

# Bloomfield Township



## Building Division 2017 Annual Report

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

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*Annual Report is derived from data collected January 2, 2017 until December 31, 2017.*



# 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 and standards that maintain the quality of life and safety for current and future generations.



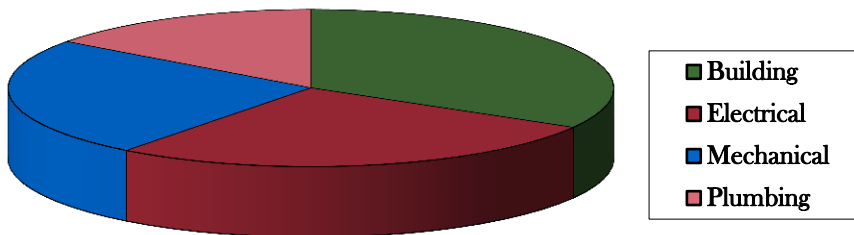
# Building Division Personnel

Name and Title	Years of Service
Patricia Voelker, Director	15
George Kilpatrick, Building Official	11
Kathy Davis, Administrative Assistant	21
Kristi Thompson, Planning & Building Clerk	14
Danielle Brent, Building Clerk	4
Christian Fox, Project Coordinator, Building Inspector, & Plan Reviewer	6
William Myers, Building & Mechanical Inspector	4
Rick Firlik, Electrical Inspector	8
Todd Haneckow, Plumbing Inspector	28
Thomas Benson, Mechanical Inspector	12
Bob Thibeault Building Inspector	6

# Inspection Totals

- Building inspections are performed by state certified employees 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	4569	87
Electrical	3535	67
Mechanical	3229	62
Plumbing	1957	38



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
  - 2012 Michigan Building Code (Until April 2017)
  - 2012 Michigan Rehabilitation Code (Until April 2017)
  - 2015 Michigan Building Code
  - 2015 Michigan Rehabilitation Code
  - 2015 Michigan Residential Code
  - 2012 Michigan Uniform Energy Code (Until April 2017)
- Electrical
  - 2012 Michigan Electrical Code (Until April 2017)
  - 2015 Michigan Electrical Code
  - 2014 National Electrical Code
  - \*Including 2014 MI Part 8 Rules
- Mechanical
  - 2012 Michigan Mechanical Code (Until April 2017)
  - 2012 International Fuel Gas Code
  - 2015 Michigan Mechanical Code
- Plumbing
  - 2012 Michigan Plumbing Code (Until April 2017)
  - 2015 Michigan Plumbing Code

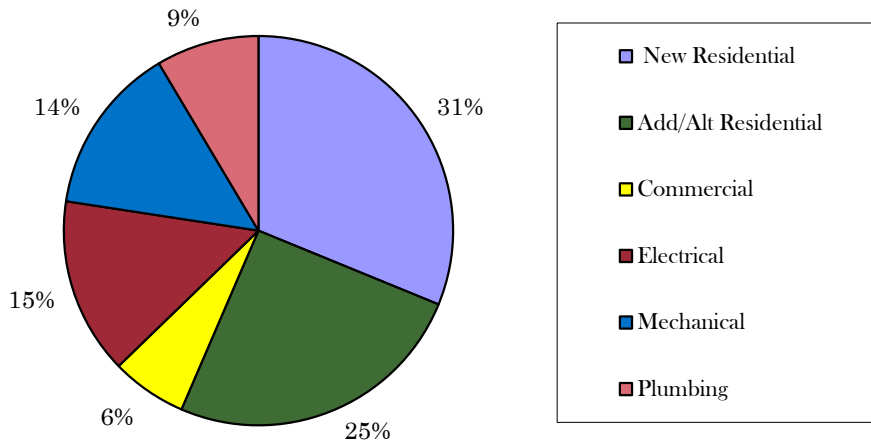
# Permit Services

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.

