Phone Holder	Title	Annual Expense	Justification
Robert Reid	Zoning Specialist	\$438.84	Teleworking
Ella Ackerman	Zoning Specialist	\$438.84	
Janice Tillery	Contact Rep	\$438.84	
Chloe Sellers	Attorney Advisor	\$438.84	
Hillary Lovick	Lead Attorney Advisor	\$438.84	
Mary Nagelhout	Lead Attorney Advisor	\$438.84	
Jordane Wong	Attorney Advisor	\$438.84	
Sarah Bajaj	Attorney Advisor	\$438.84	
Dennis Liu	Attorney Advisor	\$438.84	
Kiya Plater	Administrative Support Specialist	\$438.84	
Carissa DeMare	Attorney Advisor	\$438.84	
Ndifon Abung	IT Specialist	\$438.84	
Michael Sakinejad	GIS Program Manager	\$438.84	

25. (a) Does your agency have or use one or more government vehicle? If so, for fiscal years 2024 and 2025 (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.; and (6) what employee discipline resulted, if any.*

OZ does not have or use a government vehicle.

*(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2023, 2024, and 2025 (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; and (5) whether there was a finding of fault and, if so, who was determined to be at fault.*

Not applicable.

26. *Please list every lawsuit against the agency that was settled or decided by a trial court in FY 2024 and FY 2025 to date. Briefly describe each and the sanction, if any.*

Not applicable.

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 in FY 2023, 2024, and 2025 (as of January 31<sup>st</sup>) for a settlement or judgment pursuant to D.C. Code § 2-402.*

Not applicable.

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?*

OZ does not have or use a chauffeur, take-home vehicles, or the use of SUVs. OZ is in full compliance.

*(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.*

Not applicable.

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 at 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).

Not applicable.

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.

WAE	Term	Contract
0	0	0

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

OZ is very proud of the actions it has taken to ensure that zoning processes are very transparent to the public. OZ will continue to expand on the information already available 24/7. Along with the tremendous amount of searchable information that is available on its website, OZ also provides the following services and information that enhance agency transparency:

1. IZIS – Interactive Zoning Information System
  - a. Case documents for all ZC and BZA case types, including PUDs, map amendments, appeals, rulemakings, time extensions of approved cases, modifications of approved cases, campus plans, special exceptions, variances, and foreign mission cases.
  - b. Case information for all case types (i.e., status, relief, action, order, transcripts, etc.).
  - c. Automatic notifications to alert ANCs on newly filed cases.
2. Official Electronic Zoning Map
  - a. Zone district information.
  - b. Case information (i.e., orders, relief, and locations for closed cases).
  - c. Links to the Zoning Handbooks that contains additional information.
3. Enhanced user-friendly Zoning Regulations viewer
4. All ZC and BZA Orders
5. All ZC and BZA Transcripts since 1997
6. ZC and BZA Calendar with Hearing and Meeting Schedules
7. Live Webcast of All Hearings and Meetings
8. Video on Demand Hearings and Meetings dating back to 2006

In addition, pursuant to the Open Meetings Act, OZ has made every effort to be in compliance with Open Meetings requirements, including announcing, noticing, and voting on all closed meetings for the purpose of seeking legal advice from counsel and deliberating upon, but not deciding cases scheduled for decision, pursuant to §§ 405(b)(4) and 405 (b)(13) of the District of Columbia Administrative Procedure Act (“Act”). Further, in accordance with § 408 of the Act, OZ

maintains a recorded archive of all such meetings. The Office of Open Government recently stated in a February 7, 2025 Dismissal of Complaint, “The ZC, through its advance use of the *Register* in tandem with the OZ’s site, is actually among the District’s most organized and comprehensive systems of notice.” And later in 2025, OZ worked with the Office of Open Government to ensure that its closed meetings practices continue to be in compliance with the Open Meetings requirement.

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

In FY 2026 and beyond, OZ will continue to strive to make all of its services and information available to the public. A few initiatives that OZ will be working on in FY 2026 and beyond are:

- Wizard forms for party status, motions, postponements, etc.; and
- Enhancements to existing systems.

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

Not applicable.

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

OZ is unaware of any statutory or regulatory impediments to its operations at this time.

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 2024, 2025, and 2026 (as of January 31) related to FOIA.*

As shown in the FY 2025 data, of the 142 requests received, 89% (126 requests) of the FOIA requests received by OZ were referred, in whole or in part, to another public body. In practice, this occurs frequently because individuals submit FOIA requests to OZ seeking information regarding building permits, certificates of occupancy, zoning compliance actions, or environmental hazards, for which OZ keeps no relevant records. These requests are referred to the appropriate agency, which is most often the Department of Buildings or the Department of Energy and Environment.

