2018 ORDINANCE DIVISION ANNUAL REPORT

"Keeping blight out of your neighborhood!"







Patricia Voelker, Director Planning, Building & Ordinance

<u>Table of Contents</u>

Employee List	Page 2
Number of Vacant Properties	Page 3
Maintenance Cost of Vacant Properties	Page 4
Noxious Weeds Administrative Fees	Page 5
Property Maintenance Fees	Page 6
Tickets Issued	Page 7
Ordinance Permits	Page 8
Illegal Signs Removed	Page 9
Ordinance Inspections	Page 10
Coals & Assamplishments	Page 11

Ordinance Division Employee List

<u>Name & Title</u>	Years of Service
Patricia Voelker, Director	16
Brenda Schlutow, Lead Enforcement Officer	18
Kelly Jacobson, Planning & Ordinance Administrative Assistant	13
Robert Thibeault, Ordinance Officer / Building Inspector	7
Jodi Welch, Ordinance Officer	4.5
Pamela Patterson, Ordinance Officer	0.5

Our Mission Statement:

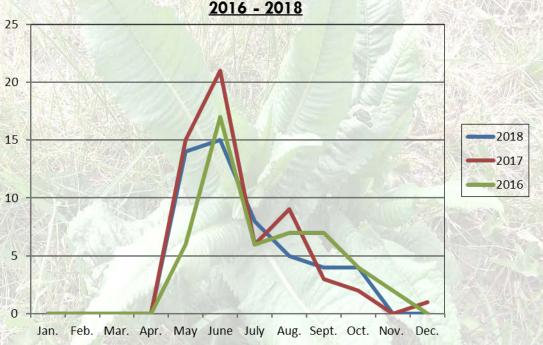
As Representatives of the Bloomfield Township Planning, Building and Ordinance Department, we pledge to provide our services in a fair and consistent approach with the highest level of professionalism. We are dedicated to upholding the Township adopted plans, codes, ordinances and standards that maintain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

Number of Vacant Properties Maintained by Township 2016 - 2018

TOTAL NUMBER OF PROPERTIES MAINTAINED IN 2016 = 25TOTAL NUMBER OF PROPERTIES MAINTAINED IN 2017 = 36

TOTAL NUMBER OF PROPERTIES MAINTAINED IN 2018 = 26

Number of Properties Maintained 2016 - 2018

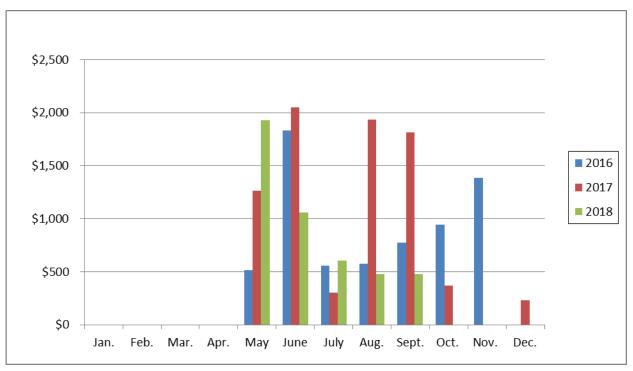


The number of vacant properties maintained by the Township decreased by approximately 28%. This number includes properties with vacant homes as well as vacant lots. Residents and property preservation companies have been increasing their efforts to maintain these properties, in an effort to avoid being assessed monetary penalties for maintenance violations.





Cost to Maintain Vacant Properties 2016 - 2018



The Township's maintenance costs have receded from last year. These fees have declined from last year largely due to residents, realtors and banks / property preservation companies intensifying their maintenance efforts, to ensure that Ordinance requirements are met.

Vacant properties have contact information posted more frequently now, allowing the Ordinance Division to communicate and work with responsible parties concerning violations.

