



**Bloomfield
Township
Building
Division
2020 Annual
Report**

*Patricia Voelker,
Director
Planning, Building,
& Ordinance*

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Annual Report is derived from data collected January 2, 2020 until December 31, 2020. The numbers in the report reflect the closure due Covid-19 and the governor stay at home order.

Mission Statement

Our Mission Statement:

As Representatives of the Bloomfield Township Planning, Building and Ordinance Department we pledge to provide our services in a fair and consistent approach with the highest level of professionalism. We are dedicated to upholding the Township adopted plans, codes, ordinances to ensure a safe, sustainable and enjoyable community for present and future residents.



Adapting to Covid-19 Operations

In 2020, the Bloomfield Township Building Division adapted operations to ensure that they can continue to perform their public safety mission during the unforeseen circumstances caused by the Covid -19 pandemic. Staff adapted to working during such conditions by taking the following actions while following State mandates and CDC public safety guidelines:

- Communicating new procedures through various channels via website, emails, etc., to update information as needed to allow for the submission of permit applications and permit issuance.
- Adding a secure drop box in the main lobby of Township Hall with an allowance of large sets of plans to be dropped off at the Police Department.
- Adapting to working remotely by setting up laptop computers with needed programs.
- Adding safety Plexiglas shields around office work spaces to allow limited office activities.
- Instituting an online credit card payment option for permits.
- Determining remote inspection procedures to allow for the continuation of operations while protecting inspectors, construction workers, and the general public from the spread of Covid-19.

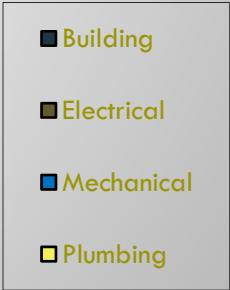
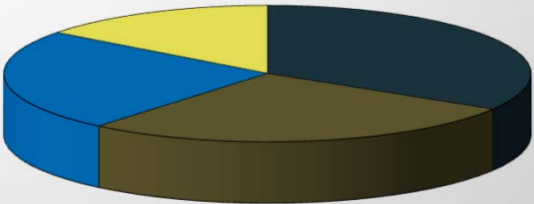
Building Division Personnel

Name and Title	Years of Service
Patricia Voelker, Director	18
George Kilpatrick, Building Official	14
Kristi Thompson, Building Administrative Assistant	17
Danielle Brent, Building Technical Assistant	7
Sheryl Saliba, Building Clerk	1
Christian Fox, Project Coordinator, Building Inspector & Plan Reviewer	9
William Myers, Building & Mechanical Inspector	7
Chip Mobley, Electrical Inspector	1
Steven Fink, Plumbing Inspector	1
Thomas Benson, Mechanical Inspector	15
Bob Thibeault Building Inspector	9

Inspection Totals

Building inspections are performed by state certified inspectors to assure compliance with code requirements and with the approved plans submitted for building permits. The inspectors provide public safety by enforcing municipal and state codes relating to construction, alteration, and installation of electrical, mechanical and plumbing equipment and systems.

Inspection Type	Total Amount	Weekly Average
Building	3,597	69
Electrical	2,908	60
Mechanical	2,585	50
Plumbing	1,570	30



Get involved! Stay informed! Click on the links to get started.

