



Bloomfield Township Building Division 2019 Annual Report

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

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Annual Report is derived from data collected January 2, 2019 until December 31, 2019.

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.



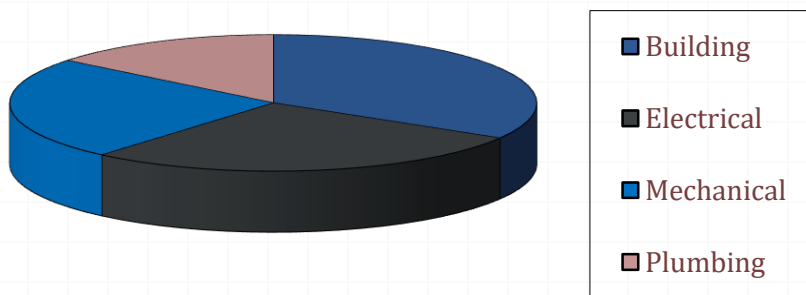
Building Division Personnel

Name and Title	Years of Service
Patricia Voelker, Director	17
George Kilpatrick, Building Official	13
Kathy Davis, Administrative Assistant	23
Kristi Thompson, Building Clerk	16
Danielle Brent, Building Clerk	6
Christian Fox, Project Coordinator, Building Inspector & Plan Reviewer	8
William Myers, Building & Mechanical Inspector	6
Rick Firlik, Electrical Inspector	10
Todd Haneckow, Plumbing Inspector	30
Thomas Benson, Mechanical Inspector	14
Bob Thibeault Building Inspector	8

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	4,289	82
Electrical	3,532	68
Mechanical	3,125	60
Plumbing	1,825	35



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

Electrical 2015 Michigan Electrical Code
 2017 National Electrical Code
 *Including 2017 MI Part 8 Rules

Mechanical 2015 Michigan Mechanical Code

Plumbing 2015 Michigan Plumbing Code

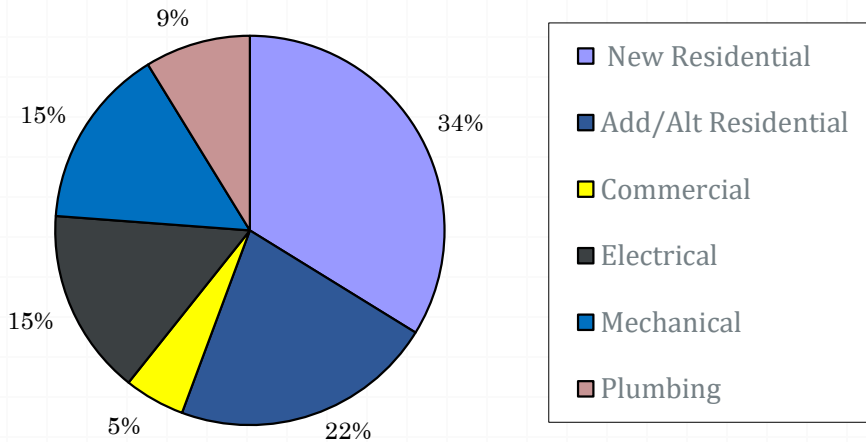
Permit Services

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.

- o Received 1,432 building applications
- o Received 98 ordinance applications
- o Received 73 tree applications
- o Received 21 fire suppression applications
- o Received 28 fire alarm applications
- o Received 27 change of occupancy applications

Certificate of Occupancy Type	Total Amount	Monthly Average
Temporary Certificate of Occupancy	67	6
Change of Occupancy (Full Certificate)	23	2
Full Certificate of Occupancy	177	15