<u>MONTH</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>		
Jan.	\$ 0	\$ 0	\$ 0		
Feb.	\$ 0	\$ 0	\$0		
March	\$ 0	\$ 0	\$ 0		
April	\$ 0	\$ 0	\$ 0		
May	\$516	\$1,263	\$1,930		
June	\$1,832	\$2,048	\$2,291		
July	\$559	\$303	\$1,056		
August	\$575	\$1,931	\$605		
Sept.	\$772	\$1,815	\$476		
Oct.	\$945	\$368	\$476		
Nov.	\$1,385	\$ 0	\$ 0		
Dec.	\$0	\$231	\$ 0		
TOTAL	\$6,584	\$7,959	\$6,834		

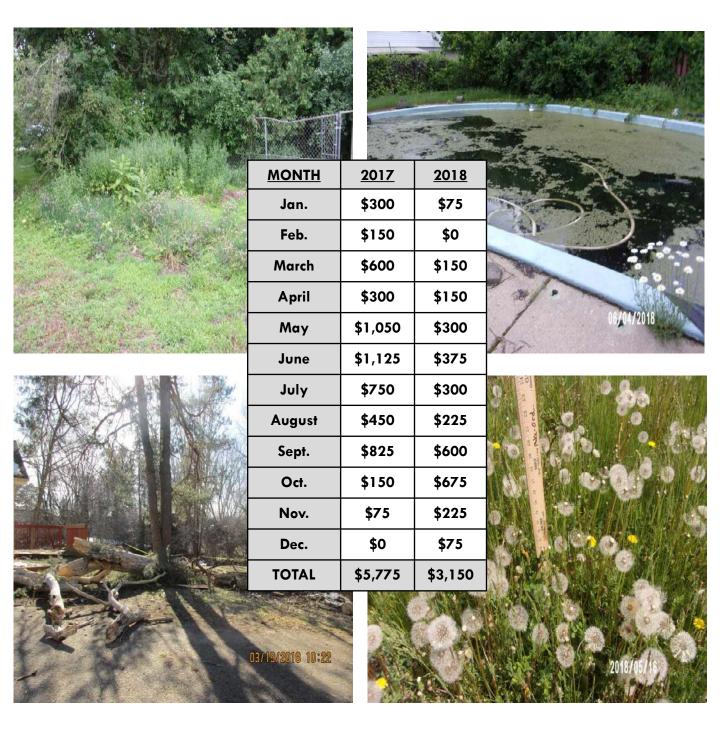
Noxious Weeds Administrative Fee Totals 2017 - 2018

The Township passed a resolution in 2008 allowing a \$75.00 administrative fee to be added to each grass/weed cutting.

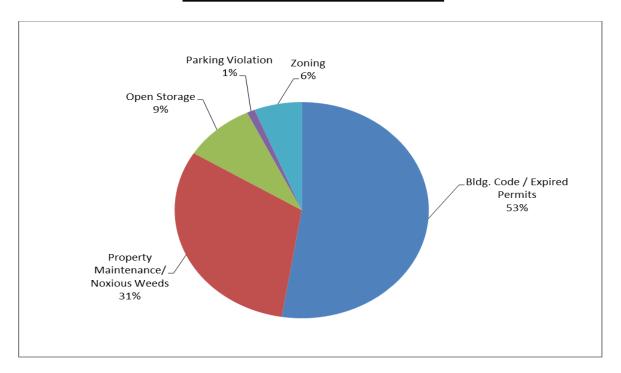


<u>Property Maintenance Enforcement Recovery Fee Totals</u> <u>2017 - 2018</u>

Per the International Property Maintenance Code (IPMC), a \$75 Enforcement Recovery Fee may be charged to a property tax roll after the responsible party has been warned and fails to comply with the Code. In most cases, residents comply. The Ordinance Division issued a total of 42 Property Maintenance Notices in which the \$75 Enforcement Recovery fee was charged.



Number of Tickets Issued



There were a total of 99 tickets issued in 2018. As in recent years, violations pertaining to Building Code and/or Expired Permits still comprise the largest number of tickets issued. Most of these citations were issued to contractors for installing mechanical/electrical equipment prior to obtaining the required permits, and several were issued for expired permits.

