

Bloomfield Township



2007 Annual Report

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



April 22, 2014

Dear Residents of Bloomfield Township:

I am pleased to present the 2007 Bloomfield Township Building Division Annual Report. This report has been prepared to offer insight into the accomplishments of the Division this year and also provide information about the Building Division. The Division's principal activities involve enforcement of codes and ordinances by means of plan review and inspections. The Building Division permit process oversees construction, alteration, repair and demolition in the Township.

The major initiative for 2007 was the update of the BS&A software that tracks applications and inspections for all building activities. The software upgrades provide an easier way to track Homeowner Affidavits. The Division is utilizing letter templates and now has the ability to attach external documents to the permits or to a property.

The charts in the annual report compare the division of workload, fees, reviews and inspections of the Division. The Goals Section identifies several major building activities for 2008, such as the PGA Championship to be held at Oakland Hills Country Club, and the commencement of the Township's Capital Building Project involving a new senior center, public works building, and fire station.

The Accomplishments Section notes our hosting of annual Spring and Fall Building Industry Association (BIA) of Southeastern Michigan task force meetings. These meetings offer the opportunity for builders and Department staff to discuss pertinent topics relating to construction in the Township.

The success of the Building Division is attributed to the professionalism and dedication of its employees and employees from other Township Departments who share in the common goal of ensuring the health, safety and welfare of our residents and their property. We look forward to continuing the highest level of community service that Bloomfield Township residents have come to appreciate.

Respectfully Submitted,

*Patricia McCullough, Director
Planning, Building & Ordinance*

Building Division Employee List

Director

Patricia McCullough

Building Inspector/Plan Reviewer

George Kilpatrick

Mark Richards

Jim Wright

Building Secretary

Kathy Davis

Electrical Inspector

Fred Radner

Mechanical Inspector

Tom Benson

Building Official

Patrick Jenkinson

Plan Reviewer

Tamara Coolman

Building Clerk

Kristi Thompson

Plumbing Inspector

Todd Haneckow



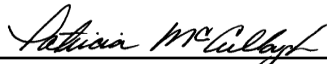
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Annual Report is derived from data collected January 2, 2007 until December 31, 2007.

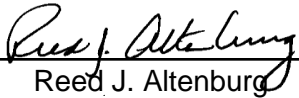
Our Mission Statement:

As Representatives of the Bloomfield Township Planning, Building and Ordinance Department we pledge to provide solution-oriented services and the highest level of professionalism for our community in a fair and consistent approach. We are dedicated to upholding the Township adopted plans, codes, ordinances and standards that facilitate the growth of the Township and enhance the quality of life and safety for current and future generations.



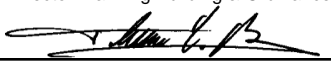
Patricia McCullough

Director Planning Building & Ordinance



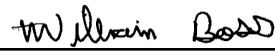
Reed J. Altenburg

Ordinance Officer



Thomas Benson

Mechanical Inspector



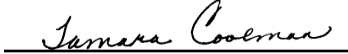
William Boss

Ordinance Officer



Robin R. Carley

Development Coordinator



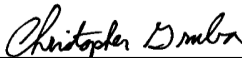
Tamara Coolman

Plan Reviewer



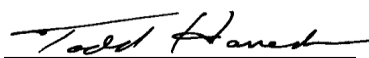
Kathy Davis

Building Secretary



Christopher Gruba

Assistant Planner



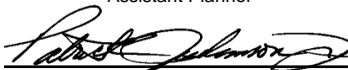
Todd Haneckow

Plumbing Inspector



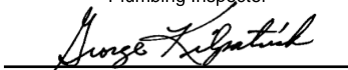
Kelly Jacobson

Ordinance Secretary



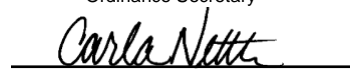
Patrick C. Jenkinson Jr.

