

2012 ORDINANCE DIVISION ANNUAL REPORT

“Keeping blight out of your neighborhood!”



*Patricia Voelker, Director
Planning, Building & Ordinance*

Table of Contents

Employee List.....	Page 3
Number of Vacant Properties.....	Page 4
Maintenance Cost of Vacant Properties.....	Page 5
Noxious Weeds Administrative Fees.....	Page 6
Property Maintenance Fees.....	Page 7
Tickets Issued.....	Page 8
Ordinance Permits.....	Page 9
Illegal Signs Removed.....	Page 10
Ordinance Inspections.....	Page 11
Goals & Accomplishments.....	Page 12

Ordinance Division Employee List



Front Row: Lead Ordinance Officer Brenda Schlutow, Director Patricia Voelker & Ordinance Secretary Kelly Jacobson

Back Row: Part-Time Ordinance Officer Bill Boss & Ordinance Officer Bob Thibeault



Ordinance Officer
& Fire Marshall

Mike McCully



Ordinance Officer &
Building Official

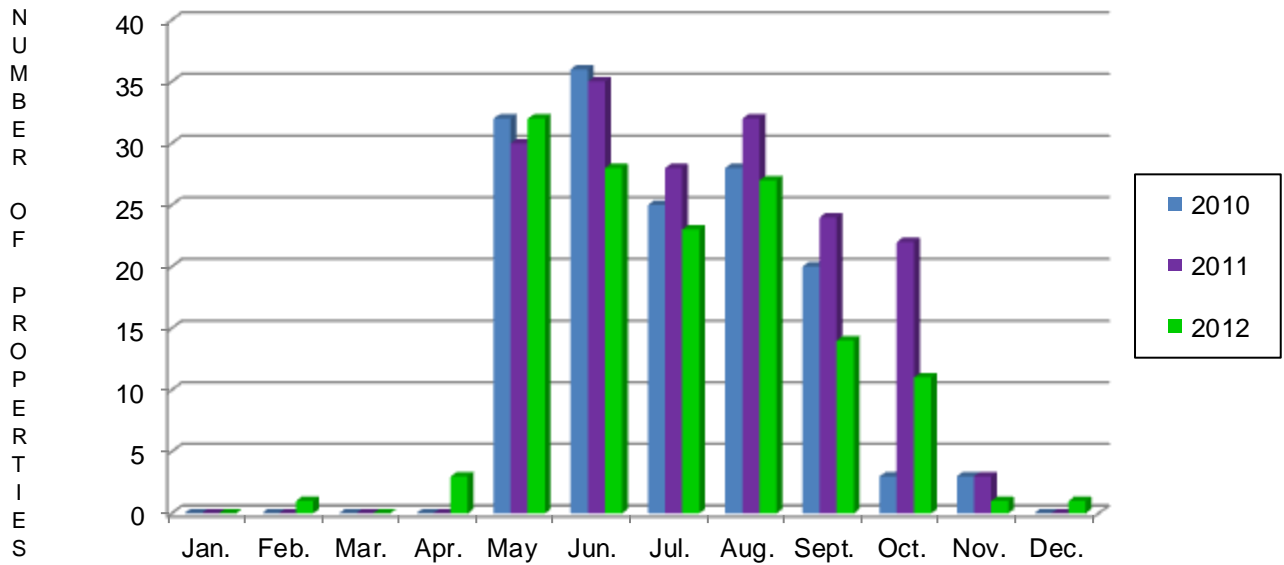
George Kilpatrick



Ordinance Officer &
Building Inspector

Chris Fox

Number of Vacant Properties Maintained by Township 2010 - 2012

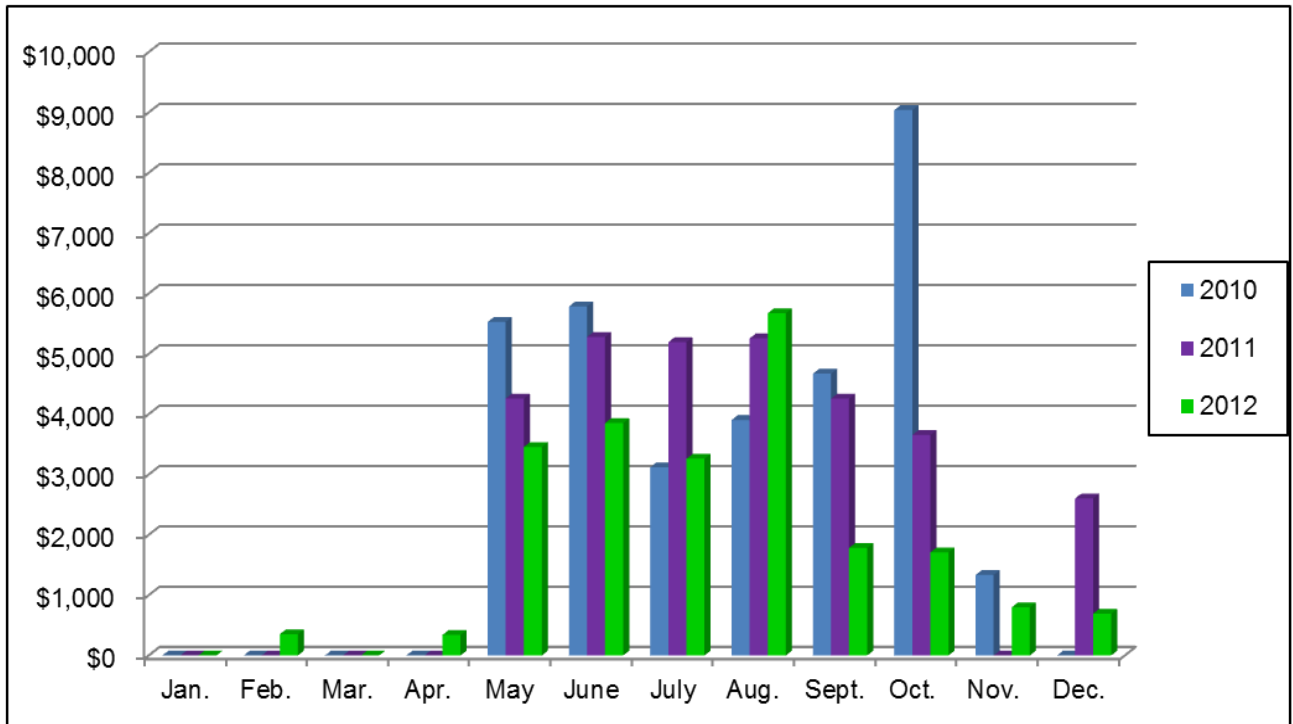


<u>MONTH</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Jan.	0	0	0
Feb.	0	0	1
March	0	0	0
April	0	0	3
May	32	30	32
June	36	35	28
July	25	28	23
Aug.	28	32	27
Sept.	20	24	14
Oct.	3	22	11
Nov.	3	3	1
Dec.	0	4	1

