

## BUILDINGS AND SAFETY ENVIRONMENTAL (13)

### AGENCY PLAN: MISSION, GOALS AND BUDGET SUMMARY

#### MISSION:

The Buildings and Safety Environmental Department is the city's Environmental Affairs Department. BSE safeguards public health, safety and welfare by enforcing construction, property maintenance, environmental compliance and zoning codes, which will preserve and enhance property values and promote a quality of life to make Detroit a preferred place to reside and conduct business.

#### AGENCY GOALS:

1. Assist with environmental compliance requirements of city departments.
2. Foster legislative and regulatory initiatives that will help the city meet its environmental objectives.
3. Ensure administration and enforcement of applicable building and zoning codes, and related federal, state, and local laws and ordinances, to assure all structures within the City meet or exceed minimum standards.
4. Maintain the stability and safety of neighborhoods by enforcing the property maintenance code, Special Land Use Conditions and other related ordinances.
5. Promote peace and safety of the general public by enforcing zoning codes, conditions and other relevant regulations.
6. Reduce the number of vacant and dangerous structures within the City of Detroit.
7. Establish compliance of local businesses with federal, state and local laws, in order to promote a healthy local economy.

#### AGENCY FINANCIAL SUMMARY:

2010-11 <u>Requested</u>		2009-00 <u>Budget</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ -	City Appropriations	\$ -	\$ 1,681,108	\$ 1,681,108
27,263,194	Construction App	29,412,366	25,463,194	(3,949,172)
<u>4,355,305</u>	Grant Appropriations	<u>4,689,408</u>	<u>4,600,000</u>	<u>(89,408)</u>
\$ 31,618,499	Total Appropriations	\$ 34,101,774	\$ 31,744,302	\$ (2,357,472)
\$ -	City Revenues	\$ -	\$ 2,068,000	\$ 2,068,000
27,263,194	Construction App	29,412,366	25,463,194	(3,949,172)
<u>4,355,305</u>	Grant Revenues	<u>4,689,408</u>	<u>4,600,000</u>	<u>(89,408)</u>
\$ 31,618,499	Total Revenues	\$ 34,101,774	\$ 32,131,194	\$ (1,970,580)
\$ -	NET TAX COST:	\$ -	<u>\$ (386,892)</u>	\$ (386,892)

#### AGENCY EMPLOYEE STATISTICS:

2010-11 <u>Requested</u>		2009-10 <u>Budget</u>	03-31-10 <u>Actual</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
0	City Positions	0	0	22	22
266	Construction Positions	290	239	237	(53)
<u>27</u>	Block Grant Positions	<u>31</u>	<u>29</u>	<u>30</u>	<u>(1)</u>
293	Total Positions	321	268	289	(32)

#### ACTIVITIES IN THIS AGENCY:

	2009-10 <u>Budget</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
Administration	\$ 10,940,367	\$ 8,157,179	\$ (2,783,188)
Planning and Permitting	-	2,922,484	2,922,484
Business License Center	-	1,000,516	1,000,516
Inspection and Code Enforcement	18,471,999	14,383,531	(4,088,468)
Demolition Administration	4,689,408	4,600,000	(89,408)
Environmental Department	-	<u>680,592</u>	<u>680,592</u>
Total Appropriations	\$ 34,101,774	\$ 31,744,302	\$ (2,357,472)

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### ***ADMINISTRATION ACTIVITY INFORMATION***

#### **ACTIVITY DESCRIPTION: ADMINISTRATION**

The Administration Division is responsible for ensuring that each division in the Department is properly carrying out the administration and enforcement of federal, state, and local laws as they relate to the activities of the Department. Responsibilities include management of resources, future planning, program development, customer relations, accounting, strategic development and implementation of policy. (Plan Review and the Business License Center are now housed in separate Activities.)

Key business processes:

- Budget development and management
- Human Resources issues
- Information technology support, strategy and new programs
- Procurement
- Processing contractor invoices
- Providing pre-plan consultations
- Preparation of responses to City Council and other City Departments
- Organizing participation in various Mayoral and City-wide initiatives
- Reconciling travel receipts
- Managing the schedule of various boards and commission including the Construction Board of Appeals, the Board of Rules and the Wrecking Board
- Customer services such as the Affidavit of Compliance and Responsibility

#### **MAJOR INITIATIVES FOR FY 2009-10:**

##### **Business Process Re-Engineering Project**

The Department is conducting a Business Process Re-Engineering Project to yield three distinct tracks for improvements that will be made to our operations. The goal of this project is to layout the procedures that will be used to rollout the process improvements for people, process and technology. The improvements were identified to implement strategies put forth to address opportunities that will improve the overall Department's operational model and meet the identified goals of the organization. The recommendations include improvements on organization structure, resource competencies, streamlining process, technology solutions to congruently create and enhance value in the short and long term. The project is broken down into two overall initiatives: 1) Process and People Initiatives 2) Technology/Automation improvements including compliance database (data mining and analytics), infrastructure and external web site that will process permits, inspections and licenses online.

##### **Environmental Affairs Functions**

The Department is incorporating the functions of the Environmental Affairs Department that will result in the combining of operations. The Environmental Affairs Department functions will continue to manage and coordinate the environmental affairs of the City of Detroit through the development and implementation of a coordinated and comprehensive environmental policy. This coordinated effort will allow assurance that the City is in compliance with applicable laws and regulations while also allowing for shared resources with true cost allocations charged to the appropriate source. The Environmental Affairs functions will be integrated into existing B&SE initiatives such as the lead abatement program and the asbestos survey and abatement for demolition of dangerous buildings while serving as an internal resource for ensuring compliance with applicable laws and regulations.

##### **Property Ownership Information**

The Department is assessing the process of title searches in regards to the Property Maintenance and Dangerous Buildings divisions. Incorrect and/or inaccurate title information can lead to hundreds of wasted resources for each address. Violations can be dismissed without the correct property ownership information. This is a fundamental function that is necessary for litigation of property maintenance blight violations.

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12 and BEYOND:

#### **Technology Vision**

The implementation of on-line permits, inspections and licenses is the core of the technology vision. Currently these services require a high amount of coordination between internal and external entities costing significant amounts of resources. The sheer volume of requests and current processes has led to inefficient utilization of resources costing the Department more money and delays to customers. The current processes also place an additional workload on employees and customers having to physically come to the Department several times to obtain these services. The proposed on-line services will be implemented on the website and enable contractors or property owners the ability to conduct business with the department over the internet 24/7. This will improve customer compliance and satisfaction, streamline and automate services, and decrease the work load on departmental employees.

#### **Organizational Vision**

The Department will continue to assess the existing structure and workforce with the objectives of simplifying administration, establishing strong management authority to make the necessary changes to the workforce assignments, implementing employee training while developing clear defined job descriptions. The Department will strive to achieve significant coordination, cross-training opportunities and improved efficiencies.

**BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

*ADMINISTRATION MEASURES AND TARGETS*

<b>Type of Performance Measure:</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
List of Measures	<b>Actual</b>	<b>Actual</b>	<b>Projection</b>	<b>Target</b>
<b>Inputs: Resources Allocated or Service Demands Made</b>				
Number of inspection fees billed	48,500	48,000	48,000	48,000
Inspection fees rendered	12,000,000	12,000,000	12,000,000	12,000,000
<b>Efficiency: Program Costs related to Units of Activity</b>				
Percentage of fees collected	80%	85%	85%	85%
<b>Activity Costs</b>	<b>\$6,731,257</b>	<b>\$7,596,160</b>	<b>\$10,940,367</b>	<b>\$8,157,179</b>

**CITY OF DETROIT**  
**Buildings and Safety Environmental**  
**Financial Detail by Appropriation and Organization**

<b>Administration</b>	<b>2009-10 Redbook</b>		<b>2010-11 Dept Final Request</b>		<b>2010-11 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<b>Administration and Licenses</b>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10814 - Administration and Licenses						
130310 - Administration	17	\$7,503,763	15	\$7,329,609	15	\$8,157,179
130312 - Plan Review	42	\$2,216,687	42	\$2,195,208	0	\$0
130314 - Licenses and Permits	14	\$1,219,917	14	\$1,180,849	0	\$0
<b>APPROPRIATION TOTAL</b>	<b>73</b>	<b>\$10,940,367</b>	<b>71</b>	<b>\$10,705,666</b>	<b>15</b>	<b>\$8,157,179</b>
<b>ACTIVITY TOTAL</b>	<b>73</b>	<b>\$10,940,367</b>	<b>71</b>	<b>\$10,705,666</b>	<b>15</b>	<b>\$8,157,179</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	<b>2009-10 Redbook</b>	<b>2010-11 Dept Final Request</b>	<b>2010-11 Mayor's Budget Rec</b>
<b>AC0513 - Administration</b>			
<i>A13000 - Buildings and Safety Environmental Depa</i>			
SALWAGESL - Salary & Wages	3,299,014	2,821,119	874,717
EMPBENESL - Employee Benef	1,771,675	1,830,447	532,287
PROFSVCSL - Professional/Con	0	0	1,000,000
OPERSUPSL - Operating Suppli	151,250	147,500	155,000
OPERSVCSL - Operating Servic	5,572,962	5,716,000	3,236,164
CAPEQUPSL - Capital Equipme	5,000	38,000	38,000
CAPOUTLSL - Capital Outlays/M	0	8,000	1,000,000
OTHEXPSSL - Other Expenses	140,466	138,000	1,314,411
FIXEDCHGSL - Fixed Charges	0	6,600	6,600
<i>A13000 - Buildings and Safety Environ</i>	<i>10,940,367</i>	<i>10,705,666</i>	<i>8,157,179</i>
<b>AC0513 - Administration</b>	<b>10,940,367</b>	<b>10,705,666</b>	<b>8,157,179</b>
<b>Grand Total</b>	<b>10,940,367</b>	<b>10,705,666</b>	<b>8,157,179</b>

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### *INSPECTION SERVICES AND CODE ENFORCEMENT ACTIVITY INFORMATION*

#### ACTIVITY DESCRIPTION: INSPECTION AND CODE ENFORCEMENT SERVICES

Building Inspectors of all divisions are responsible for protection of public health, safety and welfare in new and existing buildings by inspecting to verify compliance with applicable codes and taking appropriate enforcement action when necessary through misdemeanor violations heard at 36<sup>th</sup> District Court and blight violations heard by the Department of Administrative Hearings.

The **Mechanical/Electrical Division** includes four inspection sections (elevators, boiler, electrical and mechanical) responsible for the regulation of the design, installation, and maintenance of mechanical/electrical equipment. In addition, the Examination Section is responsible for all testing of business and occupational licenses relating to the operation of mechanical/electrical equipment. The Court Enforcement Section is responsible for ensuring compliance of mechanical/electrical violations and abatement of consumer fraud through court activities.

The **Housing/Plumbing Division** conducts pre-sale inspections of one and two-family dwellings for housing ordinance compliance. The Plumbing Section inspects and reviews plans for new construction, alterations and renovations. This unit performs cross-connection inspections of water systems to ensure the prevention/elimination of contamination in the potable water system.

The **Buildings Division** performs inspections of construction activities to ensure that structures meet approved plans, and are in compliance with building codes and standards. In addition, the Buildings Division inspects wrecking, signs and awnings; processes insurance escrow accounts for fire repair and complaints related to construction activities; and issues certificates of occupancy.

The **Zoning Unit** processes, schedules and hears all Special Land Use requests including Conditional Land Uses (permitted with approval uses), regulated uses, and controlled uses to ensure compatibility with applicable zoning requirements. Activities include processing and verifying required neighborhood petitions, coordinating Site Plan Review with Planning and Development, and reviewing proposals involving Industrial, Solid Waste, and Hazardous Materials with several City Departments. This unit also works with the City Planning Commission and the Board of Zoning Appeals on day-to-day zoning matters as well as updates and amendments to the Detroit Zoning Ordinance. Additional responsibilities include preparation of formal zoning letters to approve or deny requested uses, defending such decisions upon appeal and serving on Committees created to resolve zoning related issues of major events.

The **Property Maintenance Division** provides periodic inspections of all existing rental residential and commercial structures to encourage property maintenance and the stabilization of neighborhoods by fighting blight. Property owners found not in compliance with the current Property Maintenance and Zoning Codes are subject to tickets that may result in litigation and possible fines levied by the Department of Administrative Hearings.

The Lead Program is a section of the **Property Maintenance Division** that has taken over the responsibility of Elevated Blood Lead Level (EBLL) investigations from the Department of Health and Wellness. Ten inspectors have been certified by the state of Michigan as EBLL investigators, and a team of five inspectors and one supervisor from the Property Maintenance Division have been dedicated to this program.

Key business processes:

- Inspection reporting
- Violations
- Enforcement at 36<sup>th</sup> District Court and the Department of Administrative Hearings
- Responding to Complaints

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### MAJOR INITIATIVES FOR FY 2009-10:

The Property Maintenance Division will continue to focus on neighborhood stabilization, and then the annual inspection of commercial and residential rental properties as a priority. The Division will continue to build its data base of commercial and rental properties, including the scanning of all Special Land Use and Board of Zoning Appeals Land Use Grants into the Department's software for reference and retrieval.

In addition the Property Maintenance Division is now enforcing the new Lead Ordinance and planning to enforce the proposed Vacant Property Ordinance. Further, the Property Maintenance Division has taken on the Elevated Blood Lead Level investigations previously performed by the Department of Health and Wellness.

The Housing and Plumbing Division is now offering online service for pre-sale inspections.

The Building Divisions are working with the Detroit Public Schools Bond Program to assume jurisdiction of the permitting and inspection responsibilities from the State of Michigan. The Department is very excited to bring this work resulting from the \$500 billion dollar bond back to Detroit.

Since May 2009, Show Cause Hearings staff held investigations and hearings concerning 15 dangerous cabarets, 147 gas stations and over 80 restaurants. In 2009-10, the Department's revenue increased by approximately \$500,000 due to code enforcement using the show cause process. After July 1, 2010, the Division will also be responsible for dangerous building hearings in the demolition process.

### PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12 and BEYOND:

Working to streamline business practices, offer more online and automated services and use enforcement and customer service to encourage businesses and residents to stay or relocate to Detroit.



**BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

*INSPECTION SERVICES FOR MECHANICAL/ELECTRICAL DIVISION/ MEASURES AND TARGETS*

<i>Operating Goals:</i>	2007-08	2008-09	2009-10	2010-11
Services and Measures	Actual	Actual	Projection	Target
<b>Mechanical systems code enforcement:</b>				
Number of mechanical permits issued	5,878	4,095	2,093	2,000
Number of Boiler permits issued	106	104	63	60
Number of Elevator permits issued	264	218	168	100
Boiler safety inspections	160	501	6,000	500
Elevator safety inspections	3,395	5,223	1,300	6,000
Heating equipment safety inspections	1,847	2,573	14,500	15,000
<b>Electrical systems code enforcement:</b>				
Number of Electrical permits issued	8,092	4,205	3,419	3,500
Electrical inspections	247	144	50	144
<b>Tests for Occupational Licenses:</b>				
<b>Organization Costs Total</b>	<b>\$5,781,725</b>	<b>\$5,279,727</b>	<b>\$5,209,313</b>	<b>\$4,349,718</b>

*INSPECTION SERVICES FOR BUILDINGS DIVISION/ MEASURES AND TARGETS*

<i>Operating Goals:</i>	2007-08	2008-09	2009-10	2010-11
Services and Measures	Actual	Actual	Projection	Target
<b>Property transfers support:</b>				
Number of building inspections	45,000	30,000	26,000	27,000
<b>Outcomes: Results or Impacts of Program Activities</b>				
Citations being litigated	450	200	250	250
% of violation citations issued	1%	1%	1%	1%
<b>Organization Costs Total</b>	<b>N/A</b>	<b>N/A</b>	<b>\$2,865,428</b>	<b>\$2,023,214</b>

## BUILDINGS AND SAFETY ENVIRONMENTAL (13)

### INSPECTION SERVICES FOR HOUSING/PLUMBING /MEASURES AND TARGETS

<i>Operating Goals:</i>	2007-08	2008-09	2009-10	2010-11
Services and Measures	Actual	Actual	Projection	Target
<b>Plumbing systems code enforcement:</b>				
Plumbing Cross Connections Inspection Hours Billed	2,603	5,280	4,550	4,098
Plumbing Permits Issued	2,785	3,490	2,158	2,564
Pre-Sale Applications Processed	15,481	11,440	8,086	9,042
% Plumbing cross connection inspections billed	100%	100%	100%	100%
% Plumbing cross connection inspections paid	100%	100%	100%	100%
<b>Tests for occupational licenses:</b>				
<b>Organization Costs Total</b>	<b>\$5,406,565</b>	<b>\$3,609,594</b>	<b>\$2,891,933</b>	<b>\$2,439,032</b>

### INSPECTION SERVICES FOR PROPERTY MAINTENANCE ENFORCEMENT MEASURES AND TARGETS

<i>Operating Goals:</i>	2007-08	2008-09	2009-10	2010-11
Services and Measures	Actual	Actual	Projection	Target
<b>Property maintenance code enforcement:</b>				
Number of EBLL Investigations	0	0	60	1000
Number of Multiple Dwelling Inspections	6596	6600	6247	5200
Number of 1 and 2 Family Rental Inspections	29279	26400	22000	20,000
Number of Commercial Property Maintenance Inspections	21526	22440	18200	20000
DAH Tickets Issued	35,681	64,600	40,006	26,010
<b>Special land use permits:</b>				
Zoning Special Land Use Grant Inspections	1,561	1,980	2000	2000
<b>Organization Costs Total</b>	<b>N/A</b>	<b>N/A</b>	<b>\$6,842,091</b>	<b>\$5,295,710</b>

**CITY OF DETROIT**  
**Buildings and Safety Environmental**  
**Financial Detail by Appropriation and Organization**

<b>Show Cause Hearings</b>	<b>2009-10</b>		<b>2010-11</b>		<b>2010-11</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<b>Inspections</b>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10815 - Inspections						
130013 - Show Cause Hearings	4	\$361,840	4	\$434,671	0	\$0
130340 - Mechanical	59	\$5,209,313	51	\$4,839,995	51	\$4,349,718
130345 - Housing\Inspections	35	\$2,891,933	30	\$2,475,049	30	\$2,439,032
130346 - Buildings	34	\$2,865,428	24	\$2,088,014	24	\$2,023,214
130347 - Zoning	4	\$301,394	4	\$284,996	4	\$275,857
<b>APPROPRIATION TOTAL</b>	<b>136</b>	<b>\$11,629,908</b>	<b>113</b>	<b>\$10,122,725</b>	<b>109</b>	<b>\$9,087,821</b>
11110 - Property Maintenance Enforcement						
130320 - Property Maintenance Enforcement	81	\$6,842,091	82	\$6,434,803	68	\$5,295,710
<b>APPROPRIATION TOTAL</b>	<b>81</b>	<b>\$6,842,091</b>	<b>82</b>	<b>\$6,434,803</b>	<b>68</b>	<b>\$5,295,710</b>
<b>ACTIVITY TOTAL</b>	<b>217</b>	<b>\$18,471,999</b>	<b>195</b>	<b>\$16,557,528</b>	<b>177</b>	<b>\$14,383,531</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	<b>2009-10 Redbook</b>	<b>2010-11 Dept Final Request</b>	<b>2010-11 Mayor's Budget Rec</b>
<b>AC1013 - Inspection Services and Code Enfor</b>			
<i>A13000 - Buildings and Safety Environmental Depa</i>			
SALWAGESL - Salary & Wages	11,657,839	9,659,166	8,708,534
EMPBENESL - Employee Benef	6,283,860	6,261,409	5,178,044
PROFSVCSL - Professional/Con	107,300	200,000	0
OPERSVCSL - Operating Servic	393,000	436,953	496,953
OTHEXPSSL - Other Expenses	30,000	0	0
<i>A13000 - Buildings and Safety Enviro</i>	<i>18,471,999</i>	<i>16,557,528</i>	<i>14,383,531</i>
<b>AC1013 - Inspection Services and Code E</b>	<b>18,471,999</b>	<b>16,557,528</b>	<b>14,383,531</b>
<b>Grand Total</b>	<b>18,471,999</b>	<b>16,557,528</b>	<b>14,383,531</b>

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### ***DANGEROUS BUILDINGS AND DEMOLITION PROGRAM ACTIVITY INFORMATION***

#### **ACTIVITY DESCRIPTION: DANGEROUS BUILDINGS AND DEMOLITION ACTIVITY**

The Dangerous Buildings ordinance requires the City to take certain actions to remedy dangerous structures. State licensed building inspectors investigate, identify, process and recommend action to be taken to abate dangerous conditions. Administrative staff sends out appropriate notifications and schedule hearings at the Department and City Council. The Department uses mostly federal funds to pay for the demolition of dangerous structures.

Key business processes:

- Contractor award and evaluation
- Assigning work to contractors
- Monitoring all phases of demolition process
- Payment of contractors
- Monitoring contracts to ensure no overextension
- Requests for grant funds
- Tracking of property ownership
- Notification to owners
- Filing documents of record

#### **MAJOR INITIATIVES FOR FY 2009-2010:**

Developed program to use \$120,000,000 of Neighborhood Stabilization Program (NSP) and other federal program funds to demolish at least 3,000 residential structures in the 2010 calendar year.