Effective Codes & Staff Qualifications

Township Zoning Ordinance

Applications, Fees & Complete Packets

Effective Codes

Building

2015 Michigan Building Code

- 2015 Michigan Rehabilitation Code
- 2015 Michigan Residential Code

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Electrical

2015 Michigan Electrical Code

- 2017 National Electrical Code
- *Including 2017 MI Part 8 Rules

•

Mechanical

2015 Michigan Mechanical Code

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Plumbing

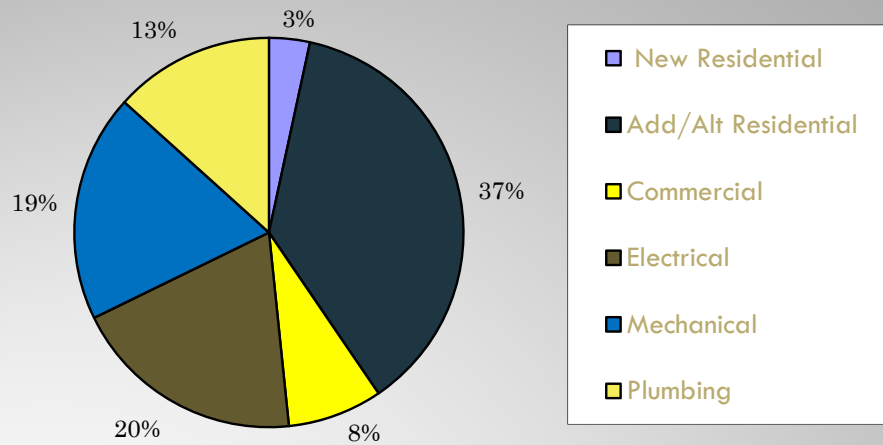
2015 Michigan Plumbing Code

Permit Services

- Permit services involves all permit activities from when an application is submitted until a permit is issued. The functions include screening applications/plans, and routing plans to building, mechanical, plumbing, electrical, fire and engineering staff for review. Permit services also assess and collect fees for all permits and change of occupancy applications.
- Entered 1,310 building applications
- Entered 105 ordinance applications
- Entered 46 tree applications
- Entered 19 fire suppression applications
- Entered 13 fire alarm applications
- Entered 20 change of occupancy applications

Certificate of Occupancy Type	Total Amount	Monthly Average
Temporary Certificate of Occupancy	24	2
Change of Occupancy (Full Certificate)	14	1
Full Certificate of Occupancy	319	27

Permit Fees

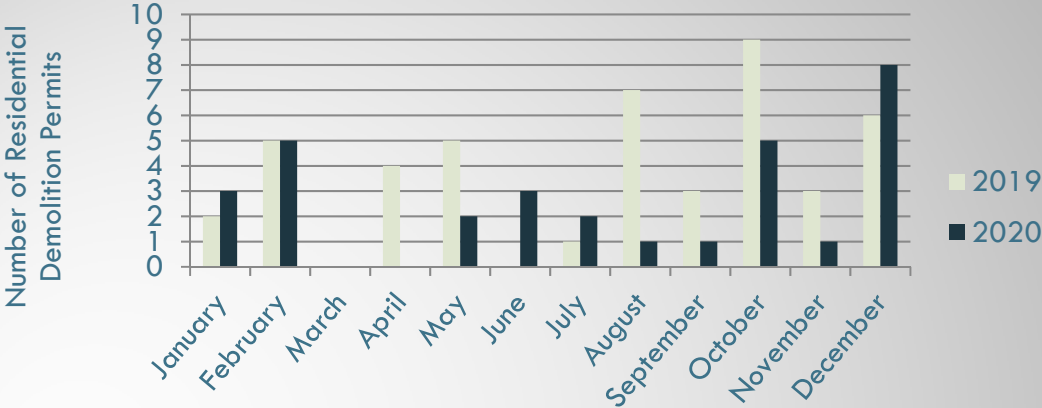


* All other categories are 1% or below

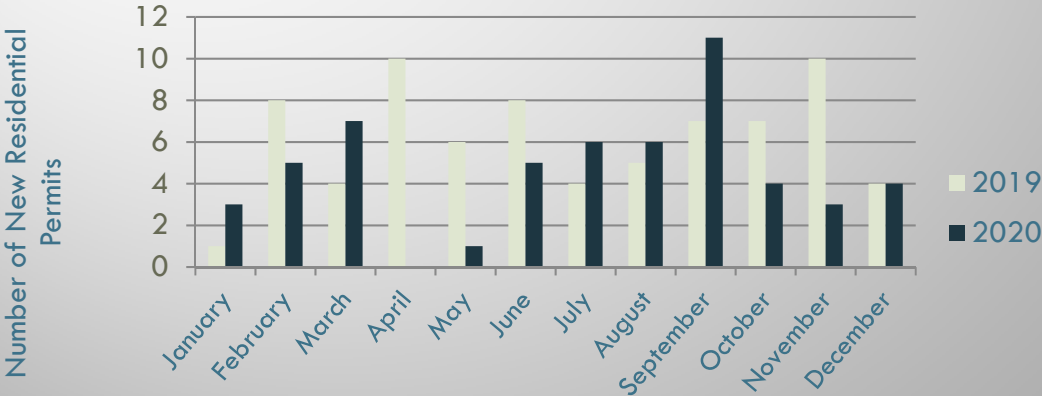
Permit Types	Total Fees Collected
Residential New Construction	\$334,010
Residential Addition/Alteration & replacements	\$370,407
Demolition (includes all types)	\$11,220
Deck	\$13,146
Swimming Pool	\$13,107
Pool Fencing & Signs	\$10,555
Accessory & Ordinance	\$19,548
Commercial (not including demolition)	\$78,705
Tree (includes all types)	\$6,200
Electrical	\$193,840
Mechanical	\$188,835
Plumbing	\$112,945
TOTAL	\$1,340,422