In addition, much of the zoning information sought by FOIA requests in FY 2025 was publicly available and, therefore, did not require the release of internal records. For those requests, OZ provided a response to the individual that indicated where the information sought could be found and, when possible, provided links to the relevant OZ tool or resource. Most often, the information sought could be found in the Official Zoning Map, the Interactive Zoning Information System, and/or the Zoning Regulations. (see **Attachment D**)

Fiscal Year	Amount
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FY 2024	\$3,637.00
FY 2025	\$3,012.00
FY 2026	-

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).

Fiscal Year	Adjusted Expendable Budget	Amount Spent with SBEs	Percentage Spent with SBEs	CBE Spending Goal Per opportunities Guide
FY 2024	\$164,943	\$83,103	101%	\$\$82,472
FY 2025	\$296,555	\$39,544*	23%*	\$148,277
FY 2026	\$213,155	N/A	N/A	N/A

Fiscal Year	Amount Spent with CBEs	Percentage Spent with CBEs	Number of CBE Waivers Submitted	Waiver Dollar Amount	Efforts to reduce Waivers
FY 2024	\$83,103	101%	N/A	N/A	Whenever possible, OZ made every effort to spend all expendable dollars with CSBEs before contracting with non-CSBE entities.
FY 2025	\$39,544*	23%*	N/A	N/A	
FY 2026	N/A	N/A	N/A	N/A	

- This figure reflects approximately 50% of OZ’s expendable budget after the District wide budget revisions at the end of FY2025.

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 E**.

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).

Measure Name	FY2024 Report	FY2025 Report	FY2026 1st Qtr
Percent of Board of Zoning Adjustment hearings scheduled within 4 months of application acceptance (excluding recess month)	36%*	95%	91%
Percent of zoning certifications completed within 5 business days	82%	93.75%	100%
Number of outreach meetings held	7	6	0
Percent of general inquiries responded to within 24 hours	74%	92.1%	94%
Number of Appeals to the DC Court of Appeals (by Calendar Year)	6	1	0
Number of Board of Zoning Adjustment cases filed	203	196	50
Number of Board of Zoning Adjustment Full Orders Issued	New in 2025	32	3
Number of Board of Zoning Adjustment Summary Orders Issued	New in 2025	168	42
Number of public witnesses signed up to testify before the Board of Zoning Adjustment	New in 2025	825	170
Number of public witnesses signed up to testify before the Zoning Commission	New in 2025	292	187
Number of Zoning Commission cases filed	52	82	22
Number of Zoning Commission orders issued	63	46	13
Percent of Board of Zoning Adjustment full orders issued that are within 5 months of decision	20%	18.75%	33%

Percent of Board of Zoning Adjustment summary orders that are issued within 10 business days of decision	100%	100%	100%
Percent of Zoning Commission orders issued within 4 months of decision	60%	61%	67%
Number of unique Zoning Map hits	116,041	86,090	29,139
Percent of updates to the official zoning map completed within 5 of days of the issuance of a zoning order	100%	100%	100%
Number of unique website hits	713,881	527,583	73,802
Number of Text Amendments	New in 2025	8	1

\* Denotes previous measure of 3 months.

*(b) What KPIs have been dropped (or changed) since 2025? List each specifically and explain why it was dropped or changed.*

N/A

39. *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 in fiscal years 2025 and 2026.*

**1. Providing service to the Zoning Commission and Board of Zoning Adjustment**

The mission of OZ is to provide administrative, professional, and technical assistance to the Zoning Commission (ZC) and the Board of Zoning Adjustment (BZA) in support of their oversight and adjudication of zoning matters in the District of Columbia. OZ administers the zoning application processes for the ZC and BZA. The agency reviews and accepts applications, schedules hearings to determine whether cases meet specified zoning criteria, schedules meetings to make determinations with respect to pending applications, and issues legal orders. It is the top priority of OZ to provide the highest level of assistance to the ZC and BZA.