Currently migrating all dangerous building data from the IPDS system (Dos) to the Tidemark software application used for other Department functions and eventually to become web based.

#### **PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12 and BEYOND:**

Continue to work in collaboration with the Planning and Development Department to implement future allocations of NSP funding(s) to carry forward the City's demolition goal of 10,000 residential structures in the coming years. Determine sources of funding for demolition of additional commercial structures.

## BUILDINGS AND SAFETY ENVIRONMENTAL (13)

### DEMOLITION PROGRAM MEASURES AND TARGETS

<i>Operating Goal:</i> Services and Measures	2007-08 Actual	2008-09 Actual	2009-10 Projection	2010-11 Target
<b><i>Reduce the number of vacant and dangerous structures within the City of Detroit.</i></b>				
<b>Board-ups of dangerous structures:</b>				
Number of residential structures boarded-up	300	450	500	1000
<b>Dangerous buildings inspection and designation:</b>				
Number of inspections on dangerous buildings	13,863	13,900	24,980	20,000
Number of inspections for City Council Hearings	1,920	2,496	3,600	3,600
Number of commercial structures boarded-up	75	80	50	50
Number of commercial/apartments surveyed	100	100	500	250
<b>Demolition of buildings, including abatement of asbestos containing material:</b>				
Number of wrecking inspections	2,800	2,800	3,000	2,335
Number of commercial/apartments abated	50	50	2000	2000
Number of residential structures removed	650	480	3,000	3000
Number of commercial structures removed	50	42	250	250
Number of buildings Demolished	700	522	3,250	3250
<b>Activity Costs</b>	<b>\$5,127,969</b>	<b>\$4,009,967</b>	<b>\$4,689,408</b>	<b>\$4,600,000</b>

**CITY OF DETROIT**  
**Building and Safety Environmental**  
**Financial Detail by Appropriation and Organization**

<b>Demolition - Administration - B&amp;SE</b>	<b>2009-10 Redbook</b>		<b>2010-11 Dept Final Request</b>		<b>2010-11 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10829 - Demolition - B&SE						
130071 - Demolition - Administration - B&SE	31	\$4,689,408	27	\$4,355,305	30	\$4,600,000
<b>APPROPRIATION TOTAL</b>	<b>31</b>	<b>\$4,689,408</b>	<b>27</b>	<b>\$4,355,305</b>	<b>30</b>	<b>\$4,600,000</b>
<b>ACTIVITY TOTAL</b>	<b>31</b>	<b>\$4,689,408</b>	<b>27</b>	<b>\$4,355,305</b>	<b>30</b>	<b>\$4,600,000</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	<b>2009-10 Redbook</b>	<b>2010-11 Dept Final Request</b>	<b>2010-11 Mayor's Budget Rec</b>
<b>AC2013 - Dangerous Buildings and Demolitio</b>			
<i>A13000 - Buildings and Safety Environmental Depa</i>			
SALWAGESL - Salary & Wages	1,412,038	1,196,168	1,196,168
EMPBENESL - Employee Benef	760,818	778,494	715,159
PROFSVCSL - Professional/Con	2,006,618	2,018,760	2,326,790
OPERSUPSL - Operating Suppli	40,000	47,000	47,000
OPERSVCSL - Operating Servic	264,434	114,883	114,883
OTHEXPSSL - Other Expenses	205,500	200,000	200,000
<i>A13000 - Buildings and Safety Environ</i>	<i>4,689,408</i>	<i>4,355,305</i>	<i>4,600,000</i>
<b>AC2013 - Dangerous Buildings and Demo</b>	<b>4,689,408</b>	<b>4,355,305</b>	<b>4,600,000</b>
<b>Grand Total</b>	<b>4,689,408</b>	<b>4,355,305</b>	<b>4,600,000</b>



## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### ***BUSINESS LICENSE CENTER ACTIVITY INFORMATION***

#### **ACTIVITY DESCRIPTION: BUSINESS LICENSE CENTER**

The **Business License Center** establishes compliance of Detroit businesses and business activities with federal, state and local laws, in order to help promote a healthy and viable local economy. The city requires 84 types of businesses to be licensed, and ties BSE, Health, Fire and Police inspections to new and renewal license approvals. Fees are as low as \$46 and as high as \$1,000.

The **Show Cause Hearing Division** is also housed in this Activity. It is responsible for investigating complaints and suspending or revoking business licenses, and/or land use permits for zoning or licensing violations set forth in the City Code. Upon request, the licensee is entitled to a hearing at the Department to show cause for why a license or land use permit should not be revoked or suspended.

Key Business processes:

- Customer information
- Application processing
- Notifications of applications to inspection agents
- License mailing
- Field investigations
- License revocation actions

#### **MAJOR INITIATIVES FY 2009-10:**

This budget shows Business License Center activities in the General Fund. In 2009-10, staff implemented a new, more proactive business license renewal process in which the licensees are notified 120 days prior to renewal that their license will be expiring. This provides ample time for the respective divisions and the licensee to coordinate requisite inspections so that at the time payment is accepted by the Business License Unit, an actual *license* will be issued as opposed to a *receipt* as in the past.

Using enforcement through the Show Cause Division, the Business License Center obtained compliance from almost all gas stations in the City of Detroit in that renewal cycle. The Business License Center is currently processing renewals for junkyards, nightclubs and restaurants and expects the same level of compliance and increase in revenue from collection of current and delinquent fees.

Developed a process with other departments, including, Police, Health, Crimes Against Property, Vice, that brought clarity to the business license renewal process.

#### **PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12 and BEYOND:**

The city is restructuring business services to increase support for local businesses. This may change the nature of business regulation by reducing fees, reducing the number of licenses and inspections required in each renewal cycle.

## BUILDINGS AND SAFETY ENVIRONMENTAL (13)

### BUSINESS, LICENSES CENTER MEASURES AND TARGETS

<i>Operating Goals:</i> <i>Services</i> and Performance Measures	2007-08 Actual	2008-09 Actual	2009-10 Projection	2010-11 Target
<i>Establish compliance of local businesses with federal, state and local laws, in order to promote a healthy local economy.</i>				
<b>Business licenses issuance:</b>				
Business licenses	17,750	18,500	19,425	21,367
Show Cause Orders	N/A	231	400	500
Pre-Hearing Conferences	N/A	202	400	500
Show Cause Hearings	N/A	4	40	50
Decisions	N/A	5	40	50
Compliance	N/A	137	320	400
<b>Occupational license issuance:</b>				
<b>Information about requirements for businesses:</b>				
Percentage of fees collected	80%	85%	85%	85%
<b>Zoning Hearings:</b>				
Show Cause Orders	N/A	1	5	15
Pre-Hearing Conferences	N/A	1	5	15
Show Cause Hearings	N/A	0	5	15
Recommendations	N/A	0	5	15
Compliance	N/A	0	5	15
<b>Dangerous Building Hearings:</b>	N/A	N/A	N/A	4,000
<b>Dangerous Building Recommendations:</b>	N/A	N/A	N/A	4,000
<b>Activity Costs</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>\$1,000,516</b>