Building Permits Comparison Charts

- In 2020, the Building Division issued 31 complete residential demolition building permits, with a monthly average of 3.

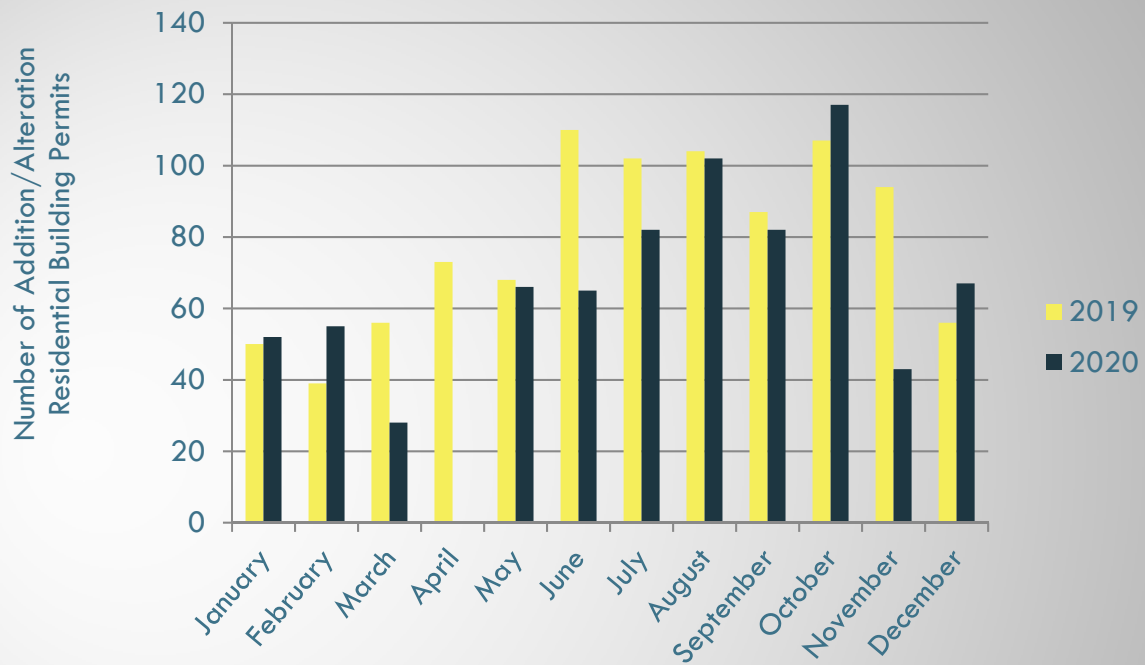


In 2020, the Building Division issued 55 new residential building permits, with a monthly average of 5.



