Bloomfield Township
Building Department

2006 Annual Report

Patricia McCullough, Director
Planning, Building, & Ordinance
April 22, 2014

Dear Residents of Bloomfield Township:

I’m pleased to present the 2006 Bloomfield Township Building Department Annual Report. This report has been prepared to offer insight into the accomplishments of the Department this year and also provide information about the Building Department. The Department’s principal activities involve enforcement of codes and ordinance by means of plan review and inspections. The Building Department permit process oversees construction, alteration, repair and demolition in the Township.

The major initiative for 2006 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 Zoning Board of Appeals variances and stop work orders. It also added the capability of attaching pictures and external documents to a permit. Another new feature allows for the flagging of certain properties to notify staff of important details concerning individual sites. The upgraded software also provides a mass mailing option that expands our abilities to notify owners and builders of expired permits.

The charts in the annual report compare the division of workload, fees, reviews and inspections of the Department. The Goals Section discusses the possibility of managing documents by utilizing digital conversion services. 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 Department 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 Department Employee List

Director
Patricia McCullough

Building Official
Patrick Jenkinson

Building Inspector/Plan Reviewer
George Kilpatrick
Mark Richards
Jim Wright

Plan Reviewer
Tamara Coolman

Building Secretary
Kathy Davis

Building Clerk
Kristi Thompson

Electrical Inspector
Fred Radner

Plumbing Inspector
Todd Haneckow

Mechanical Inspector
Tom Benson
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Annual Report data is derived from January 2, 2006 until December 31, 2006.
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

Robin R. Carley
Development Coordinator

Christopher Gruba
Assistant Planner

Patrick C. Jenkinson Jr.
Building Official

Fred Radner
Electrical Inspector

Kristi Thompson
Building Clerk

Thomas Benson
Mechanical Inspector

Tamara Coolman
Plan Reviewer

Todd Haneckow
Plumbing Inspector

George Kilpatrick
Plan Reviewer

Mark Richards
Building Inspector

Jim Wright
Plan Reviewer/Building Inspector

William Boss
Ordinance Officer

Kathy Davis
Building Secretary

Kelly Jacobson
Ordinance Secretary

Carla Nettle
Planning Clerk

Brenda Schlutow
Lead Ordinance Officer
Building Department 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

♦ Mechanical

Michigan Residential Code 2003
Michigan Mechanical Code 2003

♦ Plumbing

Michigan Residential Code 2003
Michigan Plumbing Code 2003
Building Department Inspection’s and Certificate of Occupancy Total for 2006

Inspections Performed

<table>
<thead>
<tr>
<th>Type of Inspections</th>
<th>Total Amount</th>
<th>Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
<td>4770</td>
<td>91</td>
</tr>
<tr>
<td>Mechanical</td>
<td>3011</td>
<td>58</td>
</tr>
<tr>
<td>Electrical</td>
<td>2850</td>
<td>55</td>
</tr>
<tr>
<td>Plumbing</td>
<td>2071</td>
<td>40</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type of Occupancy Issued</th>
<th>Total Amount</th>
<th>Monthly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Certificate of Occupancy</td>
<td>193</td>
<td>16</td>
</tr>
<tr>
<td>Temporary Certificate of Occupancy</td>
<td>51</td>
<td>4</td>
</tr>
</tbody>
</table>
# Building Department Permit Fees by Category

- **Total Estimated Value of Construction**: $74,517,116
- **Total Estimated Square Footage of Construction**: 14,548,500
- **Total Building Permit Fees**: $765,647

<table>
<thead>
<tr>
<th>Permit Types</th>
<th>Total Fees Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pool Fencing &amp; Sign Permits</td>
<td>$9,955</td>
</tr>
<tr>
<td>Residential Addition/Alteration Permits</td>
<td>$270,315</td>
</tr>
<tr>
<td>Residential New Construction Permits</td>
<td>$313,870</td>
</tr>
<tr>
<td>Deck Permits</td>
<td>$11,642</td>
</tr>
<tr>
<td>Swimming Pool Permits</td>
<td>$8,102</td>
</tr>
<tr>
<td>Demolition Permits</td>
<td>$13,505</td>
</tr>
<tr>
<td>Commercial Permits</td>
<td>$138,257</td>
</tr>
<tr>
<td>Electrical Permits</td>
<td>$143,332</td>
</tr>
<tr>
<td>Mechanical Permits</td>
<td>$172,040</td>
</tr>
<tr>
<td>Plumbing Permits</td>
<td>$126,274</td>
</tr>
</tbody>
</table>