**CITY OF DETROIT**  
**Buildings and Safety Environmental**  
**Financial Detail by Appropriation and Organization**

<b>Business License Center</b>	<b>2009-10 Redbook</b>		<b>2010-11 Dept Final Request</b>		<b>2010-11 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<hr/>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
12146 - Business License Center						
130365 - Business License Center	0	\$0	0	\$0	15	\$1,000,516
	<hr/>		<hr/>		<hr/>	
<b>APPROPRIATION TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>15</b>	<b>\$1,000,516</b>
	<hr/>		<hr/>		<hr/>	
<b>ACTIVITY TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>15</b>	<b>\$1,000,516</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	<b>2009-10 Redbook</b>	<b>2010-11 Dept Final Request</b>	<b>2010-11 Mayor's Budget Rec</b>
<b>AC2513 - Business License Center</b>			
<i>A13000 - Buildings and Safety Environmental Depa</i>			
SALWAGESL - Salary & Wages	0	0	505,868
EMPBENESL - Employee Benef	0	0	294,648
PROFSVCSL - Professional/Con	0	0	200,000
<i>A13000 - Buildings and Safety Enviro</i>	0	0	1,000,516
<b>AC2513 - Business License Center</b>	<b>0</b>	<b>0</b>	<b>1,000,516</b>
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>1,000,516</b>

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### *PLANNING AND PERMITTING ACTIVITY INFORMATION*

#### ACTIVITY DESCRIPTION: PLANNING AND PERMITTING SERVICES

The **Licenses and Permits Division** is responsible for issuance of trade licenses and permits for construction activities, management of the insurance escrow and utility escrow funds and acceptance of payment for Department services. This division is responsible for all accounts receivable functions for the Department, which comprises billing, collection and accounting for funds associated with department operations.

The **Plan Review Division** ensures that site and construction plans comply with all applicable ordinances and codes. The professional and technical staff reviews the permit applications and plans for the proposed projects to verify compliance with the City of Detroit Zoning Ordinance, Michigan Building Code, Michigan Residential Code, Michigan Rehabilitation Code, Michigan Electrical Code, Michigan Mechanical Code, Michigan Plumbing Code, International Fuel Gas Code, City Elevator Code and Boiler Code. The division also coordinates the plan reviews by various other City Departments and Agencies such as Health, Water & Sewerage, City Engineering, Traffic Engineering, Planning & Development, City Planning Commission and Fire Marshal for their reviews and approvals. The division reviews and approves Building Permits, Sign Permits, Awning Permits, Canopy Permits, Home Owner Electrical, Home Owner Mechanical, and Home Owner Plumbing Permits. They also perform Site Plan Reviews, Compatibility Studies, Zoning verifications and process Zoning variance requests.

Key business processes:

- Special land use hearings and zoning verification
- Review and approval of plans for new construction and renovation projects
- Sign off on permit applications after plan review

#### MAJOR INITIATIVES FOR FY 2009-10

Developing process for handling permit and plan review requests for Detroit Public Schools Bond Program.

#### PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12 and BEYOND:

The Department is looking forward to streamlining their business practices and offering online services in these divisions.

**BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

*PLANNING AND PERMITTING MEASURES AND TARGETS*

<i>Operating Goals</i>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
Services and Performance Measure:	<b>Actual</b>	<b>Actual</b>	<b>Projection</b>	<b>Target</b>
<i>Administer and enforce applicable building and zoning codes, and related federal, state, and local laws, to assure all structures within the City meet standards:</i>				
<b>Building development plan review:</b>				
<b>Copies of existing building plans:</b>				
New Construction Projects	500	500	600	300
<b>Sign and awning permits:</b>				
<b>Special land use permits:</b>				
<b>Temporary permits for temporary structures:</b>				
Number of Construction Permits issued	26,000	26,000	26,000	24,000
Alterations, Additions and Change of Use	5,500	5,600	5,000	5,600
Total Building Permits Issued	6,800	6,800	7,400	7,300
Total Permits issued – all	18,120	14,102	22,500	20,500
<b>Administrative hearings on permit enforcement:</b>				
Avg number of weeks for decision from hearing date	3-4 wks	3-4 wks	3-4 wks	3-4 wks
Petitions processed		20	25	21
<b>Activity Costs</b>	<b>\$4,092,326</b>	<b>\$3,867,510</b>	<b>\$0</b>	<b>\$2,922,484</b>

**CITY OF DETROIT**  
**Building and Safety Environmental**  
**Financial Detail by Appropriation and Organization**

<b>Permits</b>	<b>2009-10 Redbook</b>		<b>2010-11 Dept Final Request</b>		<b>2010-11 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<b>Planning and Permitting</b>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
13162 - Planning and Permitting						
130375 - Permits	0	\$0	0	\$0	14	\$1,779,506
130376 - Plan Review	0	\$0	0	\$0	31	\$1,142,978
<b>APPROPRIATION TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>45</b>	<b>\$2,922,484</b>
<b>ACTIVITY TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>45</b>	<b>\$2,922,484</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	2009-10 Redbook	2010-11 Dept Final Request	2010-11 Mayor's Budget Rec
<b>AC3013 - Planning and Permitting</b>			
<i>A13000 - Buildings and Safety Environmental Depa</i>			
SALWAGESL - Salary & Wages	0	0	1,827,543
EMPBENESL - Employee Benef	0	0	1,094,941
<i>A13000 - Buildings and Safety Environ</i>	0	0	2,922,484
<b>AC3013 - Planning and Permitting</b>	<b>0</b>	<b>0</b>	<b>2,922,484</b>
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>2,922,484</b>



## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

### *ENVIRONMENTAL AFFAIRS ACTIVITY INFORMATION*

#### ACTIVITY DESCRIPTION: ENVIRONMENTAL AFFAIRS ACTIVITY

The City Charter requires the Department of Environmental Affairs (DEA) to coordinate environmental protection in the City of Detroit through the development and implementation of environmental policy. DEA staff provide skills to maintain citywide compliance with applicable laws and regulations; and guidance on the most effective and sustainable use of the natural resources (land, water and air) available to the City.

Key business processes:

- Support for Brownfield Redevelopment Authority
- Point of contact with Federal, State and other regulators
- Serve on environmental policy committees such as the Michigan Climate Action Council
- Chair of Industrial Review, Hazardous Waste Facility, and Floodplain Management Committees
- Coordination of Solid Waste Management Plan with DPW
- Pursuit and management of grants for site cleanup
- Policy consultations with departments

#### MAJOR INITIATIVES FOR FY 2009-10:

This budget proposes the consolidation of the Charter mandated Environmental Affairs Department with BSED. This initiative will integrate modern environmental perspectives into every aspect of BSED operations, and will lead to management economies that small departments can not provide, through the sharing of support services and executive leadership.

During FY2009-10, DEA enhanced its brownfield redevelopment activities by developing a new category of environmental assessments called "historical review". This category permits an environmental investigation of residential properties which may not typically be considered as a facility due to their historical use. Considering the frequency of illegal dumping of contaminated soils and other waste products onto vacant residential properties, DEA determined that to properly protect residents in the city it was necessary to conduct historical reviews on residential properties. The historical review is now commonly used by DEA and has been adopted by the Michigan Department of Environmental Quality for use in other areas of the state. Furthermore, the cost for providing a historical review is significantly less expensive than that of a full scale assessment and provides a level of comfort by identifying the site's historical use.