**2. Racial Equity**

OZ has made it a priority this year to advance racial equity initiatives, particularly with respect to ZC decisions. The last updates to the Comprehensive Plan (the “Comp Plan”) required the Commission to evaluate all zoning actions through a racial equity lens. In order to comply with these Comp Plan requirements more formally, the Commission released its initial racial equity analysis tool on April 28, 2022. While the Commission found the initial tool’s guidance regarding requirements of racial equity submissions and racial equity themes and outcomes to consider in evaluating zoning actions helpful, it acknowledged the limitations of the

information being considered and the need for more data to be considered in the evaluation process. For this reason, the Commission held a public roundtable on September 22, 2022 to seek community input and ideas about ways the Commission could refine the initial tool. The Commission then instructed OZ staff to subsequently meet with DC government agencies and external stakeholders with knowledge and expertise on racial equity issues to revise and refine the initial tool. After a few months of collaboration and several iterations, the revised tool was released on February 3, 2023. The main revisions included a new community outreach and engagement component, a new disaggregated race and ethnicity data component requiring centralized data sources, and additional evaluation themes and outcomes to consider. The revised tool has assisted the Commission in advancing racial equity initiatives and it expects the tool to continue to be refined over time.

In FY 2025, OZ conducted an internal review of its racial equity tool and share some results with a few stakeholders. The following is a snapshot of what we found:

### **Overview & Purpose**

The Office of Zoning (OZ) reviewed the effectiveness of the DC Zoning Commission's revised Racial Equity Analysis Tool (RE2), which was updated to comply with the Comprehensive Plan's mandate to evaluate zoning actions through a racial equity lens. The review compares three stages: pre-tool (RE0), the first tool (RE1), and the revised tool (RE2), focusing on improvements in community engagement, data use, and project outcomes.

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### **Key Improvements Across Tool Versions**

- **RE0 (Pre-tool):** Outreach and analysis were vague, with little detail on community engagement or impacts. Reports relied mostly on applicant statements, not community input.
- **RE1 (First tool):** Introduced themes like displacement and housing, with some improvements in outreach and timing. However, details and community perspectives remained limited.
- **RE2 (Revised tool):** Major improvements in outreach, including specific engagement with stakeholders (residents, businesses, agencies), detailed methods (websites, meetings, emails), and comprehensive reporting of community input, impacts, and mitigation efforts. The number of affordable units offered increased, suggesting a link between outreach and project outcomes.

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### **Case Outcomes: Detailed Findings**

#### **Scope**

- The review analyzed **52 Commission cases** filed between February 2023 and September 2024, including map amendments, planned unit developments (PUDs), text amendments, design reviews, modifications, and campus plans

#### **1. Enhanced Community Engagement**

- Applications using RE2 provided more detailed statements about outreach, integrating sample questions and connecting findings to the Racial Equity Crosswalk.
- Example: One applicant described meetings with the ANC, tenants, community groups, and residents, which led to design changes and amenities specifically for senior citizens. The applicant also explained why certain design changes (like reducing units) were not made.

## 2. Effective Use of Disaggregated Data

- Requiring the Office of Planning (OP) to provide disaggregated race and ethnicity data helped clarify where more housing and affordable units were needed.
- Example: In one case, data showed the area was predominantly white with higher median income and homeownership rates than the District overall. This supported the increased density and affordable housing that would be facilitated by the proposed map amendment.
- In another case, the data revealed nuanced income differences by race, helping the Commission understand which groups were more likely to benefit from the increased housing opportunities resulting from the zoning action's approval.

## 3. Balancing Affordable Housing Distribution

- The data also helped identify areas potentially overburdened with affordable housing units.
- Example: In a case involving rezoning located in an area with an overconcentration of existing affordable housing, OP recommended not applying Inclusionary Zoning Plus (IZ+) to avoid clustering too much affordable housing in one area. The Commission agreed, aiming for a mixed-income neighborhood and naturally occurring revitalization.

## 4. Open-Ended Nature of the Tool

- The open-ended questions in RE2 allowed applicants to provide substantive explanations of their engagement and project impacts, rather than just checking boxes.
- This flexibility made the process accessible to a wider range of developers and encouraged more meaningful community engagement.

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## Initial Conclusions

- **RE2 led to more robust community engagement**, more detailed applications, and better contextualization of equity issues.
- The presumption that RE2 would reduce the number of approved projects or create compliance burdens was not substantiated; the number of cases did not decrease, and open-ended questions yielded informative response.

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## Recommendations & Next Steps

- Continue refining the tool based on feedback and case outcomes.

- Consider standardizing community outreach benchmarks and clarifying evaluation criteria for racial equity.
- Maintain flexibility in the tool to encourage substantive, context-specific engagement and reporting.
- The Commission may consider a roundtable to gather feedback on standardizing outreach, clarifying roles of community organizations, establishing racial equity goals, and balancing housing provision with engagement.