- Received 1390 building applications
- Accepted 688 building revisions
- Received 82 tree applications
- Received 22 fire suppression applications
- Received 28 fire alarm applications
- Received 28 change of occupancy applications

Certificate of Occupancy Type	Total Amount	Monthly Average
Temporary Certificate of Occupancy	29	2
Change of Occupancy (Full Certificate)	26	2
Full Certificate of Occupancy	200	17

# Permit Fees



\* All other categories are 1% or below

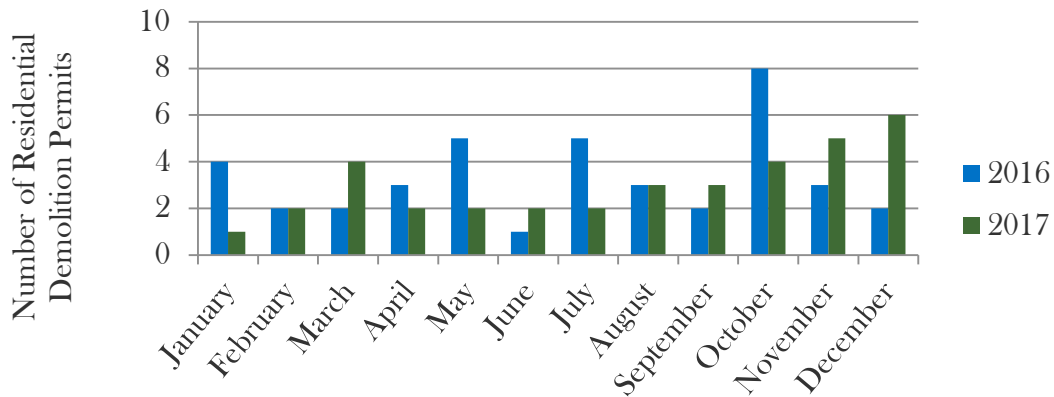
Permit Types	Total Fees Collected
Residential New Construction	\$480,547
Residential Addition/Alteration	\$389,699
Demolition (includes all types)	\$11,080
Deck	\$9,610
Swimming Pool	\$8,490
Pool Fencing & Signs	\$12,015
Accessory & Ordinance	\$22,843
Commercial (not including demolition)	\$96,729
Tree (includes all types)	\$12,100
Electrical	\$225,925
Mechanical	\$216,340
Plumbing	\$131,675
<b>TOTAL</b>	<b>\$1,617,053</b>



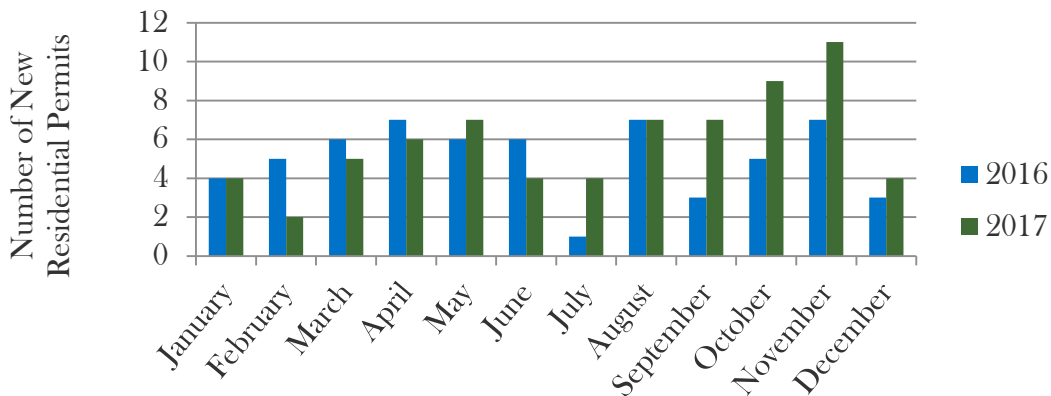
# Building Permits

## Comparison Charts

- In 2017, the Building Division issued complete residential 36 demolition building permits, with a monthly average of 3.