Additionally, DEA expanded its GIS system by incorporating data garnered through its partnerships with the Michigan Department of Environmental Quality (MDEQ) and Michigan Land Bank Fast Track Authority (MLBFT). After conducting over three thousand (3,000) historical reviews and site assessments in the Far Eastside Project area of Detroit's blighted east side neighboring the affluent Grosse Pointe communities, DEA has helped to facilitate the redevelopment and restoration of a once prominent neighborhood. Utilizing its GIS database, DEA has changed how Brownfield properties are addressed by interested parties (i.e., planners, developers, etc.), and how property information is received and stored (i.e., electronically), and utilized (i.e., preliminary risk assessments). This technology offers DEA an opportunity to provide environmental data, at a glance, to potential developers seeking to identify parcels of land for development in the city and provides land owners an opportunity to characterize and store the results of the characterization in a single database. The importance of the GIS database is also considered vital, as time is saved in having existing data on hand in order to understand site impediments.

As the State of Michigan and the city of Detroit move toward integrating more Green and Sustainable Initiatives into their programs and operations, the Environmental Affairs Directors were appointed by Governor Jennifer Granholm to serve on the Michigan Climate Action Council (MCAC). The charge of the MCAC was to produce a Greenhouse Gas (GHG) emissions inventory and forecast, compiling a comprehensive Climate Action Plan with recommended GHG reduction goals and potential actions to mitigate climate change in various sectors of the economy, and advising state and local governments on measures to address climate change. The research and deliberations of the MCAC began in FY 2008 and final recommendations were approved by Governor Granholm in March 2009. The recommendations are currently being integrated into State of Michigan policy.

## **BUILDINGS AND SAFETY ENVIRONMENTAL (13)**

DEA also served on the State of Michigan's Environmental Advisory Council (EAC) to assist the Michigan Department of Environmental Quality's executive staff in refining its environmental Guidance Documents which describe how the agency interprets environmental statutes and rules. The new Guidance Documents also provide a better understanding of MDEQ's interpretations so that compliance is more easily attained. The EAC also served as a platform to discuss the regulation changes within the agency, as well as the most efficient way to deliver the required services. The opportunity for the City of Detroit to be a part of these two committees was paramount in making sure that Detroit's voice was heard during these rule changes.

DEA transitioned the Solid Waste Management and Code Enforcements functions to the Department of Public Works during this fiscal year. The department has continued to support those activities as needed.

### PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12 and BEYOND:

The Department of Environmental Affairs' goal is to utilize opportunities provided under the American Recovery and Reinvestment Act of 2009 and other available funding and resources to facilitate the following opportunities:

- Evaluate and assess city owned property for compliance with environmental laws and regulations and for the protection of public health, safety and welfare;
- Coordinate the reuse and redevelopment of land within the city of Detroit with city planning and development agencies;
- Protect and conserve the Detroit River and Rouge River watersheds and other waters of the State of Michigan;
- Evaluate emissions to the air to determine the impact on the environment of the City of Detroit;
- Identify all operations of the City of Detroit that require compliance with federal, state or local environmental laws and facilitate compliance;
- Provide guidance in and increased attention to the regulatory compliance of city agencies in order to reduce the opportunities fines and penalties leveraged from federal and state regulators and operational inefficiencies for noncompliance;
- Utilize centralized professional environmental contracting to minimizing costs of redevelopment, clean up and remediation;
- Enhance access to state and federal environmental policy makers that develop laws and regulations that govern or impact city operations;
- Aggressively procure technical assistance grants from the US Environmental Protection Agency and MDEQ for environmental cleanup, remediation and assessment activities.
- Support the Code Enforcement activities of DPW by providing technical support to field staff when addressing suspected contaminated materials.
- Enhance city employee training opportunities provided by DEA.
- Provide Floodplain mitigation through leveraging funds.

## BUILDINGS AND SAFETY ENVIRONMENTAL (13)

### ENVIRONMENTAL AFFAIRS MEASURES AND TARGETS

<i>Operating Goals:</i> Services and Measures	2007-08 Actual	2008-09 Actual	2009-10 Projection	2010-11 Target
<i>Assist with environmental compliance requirements of city departments.</i> <b>Environmental hazard cleanup support:</b> <b>Consultation on demolition hazards:</b> <b>Environmental management systems for city facilities:</b> Percentage of City departments targeted	30%	40%	70%	70%
<i>Foster legislative and regulatory initiatives that will help the city meet its environmental objectives.</i> <b>GIS maps of brownfield sites:</b> <b>Site assessments:</b> Number of sites addressed <b>Remediation action plans:</b> <b>Hazardous materials identification:</b> <b>Public health emergency preparedness:</b> <b>Environmental reviews for development:</b> Number of liaison activities with state regulators Number of liaison activities with federal regulators <b>Support for brownfield cleanup activities:</b> Number of grant awards Number of Host Community Agreements executed <b>Education on environmental protection, conservation:</b> <b>Brownfield training:</b> Number of training opportunities provided	200           75 30  8 10   N/A	220           80 35  8 10   N/A	50           100 50  10 10   5	50           100 50  10 5   5
<b>Activity Costs</b>	<b>\$3,693,907</b>	<b>\$4,741,773</b>	<b>\$1,314,105</b>	<b>\$680,592</b>

**CITY OF DETROIT**  
**Building and Safety Environmental**  
**Financial Detail by Appropriation and Organization**

Environmental Affairs Department Environmental Affairs Department	2009-10 Redbook		2010-11 Dept Final Request		2010-11 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
13161 - Environmental Affairs Department						
130370 - Environmental Affairs Department	0	\$0	0	\$0	7	\$680,592
<b>APPROPRIATION TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>7</b>	<b>\$680,592</b>
<b>ACTIVITY TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>7</b>	<b>\$680,592</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	<b>2009-10 Redbook</b>	<b>2010-11 Dept Final Request</b>	<b>2010-11 Mayor's Budget Rec</b>
<b>AC3513 - Environmental Affairs Department</b>			
<i>A13000 - Buildings and Safety Environmental Depa</i>			
SALWAGESL - Salary & Wages	0	0	287,525
EMPBENESL - Employee Benef	0	0	172,814
PROFSVCSL - Professional/Con	0	0	75,000
OPERSUPSL - Operating Suppli	0	0	10,500
OPERSVCSL - Operating Servic	0	0	129,253
CAPEQUPSL - Capital Equipme	0	0	3,000
OTHEXPSSL - Other Expenses	0	0	2,500
<i>A13000 - Buildings and Safety Environ</i>	<i>0</i>	<i>0</i>	<i>680,592</i>
<b>AC3513 - Environmental Affairs Departme</b>	<b>0</b>	<b>0</b>	<b>680,592</b>
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>680,592</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriation Summary - Revenues**