As compared to previous years, there has been a slight reduction in the number of vacant properties maintained by the Township. This includes properties with vacant homes as well as vacant lots.



Cost to Maintain Vacant Properties 2010 - 2012



While there has not been a decrease in the number of foreclosures, there has been a decline in the Township's original out-of-pocket maintenance costs.

In addition, the Ordinance Division has seen an increase in contact information posted on vacant/foreclosed properties by crews hired by the banks.

This has enabled staff to work closely with banks/realtors to ensure Ordinance requirements are met.

<u>MONTH</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Jan.	\$0	\$0	\$0
Feb.	\$0	\$0	\$353
March	\$0	\$0	\$0
April	\$0	\$0	\$339
May	\$5,526	\$4,256	\$3,455
June	\$5,784	\$5,278	\$3,852
July	\$3,119	\$5,192	\$3,259
August	\$3,902	\$5,254	\$5,671
Sept.	\$4,669	\$4,255	\$1,782
Oct.	\$9,037	\$3,731	\$1,710
Nov.	\$1,334	\$0	\$799
Dec.	\$0	\$3,327	\$692
TOTAL	\$33,371	\$31,293	\$21,912

Noxious Weeds Administrative Fee Totals 2011- 2012

Compared to 2011, there was a slight decrease in the total fees collected for grass/weed cuttings in 2012. Since the Township passed a resolution in 2008 allowing a \$75.00 administrative fee to be added to each grass/weed cutting, the Ordinance Division has seen an increase in cooperation from residents, as well as banks, realtors, etc. who wish to avoid paying these additional fees.