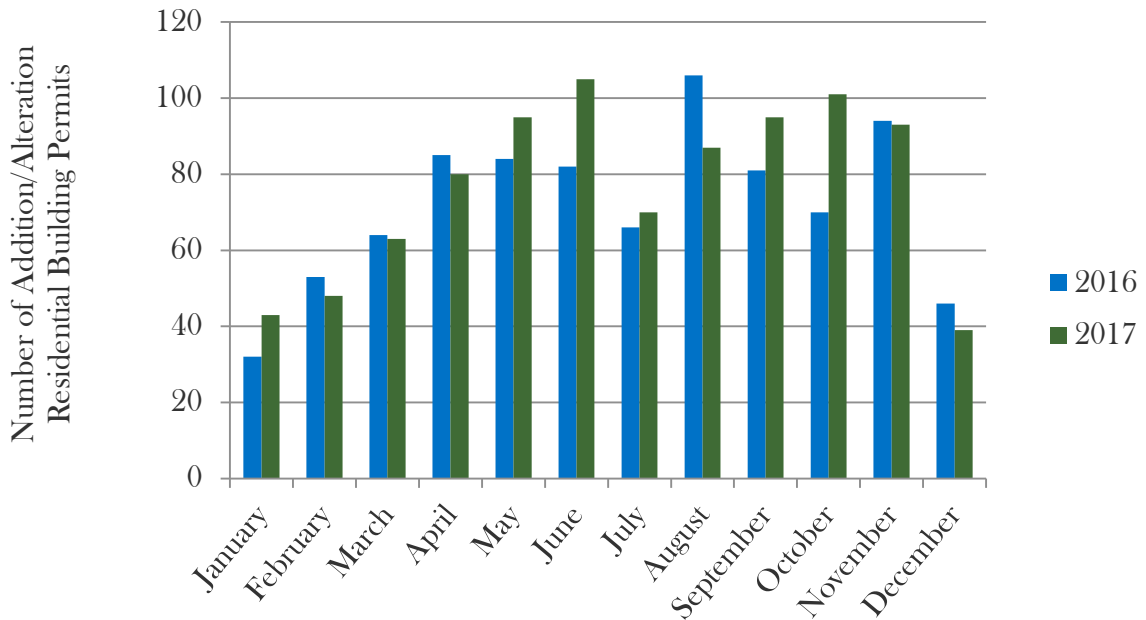
- In 2017, the Building Division issued 70 new residential building permits, with a monthly average of 6.



# Building Permits

## Comparison Charts

- In 2017, the Building Division issued 919 addition/alteration Residential building permits, with a monthly average of 77.