	2008-09 Actuals	2009-10 Redbook	2010-11 Dept Final Request	2010-11 Adopted Budget	Variance
<b>A13000 - Buildings and Safety Environmental De</b>					
<i>10814 - Administration and Licenses</i>					
411100 - Business Licenses	2,721,512	2,230,000	2,815,000	0	(2,230,000)
413100 - Safety Inspection Char	1,928	0	0	0	0
414110 - Other Profess-Occup L	5,652	12,000	12,000	0	(12,000)
414125 - Other Licenses,Permits	5,990,581	8,106,000	7,424,625	0	(8,106,000)
447370 - Sale-Mfrd & Reproduce	470	2,000	2,000	0	(2,000)
448013 - TCM Undistributed Rev	288,610	0	0	0	0
448115 - Other Fees	0	273,000	145,000	0	(273,000)
474100 - Miscellaneous Receipts	1,713	0	0	0	0
540105 - General Fund Contribu	1,547,638	0	0	0	0
<i>10814 - Administration and Licenses</i>	<i>10,558,104</i>	<i>10,623,000</i>	<i>10,398,625</i>	<i>0</i>	<i>(10,623,000)</i>
<i>10817 - Administration and Operations</i>					
413100 - Safety Inspection Char	100,508	0	0	0	0
414125 - Other Licenses,Permits	154,041	0	0	0	0
455155 - Civil Infraction Fines	555,382	0	0	0	0
<i>10817 - Administration and Operations</i>	<i>809,931</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10815 - Inspections</i>					
411100 - Business Licenses	25,082	170,000	37,290	0	(170,000)
413100 - Safety Inspection Char	3,595,187	5,428,000	4,132,848	4,332,848	(1,095,152)
413110 - Construction Inspection	148,774	180,000	180,000	180,000	0
414110 - Other Profess-Occup L	338,197	388,000	361,000	361,000	(27,000)
414125 - Other Licenses,Permits	3,442,403	3,894,000	3,681,331	3,681,331	(212,669)
447370 - Sale-Mfrd & Reproduce	3,630	0	0	0	0
474100 - Miscellaneous Receipts	1,676	0	0	0	0
<i>10815 - Inspections</i>	<i>7,554,949</i>	<i>10,060,000</i>	<i>8,392,469</i>	<i>8,555,179</i>	<i>(1,504,821)</i>
<i>11110 - Property Maintenance Enforcement</i>					
413100 - Safety Inspection Char	8,988,996	7,772,000	7,171,600	7,171,600	(600,400)
455155 - Civil Infraction Fines	0	957,366	1,300,500	1,300,500	343,134
<i>11110 - Property Maintenance Enforce</i>	<i>8,988,996</i>	<i>8,729,366</i>	<i>8,472,100</i>	<i>8,472,100</i>	<i>(257,266)</i>
<i>04356 - Nuisance Abatement BG</i>					
432200 - Gts-Comm Dev Block G	56,659	0	0	0	0
<i>04356 - Nuisance Abatement BG</i>	<i>56,659</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10829 - Demolition - B&amp;SE</i>					
432200 - Gts-Comm Dev Block G	4,009,967	4,689,408	4,355,305	4,600,000	(89,408)
<i>10829 - Demolition - B&amp;SE</i>	<i>4,009,967</i>	<i>4,689,408</i>	<i>4,355,305</i>	<i>4,600,000</i>	<i>(89,408)</i>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriation Summary - Revenues**

	2008-09 Actuals	2009-10 Redbook	2010-11 Dept Final Request	2010-11 Adopted Budget	Variance
<b>A13000 - Buildings and Safety Environmental De</b>					
<i>12380 - EDI HUD Demolition of Commerical Gra</i>					
432190 - Grants-Comm Program	204,507	0	0	0	0
<i>12380 - EDI HUD Demolition of Comm</i>	<i>204,507</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>12442 - MSHDA Cities of Promise Blight Elim. Pr</i>					
432210 - Grants-Comm Program	3,732,709	0	0	0	0
<i>12442 - MSHDA Cities of Promise Blig</i>	<i>3,732,709</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>12146 - Business License Center</i>					
411100 - Business Licenses	0	0	0	2,000,000	2,000,000
<i>12146 - Business License Center</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2,000,000</i>	<i>2,000,000</i>
<i>13162 - Planning and Permitting</i>					
414110 - Other Profess-Occup L	0	0	0	12,000	12,000
414125 - Other Licenses,Permits	0	0	0	8,276,915	8,276,915
447370 - Sale-Mfrd & Reproduce	0	0	0	2,000	2,000
448115 - Other Fees	0	0	0	145,000	145,000
<i>13162 - Planning and Permitting</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>8,435,915</i>	<i>8,435,915</i>
<i>13161 - Environmental Affairs Department</i>					
448165 - Other Fees-Deptl	0	0	0	68,000	68,000
<i>13161 - Environmental Affairs Departm</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>68,000</i>	<i>68,000</i>
<b>A13000 - Buildings and Safety Environme</b>	<b>35,915,822</b>	<b>34,101,774</b>	<b>31,618,499</b>	<b>32,131,194</b>	<b>(1,970,580)</b>
<b>Grand Total</b>	<b>35,915,822</b>	<b>34,101,774</b>	<b>31,618,499</b>	<b>32,131,194</b>	<b>(1,970,580)</b>

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>10814 - Administration and Licenses</b>			
<b>130310 - Administration</b>			
Director - Bldg & Safety Env	1	1	1
Deputy Director - B&SE	1	1	1
Mgr of Administrative Hearings	1	1	1
General Manager-Bldg & Safety	2	1	1
Code and Zoning Coord-B&SE	1	0	0
Admin Asst GD II - B & SE	2	1	1
Sr Governmental Analyst	1	1	1
Administrative Specialist I	1	1	1
Office Management Assistant	1	1	1
Senior Clerk	1	1	1
Office Assistant III	3	3	3
Executive Secretary III	1	1	1
Executive Secretary II	1	1	1
Admin Asst GD III - B & S E	0	1	1
<b>Total Administration</b>	<b>17</b>	<b>15</b>	<b>15</b>
<b>130312 - Plan Review</b>			
Manager I - Bldgs & Safety Env	2	2	0
Principal Accountant	1	1	0
Admin Sprv - License & Permit	2	2	0
Principal Clerk	2	2	0
Head Clerk	1	1	0
Senior Clerk	10	10	0
Senior Teller	4	4	0
Office Assistant III	3	3	0
Office Assistant II	7	7	0
Clerk	4	4	0
Sr Comm and Res License Invest	1	1	0
Revenue Collector	2	2	0
Teller	3	3	0
<b>Total Plan Review</b>	<b>42</b>	<b>42</b>	<b>0</b>