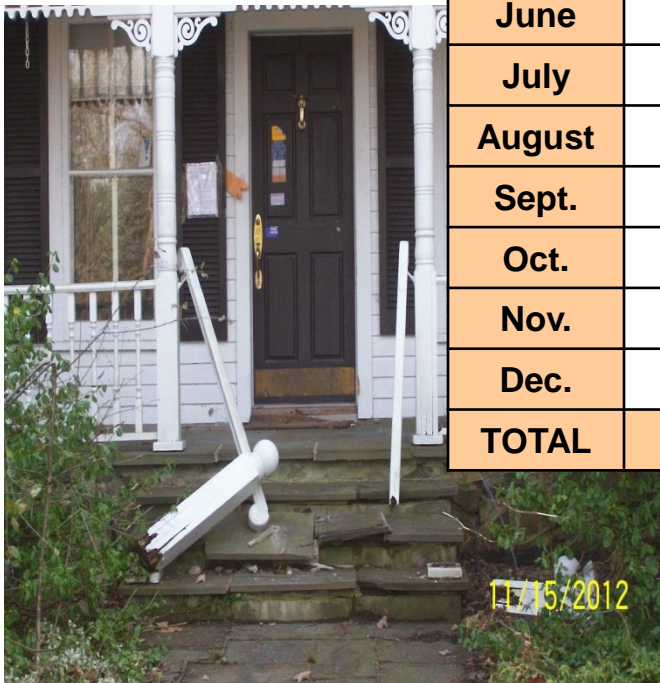
<u>MONTH</u>	<u>2011 MONTHLY TOTAL</u>	<u>2012 MONTHLY TOTAL</u>
April	\$0	\$225
May	\$2,400	\$3,075
June	\$4,875	\$3,825
July	\$4,125	\$3,300
August	\$4,650	\$3,375
Sept.	\$3,225	\$1,875
Oct.	\$2,700	\$1,500
Nov.	\$0	\$0
Dec.	\$300	\$0
TOTAL	\$22,275	\$17,175

Property Maintenance Fee Totals 2011- 2012

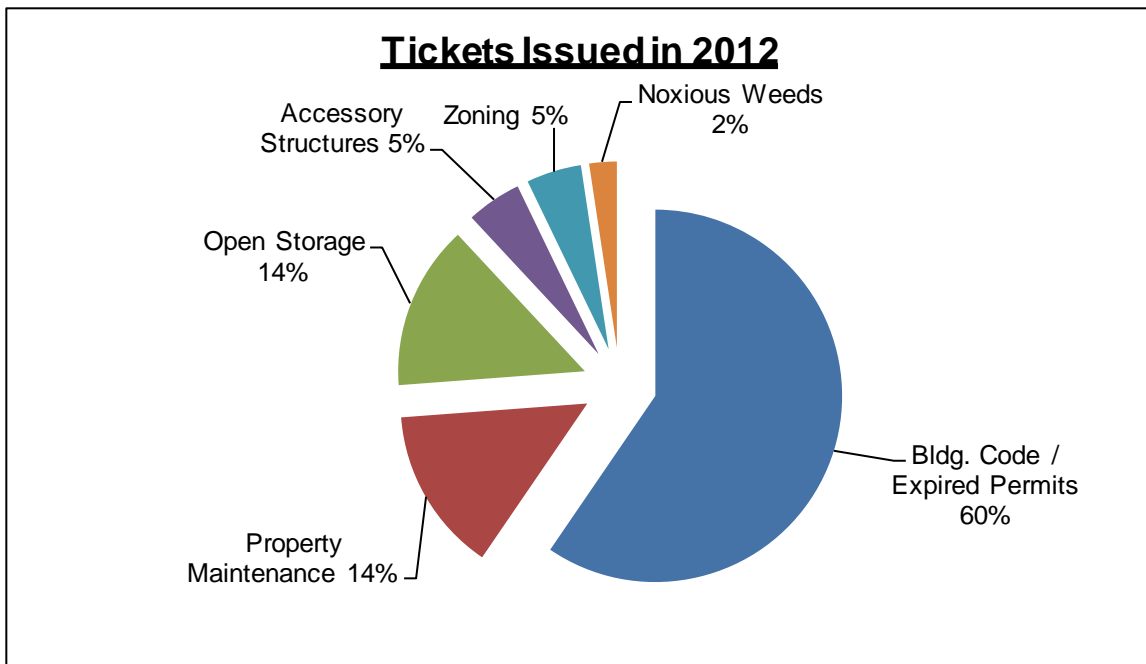
Per the International Property Maintenance Code (IPMC), a \$75 Enforcement Recovery Fee may be charged to a resident after being given a warning and he fails to comply with the Code. In most cases, residents comply. In 2012, the Ordinance Division issued a total of 8 Property Maintenance Notices in which the \$75 Enforcement Recovery fee was charged .