Category	RE0	RE1	RE2
<b>Public Outreach</b>	Outreach was conducted with ANCs and DC Agencies. There was no elaboration on the meetings.	Outreach was conducted with multiple ANC/DC Agencies and with residents of adjacent townhome community.	Outreach was conducted with: Primary stakeholders including Current residents, ANC/SMD, 200 footers, and City Council Member Secondary stakeholders including the following surrounding businesses: DC government institutions, Medical facilities Non-profit entity, and Church.
<b>Characteristics of the Affected Community</b>	Does not discuss.	Does not discuss.	Includes information which informed their methods of outreach.
<b>Outreach methods utilized</b>	Does not discuss.	Does not discuss.	<ul style="list-style-type: none"> <li>• Creation of project website (<a href="https://imaginemvd.com">https://imaginemvd.com</a>).</li> <li>• Door to door outreach</li> <li>• Virtual (Zoom) resident engagement meetings</li> <li>• Email communication via contact list developed to date.</li> <li>• Email communication via existing site property manager's rental platform.</li> </ul>
<b>Number of meetings referenced</b>	<ul style="list-style-type: none"> <li>• "Multiple" intensive rounds of meetings with the ANC.</li> <li>• Applicant has made itself available for discussing the Project with any interested</li> </ul>	<ul style="list-style-type: none"> <li>• 3 with ANC</li> <li>• "numerous" with residents of adjacent townhome community.</li> </ul>	<ul style="list-style-type: none"> <li>• 1 Workshop</li> <li>• 4-5 with ANC</li> <li>• 6-10 with community.</li> </ul>

Category	RE0	RE1	RE2
	neighbors or community groups.		
Timing of the outreach	The case record does not specify the timing of the outreach conducted.	Outreach began approximately 9 months prior to application.	Outreach began approximately 10 months prior to public hearing.
Timing of the RE Analysis Submission	An analysis was provided prior to the public hearing.	An analysis was provided shortly after the application was submitted.	An analysis was provided at the time the application was submitted.
Potential Impacts/ Outcomes	Potential impacts and outcomes are discussed but the analysis appears to be based on the applicant's statements not necessarily on input from the community.	Analysis provides the positive impacts of the project; however, the analysis appears to be based on the applicant's statements not necessarily on input from the community.	Analysis was provided with more details, including input from the community. Includes: <ul style="list-style-type: none"> <li>• List of community members who may benefit from the project</li> <li>• List of community members who may be burdened from the project</li> <li>• List of potential positive outcomes</li> <li>• List of potential negative outcomes</li> <li>• List of changes/modifications to the proposed project that respond to community input</li> <li>• List of input that was not incorporated</li> <li>• Efforts made to mitigate potential negative outcomes</li> <li>• The report also contains a detailed evaluation of positive, negative and neutral outcomes.</li> </ul>
Affordability	11% of units earning 60% 2% of units earning 50%	15% of units will be at 60% income levels.	17% of units will be at 60% and 50% income levels.

### 3. ZC and BZA Order Writing

In FY 2022, the City Council and the Mayor funded the transfer of the responsibility to provide legal counsel to the BZA/ZC from the Office of the Attorney General to the Office of Zoning. We knew the new responsibilities would be challenging and that it would take time to adjust, make a difference and clear the 90+ order backlog. Since the responsibility shift, in total we have issued nearly 1,000 BZA orders, which means that the attorneys **have had to analyze and draft a report for every one of these cases prior to the hearing** as well as conduct a

complete review of the case record and hearing transcript for orders written from the inherited backlog. Essentially, every week an average of eight cases must be analyzed for the upcoming hearing in addition to the responsibility of writing the full orders. Of the 976 orders written since FY 22, 143 were full orders drafted and reviewed by OZLD. The list of backlogged orders you requested of the agency shows that OZLD has steadfastly worked to provide legal advice to the Board, drafted almost all the aging approved and denial orders on the list, and issued several orders decided within the year.

Further, with the assistance of funds allotted by the Council and the hard work of OZLD, we have initial drafts on 34 of the outstanding full orders, most of which are appeals. We are currently in the process of executing a contract for a highly qualified contractor to finalize the oldest orders, starting with Commissioner Eckenwiler's two orders. We believe the contract will be finalized by March 1<sup>st</sup>. As a side note, Mr. Otten's order has already been sent out to parties for exceptions and should be issued within the next few weeks. I have faith that we will put a serious dent in eliminating the backlog by September 20, 2026.