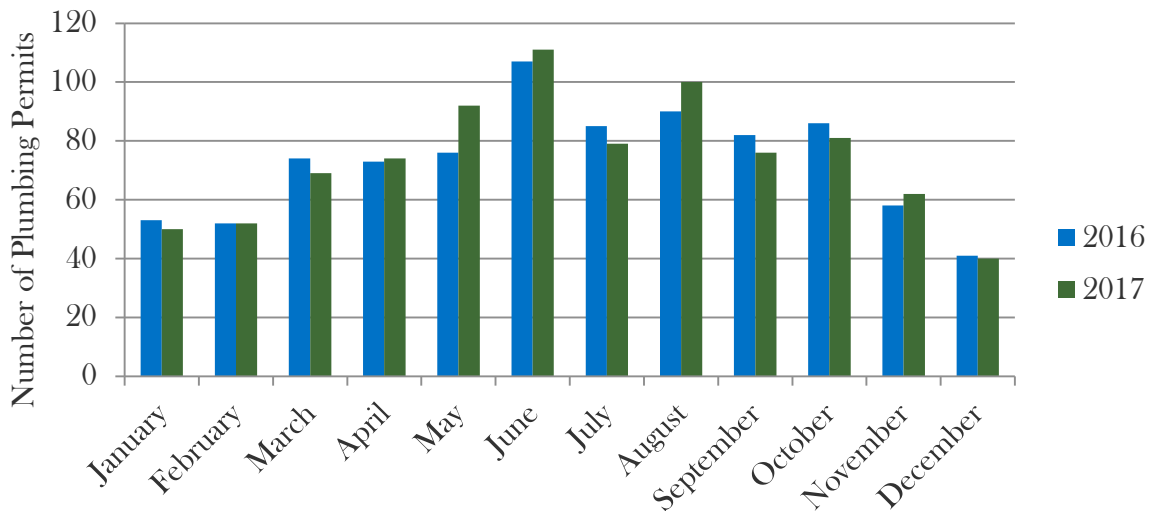


# Subcontractor Permits

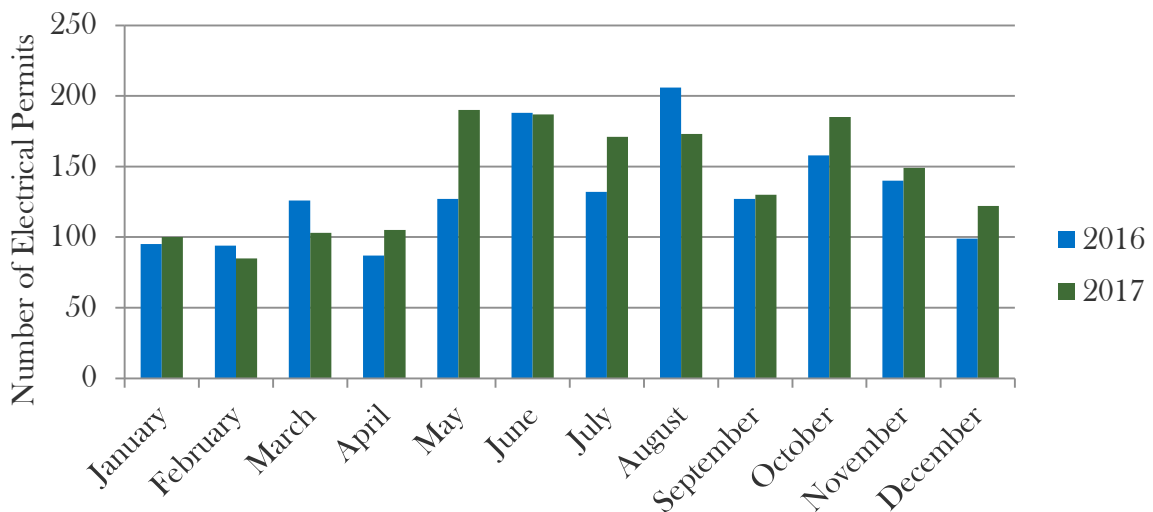
## Comparison Charts

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 2017, the Building Division issued 886 **plumbing** permits, with a monthly average of 74.



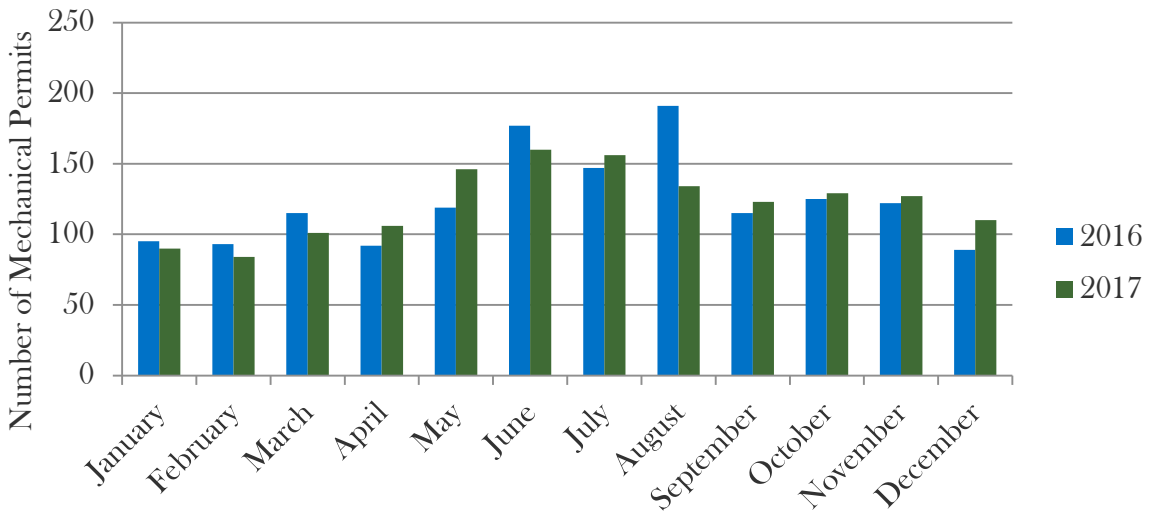
- In 2017, the Building Division issued 1700 **electrical** permits, with a monthly average of 142.