*(Background picture: Rough stage of new construction commercial project)*
Comparison of Issued Permits

Demolition & New Construction Comparison Issued Building Permits
2005 Monthly Average is 5 for Demolition
2005 Monthly Average is 7 for New Construction
2006 Monthly Average is 5 for each

Residential Addition/ Alteration Building Permits Issued
2005 Monthly Average is 34
2006 Monthly Average is 38
Comparison Chart of Issued Permits

Issued Subcontractor* Permits 2006

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.

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Building</td>
<td>530</td>
<td>484</td>
<td>518</td>
</tr>
<tr>
<td>Electrical</td>
<td>885</td>
<td>1062</td>
<td>1027</td>
</tr>
<tr>
<td>Mechanical</td>
<td>1125</td>
<td>1067</td>
<td>984</td>
</tr>
<tr>
<td>Plumbing</td>
<td>947</td>
<td>968</td>
<td>925</td>
</tr>
</tbody>
</table>

(Background Picture: Plumbing for shower with multiple sprays)
## Comparison Chart of Reviews

### Commercial Review

<table>
<thead>
<tr>
<th>Commercial Review</th>
<th>2005</th>
<th>2006</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
<td>90</td>
<td>97</td>
<td>8%</td>
</tr>
<tr>
<td>HRC Engineer</td>
<td>23</td>
<td>16</td>
<td>-30%</td>
</tr>
<tr>
<td>Electrical</td>
<td>114</td>
<td>140</td>
<td>23%</td>
</tr>
<tr>
<td>Plumbing</td>
<td>91</td>
<td>97</td>
<td>7%</td>
</tr>
<tr>
<td>Mechanical</td>
<td>95</td>
<td>109</td>
<td>15%</td>
</tr>
<tr>
<td>Fire</td>
<td>177</td>
<td>252</td>
<td>42%</td>
</tr>
<tr>
<td>Planning</td>
<td>144</td>
<td>157</td>
<td>9%</td>
</tr>
</tbody>
</table>

Note: Residential Reviews require only a building review. Fire Reviews include fire alarm and fire suppression reviews. Electrical Reviews include fire alarm reviews.
## Expired Permit Program Results

<table>
<thead>
<tr>
<th>Permit Type</th>
<th>Issued in 2006</th>
<th>Completed in 2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pool Fence &amp; Sign</td>
<td>86</td>
<td>195</td>
</tr>
<tr>
<td>Commercial Alteration</td>
<td>80</td>
<td>86</td>
</tr>
<tr>
<td>New Commercial</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Deck</td>
<td>56</td>
<td>63</td>
</tr>
<tr>
<td>Swimming Pool</td>
<td>24</td>
<td>38</td>
</tr>
<tr>
<td>Demolition</td>
<td>65</td>
<td>103</td>
</tr>
<tr>
<td>Residential Addition</td>
<td>160</td>
<td>401</td>
</tr>
<tr>
<td>Residential Alteration</td>
<td>162</td>
<td>301</td>
</tr>
<tr>
<td>New Residential</td>
<td>63</td>
<td>80</td>
</tr>
</tbody>
</table>

Notes: Permits that are issued are not always completed within that year. The expired permit program we started has increased the number of permits completed in 2006.
2006 Major Department Activities

**BIA Meetings:**
Building Industry Association (BIA) of Southeastern Michigan has sponsored builder and community forums at the Township for approximately 10 years. The Department meets on a regular basis in the spring and in the fall of the year. 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
- Generating mass letters for expiring permits
- Placing stop work orders on a property/permit
- Attaching external documents/pictures to a property
- Flagging of properties for important details

**Goals for Managing Documents:**
The Department has been in discussion with Graphic Sciences Inc. to institute a program that would capture paper documents, blueprints and information from the Department 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.