This year on the Zoning Commission side, we fell short of our goals, but we are in the process of rectifying that. We unfortunately had a staffing shortage due to the resignation of an employee. This left only two attorneys working on all the Zoning Commission (ZC) cases. A new attorney was subsequently hired but it takes time for a new attorney to come up to speed. Despite the setback, OZ was able to issue 74 orders since October 2024 and all, but two of the orders aging over 60 days, will be issued in March.

#### **4. Technology - Interactive Zoning Information System/Zoning Map**

OZ is working to improve the internal and external IZIS workflows to allow for increased efficiency in the processing of cases. OZ is developing workflows that will allow employees to see key information at a glance. In addition, OZ is overhauling the external user interface to better facilitate the filing of cases and documents into the case record for the public. OZ is also working to develop new upgrades to the Zoning Map in an effort to provide added information to the public. Some of the upgrades will include adding new data sets for map amendment cases; adding increased PUD information, including project FAR, total units, affordable units, public benefits; and adding 2D developments standards. The updates will enhance the Zoning Map user experience by providing additional pertinent zoning information.

#### **5. Public Outreach/Customer Service to the Public**

Public outreach remains one of the biggest priorities for OZ. OZ will spearhead targeted outreach to the ANCs again this fiscal year. This training will be focused on teaching the public how to access and use the regulations, map, and handbook and will outline the main changes from the previous regulations. Transparency, education, innovation, and responsiveness are the cornerstones of OZ's customer service mission. For more than a decade, OZ has strived to find new and innovative ways to improve the delivery of service and information to its customers. OZ has worked very hard to make its operations and services transparent and

easily accessible. While these efforts have been applauded by the community, we will not stand on our laurels. In addition, OZ remains steadfast in its commitment to answering telephone inquiries and emails within 24 hours or the next business day.

40. (a) Please provide as an attachment a list in chronological order of all Zoning Commission cases for which an order was issued since the beginning of Fiscal Year 2022. For each, give the case number, date of the application, date of any associated hearing (if any), date of decision (if any), and date of the order.

Please see **Attachment F**.

- (b) Please provide as an attachment the same information for Board of Zoning Adjustment cases.

Please see **Attachment G**.

41. For both the Zoning Commission and the Board of Zoning Adjustment, please list (for each) the backlog of cases for which an order needs to be issued. List this in chronological order, explain the delay, and estimate, if possible, when the order will issue. For this question “backlog” means any case decided over 60 days ago.

### ZC Full Order Log

Case Number	Case Type	Final Action	Aging (Days)	Notes
23-02	MA	5/9/2024	452	The orders have been signed and will be published next week.
23-26	MA	2/13/2025	252	
24-21	DR	3/17/2025	230	Will be issued in March.
91-07A	MOD/WO	1/30/2025	192	Issued 10/24/2025
03-05A	MOD/S	7/25/2024	162	Issued 3/7/2025
23-14	MA	5/9/2024	154	Issued 12/10/2024
24-14	MA	7/10/2025	147	Will be issued in March.
20-12A	TE	7/11/2024	147	Issued 1/31/2025
04-14H	PUD	3/13/2025	146	Issued 10/2/2025
24-10	MA,MA	6/26/2025	137	
20-27A	TE	9/26/2024	137	Issued 4/4/2025
08-06R	MOD/WO,TC	7/31/2025	132	
20-08E	CP/FP	7/21/2025	130	Issued 1/16/2026
22-31	MA	4/11/2024	127	Issued 10/4/2024

