



Ordinance Division 2008 Annual Report

"Keeping blight out of your neighborhood!"



*Patricia Voelker, Director
Planning, Building & Ordinance*

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Annual Report data is derived from January 2, 2008 until December 31, 2008.

Ordinance Division Employee List

Director
Patricia Voelker

Lead Ordinance Officer
Brenda Schlutow

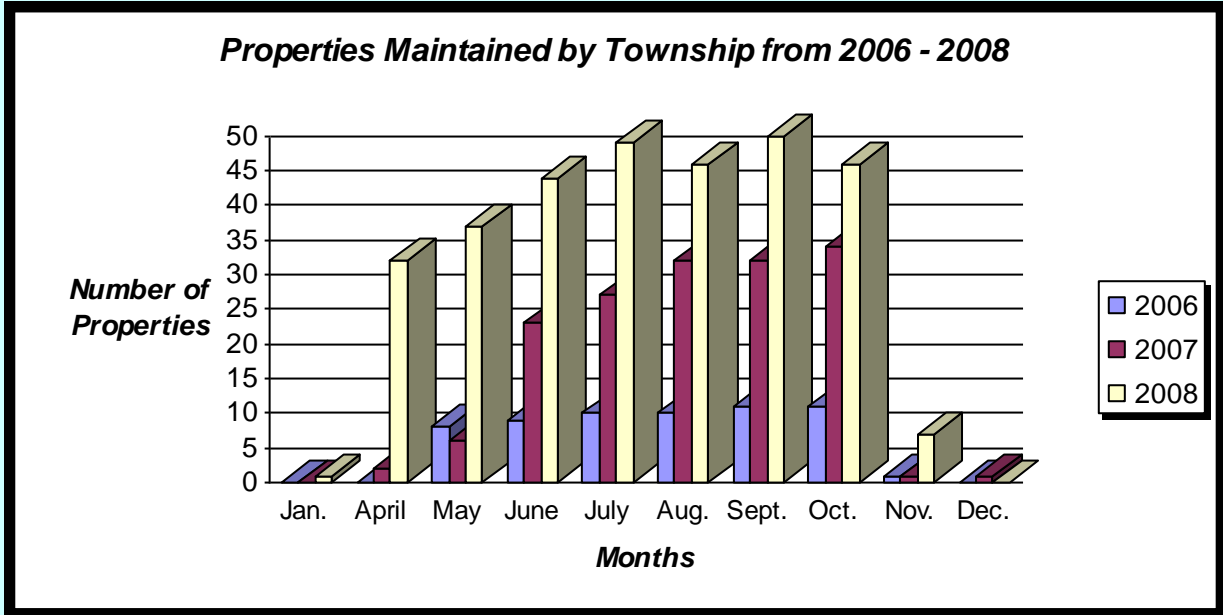
Ordinance Officer
Bill Boss

Ordinance Officer, Part-time
Reed Altenburg

Ordinance Secretary
Kelly Jacobson



Number of Vacant Properties Maintained by Township

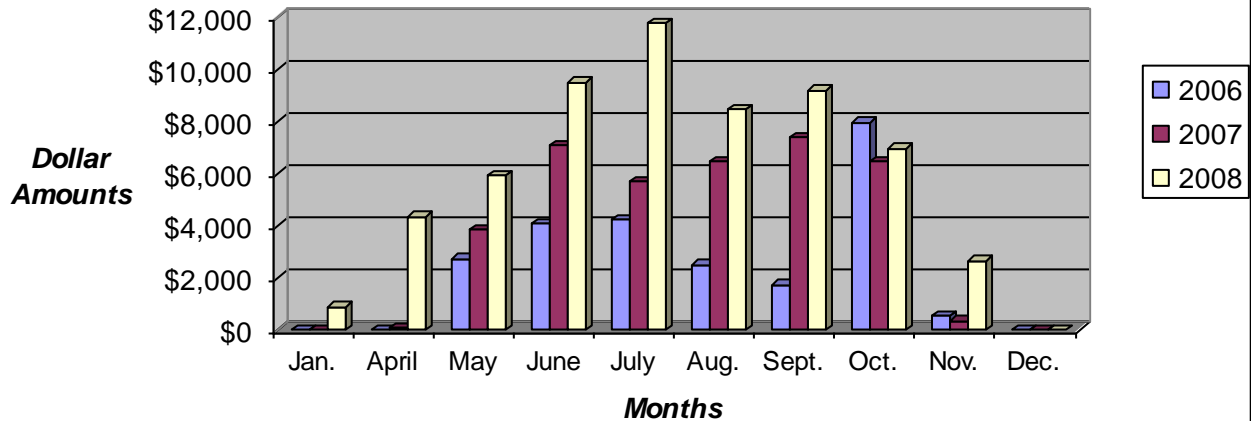


<i>Number of Properties Maintained from 2006 - 2008</i>			
<u>MONTH</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Jan.	0	0	1
April	0	2	32
May	8	6	37
June	9	23	44
July	10	27	49
August	10	32	46
Sept.	11	32	50
Oct.	11	34	46
Nov.	1	1	7
Dec.	0	1	0

- 2006 Monthly Average = 6 properties
 - TOTAL FOR 2006 = **13 properties**
- 2007 Monthly Average = 16 properties
 - TOTAL FOR 2007 = **42 properties**
- 2008 Monthly Average = 31 properties
 - TOTAL FOR 2008 = **84 properties**

Cost of Vacant Properties Maintained by Township

Cost of Lawn Maintenance from 2006 - 2008



<u>Month</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Jan.	\$0	\$0	\$900
April	\$0	\$83	\$4,340
May	\$2,729	\$3,865	\$5,903
June	\$4,074	\$7,068	\$9,486