Building Permits Comparison Charts

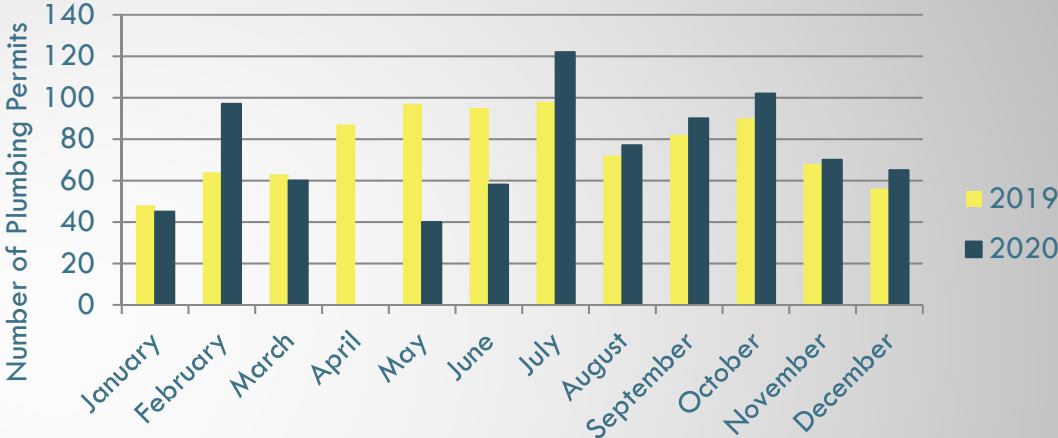
- In 2020, the Building Division issued 759 addition/alteration Residential building permits, with a monthly average of 69.



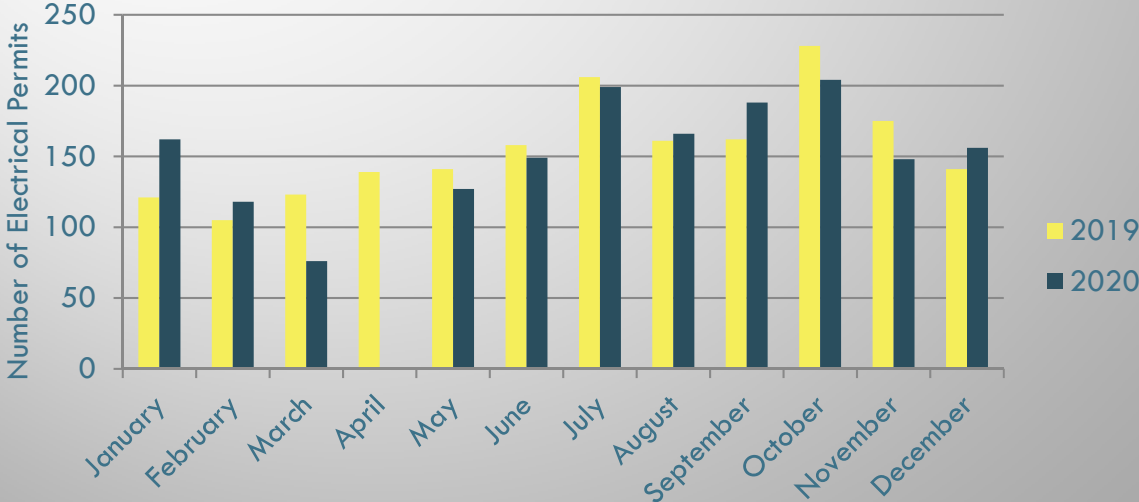
Subcontractor Permits Comparison Charts

- Subcontractors are individuals, or in many cases a business, that sign a contract to perform part or all of the obligations of another’s contract. A subcontractor is generally hired by the general or building contractor. These contractors include Plumbing, Mechanical and Electrical trades.

In 2020, the Building Division issued 826 plumbing permits, with a monthly average of 75.