Case Number	Case Type	Final Action	Aging (Days)	Notes
22-06A	MOD/WO	6/26/2025	124	Issued 12/16/2025
23-17	MA	6/27/2024	119	Issued 12/10/2024
16-18G	CP	11/21/2024	112	Issued 4/25/2025
23-23	MA	7/11/2024	112	Issued 12/13/2024
86-04B	PUD,MOD/S	5/30/2024	112	Issued 11/1/2024
05-28AI	TE	4/24/2025	107	Issued 9/19/2025
24-06	MA	2/27/2025	107	Issued 7/25/2025
24-09	MA	2/27/2025	107	Issued 7/25/2025
24-07	MA	2/27/2025	107	Issued 7/25/2025
23-25	MA,MA	1/30/2025	107	Issued 6/27/2025
23-29	PUD,MA	12/19/2024	107	Issued 5/16/2025
24-12	PUD,MA	9/11/2025	102	The order has been signed and will be published next week.
24-23	DR	3/27/2025	102	Issued 8/15/2025
25-05	CP	7/28/2025	100	Issued 12/12/2025
13-14E	MOD/W	7/31/2025	99	Issued 12/16/2025
20-08C	MOD/C	9/26/2024	97	Issued 2/7/2025
14-13F	TC	5/30/2024	97	Issued 10/11/2024
24-17	CP	3/6/2025	92	Issued 7/11/2025
23-24	PUD,MA	9/12/2024	92	Issued 1/19/2025
24-02	MA	9/12/2024	91	Issued 1/16/2025
80-07F	MOD/WO	10/9/2025	85	Issued 1/31/2026
15-21F	MOD/WO	11/14/2024	82	Issued 3/7/2025
24-03	MA	11/14/2024	82	Issued 3/7/2025
04-14I	TE	6/12/2025	81	Issued 10/2/2025
24-16	MA	6/26/2025	77	Issued 10/10/2025
15-18D	TE	3/27/2025	77	Issued 7/11/2025
24-15	PUD,MA	10/23/2025	72	
25-01	MA	10/23/2025	72	Will be issued in March.
14-18D	TE	10/9/2025	72	Issued 1/16/2026
20-06D	MOD/WO	7/10/2025	72	Issued 10/17/2025
06-10I	TE	1/30/2025	72	Issued 5/9/2025
16-18H	CP	1/16/2025	72	Issued 4/25/2025
07-26G	PUD	2/3/2025	70	Issued 5/9/2025
23-10A	DR	10/28/2024	70	Issued 1/31/2025
22-39A	TE	10/9/2025	69	Issued 1/13/2026
22-28A	TE	10/10/2024	67	Issued 1/10/2025
74-10B	MOD/WO	10/9/2025	63	Issued 1/5/2026
24-05	MA	10/24/2024	63	Issued 1/20/2025
15-20E	TE	10/23/2025	62	Issued 1/16/2026
24-01	MA	3/13/2025	62	Issued 6/6/2025

Case Number	Case Type	Final Action	Aging (Days)	Notes
23-27	MA,MA	2/27/2025	62	Issued 5/23/2025
06-46F	MOD/WO	12/19/2024	62	Issued 3/14/2025
22-21A	MOD/WO	7/31/2025	57	Issued 10/17/2025
13-05F	TE	4/24/2025	57	Issued 7/11/2025
14-12H	TE	12/19/2024	57	Issued 3/7/2025
08-30E	TE	12/19/2024	57	Issued 3/7/2025
24-04	MA	9/12/2024	57	Issued 11/29/2024
20-31C	MOD/WO	11/20/2025	52	
24-24	PUD,MA	11/20/2025	52	
12-15D	CP	1/27/2025	50	Issued 4/4/2025
22-11A	TE	4/24/2025	47	Issued 6/27/2025
20-09A	TE	10/10/2024	47	Issued 12/13/2024
24-20	MA	7/10/2025	42	Issued 9/5/2025
88-02A	MOD/WO	3/13/2025	42	Issued 5/9/2025
24-08	MA	1/30/2025	42	Issued 3/28/2025
22-08A	TE	7/31/2025	39	Issued 9/23/2025
10-03E	MOD/WO	5/8/2025	37	Issued 6/27/2025
22-04A	TE	10/24/2024	37	Issued 12/13/2024
22-09A	TE	12/18/2025	32	Will be issued in March.
22-21B	TE	12/18/2025	32	Will be issued in March.
23-08A	CP	12/18/2025	32	
08-34N	TE	5/29/2025	32	Issued 7/11/2025
17-05E	MOD/WO	5/29/2025	32	Issued 7/11/2025
19-16	PUD	4/10/2025	32	Issued 5/23/2025
17-21C	TE	1/30/2025	27	Issued 3/7/2025
16-02E	TE	6/12/2025	22	Issued 7/11/2025
24-19	MA	5/1/2025	22	Issued 5/30/2025
18-03B	TE	3/27/2025	22	Issued 4/25/2025
05-28AH	TE	11/14/2024	22	Issued 12/13/2024
22-06B	TE	11/20/2025	19	Issued 12/16/2025
24-18	MA	10/9/2025	18	Issued 11/3/2025
11-03N	MOD/W	12/18/2025	14	Issued 2/6/2026
15-24E	TE	1/15/2026	12	Will be issued in March.
96-13B	TE	1/15/2026	12	Will be issued in March.
08-34O	TE	1/15/2026	12	Will be issued in March.
13-08E	TE	1/15/2026	12	
25-17	DR	1/29/2026	2	
00-33B	MOD/WO	1/29/2026	2	

Case Number	Case Type	Final Action	Aging (Days)	Notes
25-02	MA	1/29/2026	2	
25-19	MOD/WO	1/29/2026	2	
	Denotes orders that were issued FY 2025 - FY2026			
	Denotes full orders aging > 200 days.			
	Denotes full orders aging > 60 days <200 days.			
	Denotes issued full orders aging <60 days			
	Denotes full orders with a final draft, awaiting OZ review.			

