



Housing in Downtown Permitting Guidance

Here are key steps for Housing in Downtown (HID) projects submitting building permit applications with the Department of Buildings (DOB).

How to Apply

Identify that you are applying to the HID program in the application (e.g., the scope of work and associated project documents).

What to Include

- A copy of the countersigned Reservation Letter from the Deputy Mayor for Planning and Economic Development (DMPED)
- A completed HID Certificate
- Any necessary supplemental information, including but not limited to, floor plans showing the location of HID units
- Evidence that a draft affordable housing covenant was accepted by the Department of Housing and Community Development (DHCD)

DOB Review Steps

- A DOB zoning technician reviews the HID Certificate for compliance and provides you with any feedback.
- The Zoning Administrator signs the compliant HID Certificate.
- A copy of the executed HID Certificate is sent to you, DHCD, and DMPED.
- DHCD attaches the HID Certificate to an affordable housing covenant for recordation.

Follow Inclusionary Zoning Requirements

- Except for any HID-specific requirements, HID units must be designed and administered based on Inclusionary Zoning (IZ) requirements (Title 11 of IZ regulations, Title 14 of Housing Regulations).
- When HID projects are located in zones also subject to an IZ requirement, you must include two completed certificates in the application: (1) the HID Certificate; and (2) a Certificate of Inclusionary Zoning Compliance (CIZC) Application.

Questions?

- **HID compliance during DOB's permitting process:**
Paul Goldstein at paul.goldstein@dc.gov.
- **General HID information:**
[Housing in Downtown \(HID\) Program | dmped \(dc.gov\)](#).