<u>Violation</u> <u>Categories</u>	Number of Tickets Issued
Building Code / Expired Permits	52
Property Maintenance/ Noxious Weeds	31
Open Storage	9
Zoning	6
Parking Violation	1
2018 TOTAL	99

	rm La	w Cita		1116	SARE NO.				Involv
US DOT #	···· La	- Oite	arou	Inc	ident No.		_	Dept. No.	,
The Benela of F	7000	ala of to	lichlose	Lo	cal Use/Arre	st No.		Detection I	Device
The People of X Township	City	VIIIa	99 🔲 Ce	ounty		IDAC			
OF: BLOO	MFIE	LD						1	of 1
THE UNDERSIG		Month	Day	Year	At approxi	mately XA	M. Date		by Ye
State X Goer		Driver Lic	cense Num	nber	12.00	LJP	M. Birth		Cinet 4 di
T COL	O. BOOK								
Raco See	Heigh	# Weig	nt Hair	Eves	Occupation	n/Employer			
Name (First, Mid	die, Last	-		_	1			-	
Street									
City	_				Sta	le		2	lio Code
Vehicle Plate No.		Yes	r Sta	ie Vehi	cle Description	n Ofear Mai	e. Color)		Veh Tr
		100		- 70	on business		· • • • • • • • • • • • • • • • • • • •		1
THE PERSON N			n violetian	of XIL	ocal Ordina	nce Ster	e Law	Administ	rative R
UPON_INSF	ECT	ON							
AT OR NEAR									
WITHIN CO	γП	VILLAGI	F XTO	MNSHIP	OF BLC	OMFIEL	D		
COUNTY OF	DAKL	AND					-	OID THE FO	OLLOW!
	MCL	Cito/PAC	C Code						Char
Type X CA Wan	I DAU	Ordinan Donizati	on pend	BLM T	tion induse a WP MUNIC	CIPAL CIV	IL INF 1	ST	rpe) N
Misd Fug				OFFEI	USE (SET	COURT D	ATE)		
Fel Wels	099		on penys						
Misd Fug	_	- mudii	- parati						
☐ CA ☐ Ween	- Inde	thereignet	on pend.		-				
Misid Fug		NA AEGOS	on pend.						- 1
									- 1
Fel DWale									
TO THE COL	IRT: Do	not an	elgn on	a felony	charge unti	l an author	zed com	plaint is fil	led.
TO THE COL Offense Code(s) 1 09984	JRT: Do		2			3			
TO THE COL Offense Code(s) 1 09984 Key for Type: 0	JRT: Do	Infractio	2 on Misd	= Misder	meanor Fel	= Falony V	Varn = VA	arning Fuo	e = Fuaiti
TO THE COL Offense Code(s) 1 09984 Key for Type: C Walv = Violatio	JRT: Do	Infractio	2 on Misd	= Misder	meanor Fel	= Falony V	Varn = VA	arning Fuo	e = Fuaiti
TO THE COL Offense Code(s) 1 09984 Key for Type: C Walv = Violatio	JRT: Do	Infractio	2 on Misd	= Misder	meanor Fel	= Falony V	Varn = VA	arning Fuo	e = Fuaiti
TO THE COL Offense Code(s) 1 09984 Key for Type: C Walv = Violatio	JRT: Do	Infractio	2 on Misd	= Misder	meanor Fel	= Falony V	Varn = VA	arning Fuo	e = Fuaiti
TO THE GOL Offense Code(s) 1 09984 Key for Type: C Walv = Violatio Romeris:	JRT: De	Infraction Fine	2 on Misd s/Gos/s M	= Misder lay ba W	meanor Fel	= Falony V	Varn = VA	arning Fuo	e = Fuaiti
TO THE COL Officinse Code(s) 1 09984 Key for Type: C Wate = Violatio Romerks:	IRT: De	Infraction Fine	2 on Misd	= Misder lay ba W	meanor Fol laived Author	3 = Falony V prization per	Vam = W. d. = Auth	arning Fuo	e = Fuaiti
TO THE COL Officense Code(s) 1 09984 Key for Type: C Walv = Violatio Romarks: CHECK IF APPROX Vehicle Impo: Trafilo Crash	JRT: Do	Dame Injury Death	2 on Misd s/Gos/s M	= Misder lay ba W	Lecal Cou	3 = Falony V orization per	Vam = Wand. = Auth	arning Fuo	e = Fuaiti