Building Official



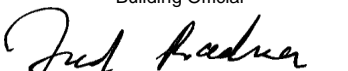
George Kilpatrick

Plan Reviewer



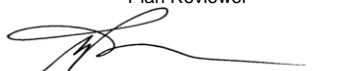
Carla Nettle

Planning Clerk



Fred Radner

Electrical Inspector



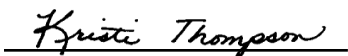
Mark Richards

Building Inspector



Brenda Schlutow

Lead Ordinance Officer



Kristi Thompson

Building Clerk



Jim Wright

Plan Reviewer/Building Inspector

Building Division Codes

◆Building

Michigan Residential Building 2003
Michigan Building 2003
Michigan Rehabilitation Code for existing buildings 2003

◆Electrical

Michigan Residential Code 2003
National Electrical Code 2002
2005 NEC and the 2006 Part 8 Rules effective 11/23/2007

◆Mechanical

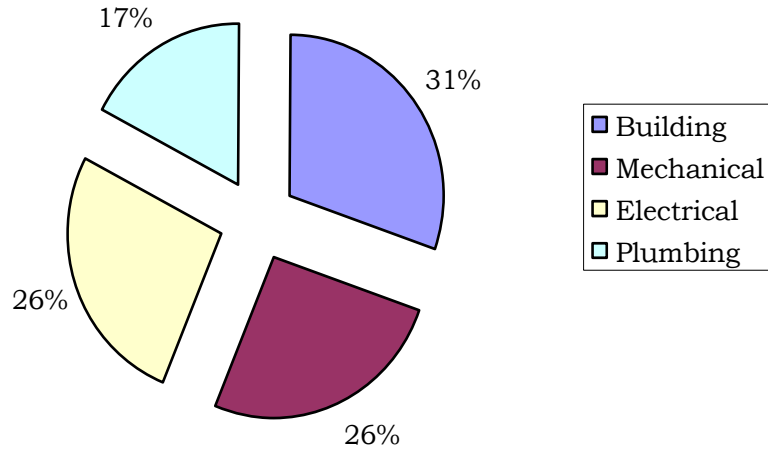
Michigan Residential Code 2003
Michigan Mechanical Code 2003
Michigan Mechanical Code 2006 effective 12/3/2007

◆Plumbing

Michigan Residential Code 2003
Michigan Plumbing Code 2003

Building Division Inspections and Certificate of
Occupancy Totals for 2007

Inspections Performed

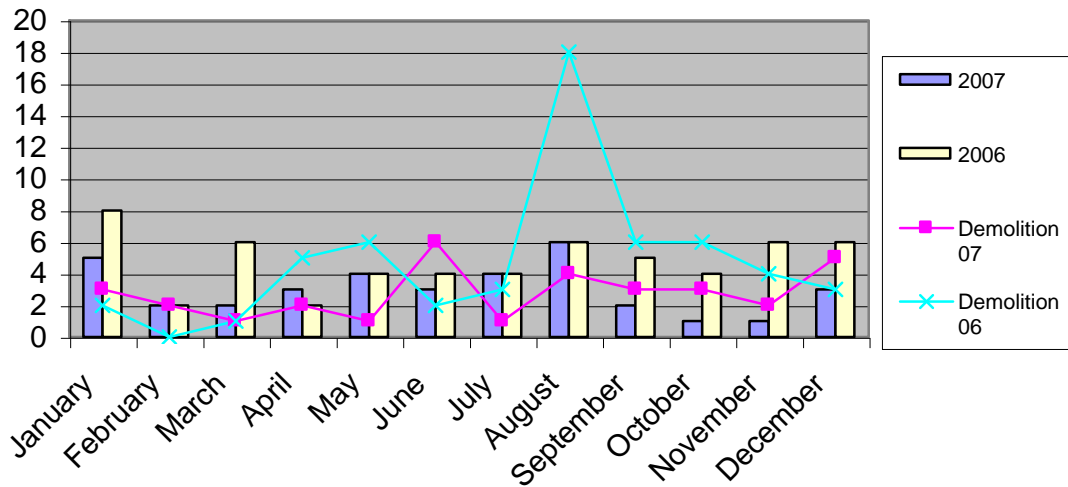


Type of Inspections	Total Amount	Weekly Average
Building	3061	59
Mechanical	2650	51
Electrical	2671	52
Plumbing	1732	33