July	\$4,245	\$5,718	\$11,747
August	\$2,505	\$6,467	\$8,477
Sept.	\$1,743	\$7,360	\$9,181
Oct.	\$7,955	\$6,447	\$6,960
Nov.	\$538	\$356	\$2,656
Dec.	\$0	\$30	\$0
TOTAL	\$23,787	\$37,395	\$59,650

As shown above, the cost of lawn maintenance provided by Bloomfield Township has increased substantially over the last few years. This is a direct result of the high volume of foreclosed homes, which has impacted communities nationwide. In an effort to expedite the process, the Township has amended our Ordinance. Beginning in March 2009, the Clerks Office publishes a notice in a “newspaper of general circulation in the Township” stating that any grass that has grown above 8” and is not cut by May 1st will be cut by a Township contractor. The charges will be passed onto the tax roll of that property. This may be done as often as we deem necessary. Additionally, in 2008 the Township passed a resolution allowing an administrative fee of \$75 will be charged for each grass cutting, beginning in May 2009.

Unfortunately, in these tough economic times, we do not anticipate a decline in abandoned homes. However, with this ordinance amendment, the Ordinance Division can now respond quickly to the situation in an effort to curb the blighting effect that these properties are having on their communities.

(All dollar amounts have been rounded off to the nearest dollar.)