MONTH	2011	2012
Jan.	\$0	\$0
Feb.	\$0	\$0
March	\$0	\$0
April	\$0	\$75
May	\$0	\$0
June	\$150	\$0
July	\$300	\$75
August	\$150	\$150
Sept.	\$150	\$0
Oct.	\$0	\$75
Nov.	\$75	\$150
Dec.	\$0	\$75
TOTAL	\$825	\$600



Number of Tickets Issued



There were a total of 42 tickets issued in 2012. This is a decrease of approximately 21%, from the total of 53 tickets issued in 2011. This is due, in part, to the fact that many contractors are now familiar with the policy of performing pre-site inspections to verify that mechanical equipment has not been installed prior to permit issuance.

<u>Violation Categories</u>	<u>Number of Tickets Issued</u>
Building Code / Expired Permits	25
Property Maintenance	6
Open Storage	6
Accessory Structures	2
Zoning	2
Noxious Weeds	1
2012 TOTAL	42

State of Michigan Uniform Law Citation

Incident No. _____ Dept. No. 262

Local Use/Issue No. _____ Detention Device _____

City: BLOOMFIELD State: MI County: BAC

Offense: BLDG CODE / EXPIRED PERMITS

Vehicle Description (Year, Make, Color): _____

Officer: _____

Agency: BLOOMFIELD TWP PD

Online payment Web site: <https://payment.clerms.org/>

Ordinance Permits 2010- 2012

<u>Number of Permits Issued</u>			
Ordinance Permit Type	2010	2011	2012
Fences	24	40	33
Sheds	5	9	0
Accessory Structures	13	5	34
Retaining Walls	6	6	4
Dog Runs	1	2	3
Invisible Fences	1	5	4
Landscape Walls	4	3	3
Sports Courts	1	2	1
Gazebos	0	0	3
Mobil Unit	1	1	1
Pergola/Trellis	3	1	1
Play Structures	6	10	5
Statues	0	1	1
Ice Rinks	2	3	6
Child Care	0	0	0
Satellite Dishes	1	1	0
TOTAL	68	89	99



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

In 2012, the number of permits for these structures increased from last year by approximately 11%.

Most of the Ordinance permits pulled in 2012 were for fencing & accessory structures, which include piers, fountains, etc.



Illegal Signs Removed 2011 - 2012

As anticipated, the 2012 election season caused a drastic increase in signs placed throughout the Township. The Ordinance Division was inundated with complaints about improperly placed and/or over-sized political signs. The number of signs more than doubled from the previous year (2011) increasing by approximately 178%. The table only indicates the number of signs that were confiscated. It does not represent the number of calls made, letters sent, email responses, follow-ups, etc., regarding sign issues.

