Zoning and Administrative Hearings

APPROVED FY27 BUDGET	FULL TIME EQUIVALENTS
$852,436	4.00

KHANDIKILE SOKONI, DIRECTOR

MISSION STATEMENT

The mission of the Office of Zoning and Administrative Hearings (OZAH) is to conduct quasi-judicial trial-type hearings that are fair, understandable, and accessible to all participants regardless of race, ethnicity, disability, and financial income. OZAH is committed to establishing policies, processes, and internal training to minimize unconscious bias, remove barriers for non-English speaking or disabled participants, and mitigate barriers for those without financial resources to expend on the hearing process.

BUDGET OVERVIEW

The total approved FY27 Operating Budget for the Office of Zoning and Administrative Hearings is $852,436, a decrease of $30,760 or 3.48 percent from the FY26 Approved Budget of $883,196. Personnel Costs comprise 86.20 percent of the budget for four full-time position(s) and no part-time position(s), and a total of 4.00 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses account for the remaining 13.80 percent of the FY27 budget.

Consistent with the County Charter, the County Executive makes recommendations on the operating budget for all County departments, offices, and agencies. However, recognizing the Charter-defined roles, the Executive defers significantly to Legislative and Judicial Branch agencies, including on their budget priorities. Questions regarding the approved budgets for Legislative Branch departments should be directed to Sandra Marin, 240-777-7923.

COUNTY PRIORITY OUTCOMES

While this program area supports all seven of the County Executive's Priority Outcomes, the following is emphasized:

- **Effective, Sustainable Government**

PROGRAM CONTACTS

Contact Khandikile Sokoni of the Office of Zoning and Administrative Hearings at 240-777-6664 or Payne Tarkenton of the Office of Management and Budget at 240-777-2758 for more information regarding this department's operating budget.

PROGRAM DESCRIPTIONS

Zoning and Administrative Hearings

The Hearing Examiner receives applications for certain zoning matters decided by the County Council; schedules and conducts public hearings; prepares and issues reports and recommendations for County Council action; receives applications; hears and decides conditional use cases; schedules and conducts hearings in contested cases referred by other County government entities, such as the Human Rights Commission; adjudicates objections and waivers associated with accessory apartment license applications; maintains administrative records for public inspection; collects application fees; responds to public inquiries on zoning and conditional use cases; and works with other County agencies in the preparation, revision, and review of procedural rules, fee schedules, and zoning text amendments.

BUDGET SUMMARY

	Actual FY25	Budget FY26	Estimated FY26	Approved FY27	%Chg Bud/App
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	533,166	593,673	538,394	573,094	-3.5 %
Employee Benefits	133,269	158,744	124,337	161,682	1.9 %
County General Fund Personnel Costs	**666,435**	**752,417**	**662,731**	**734,776**	**-2.3 %**
Operating Expenses	55,312	130,779	119,142	117,660	-10.0 %
County General Fund Expenditures	**721,747**	**883,196**	**781,873**	**852,436**	**-3.5 %**
PERSONNEL					
Full-Time	4	4	4	4	—
Part-Time	0	0	0	0	—
FTEs	4.00	4.00	4.00	4.00	—
REVENUES					
Other Charges/Fees	10,400	0	0	0	—
Zoning Fees	112,407	110,000	110,000	110,000	—
County General Fund Revenues	**122,807**	**110,000**	**110,000**	**110,000**	**—**

FY27 APPROVED CHANGES

	Expenditures	FTEs
COUNTY GENERAL FUND		
FY26 ORIGINAL APPROPRIATION	**883,196**	**4.00**
Other Adjustments (with no service impacts)		
Increase Cost: FY27 Compensation Adjustment	13,956	0.00
Increase Cost: Printing and Mail	881	0.00
Decrease Cost: Retirement Adjustment	(1,102)	0.00

FY27 APPROVED CHANGES

	Expenditures	FTEs
Decrease Cost: Elimination of One-Time Items Approved in FY26	(14,000)	0.00
Decrease Cost: Annualization of FY26 Personnel Costs	(30,495)	0.00
FY27 APPROVED	**852,436**	**4.00**

FUNDING PARAMETER ITEMS

CC APPROVED ($000S)

Title	FY27	FY28	FY29	FY30	FY31	FY32
COUNTY GENERAL FUND						
EXPENDITURES						
FY27 Approved	**852**	**852**	**852**	**852**	**852**	**852**
No inflation or compensation change is included in outyear projections.						
Labor Contracts	**0**	**1**	**1**	**1**	**1**	**1**
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
Subtotal Expenditures	**852**	**853**	**853**	**853**	**853**	**853**

THIS PAGE INTENTIONALLY LEFT BLANK