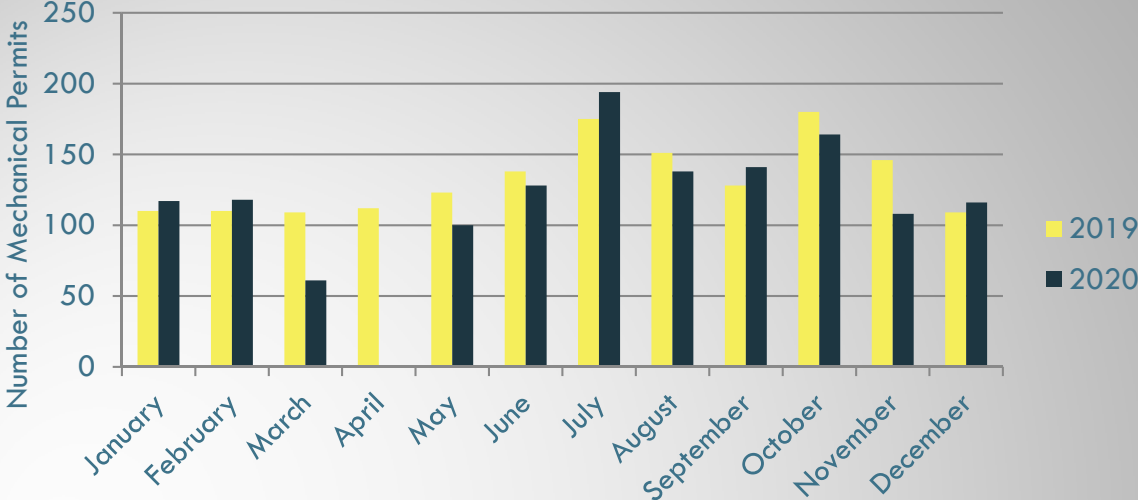


In 2020, the Building Division issued 1,693 electrical permits, with a monthly average of 154.



Subcontractor Permits Comparison Charts

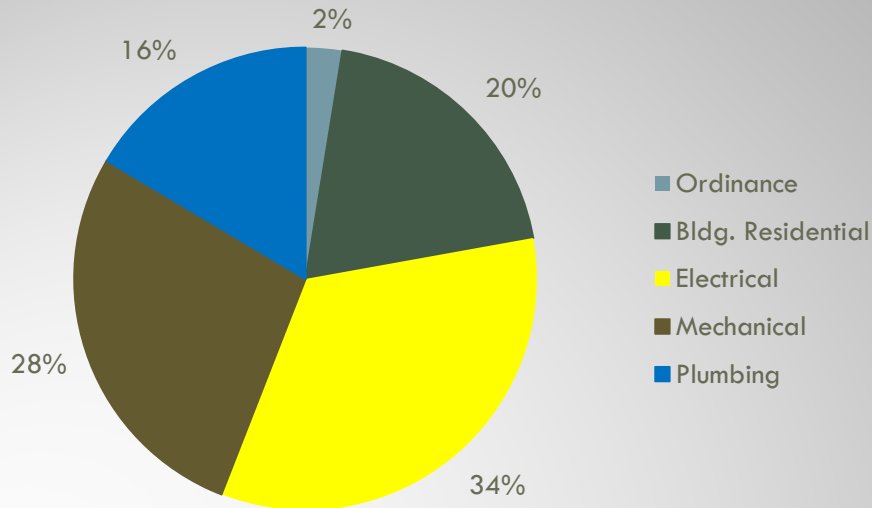
In 2020, the Building Division issued 1,385 mechanical permits, with a monthly average of 126.



(above picture: Air Conditioner installation)

Permit Totals

Comparison



All other categories are 1% or below

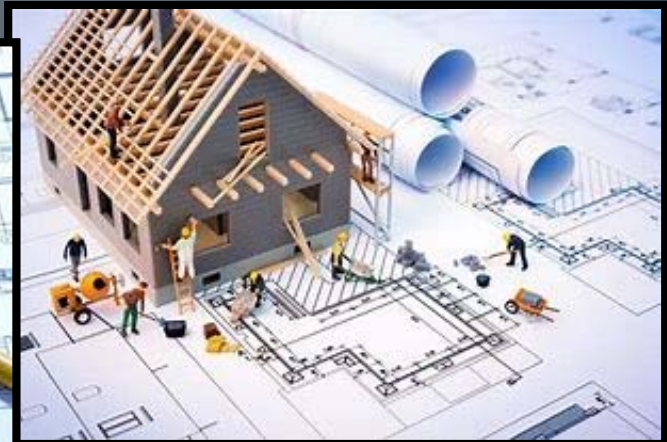
Permit Types	2018	2019	2020
Tree (includes all types)	70	71	36
Ordinance	167	149	120
Residential Building*	1,032	1,119	984
Commercial*	77	70	65
Demolition (includes all types)	63	57	46
Electrical	1,950	1,860	1,693
Mechanical	1,732	1,591	1,385
Plumbing	877	920	826
TOTAL	5,968	5,837	5,163