Number of Signs Removed

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2011	1	0	29	5	11	11	17	68	36	25	36	19
2012	1	9	17	35	16	28	23	40	15	332	183	20



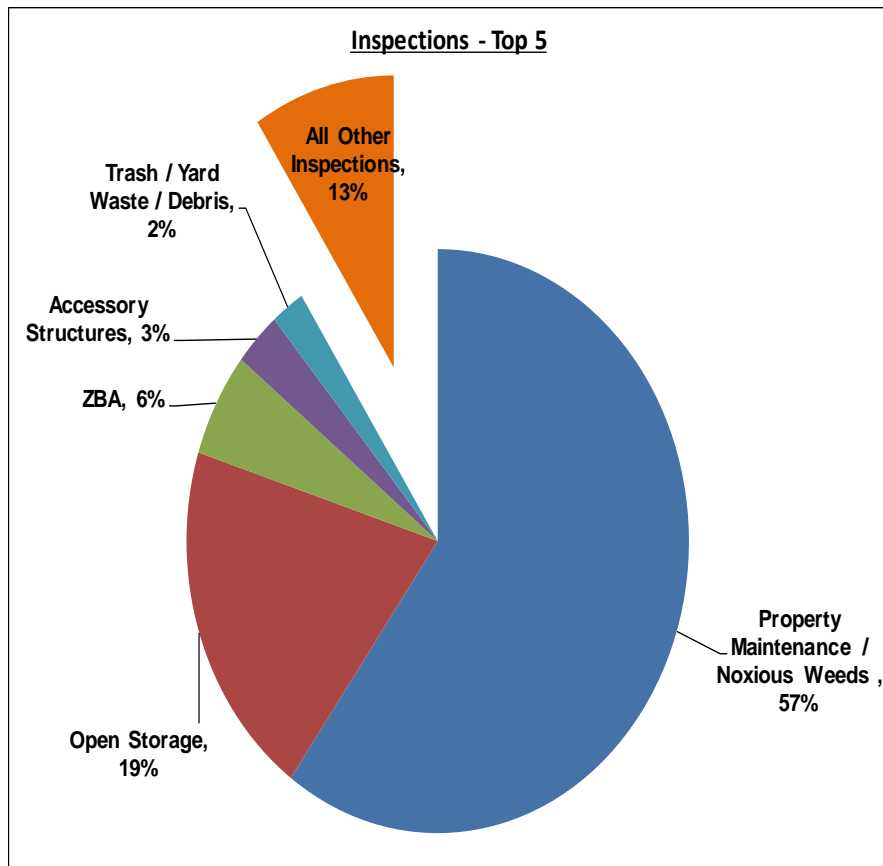
TOTAL NUMBER OF SIGNS PULLED IN 2011 = 258

TOTAL NUMBER OF SIGNS PULLED IN 2012 = 719

Ordinance Inspections

In 2011, Ordinance Officers conducted a total of 7,629 inspections. The number of inspections increased by approximately 17% in 2012. As in previous years, this is mainly due to the high volume of foreclosures and our efforts to monitor these sites. The Property Maintenance and/or Noxious Weeds inspections account for approximately 56% of the total number of inspections for the year.

<u>Categories</u>	<u>Inspections</u>
Property Maintenance/ Noxious Weeds	5,058
Open Storage	1,685
ZBA	487
Bldg. Code	300
Accessory Structures	256
Trash/Yard Waste/Debris	182
Trees	167
Signage	156
Drainage	102
Parking Violations	83
Fences	69
Zoning	69
DRB	66
Animal Containment	61
Fire Code	53
R.O.W. Issues	43
Dumping	34
Care Facility	26
Lighting	26
Noise	13
Wetlands	10
2012 TOTAL	8,946



Goals & Accomplishments

2012 Accomplishments

- Ordinance records were purged according to the Michigan Record Retention General Schedule #10, allowing more efficient record management.
- Reminder letters were sent out to residents and/or businesses to obtain necessary permits following DRB and/or ZBA approval.
- Various forms utilized by the Ordinance Division were updated. The updates allow more flexibility in use as well as providing specific data/notations concerning existing violations.
- The Township website is continually updated with timely information to provide a more efficient way to communicate Ordinance questions and concerns.

2013 Goals

- Update commercial shopping center contact book to include current business names and contact information (this information was last updated in 2005).
- Continue with training of new Ordinance Officer Bob Thibeault with the goal to fully integrate him into the Building, Planning and Ordinance Department. This will allow him to easily transition between Divisions to utilize his work skills.
- Purge Ordinance records according to the Michigan Record Retention General Schedule #10. This will allow the Division to continue to better manage records.