TO THE GOL Offense Code(s) 1 09984 Key for Type: O Walz = Vlolatio Remarks: CHECK IF APPROX Vehicle Impo Traffic Impo Traffic Active In	JRT: Do	Dame Injury Death	2 an Misd s/Gos/s M	= Misder lay be W	Lecal Cou License Pi Appearant	S = Felony V prization per pri Bond S posted in Lieu po Certificate	Warn = W. d. = Auth	orning Fug orization pr	e = Fuaiti
TO THE GOL Offlense Code(s) 1 05984 Key for Type: C Walv = Wolatio Remarks: CHECK of APPROO United Impo Traffic Crash Person in Active h See DATE BELC	JRT: Do	Dame Injury Death en/ce	2 an Misd s/Gos/s M	= Misder lay be W	Lecal Cou License Pi Appearant	S = Felony V prization per pri Bond S posted in Lieu po Certificate	Warn = W. d. = Auth	orning Fug orization pr	e = Fuaiti
TO THE GOL Offlense Code(s) 1 05984 Key for Type: C Wale = Violatio Romarks: CHECK IF APPROD Vehicle Impo Traffic Crash SEE DATE BELC Appearance Date Heaping Date Iff	PRIATE Unded	Dame Injury Deservice BACK atoru	2 on Misd siCosis M ge to Pro	= Misder lay be W	Lecal Cou License P Appearant Une	3 = Falony V prization per rt Bond S	Vam = Wid. = Auth	erning Fug orization pr	e = Fuaiti
TO THE GOU Offlense Code(s) 1 09984 Kely for Type: C Walzi = Vlolatio Romaris: CHECK of APPROD Vehicle Impo Traffic Crash Person is Adlesh SEE DATE BELL Appearance Dail Juvenie Traff Juvenie Traff	UI = Civil in for Wh in for Wh PRIATE uncled Altary St DIV. Steller on or b applicable to Missi.	Dama Injury Description E BACK safor.	2 on Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost Misd siCosts Misd siCosts Misd siCosts Misd siCosts Misd siCost	Porty ENO D	Lecal Cou License Pi Appearant None R EXPLANS	3 = Felony V prization per rt Bond S posied in Lieu po Certification ATION AND	Vam = W. d. = Auth of Bond NSTRUC	criting Fusion provided in the control of the contr	e = Fuaiti
TO THE GOU Officine Code(s) 1 09984 Key for Type: C Wah = Wlotato Permarks: CHECK of APPROC Ushide Impo Trafilio Crash Person in Active in SEE DATE BELL Healing Date (if Juvenile Trafil In the 4674 point	OFF CAN TO THE PRINTER OF THE PRINTE	Dame Injury Description E BACK safor (Court :	2 on Misd siCosts M ge to Pro OF CITA will Notify	Perly No 2	Local Cost License Pr Apparame I None R EXPLANT	3 = Falony v prization per rt Bond S posted in Lieu o Certificate VTION AND	Vam = W. d. = Auth of Bond NSTRUC	criting Fusion provided in the control of the contr	e = Fuaiti
TO THE GOU Officine Code(s) 1 09984 Key for Type: C Walv = Wilatio Remerks: CHECK of APPROL Vehicle Impo Trafilio Crash SEE DATE BELL Hosing Date (if Juvenie Trafi In the 4674 point	OFF CAN TO THE PRINTER OF THE PRINTE	Dame Injury Description E BACK safor (Court :	2 on Misd siCosis M ge to Pro	Perfy KNo 2	Lecal Could Appearant None R EXPLANT	a = Felony v prization per ri Bond S	Vam = W. d. = Auth of Bond NSTRUC	criting Fusion provided in the control of the contr	e = Fuaiti