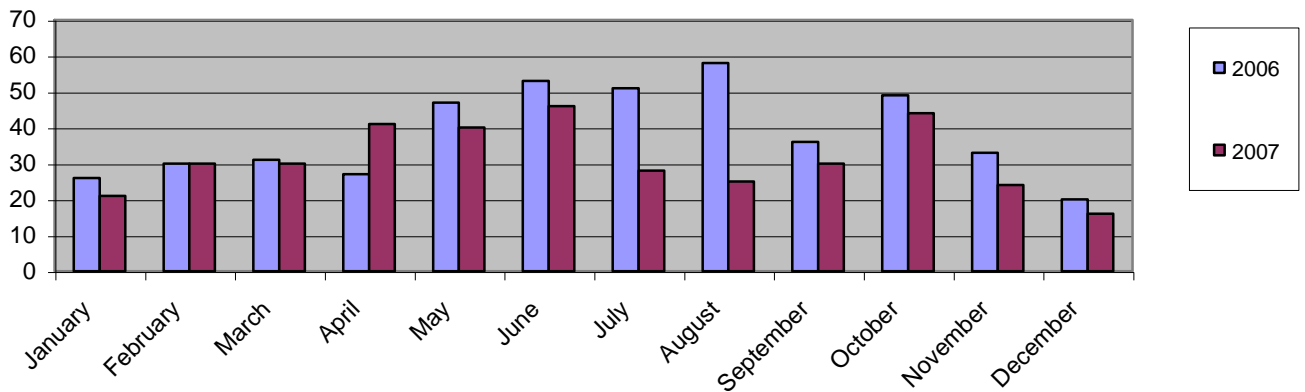
Type of Occupancy Issued	Total Amount	Monthly Average
Full Certificate of Occupancy	254	21
Temporary Certificate of Occupancy	47	4

Comparison of Issued Permits

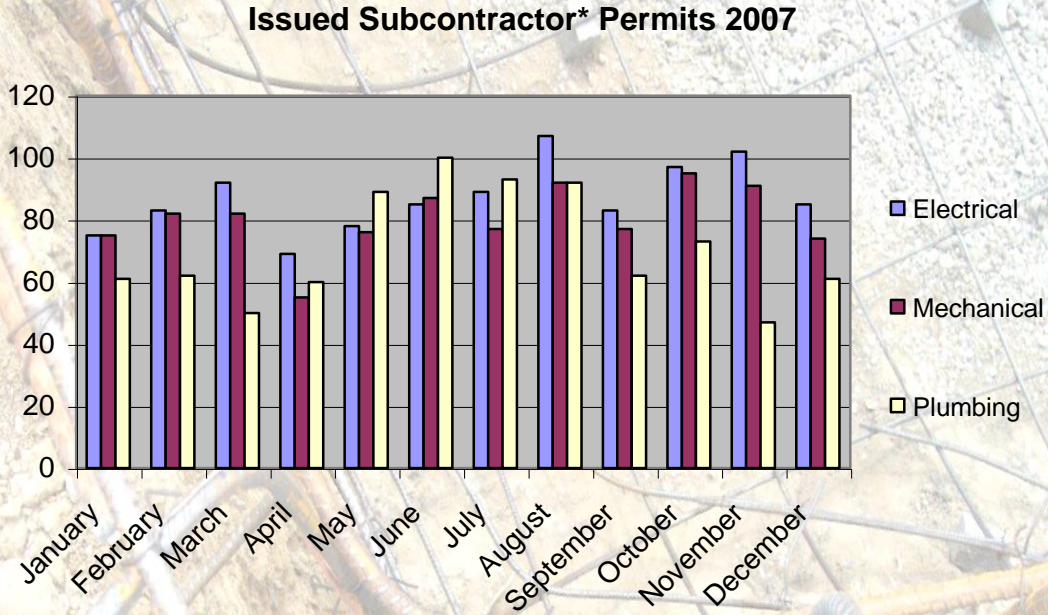
- ◆ Demolition & New Construction Issued Building Permits Issued
 2007 Monthly Average is 3 permits per month
 2006 Monthly Average is 5 permits per month