### BZA Full Order Log

Case Number	Type	Decision Date	Aging (Days)	Notes
19510	A	7/19/2017	2228	
19410	A	10/11/2017	2168	
19412	A	10/11/2017	2168	
19505	A	10/11/2017	2168	
19573	A	1/17/2018	2098	
19961	A	6/19/2019	2038	Issued 02/27/2025
19721	D	4/25/2018	2028	
19712	SP/VA	10/3/2018	1913	
19766	A	10/3/2018	1913	
19773	A	10/3/2018	1913	
20072	A	7/24/2019	1860	Issued 12/09/2024
19818	A	1/30/2019	1828	
20201	SP/VA	5/6/2020	1792	Issued 04/02/2025
20183	A	5/6/2020	1763	Issued 03/04/2025
19896	A	6/12/2019	1733	
20141	A	12/18/2019	1598	
20232	A	7/8/2020	1453	This is at the top of the list when the consultant is on boarded.
20238	SP/VA	8/5/2020	1433	
20191	A	9/16/2020	1403	The final draft is almost complete. Issuance is imminent.
20299	D	10/28/2020	1373	
20389	SP/VA	11/3/2021	1352	Issued 07/17/2025
20358	SP/VA	3/10/2021	1323	Issued 10/23/2024
20411	SP/VA	4/28/2021	1322	Issued 12/10/2024
20356	A	2/10/2021	1298	

Case Number	Type	Decision Date	Aging (Days)	Notes
20314	D	3/3/2021	1283	Issued 02/07/2026
20390	D	4/28/2021	1243	
20377	D	5/5/2021	1238	
20163A	D	5/5/2021	1238	This is at the top of the list when the consultant is on boarded.
20361	D	6/16/2021	1208	
20487	A	10/20/2021	1118	
20449	SP/VA	7/27/2022	1084	Issued 07/15/2025
20552	A	1/12/2022	1058	
20572	A	2/2/2022	1043	
20580	A	2/2/2022	1043	
20452	A	3/2/2022	1023	
20453	A	3/2/2022	1023	
20656	A	3/30/2022	1003	
20654	A	4/20/2022	988	
20715	SP/VA	10/19/2022	747	Issued 11/04/2024
20374	D	11/9/2022	843	
21015	SP/VA	2/7/2024	524	Issued 07/15/2025
21033	D	2/14/2024	513	
21020	A	2/28/2024	503	
21017	D	3/6/2024	498	
21037	SP/VA	6/26/2024	475	Issued 10/14/2024
21065	SP/VA	5/1/2024	462	Issued 08/06/2025
21040	A	5/1/2024	458	
21047	SP/VA	3/13/2024	457	Issued 06/13/2025
20853	SP/VA	1/31/2024	428	Issued 04/03/2025
21119	SP/VA	6/5/2024	419	Issued 07/29/2025
20135B	DM	2/14/2024	410	Issued 09/10/2025
20802A	SP/VA	7/24/2024	405	Issued 01/23/2026
21082	A	7/17/2024	403	
21100	A	7/17/2024	403	
21098	D	7/24/2024	398	
20941	SP/VA	9/20/2023	398	Issued 10/22/2024
20920	SP/VA	5/1/2024	356	Issued 04/22/2025
20983	SP/VA	3/13/2024	344	Issued 02/20/2025
21110	A	10/9/2024	343	
21044	SP/VA	3/20/2024	337	Issued 02/20/2025
21107	A	11/6/2024	323	