# Subcontractor Permits

## Comparison Charts

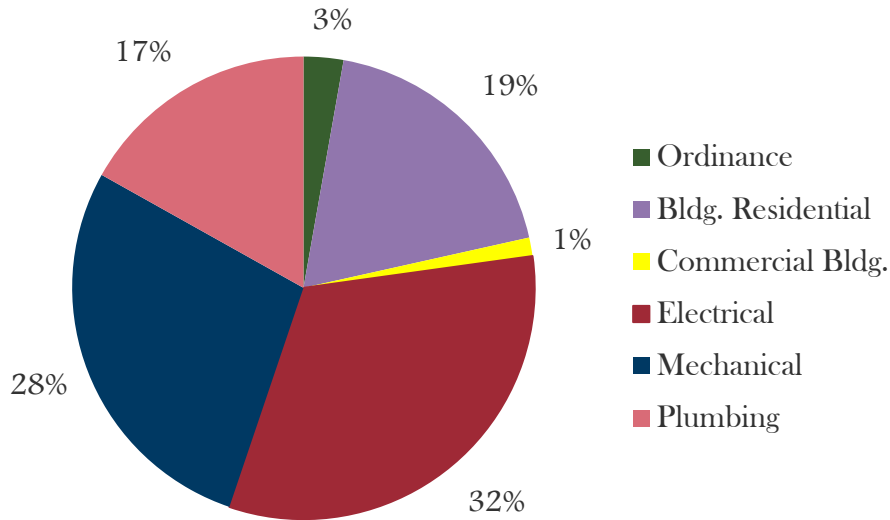
- In 2017, the Building Division issued 1466 mechanical permits, with a monthly average of 122.



(above picture: commercial heating/duct work)

# Permit Totals

## Comparison



All other categories are 1% or below

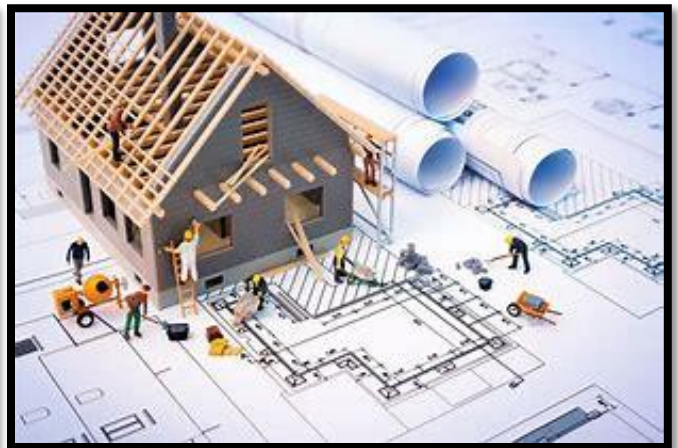
Permit Types	2015	2016	2017
Tree (includes all types)	77	76	73
Ordinance	179	161	146
Residential Building*	939	941	983
Commercial*	107	87	68
Demolition (includes all types)	52	53	52
Electrical	1,644	1,579	1,700
Mechanical	1,458	1,480	1,466
Plumbing	815	877	886
<b>TOTAL</b>	<b>5,271</b>	<b>5,254</b>	<b>5,374</b>