- ◆ Residential Addition/ Alteration Building Permits Issued
 2007 Monthly Average is 31 permits per month
 2006 Monthly Average is 38 permits per month



Comparison Chart of Issued Permits



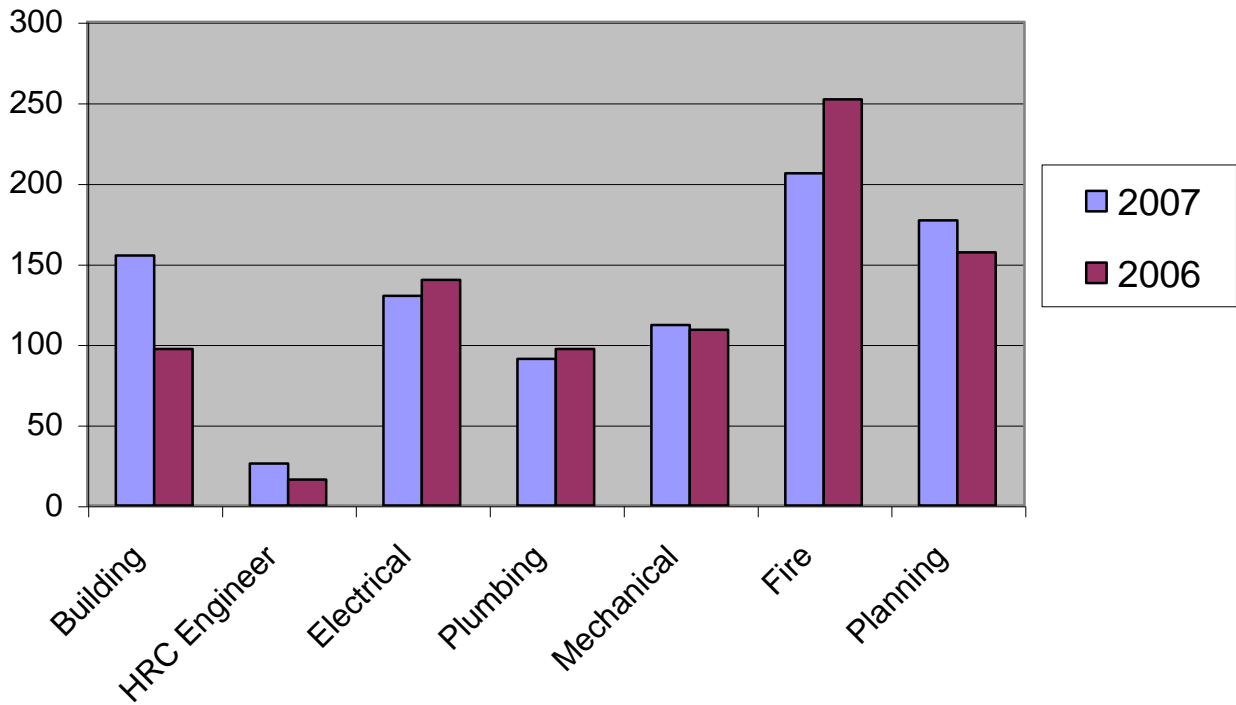
Note: A subcontractor is an individual or in many cases a business that signs a contract to perform part or all of the obligations of another's contract. A subcontractor is generally hired by the General or Building Contractor.

Permits Issued	2005	2006	2007
Residential Building	484	518	411
Electrical	1062	1027	1031
Mechanical	1067	984	948
Plumbing	968	925	841

(Background Picture: Electrical inspection for swimming pool)