Permit Fees



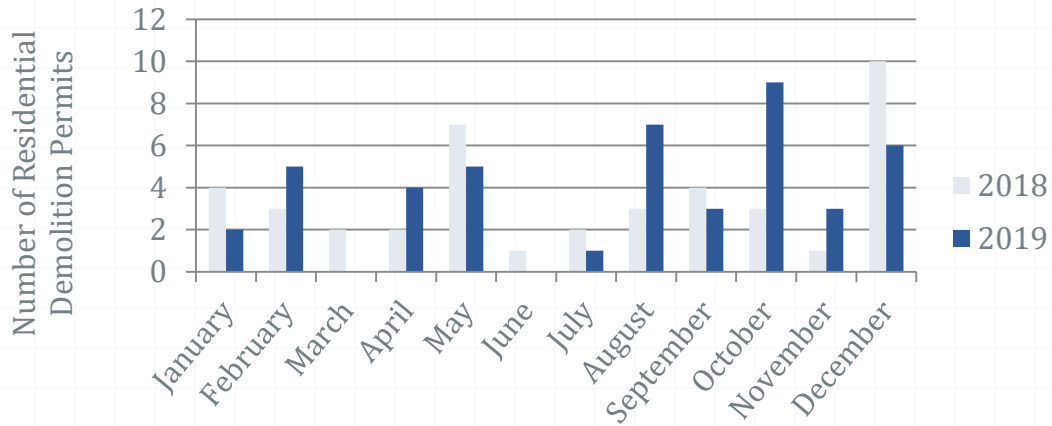
* All other categories are 1% or below

Permit Types	Total Fees Collected
Residential New Construction	\$512,524
Residential Addition/Alteration	\$331,744
Demolition (includes all types)	\$12,415
Deck	\$14,110
Swimming Pool	\$11,464
Pool Fencing & Signs	\$11,310
Accessory & Ordinance	\$24,437
Commercial (not including demolition)	\$76,499
Tree (includes all types)	\$11,700
Electrical	\$234,555
Mechanical	\$228,220
Plumbing	\$133,040
TOTAL	\$1,591,718

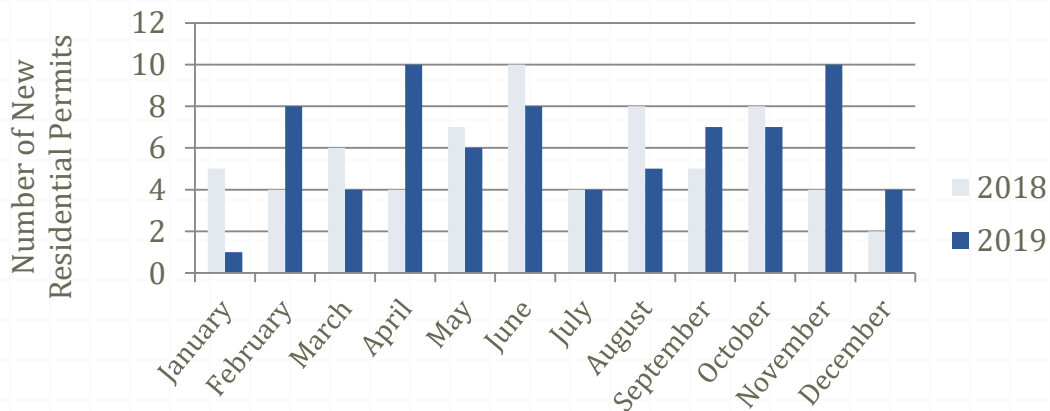
Building Permits

Comparison Charts

In 2019, the Building Division issued **45** complete residential demolition building permits, with a monthly average of **4**.



In 2019, the Building Division issued **74** new residential building permits, with a monthly average of **6**.



Building Permits

Comparison Charts

In 2019, the Building Division issued **946** addition/alteration Residential building permits, with a monthly average of **79**.