TO THE GOU Offiense Code(s) 1 D9984 Key for Type: C Walx = Wolatio Pomeris: CHECK IF APPROC Vehicle Impo Traffic Crash Person in Active SEE DATE BELC Appearance Date Juvenile Traffi Juvenile Traff Court Address & Court Address &	PRIATE DE MINISTE DE M	Deme Injury Death ervice E BACK afort. (Court RT - BLO Jumber	ge to Pro This is of Citta will Notify, over title in 48TH 4280	Perty	Lecal Coulons Plans Plan	a Felony V rization per ri Bond S seled in Lieu o Continue ATION AND LOOMF COURT H RD	Vam = W. d. = Auth of Bond NSTRUC	orning Fus orizotion pro- critons fact Court will Notify)	e = Fuaiti
TO THE COL Offense Code(s) of Offense Code(s) 1 09984 Rey for Type: Co Web! = Violento CHECK IF APPRIOR OF COMMITTEE COMMITTEE Traffic Crash Person in Active in the Committee SEE DATE BELC Appearance Call Jovenite Traffi	PRIATE Cunded Milate Son or a specificable in Miss.	Dame Injury Death envice E BACK afort (Court RY - BLO Vumber	ge to Pro This is OF CITA 48TH 4280 BLOC	Perly	Lecsi Cou Licens Pi Appearant None R EXPLANY Formal Hean Court of BI FRICT C EGRAPI ELD HIL	a Fationy v variation per visitation per visitation per visitation per visitation and successful variation and visitation and	of Bond	critions Asset Court Mill Notify	e = Fuaiti
TO THE COL Offense Code; Offen	PRIATE Lunded Lu	Dame Injury Death E BACK safort (Court of RY - BLO Jurniber	ge to Pro	Perly District Distri	Local Coulumn Repaired None Local Coulumn Program Research L	= Falony v rization per ri Bond s seled in Lieu contributor ri Bond s Contributor COMFI COMFI LS, MI LS, MI	vam = W. d. = Auth of Bond instruct (Court	erning Fux orization pro-	g = Fugiti ending
TO THE COL Offense Code(s): 1 09984 Reg los Type: C Wata * Violator Romeris: CHECK IF APPROVE Weblet Impo Traffic Crash Person in Acube. SEE GATE BEL Appearance Date Juvenite Traff Juvenite Traff Juvenite Traff (2448) 6: XI I surved a seg: I declare under of deg Information	INT: DO III - Chair In for Wh Whate Whate Whate White Whit	Dome Injury Death Infraction Fine Injury Death Injury Dea	ge to Pro The Section of the Property of the	Perily Line of that the eff.	Local Coulumn Repaired None Local Coulumn Program Research L	= Falony v rization per ri Bond s seled in Lieu contributor ri Bond s Contributor COMFI COMFI LS, MI LS, MI	vam = W. d. = Auth of Bond instruct (Court	erning Fux orization pro-	e = Fuaiti
TO THE COL Offlense Code; 1 09984 Rey for Type: Col Wate * Violation Remarks: CHECK # APPRIOR Weblet Impo Traffic Crash Person in Active SEE GATE BELE Appearance Exit Heasing Date (# I Juvenite Traffic Juvenite Traffic Juvenite Traffic Juvenite Traffic See Cart Address 3 [248] 6: XI I saved a seg: 1 declare under	INT: DO III - Chair In for Wh Whate Whate Whate White Whit	Dome Injury Death Infraction Fine Injury Death Injury Dea	ge to Pro The Section of the Property of the	Perily Line of that the eff.	Local Coulumn Repaired None Local Coulumn Program Research L	= Falony v rization per ri Bond s seled in Lieu contributor ri Bond s Contributor COMFI COMFI LS, MI LS, MI	vam = W. d. = Auth of Bond instruct (Court	erning Fux orization pro-	g = Fugiti ending