\* not including demolition

# Plan Reviewers Comparison Charts

Commercial Plan Review	2016	2017
Building	275	227
Engineering Consultant	55	90
Electrical	170	112
Mechanical	92	62
Plumbing	66	54
Fire	251	230
Planning	261	222
<b>TOTAL</b>	<b>1,170</b>	<b>997</b>

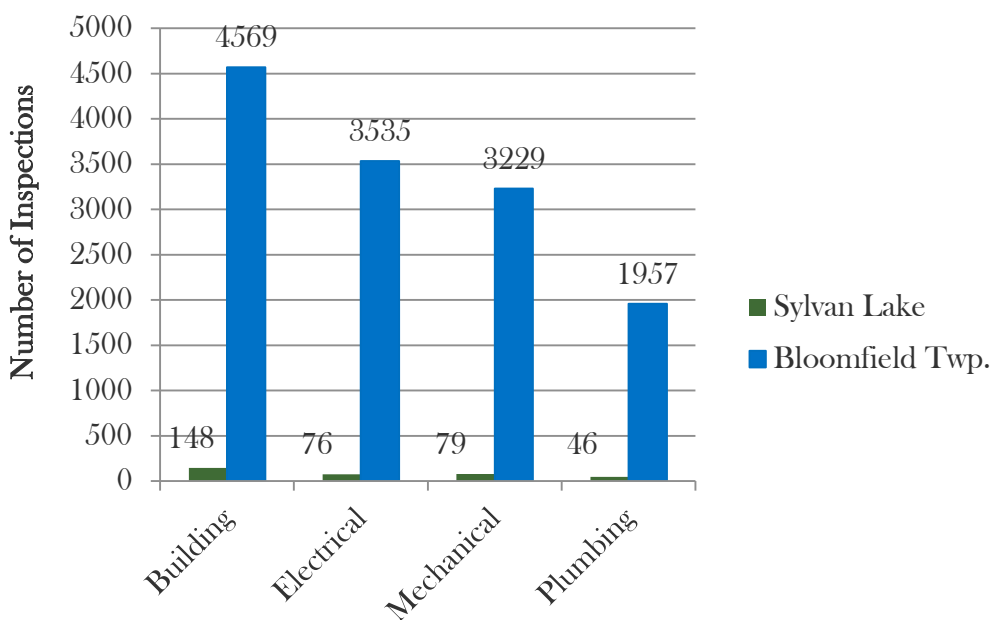
The Building Plan Reviewers provide technically proficient plan review of proposed construction plans and documents to verify conformance with structural and non-structural code requirements. These projects can include new buildings, alterations, additions, and repairs to existing buildings. The building 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	148	4569
Electrical	76	3535
Mechanical	79	3229
Plumbing	46	1957
<b>Total for 2017</b>	<b>349</b>	<b>13,290</b>



# Sylvan Lake Permits

## Comparison Charts

Permits Issued	2016	2017
Building	34	45
Electrical	28	44
Mechanical	24	41
Plumbing	28	27
<b>Total</b>	<b>115</b>	<b>157</b>

## 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	\$30,510	113
Electrical	\$5,775	44
Mechanical	\$6,695	41
Plumbing	\$4,285	27
<b>Total</b>	<b>\$47,265</b>	<b>225</b>