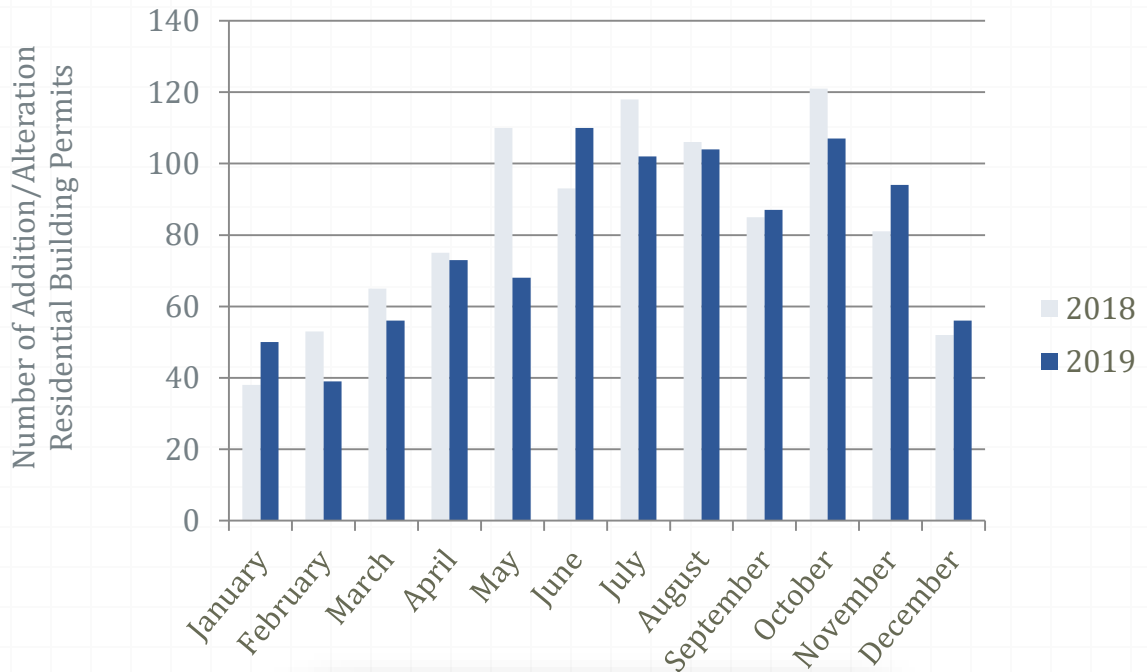


Photo:
Garage
addition

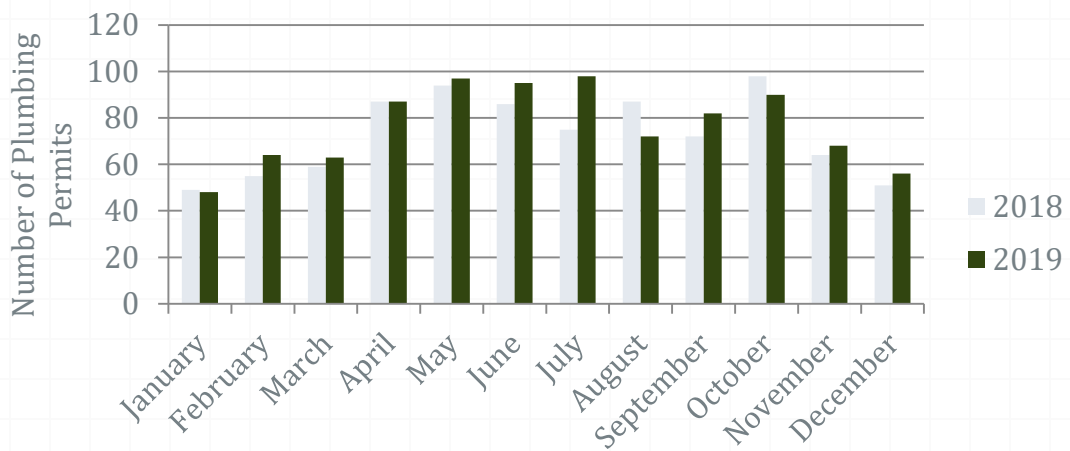


Subcontractor Permits

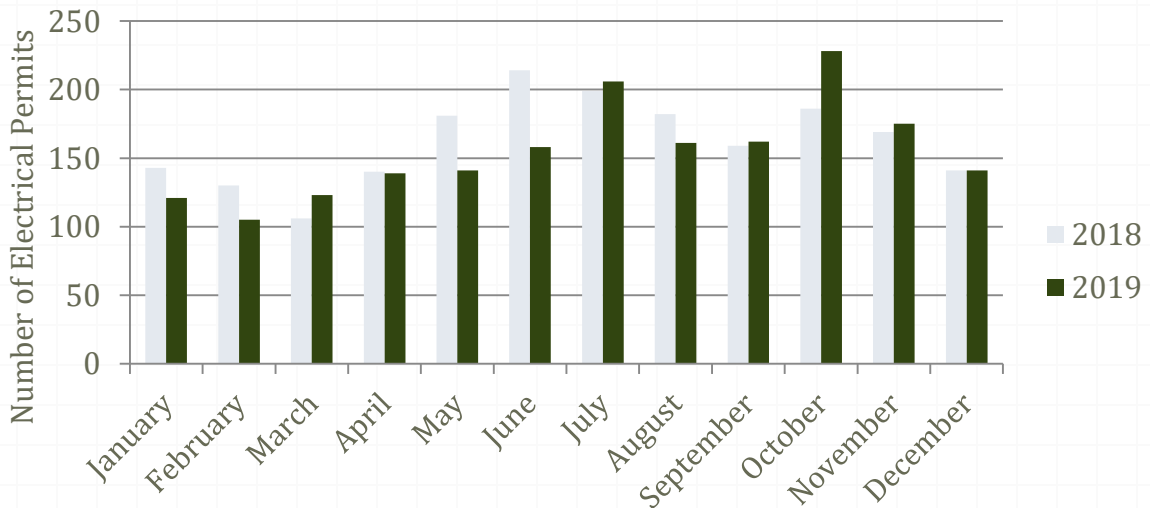
Comparison Charts

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 