TO THE COL Offliense Code; 1 09984 Rey for Type: C Wate * Violator Remeris: CHECK # APPROXIMATE Class Webide Impo Territo Crash Person in Acube SEE OATE BEL Appearance Date (# Laurenta Territo Laurenta Address & Laurenta Laurenta Laurenta Territo Laurenta Territo Laurenta	PRITE DO THE CANADA TO THE CANADA	Dome Injury Death Infraction Fine Injury Death Injury Dea	ge to Pro The Section of the Property of the	Perily Line of that the eff.	Local Coulumn Repaired None Local Coulumn Program Research L	a Falony V rization per ri Bond S ri	Vam = W. d. = Auth of Bond of Bond instruct (Court (Court) 48302 by pooling in rue to th	critions critions fact Court will Notify) fill LS	g = Fugiti ending
TO THE COL Offlense Code; 1 09984 Rey for Type: Col Wate * Violation Remarks: CHECK # APPRIOR Weblet Impo Traffic Crash Person in Active SEE GATE BELE Appearance Exit Heasing Date (# I Juvenite Traffic Juvenite Traffic Juvenite Traffic Juvenite Traffic See Cart Address 3 [248] 6: XI I saved a seg: 1 declare under	PRITE DO THE CANADA TO THE CANADA	Dome Injury Death Infraction Fine Injury Death Injury Dea	ge to Pro The Section of the Property of the	Perily Line of that the eff.	Local Coulumn Repaired None Local Coulumn Program Research L	a = Falcey V rization per ri Bond s seleci in tieu co Certificate COURT I RD LSMI above are 6 Month Officer's IE	Vam = W. d. = Auth of Bond of Bond instruct (Court (Court) 48302 by pooling in rue to th	critions critions fact Court will Notify) fill LS	g = Fugiti ending
TO THE COL Offliense Code; 1 09984 Rey for Type: C Wate * Violator Remeris: CHECK # APPROXIMATE Class Webide Impo Territo Crash Person in Acube SEE OATE BEL Appearance Date (# Laurenta Territo Laurenta Address & Laurenta Laurenta Laurenta Territo Laurenta Territo Laurenta	PRITE DO THE CANADA TO THE CANADA	Dame Injury Death Processing of the Country of the	ge to Pro The Section of the Property of the	= Misder perly LLLS DIST TELE June 10 - 10 - 10 - 10 - 10 - 10 - 10 - 10	Local Oculus Research Consultation Felicities Physics Physics Research Court of BITRICT CEGRAPH ELD HILlesterdasi (or evertal ments	3 = Falcey Varization per ri Bond S select in time to Certificate VTION AND ring Required LOOMFT COURT H RD LS, MI Month Month Officer's IE 446	Van = Wan =	critions critions critions fact Court will Notify HILLS	g = Fugiti ending
TO THE COL Officers Code; or College Code; or Code To State Code; or Code To State Code; or Code Tradition Code	Priore I the earth of the earth	Dame Injury Death Processing of the Country of the	ge to Pro Was E OF CITA will Notify DWY-ELD H 48TH 4280 BLOC complete to perjury and belie sipt if app	= Misder perly LLLS DIST TELE June 10 - 10 - 10 - 10 - 10 - 10 - 10 - 10	Local Coulumn Repaired None Local Coulumn Program Research L	3 = Falcey Varization per ri Bond S select in time to Certificate VTION AND ring Required LOOMFT COURT H RD LS, MI Month Month Officer's IE 446	Van = Wan =	critions critions critions fact Court will Notify HILLS	g = Fugiti ending