Case Number	Type	Decision Date	Aging (Days)	Notes
20962	SP/VA	12/6/2023	322	Issued 10/23/2024
21195	D	11/20/2024	313	
21157	SP/VA	10/22/2025	300	Issued 09/09/2025
21164	D	12/11/2024	298	
20280A	D	12/18/2024	293	
21053	SP/VA	2/28/2024	278	Issued 12/02/2024
21163	SP/VA	1/22/2025	239	Issued 09/18/2025
21235	SP/VA	3/5/2025	238	
21205	SP/VA	12/11/2024	238	Issued 08/06/2025
21263	SP/VA	4/2/2025	218	
20631A	SP/VA	6/5/2024	218	Issued 01/09/2025
21220	SP/VA	3/12/2025	216	Issued 10/14/2025
21101	SP/VA	12/4/2024	210	Issued 07/02/2025
21231	A	4/23/2025	203	
21262	SP/VA	4/30/2025	198	
21240	SP/VA	6/4/2025	173	
21249	SP/VA	6/4/2025	173	
21151	D	6/4/2025	173	
21250	D	6/18/2025	163	
21295	D	6/18/2025	163	
21160A	D	6/18/2025	163	
19823A	D	7/23/2025	138	
21177	SP/VA	11/13/2024	125	Issued 03/18/2025
20184C	DM	5/14/2025	97	Issued 09/25/2025
20856A	D	9/24/2025	93	
21206	SP/VA	12/11/2024	90	Issued 03/11/2025
20472B	OR	7/24/2024	80	
21325	SP/VA	7/30/2025	76	Issued 10/14/2025
21177A	D	4/30/2025	72	Issued 08/07/2025
21326	SP/VA	10/29/2025	68	
21330	SP/VA	11/19/2025	53	
21307	D	12/10/2025	38	
21252	FM	3/12/2025	27	Issued 04/08/2025
21267	FM	2/26/2025	20	Issued 03/18/2025
	Denotes orders that were issued FY 2025 - FY2026			
	Denotes full orders aging > 200 days.			
	Denotes full orders aging > 60 days <200 days.			
	Denotes issued full orders aging <60 days			
	Denotes full orders with an initial draft.			

42. Please list every Zoning Commission and Board of Zoning Adjustment case appealed to the DC Court of Appeals since January 2022. For each, give the case number, a brief description (e.g. "McMillan Reservoir PUD" or "Corner Store Variance at 3428 O Street, NW"), the date of the order being appealed, and the current status of the case (as of the date of your answer).

Case Type	Case Number	Description	DCCA Number	Date of Order Appealed	Decision
BZA	21157	3428 O Street, NW	25-AA-0907	9/20/2025	Pending
BZA	20853	1212 Oates Street, LLC	25-AA-0347	4/3/2025	Pending
ZC	22-29	1250 U Street, NW	24-AA-373 24-AA-374	3/7/2024	Dismissed
BZA	20472B	The River School	24-AA-1126	11/12/2024	Pending
BZA	20594	3007 Albemarle St NW	23-AA-929	10/23/2023	Pending
ZC	21-27	1319 South Capitol Owner, LLC	23-AA-871	8/31/2023	Affirmed
ZC	96-13A	5333 Wisconsin Ave. NW	23-AA-639	7/5/2023	Dismissed
ZC	06-11Y/06-12Y	George Washington University	23-AA-485	5/24/2023	Dismissed
BZA	20402	Chain Bridge Road/University Terrace Preservation Committee	23-AA-429	4/27/2023	Dismissed
BZA	20643	The Maret School Field	23-AA-360	4/12/2023	Affirmed
BZA	19689	Meridian Hill	23-AA-120	1/18/2023	Remanded and Withdrawn
ZC	22-06	801 Maine Avenue	23-AA-0815	5/30/2023	Dismissed
BZA	17984-A	Tudor Place Foundation	22-AA-905	11/2/2022	Affirmed
BZA	20802	An accessory apartment at 639 A Street SE	22-AA-942	12/5/2022	Dismissed
BZA	20290	7-unit apartment house in the RF-1 Zone at premises 421 T Street, N.W.	22-AA-114	1/28/2022	Affirmed
BZA	20452 & 20453	Scottish Rite Masonic Temple - 5-story apartment building	22-AA-207	06/02/2022	Dismissed
ZC	16-11(2)	George Washington University	22-AA-0571, 22-AA-0554	03/21/2024	Affirmed
BZA	20472	River School - child development center	22-AA-0806	9/22/2022	Affirmed In Part/Reversed In Part/Remanded In Part

If you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Sara A. Bardin', with a long horizontal flourish extending to the right.

Sara A. Bardin  
Director

Enclosure: Attachment A – Organizational Chart  
Attachment B – Schedule A  
Attachment C – FY 2024-FY 2026 Enhancement Requests  
Attachment D – FY 2025 FOIA Report  
Attachment E – FY 2026 OZ Performance Plan  
Attachment F – ZC Orders Issued Since FY2022  
Attachment G – BZA Orders Issued Since FY 2022