* not including demolition

Plan Reviewers Comparison Charts

Commercial Plan Review	2019	2020
Building	143	79
Engineering Consultant	60	46
Electrical	116	35
Mechanical	55	26
Plumbing	50	32
Fire	175	94
Planning	167	38
TOTAL	765	350

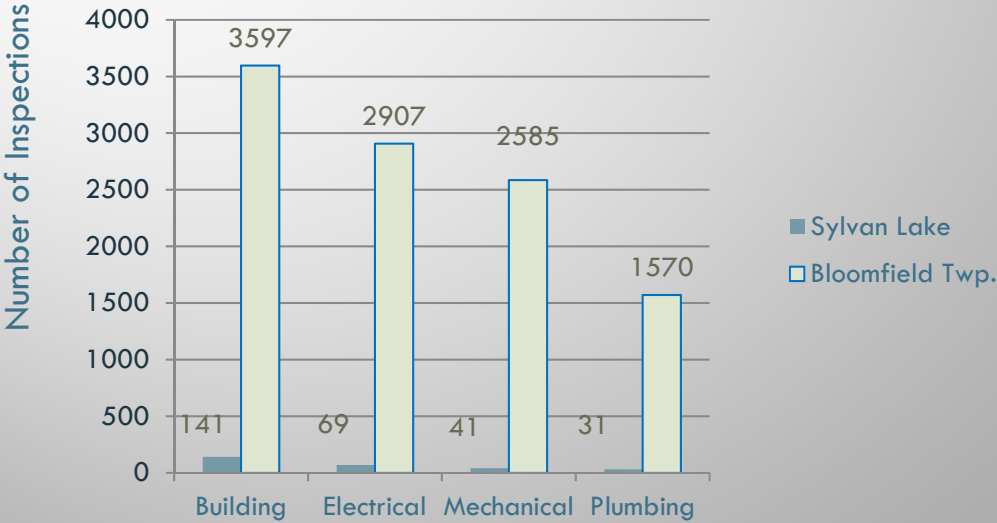
The Building Plan Reviewers provide technically proficient plan review of proposed construction plans and documents to verify conformance with structural and non-structural code requirements. These projects can include new buildings, alterations, additions, and repairs to existing buildings. The building plan reviewers conduct reviews in a timely, consistent, transparent, professional and courteous manner for each application. When necessary, pre-construction meetings are conducted for code interpretations and to resolve major code issues on larger projects prior to issuance of the permit.



Sylvan Lake Inspections Comparison Charts

Beginning in the Fall of 2011, Bloomfield Township entered into an agreement with the City of Sylvan Lake to perform inspections, plan review and permitting services for the adjoining community. The City of Sylvan Lake consists primarily of residential homes with a limited amount of commercial properties.

Inspection Type	Sylvan Lake	Bloomfield Twp.
Building	141	3,597
Electrical	69	2,907
Mechanical	41	2,585
Plumbing	31	1,570
Total for 2020	282	10,659



Sylvan Lake Permits Comparison Charts

Permits Issued	2019	2020
Building	64	47
Electrical	47	36
Mechanical	35	24
Plumbing	26	17
Total	172	124

Sylvan Lake Fees Collected and Staff Hours

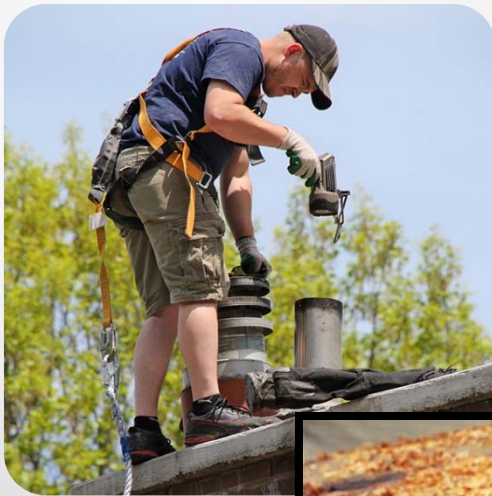
The average number of staff hours per permit for Building is **2.5 hrs.** and for subcontractors (Electrical, Mechanical and Plumbing) is **1 hr.**