# Accomplishments

## Open House

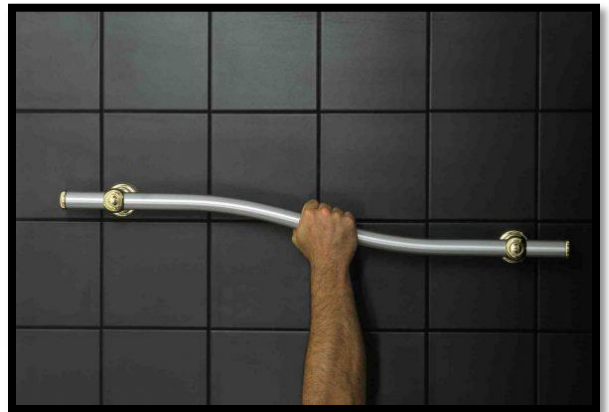
- For the seventh year, the Building Division along with the Planning and Ordinance Divisions participated in the 2017 Annual Fall Township Open House.



# 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 2017, Nine Bloomfield Township homeowners were approved for assistance in their home repairs. Some of the repairs included:
  - Repair/replace ceiling, wall/tile, stair carpet, front door, secure window in garage, porch pillars, built in oven, molding, leak, sidewalk, chimney and electrical repairs.
  - Replacement of faucet, kitchen floor, humidifier, toilets, siding, garage door, closet door, light, garage door openers, windows, closet doors, furnace, entry door, sinks in bathrooms & gutters
  - Seal driveway, remove trees, clean septic tank, clean roof & install grab bars.



# Accomplishments

## Building Industry Association Meeting

- The Building Industry Association (BIA) of Southeastern Michigan has sponsored builder and community task force meetings at the Township for approximately 20 years. In 2017, the Building Division hosted task force meetings on April 13<sup>th</sup> and October 12<sup>th</sup>. The meetings provide an opportunity for builders to meet with the inspectors and staff in a friendly and informative forum. The discussion included pertinent topics such as the following: increased activity of new residential construction permits, upcoming code changes, monitoring of properties, road repairs and Township hours for working on construction sites for ordinance compliance. Representatives from area banks provided. A lending report and a utility update from DTE Energy was presented. In the fall, the BIA and the Township discussed the same as above and addressed the new commercial and residential projects under way: such as Barron Estates, Legacy Hills, Nino's, Equinox Fitness Club and the Villages of Bloomfield.



# Accomplishments

## Safety Committee

- Appointed by the PBO Director, Lead Ordinance Officer Brenda Schlutow joined Building Official George Kilpatrick and Development Coordinator Planner Andrea Bibby to form the Department's first Safety Committee. The purpose of the committee is to raise employee awareness of potential dangers or hazards in the workplace. Training seminars as well as hands-on training and online exercises are scheduled to ensure that staff is provided with proper instruction when faced with an emergency. Planning, Building and Ordinance Division staff took part in an online assessment for defensive driving safety, were taught proper use of a fire extinguisher by a Township firefighter and completed an online course regarding how to avoid back injuries.



# 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](http://www.accessmygov.com) with a unique PIN number the Township can provide.



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](#) | [Select Inspection Type and Date](#) | [Contact Information](#) | [Add Attachments](#)

**Step 3: Contact Information**

Enter your contact information to be included with the request.

☆ Name:  BSA Contractor

☆ Phone:  (999) 123-4567

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"/>

**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

# 2017 Goals

## Enable highest standards of customer service:

- Continue to provide good customer service by assisting walk-in customers and answering phone inquiries that request technical and code information.
- Establish effective communications at the counter, on the phones, and with our 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.
- By continuing to refine and streamline internal procedures, we strive to consistently improve on methods to expedite our permit process while utilizing the Building staff more efficiently.

## Website Updates:

- Provide information for the Township's website to highlight ordinances, safety measures, or current projects.

## 2018 Annual Fall Township Open House:

- Through community outreach, we can make the residents more aware of the important role the Building Division plays in the scheme of public safety as it relates to both commercial and residential structures.

## Employee Safety Training:

- Continue employee training via the Planning, Building and Ordinance's Safety Committee to ensure safety as a priority.

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

Effective Codes  
& Staff  
Qualifications

Online  
Inspections  
AccessMyGov.com