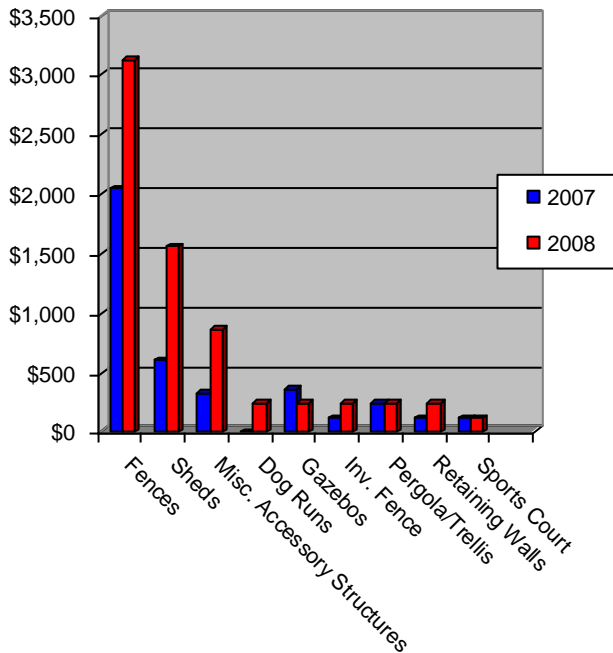
Ordinance Permits

<u>Ordinance Permit Type</u>	<u>Fees Collected in 2007</u>	<u>Fees Collected in 2008</u>	<u>Number Issued in 2007</u>	<u>Number Issued in 2008</u>
Fences	\$2,040	\$3,120	17	26
Sheds	\$600	\$1,560	5	13
Misc. Accessory Structures	\$330	\$865	4	9
Play Structures	N/A	N/A	3	8
Dog Runs	\$0	\$240	0	2
Gazebos	\$360	\$240	3	2
Invisible Fences	\$120	\$240	1	2
Landscape Walls	N/A	N/A	4	2
Pergola/Trellis	\$240	\$240	2	2
Retaining Walls	\$120	\$240	1	2
Sports Courts	\$120	\$120	1	1
Statues	N/A	N/A	3	1
TOTAL	\$3,930	\$6,865	44	70

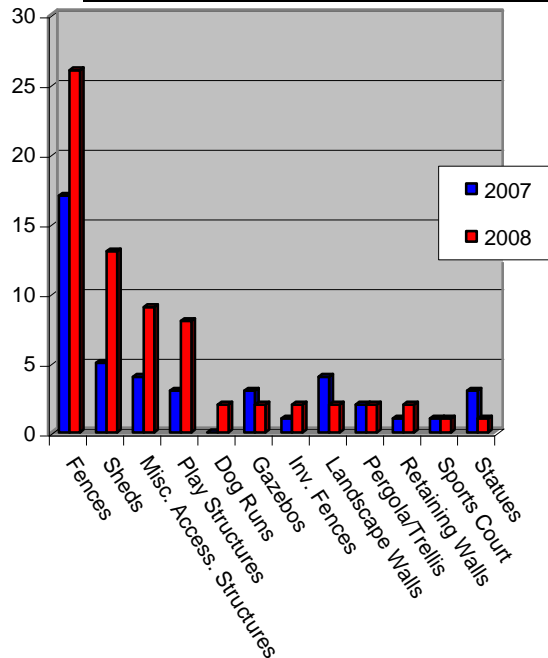


(Fees noted in table above are for permits only. These amounts do NOT include plan review fees).