2019, the Building Division issued **920** plumbing permits, with a monthly average of **77**.



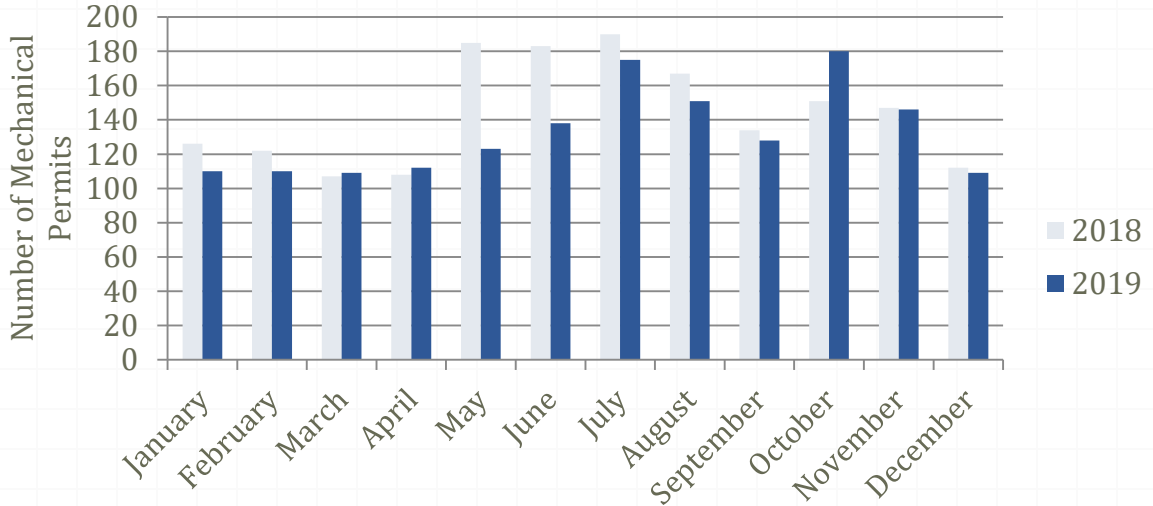
In 2019, the Building Division issued **1860** electrical permits, with a monthly average of **155**.