Ordinance Permits 2016- 2018

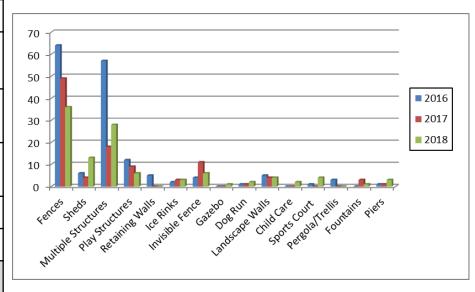
Number of Permits Issued							
Ordinance Permit Type	<u>2016</u>	<u>2017</u>	<u>2018</u>				
Fences	64	49	36				
Multiple Structures	57	18	28				
Play Structures	12	9	6				
Sheds	6	4	13				
Landscape Walls	5	4	4				
Invisible Fences	4	11	6				
Ice Rinks	2	3	3				
Fountains	0	0	1				
Piers	1	0	3				
Dog Runs	1	1	2				
Pergola/ Trellis	3	3	0				
Retaining Walls	5	1	0				
Sports Courts	1	0	4				
Gazebos	0	0	1				
Child Care	0	0	2				
TOTAL	161	103	109				

Ordinance permits are required for many types of accessory structures and uses.

Fences and sites with multiple structures, such as landscape walls, outdoor fireplaces, etc. consistently account for the largest number of Ordinance permits issued. The number of shed permits issued increased by more than 3 times the number issued in 2017.







Illegal Signs Removed 2017 - 2018

As indicated by the table below, the number of signs confiscated increased by a large volume right before and after the general election, rising by approximately 200%. This does not represent the total number of calls, letters, email responses, or follow-ups, etc., regarding sign issues. As with most communities, illegal signage continues to be a problem for the Ordinance Division.



TOTAL NUMBER OF SIGNS PULLED IN 2017 = 284

TOTAL NUMBER OF SIGNS PULLED IN 2018 = 851

Number of Signs Removed												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2017	0	4	81	42	17	25	14	18	11	21	19	32
2018	0	0	0	0	80	29	94	212	97	126	108	105











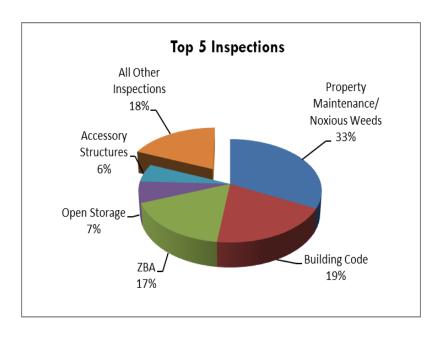
Ordinance Inspections

<u>Categories</u>	Inspections				
Property Maintenance/ Noxious Weeds	2,527				
Bldg. Code	1,506				
ZBA	1,328				
Open Storage	514				
Accessory Structures	439				
Trees	181				
Drainage	143				
Fire Code	136				
Trash / Yard Waste	133				
Wetlands/NFS EESD Issues	131				
Fence	125				
Signage	81				
Lighting	77 65				
Zoning					
Parking Violations	66				
Care Facilities	58				
DRB	56				
R.O.W. Issues	56				
Animal Containment / Dog Ordinance	48				
Dumping	43				
Snow	35				
Noise	7				
2018 TOTAL	7,755				

The number of inspections rose in 2018. Property Maintenance/Noxious Weeds violations continually account for the largest number of inspections. The largest increase was in the number of Wetlands/NFS/EESD Issues. These inspections mostly consist of structures and/or work being done within the required 25 ft. Natural Feature Setback. Lighting inspections, which can range from commercial light pole complaints to residential lighting, more than doubled in 2018.

There was also an increase in the number of Fire Code inspections. The Ordinance Division schedules site inspections to check house fire sites to ensure they are not neglected and work towards compliance.

Zoning Board of Appeals (ZBA) inspections account for a large portion of the Ordinance Division's inspections, increasing by approximately 20% in 2018. After residents go before the Zoning Board, the Ordinance Division sends out permit reminder letters and follows each project through to completion, ensuring that permits are obtained, inspections are scheduled, screening is installed and ZBA requirements are met.



Goals & Accomplishments



2018 Accomplishments

- The Division welcomed a new part-time employee, Ordinance Officer Pamela Patterson, to assist the Division in managing its increased inspection load in an effort to provide faster, more efficient response times to complaints received. Mrs. Patterson filled the vacancy of Michael Klein who retired in 2018.
- Violation Notice Forms and letter communication templates are continually reviewed, reevaluated and modified for improvement to better inform residents of Township ordinances.
- Participated in the 2018 Annual Township Open House along with the Building and Planning Divisions.
- A new filing system was created in an effort to make contractor legal files more readily accessible and to consolidate all citations history
- In keeping with our PBO Safety Committee training, staff were provided with and reviewed an article / flyer on the dangers of distracted driving.







2019 Goals

- To continue employee safety training via the Department Safety Committee's direction, ensuring that employee safety is a priority.
- Update template letters and notices in our BS&A program so that they address current issues in our community
- Update the Commercial Shopping Center contact file to include current business names and contact information, which is utilized by staff as a quick reference tool.
- Purge Ordinance records according to the Michigan Record Retention General Schedule #10. This will allow the Division to continue to better manage records.