Comparison Chart of Reviews

Commerical Review

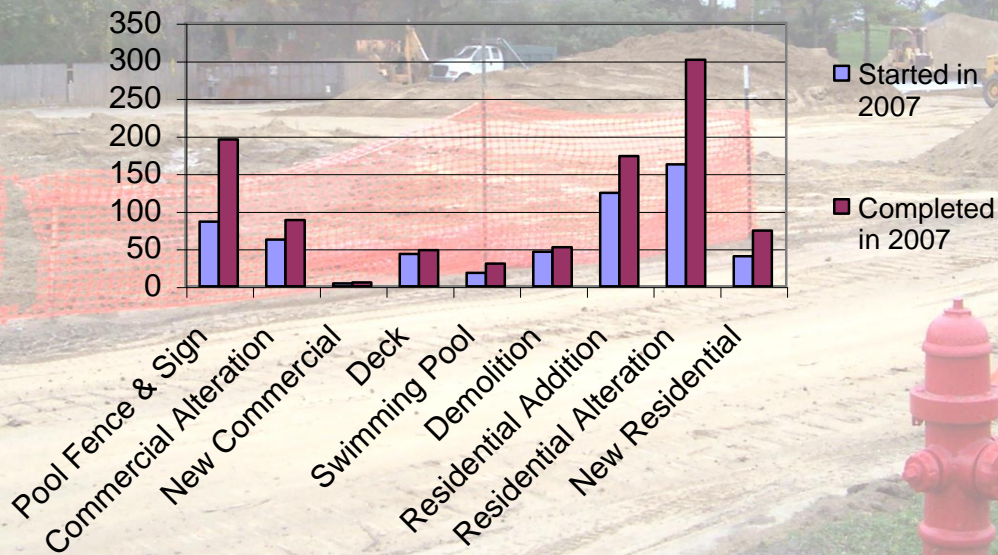


Commercial Review	2007	2006	Change
Building	155	97	60%
HRC Engineer	26	16	63%
Electrical	130	140	-7%
Plumbing	91	97	-6%
Mechanical	112	109	3%
Fire	206	252	-18%
Planning	177	157	13%

Expired Permit Program Results

Permit Type	Issued in 2007	Completed in 2007
Pool Fence & Sign	72	114
Commercial Alteration	62	88
New Commercial	4	5
Deck	43	48
Swimming Pool	18	30
Demolition	46	52
Residential Addition	124	174
Residential Alteration	134	154
New Residential	40	74

Notes: Permits that are issued are not always completed within that year. The expired permit program has increased the number of permits completed in 2007.



(Background picture: Preparing a site for new construction)

2007 Major Division Activities

◆BIA Meetings:

Building Industry Association (BIA) of Southeastern Michigan has sponsored builder and community forums at the Township for approximately 10 years. The Division meets on a regular basis in the spring and in the fall of the year. In 2007, the Township Building Division hosted two task force meetings on April 5th and October 4th. The meeting presents an opportunity for builders to meet with the inspectors and staff in a friendly atmosphere. The discussion includes pertinent topics, such as code changes, permit application process, air conditioning screening requirements, building height requirements, job site concerns, erosion control, certificate of occupancy requirements, and other construction-related activities.

◆BS&A Software Upgrades:

In order to integrate Planning, Building and Ordinance Departments activities, the BS&A software was upgraded to include the following:

- Tracking of variances from the Zoning Board of Appeals
- Tracking of Homeowners Affidavits
- Scanning external documents to a property
- Utilizing letter templates

◆Customer Service:

Together with the Planning and Ordinance Divisions, a Mission Statement was created to actively pursue the objectives throughout the year.

Goals for 2008

The Building Division has set specific goals for the coming year as part of the Annual Report.

◆Inspection Line:

The Division has been making arrangements for a dedicated line that would allow contractors to leave a message for an inspection any time day or night. By initiating this service, it would free up time for the clerical staff during high volume calling times to let the contractors leave a message for the inspection they are looking to schedule.

◆Managing Documents:

The Division has been in discussion with Graphic Sciences Inc. to institute a program that would capture paper documents, blueprints and information from the Division files by utilizing digital conversion services. By initiating this service, it would allow archiving and retrieving of documents to be exact and secure for the Township.

◆Major Projects:

The Division has been preparing for the Township Capital Building Project, 2008 PGA Championship Event along with the completion of new commercial developments, such as Target Store, LA Fitness Facility, and a reconstructed Costco Warehouse store.

◆Creating an Informational Video:

The Division has been working with the Township Cable Studio to create a video depicting the importance of the Building Department as defenders of public safety.