Subcontractor Permits

Comparison Charts

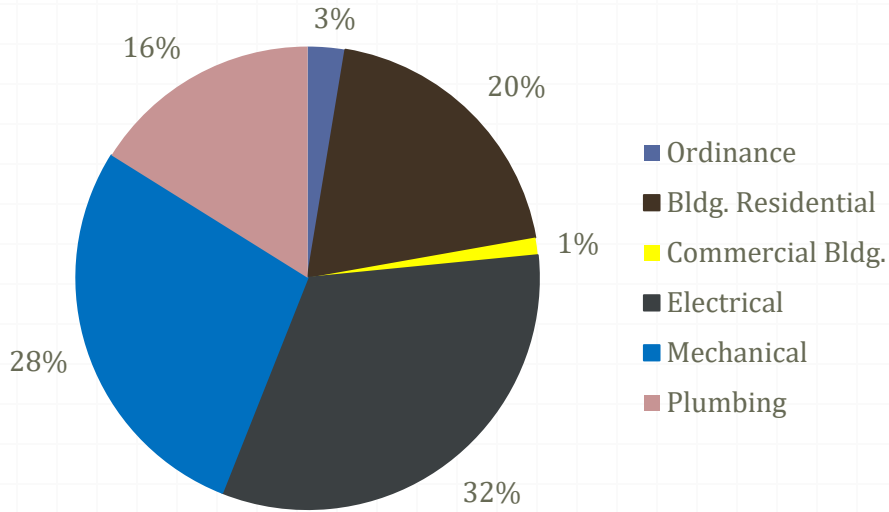
In 2019, the Building Division issued **1,591** mechanical permits, with a monthly average of **133**.



(above picture: installation of air conditioning unit)

Permit Totals

Comparison



All other categories are 1% or below

Permit Types	2017	2018	2019
Tree (includes all types)	73	70	71
Ordinance	146	167	149
Residential Building*	983	1,032	1,119
Commercial*	68	77	70
Demolition (includes all types)	52	63	57
Electrical	1,700	1,950	1,860
Mechanical	1,466	1,732	1,591
Plumbing	886	877	920
TOTAL	5,374	5,968	5,837

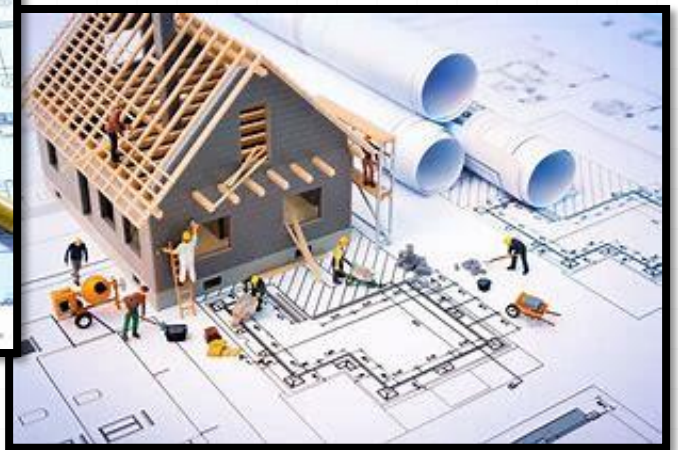
* not including demolition

Plan Reviewers

Comparison Charts

Commercial Plan Review	2018	2019
Building	177	143
Engineering Consultant	66	60
Electrical	151	116
Mechanical	78	55
Plumbing	66	50
Fire	224	175
Planning	196	167
TOTAL	958	765

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.