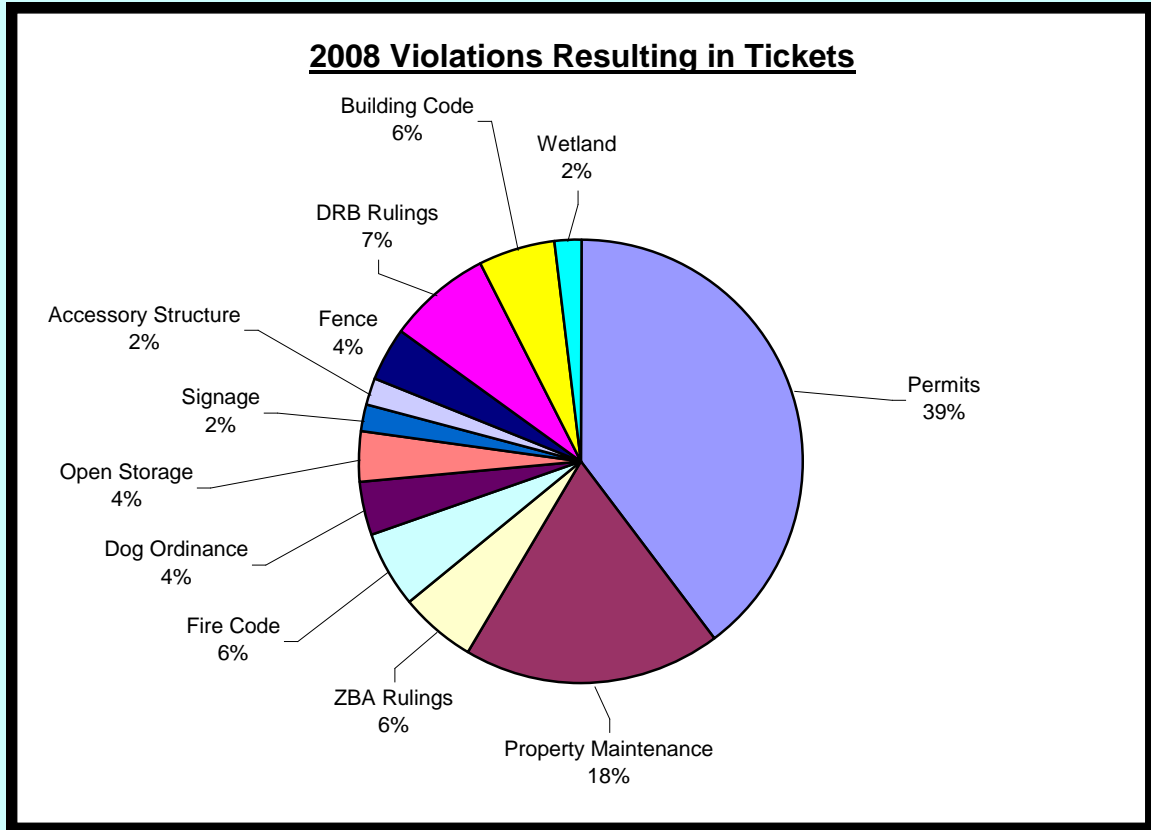
Ordinance Fees Collected 2007-2008



Ordinance Permits issued in 2007 & 2008



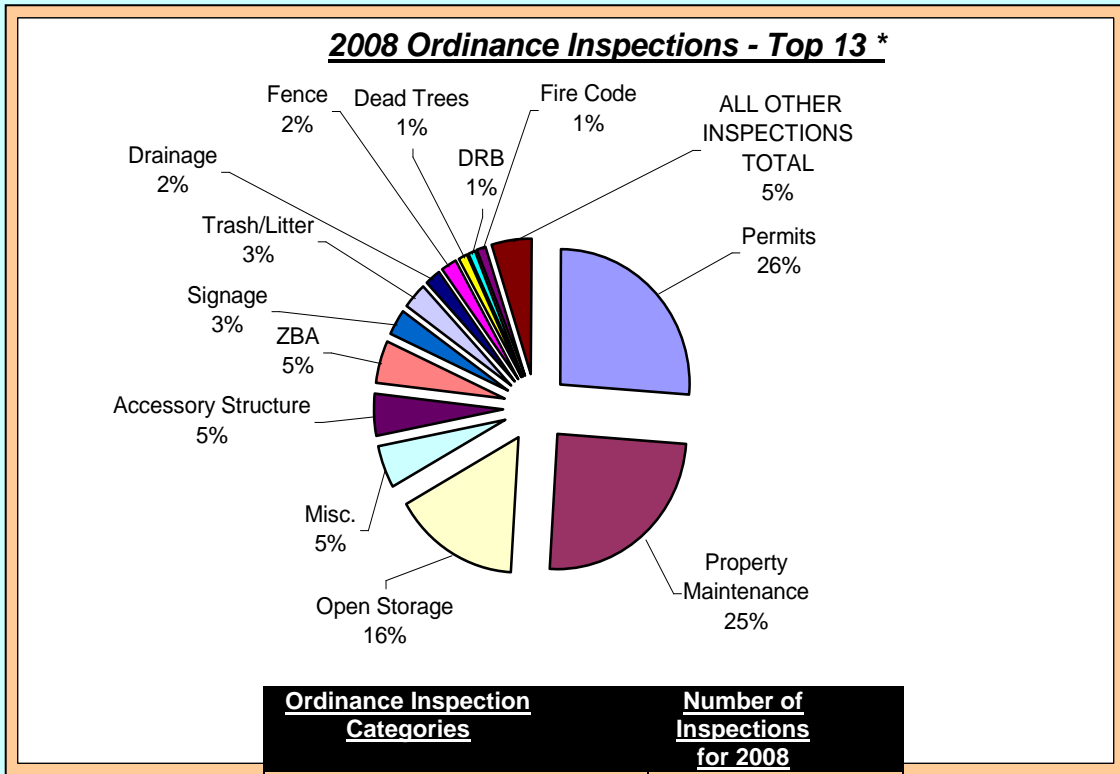
Number of Tickets Issued



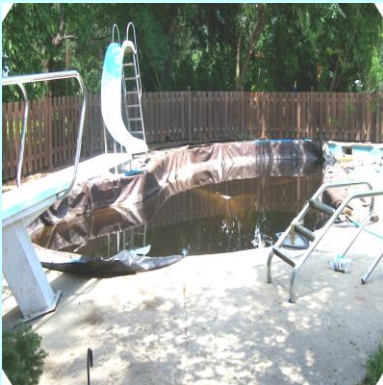
ORDINANCE TICKETS ISSUED IN 2008	
Violation Categories	Number of Tickets Issued
* Permits	21
Property Maintenance	10
DRB Rulings	4
Fire Code	3
ZBA Rulings	3
Building Code	3
Dog Ordinance	2
Open Storage	2
Fence	2
Signage	1
Accessory Structure	1
Wetland violation	1
TOTAL	53

* As indicated in the chart and graph shown above, permit violations still account for the largest portion of tickets issued by the Ordinance Division. We continue to work with the Building Division to stream-line our permit notification procedures and to simplify the process for residents.

Ordinance Inspections



<u>Ordinance Inspection Categories</u>	<u>Number of Inspections for 2008</u>
Permits	444
Property Maintenance	430
Open Storage	263
Misc.	88
Accessory Structure	79
ZBA	77
Trash/Litter	58
Signage	57
Drainage	40
Fence	33
Fire Code	25
Dead Trees	24
DRB	24
Noxious Weeds	16
Wetland	12
Care Facilities	10
Lighting	8
R.O.W.	7
Snow Removal	7
Dumping	6
Swimming Pool	6
Noise	5
TOTAL =	1,719