Permits Issued	Fees Collected	Est. Total Staff Hours
Building	\$25,686	118
Electrical	\$4,355	36
Mechanical	\$3,125	24
Plumbing	\$1,910	17
Total	\$35,076	195

Accomplishments

Minor Home Repair Program

- Bloomfield Township Senior Services facilitates the Minor Home Repair program with funding from Community Development Block Grant (CDBG) funds. The Building Division supports the Bloomfield Township Senior Services in their administration of this program.
- In 2020, Eleven Bloomfield Township homeowners were approved for assistance in their home repairs. Some of the repairs included:
 - Repair fence, faucet, plumbing leak, basement leak, gutters, windows, gutters, light switches and bathroom caulking
 - Replacement of water heater, gate, doors, stove, toilet, faucet, front steps, sewer ejection pump, furnace, air conditioning, railing, filter, sink and molding
 - Install LED lights, disposal, walk in tub, locks, power wash home/sheds, seal coat driveway, cut branches, paint, bathroom grab, clean septic and inspect chimney



Accomplishments

Online inspections

The website allows homeowners and contractors to search for permit records, review completed inspections, and permit holders can schedule and cancel inspections. The Building Division can create a new account for permit holders at the time of permit application or license registration. Alternatively, permits holders can create an account and link to Bloomfield Township records at www.accessmygov.com with a unique PIN number the Township can provide.



Success!

Inspection request was submitted successfully. You will be contacted at the following email address(es) when the status of your inspection request is modified:
Your email address will appear here

Inspection Request Details

Below is a summary of the inspection request you submitted

Record #: PM15-0236
 Record Type: Mechanical
 Address: 846 EDMONTON RUN
 Inspection Type: Final
 Requested Date/Time: 3/24/2015

Enter the PIN provided to you by the municipality:

PIN:

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit
Select Inspection Type and Date
Contact Information

Step 1: Select a Permit

Enter a Permit Number, including any dashes or spaces.

☆ Permit Number: ex. PB14-0013

Permit Number	Permit Type	Property Address
PD15-0004	Demolition	822 SCHUSTER AVE
PE14-0139	Electrical	
PBC15-0009	Building Commercial	3717 LOVERS LN
PBC15-0007	Building Commercial	27861 CARLTON WAY DR

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit
Permit PBR13-0014
1234 Main Street
Select Inspection Type and Date
Final: 9/25/2013
Contact Information
Add Attachments

Step 3: Contact Information

Enter your contact information to be included with the request.

☆ Name:

☆ Phone:

Notes:

Select Parties to Notify

Select one or more email addresses to include in notifications regarding inspection request updates.

Name	Email Address	
BSA Contractor	bsacontractor@bsa.com	<input checked="" type="checkbox"/>
John Smith	jsmith@abc.com	<input type="checkbox"/>
Chris Jones	cjones@abc.com	<input checked="" type="checkbox"/>

2021 Goals

Enable the highest standards of customer service:

- Pursue opportunities to improve remote servicing of the public through Covid-19 conditions by observing all mandated safety protocols.
- Continue to provide good customer service by assisting customers and answering phone inquiries that request technical and code information.
- Establish effective communications through the website to assist residents and business professionals.

Resource Management:

- Actively promote the public's use of the AccessMyGov.com website which allows access to permit and inspection history for Bloomfield Township properties.
- Explore ways to refine and streamline internal procedures as we strive to consistently improve on methods to expedite our permit process while utilizing the Building staff more efficiently.
- Working with the Clerk's office to convert online applications to an electronic copy.

Website Updates:

- Continue to provide information for the Township's website to highlight ordinances, safety measures, or current projects.
- Explore the option for contractors to apply for permits online.

Scanning Documents:

- Working with Strategic Solutions to scan documents for easier access.

Get involved! Stay informed! Click on the links to get started.

**Effective Codes
& Staff
Qualifications**

**Online
Inspections
AccessMyGov.com**