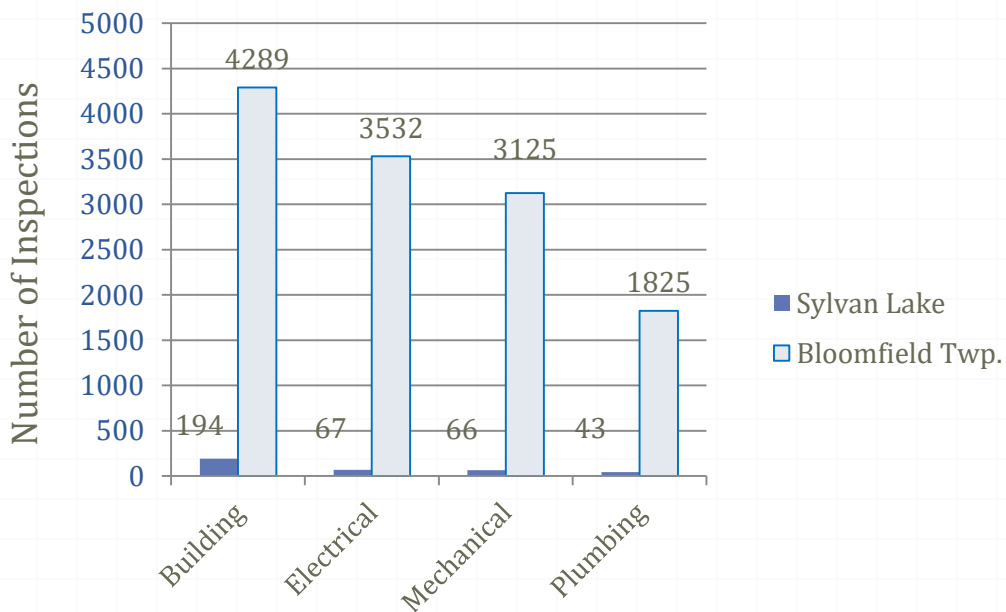


Sylvan Lake Inspections

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	194	4,289
Electrical	67	3,532
Mechanical	66	3,125
Plumbing	43	1,825
Total for 2019	370	12,771



Sylvan Lake Permits

Comparison Charts

Permits Issued	2018	2019
Building	60	64
Electrical	45	47
Mechanical	48	35
Plumbing	22	26
Total	175	172

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	\$34,840	160
Electrical	\$6,370	47
Mechanical	\$5,015	35
Plumbing	\$3,880	26
Total	\$50,105	268

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 2019, five (5) Bloomfield Township homeowners were approved for assistance in their home repairs. Some of the repairs included:

- o Repair/replace brick, steps, garage side door, bathroom sink, raise/remove plastic on ceiling, electrical and caulking around doorway
- o Replacement of kitchen lighting, faucet, chimney, lock and driveway
- o Cut/remove branches, clean gutters, clean ducts, install walkway, storm door, insulation, and inspect furnace



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 21 years. In 2019, the Building Division hosted task force meetings on April 11th and October 10th. The meetings provide an opportunity for builders to meet with the inspectors and staff in a friendly and informative forum.

- o The discussions included pertinent topics such as: site maintenance and storing equipment on site without permits; contractor and inspectors are still learning the energy codes and how they comply with new products; concerns about change to national code instead of Michigan code, State is still talking about a new Code cycle; DTE provided updated service area map; Discussion on the economic and permit forecast for 2019; Township addressed the Zoning Ordinance for patio amendments for piers, landscape walls, and kitchenettes with piers; Plan reviews check list which is available on the website that includes decks, new commercial and residential construction and grading; reviews completed with 10 business day timeline; Permits numbers for 2019 are up for Residential Demolitions and Residential New Construction; and requested contractors or owners to provide a closing date when applying for a Temporary Certificate of Occupancy.



Accomplishments

Safety Committee

Lead Ordinance Officer Brenda Schlutow, Building Official George Kilpatrick and Deputy Director Andrea Bibby lead the Department's 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.

"Back Injury Prevention" handout



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.



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**

Permit PBR13-0014
1234 Main Street
Final: 9/25/2013

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"/>

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

2020 Goals

Enable highest standards of customer service:

- o Continue to provide good customer service by assisting walk-in customers and answering phone inquiries that request technical and code information.
- o Establish effective communications at the counter, on the phones, and with our website to assist residents and business professionals.

Resource Management:

- o Actively promote the public's use of the AccessMyGov.com website which allows access to permit and inspection history for Bloomfield Township properties.
- o 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.
- o Working with the Clerks office to convert our applications to an electronic copy.

Website Updates:

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

Scanning Documents:

- o 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