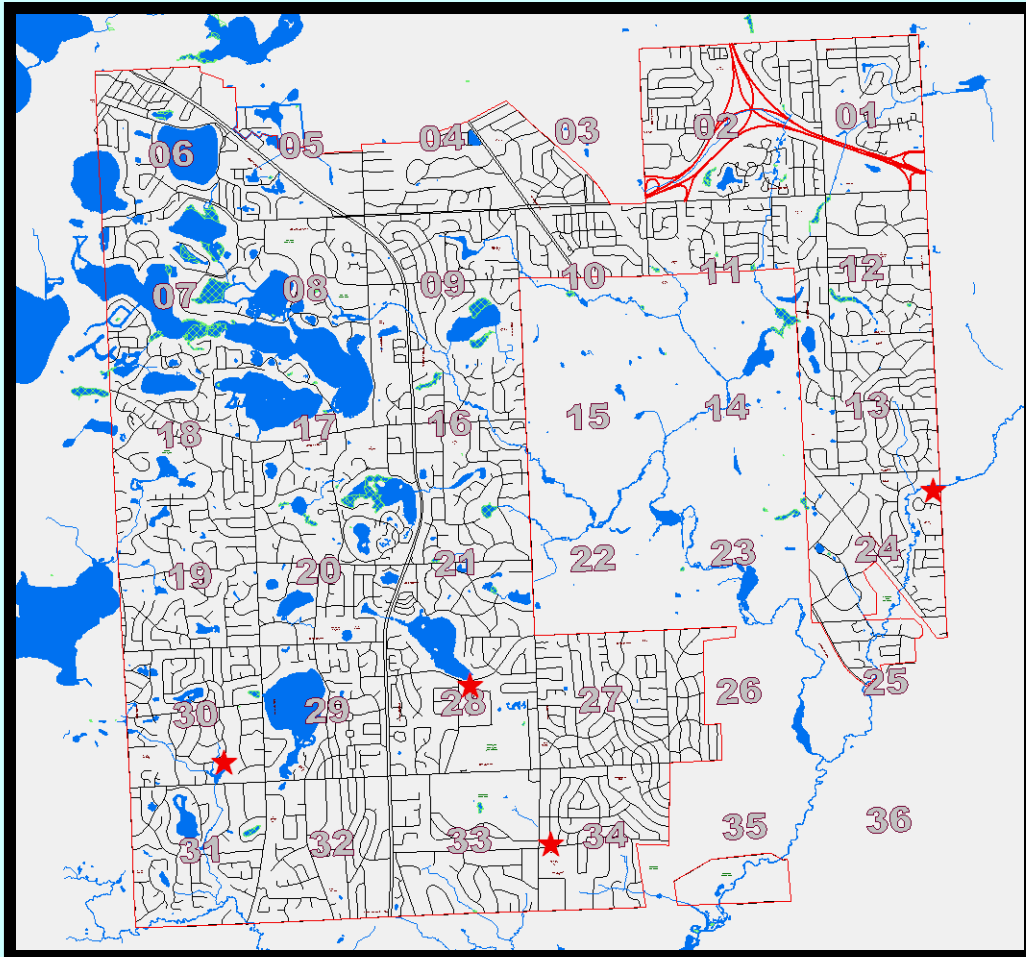


* Only top 13 Ordinance inspection categories (with largest number of inspections) are shown in pie chart above.

Child Care Permits

Child care providers must obtain a license through the state of Michigan. There are basically 2 types of licenses: family (allowing for up to 6 children) and group (allowing for 7 - 12 children). The Michigan Zoning Enabling Act (MZEA) states that the Township must issue a Special Use Permit for state licensed group child care providers in a residential home. Under this Act, there are specific requirements that must be met for the permit issuance. The Ordinance Division tracks these licensed child care providers by monitoring the state of Michigan online records and then verifying that all requirements are met. The Special Use Permit is then issued through the Design Review Board.

Below is a Township map indicating 4 licensed group child care providers in residential homes.

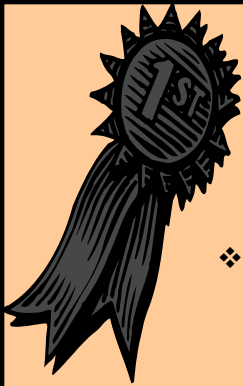


To allow all departments to locate child care facilities in Bloomfield Township, a “Child Care Facilities” overlay has been created in CivicSight (SHOWN ABOVE) and a category for Special Use Permits has been created in Equalizer to track these permits.

See the table below for a list of properties in the Township with a “Special Use Permit.”

Address	Section
3871 N. Adams Rd.	24
3879 Quarton Rd.	28
6139 Eastmoor Rd.	30
3472 W. Bradford Dr.	34

Goals & Accomplishments



2008 Accomplishments

- ❖ The Ordinance Division worked closely with the Planning Division to develop a new “Special Use Permit” for licensed group child care homes. The Division also worked with the IT Department to create a licensed Child Care map as an overlay in CivicSight.
- ❖ Ordinance created a new “citation” category in BS&A that allows us to track tickets issued for Ordinance violations.
- ❖ Brenda Schlutow, our Lead Code Enforcement Officer, participated at Building Industry Association meetings.
- ❖ Brenda Schlutow was in attendance at all monthly Zoning Board of Appeals meetings.

2009 Goals

- ❖ Purge Ordinance records according to the Michigan Record Retention General Schedule #10. This will allow us to better manage our stored records.
- ❖ In an effort to improve customer service, we will begin to send out “thank you” letters when compliance is obtained.
- ❖ Develop a foreclosed property procedure to possibly consider registering foreclosed, vacant homes (will work with Assessing Dept. to obtain up-to-date information).
- ❖ An employee safety seminar is to be developed with the assistance of the Township Police Department to outline safety steps when entering private property.