



ProjectDox Transition

Q&A Forum

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AGENDA

- DOB's Mission and Vision
- ProjectDox (NEW)
- Applications Impacted
 - Active Applications
 - Applications Pending Resubmission
- **Transferring Your Application**
 - **What to Expect**
 - **Uploading Documents**
- **Important Dates and ProjectDox (OLD)**
- **Q & A**



DOB's Mission and Vision

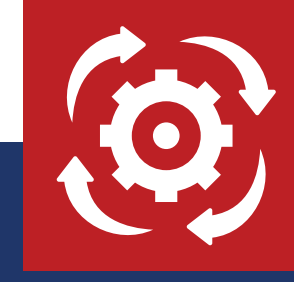
KEEP IT **SAFE**. KEEP IT **GREEN**. KEEP IT **MOVING**.



Ensure a safe and habitable built environment.



Promote green building practices and environmental resilience.



Streamline processes to support economic development.

What We Do



**Construction
Code
Compliance**



**Vacant and
Blighted Property
Enforcement**



**Surveying of
the District**



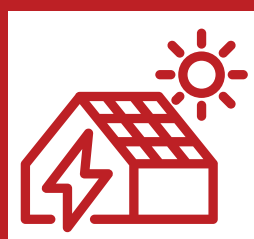
Permitting



**Third- Party
Inspections**



**Rental Property
Maintenance
Standards**



Green Building

ProjectDox (NEW)

DOB Launched the new ProjectDox February 18th

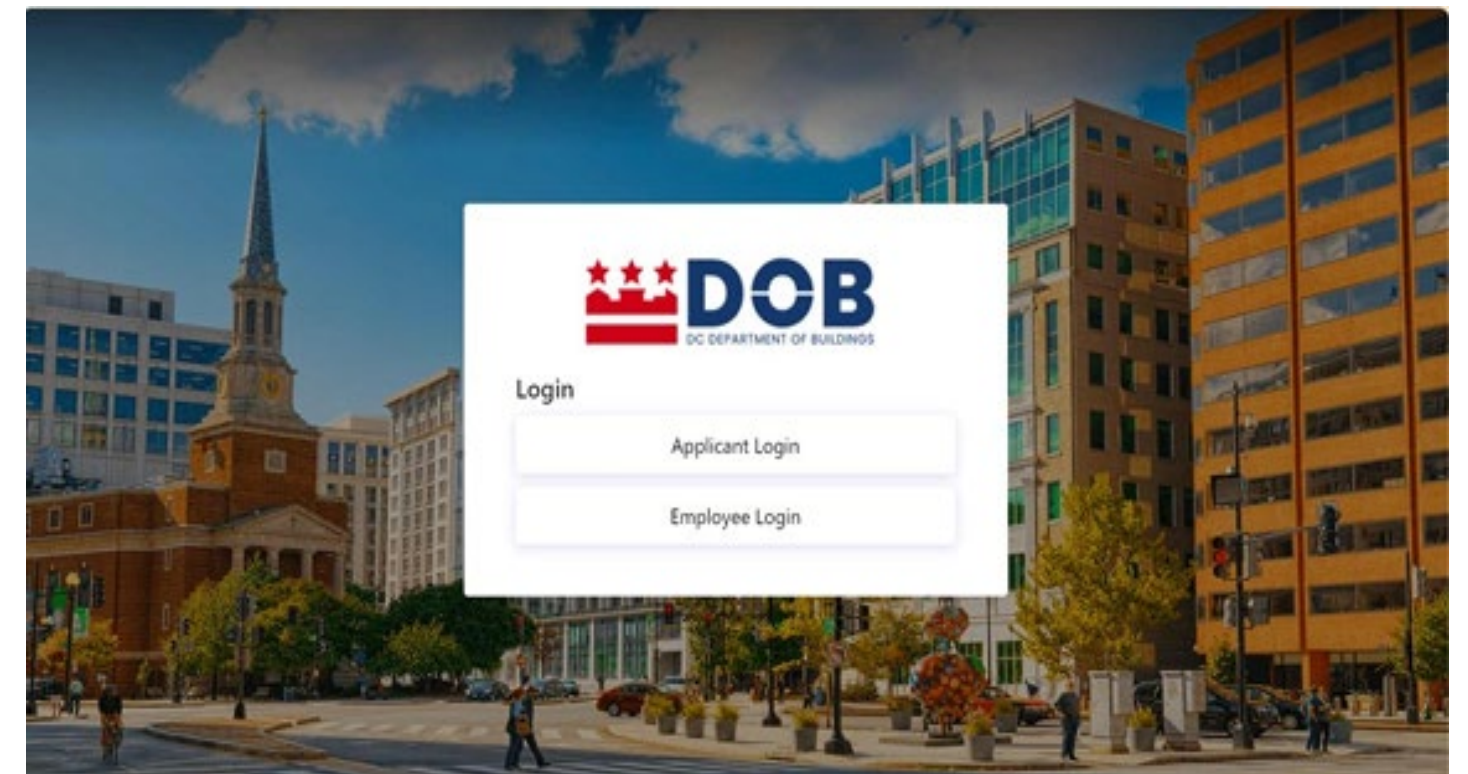
- User-friendly navigation
- More stable, cloud-based environment

Navigating the New Platform

- Overview [Trainings Available](#)

Tracking Application Status and Reports

- Plan Review – Review Details
- Plan Review – Review Comments



Applications Impacted

- **Applications that are under review (Active Status)**
 - Pending a DOB or other agency review

DOB will assist with re-uploading documents; DOB will upload all prior comments in the Supporting Documents folder
- **Applications pending plan review resubmission (Pending the Applicant Task)**
 - Resubmission to Pre-screen comments
 - Terminated Applications

Applicants must upload documents to include responses to review comments

There is no impact to current applications under review in ProjectDox (NEW)

Transferring Your Project

- Complete the Transfer/Cancel Form
 - Transferring your application does not require re-starting
- **Active Applications**
 - DOB will transfer your application
 - Documents will be moved into the applicable folders
 - You will receive a new invitation - **No Action Needed on applicant's part**
 - The application will be updated to its prior status for the review to proceed
- **Pending Resubmission**
 - DOB will transfer your application
 - You will receive a new invitation
 - Applicants will need to upload documents
 - All documents including responses to comments
 - The application will proceed to the reviews requiring approval

Important Dates and ProjectDox (OLD)

- **Effective August 18th**
 - Applications will not be available in ProjectDox (OLD) and a request to transfer will be required to proceed in the review process.
- **Limited Access to ProjectDox (OLD)**
 - Access to prior approved documents will be available via eRecords.
 - Any requests for unapproved documents must be made to DOB (dob.pdoxtransfer@dc.gov).
 - Platform will be decommissioned to the public on August 18th.

Questions and Answers

Q. What happens if I do not complete the Transfer/Cancel Form?

A. Applications will be subject to the time limitation of an application per the code.

Q. What happens to review comments?

A. DOB will upload review comments for active applications to Supporting Documents.

Q. If I cancel my application, can I get a refund?

A. You may request a refund of the filing fee paid under the application.

Q. Can I still use the old ProjectDox system after August 18?

A. No. The old version of ProjectDox will be decommissioned on August 18, 2025. After this date, you will no longer be able to access the old platform.

Q. Who do I contact if I have questions?

A. Email dob.pdoxtransfer@dc.gov



**CONNECT
WITH DOB**

Thank You!



SOCIAL MEDIA



@DC_DOB



District of Columbia
Department of Buildings



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