**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>10814 - Administration and Licenses</b>			
<b>130314 - Licenses and Permits</b>			
Head Engineer - B &SE	1	1	0
Sr Asst Arch Eng - Design	1	1	0
Associate Civil Eng - Design	1	1	0
Mechanical Inspector	1	1	0
Plumbing Inspector	1	1	0
Electrical Inspector	1	1	0
Building Inspector	4	4	0
Sr Information Technician	1	1	0
Information Technician	1	1	0
Sr Assoc Civil Eng - Design	2	2	0
<b>Total Licenses and Permits</b>	<b>14</b>	<b>14</b>	<b>0</b>
<b>Total Administration and Licenses</b>	<b>73</b>	<b>71</b>	<b>15</b>
<b>10815 - Inspections</b>			
<b>130013 - Show Cause Hearings</b>			
Mgr of Administrative Hearings	1	1	0
Comm & Res Lic Investigator	1	1	0
Clerk	2	2	0
<b>Total Show Cause Hearings</b>	<b>4</b>	<b>4</b>	<b>0</b>
<b>130340 - Mechanical</b>			
Chief of Mech & Elec Inspect	1	1	1
Asst Chief of Mech & Elect Ins	1	1	1
Supervising Boiler Inspector	1	1	1
Supervising Elevator Inspector	1	1	1
Sprv Mechanical Inspector	2	2	2
Supervising Electric Inspector	2	2	2
Electrical Inspector	16	12	12
Boiler Inspector	4	4	4
Mechanical Inspector	10	10	10
Elevator Inspector	6	6	6
Office Management Assistant	1	1	1

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>10815 - Inspections</b>			
<b>130340 - Mechanical</b>			
Licenses Examiner - Mechanical	1	1	1
Admin Sprv - License & Permit	1	1	1
Principal Clerk	1	1	1
Senior Clerk	2	2	2
Office Assistant III	3	3	3
Office Assistant II	4	2	2
Clerk	2	0	0
<b>Total Mechanical</b>	<b>59</b>	<b>51</b>	<b>51</b>
<b>130345 - Housing\Inspections</b>			
Chief Housing & Plumbing Insp	1	1	1
Sprv Plumbing Inspector	1	1	1
Supervising Bldg Inspector	1	1	1
Plumbing Inspector	11	9	9
Building Inspector	11	10	10
Principal Clerk	1	1	1
Office Assistant III	1	1	1
Senior Clerk	2	2	2
Office Assistant II	3	1	1
Clerk	3	3	3
<b>Total Housing\Inspections</b>	<b>35</b>	<b>30</b>	<b>30</b>
<b>130346 - Buildings</b>			
Chief of Building Inspections	1	1	1
Supervising Bldg Inspector	2	2	2
Building Inspector	19	13	13
Office Management Assistant	1	1	1
Sr Information Technician	1	1	1
Information Technician	1	1	1
Senior Clerk	2	2	2
Office Assistant III	2	2	2
Office Assistant II	3	0	0
Clerk	2	0	0

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>10815 - Inspections</b>			
<b>130346 - Buildings</b>			
General Manager-Bldg & Safety	0	1	1
<b>Total Buildings</b>	<b>34</b>	<b>24</b>	<b>24</b>
<b>130347 - Zoning</b>			
Manager I - Bldgs & Safety Env	1	1	1
Building Inspector	1	1	1
Inter City Planner - Design	1	1	1
Office Assistant III	1	1	1
<b>Total Zoning</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Total Inspections</b>	<b>136</b>	<b>113</b>	<b>109</b>
<b>10829 - Demolition - B&amp;SE</b>			
<b>130071 - Demolition - Administration - B&amp;SE</b>			
General Manager-Bldg & Safety	1	1	0
Supervising Bldg Inspector	2	2	2
Building Inspector	8	6	10
Admin Asst GD III	1	1	1
Supervising Title Searcher	1	0	0
Asst Chief - Bldg Inspections	1	0	0
Principal Clerk	1	1	1
Office Assistant III	3	3	3
Title Searcher	4	3	3
Office Assistant II	8	8	8
Clerk	1	1	1
Manager I - Bldgs & Safety Env	0	1	1
<b>Total Demolition - Administration - B&amp;SE</b>	<b>31</b>	<b>27</b>	<b>30</b>
<b>Total Demolition - B&amp;SE</b>	<b>31</b>	<b>27</b>	<b>30</b>
<b>11110 - Property Maintenance Enforcement</b>			
<b>130320 - Property Maintenance Enforcemen</b>			
Chief of Prop Maint & Municipa	1	1	1
Asst Chief-Housing & Plum Insp	1	1	1
Supervising Bldg Inspector	5	5	4

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>11110 - Property Maintenance Enforcement</b>			
<b>130320 - Property Maintenance Enforcemen</b>			
Building Inspector	47	42	37
Mechanical Inspector	8	8	6
Admin Sprv - License & Permit	1	1	0
Office Management Assistant	1	1	0
Principal Clerk	1	1	0
Senior Clerk	4	4	4
Clerk	4	4	3
Office Assistant II	8	13	11
General Manager-Bldg & Safety	0	1	1
<b>Total Property Maintenance Enforcement</b>	<b>81</b>	<b>82</b>	<b>68</b>
<b>Total Property Maintenance Enforcement</b>	<b>81</b>	<b>82</b>	<b>68</b>
<b>12146 - Business License Center</b>			
<b>130365 - Business License Center</b>			
Sr Comm and Res License Invest	0	0	1
Comm & Res Lic Investigator	0	0	1
Mgr of Administrative Hearings	0	0	1
Senior Teller	0	0	0
Teller	0	0	3
Office Assistant III	0	0	3
Office Assistant II	0	0	1
Admin Sprv - License & Permit	0	0	1
Revenue Collector	0	0	0
Principal Clerk	0	0	0
Senior Clerk	0	0	0
Clerk	0	0	3
Manager I - Bldgs & Safety Env	0	0	1
<b>Total Business License Center</b>	<b>0</b>	<b>0</b>	<b>15</b>
<b>Total Business License Center</b>	<b>0</b>	<b>0</b>	<b>15</b>

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>13161 - Environmental Affairs Department</b>			
<b>130370 - Environmental Affairs Department</b>			
Environmental Specialist III	0	0	3
Environmental Specialist II	0	0	1
Office Management Asst-Exempte	0	0	1
Office Assistant III	0	0	1
Gen Mgr - Environmental Affair	0	0	1
<b>Total Environmental Affairs Department</b>	<b>0</b>	<b>0</b>	<b>7</b>
<b>Total Environmental Affairs Department</b>	<b>0</b>	<b>0</b>	<b>7</b>
<b>13162 - Planning and Permitting</b>			
<b>130375 - Permits</b>			
Mechanical Inspector	0	0	1
Electrical Inspector	0	0	1
Plumbing Inspector	0	0	1
Building Inspector	0	0	4
Sr Asst Arch Eng - Design	0	0	1
Head Engineer - B &SE	0	0	1
Sr Assoc Civil Eng - Design	0	0	2
Associate Civil Eng - Design	0	0	1
Sr Information Technician	0	0	1
Information Technician	0	0	1
<b>Total Permits</b>	<b>0</b>	<b>0</b>	<b>14</b>
<b>130376 - Plan Review</b>			
Office Assistant II	0	0	6
Admin Sprv - License & Permit	0	0	1
Principal Clerk	0	0	2
Manager I - Bldgs & Safety Env	0	0	1
Head Clerk	0	0	1
Senior Teller	0	0	4
Principal Accountant	0	0	1
Revenue Collector	0	0	2
Senior Clerk	0	0	10

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Buildings and Safety Environmental Department**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>13162 - Planning and Permitting</b>			
<b>130376 - Plan Review</b>			
Clerk	0	0	3
<b>Total Plan Review</b>	<u>0</u>	<u>0</u>	<u>31</u>
<b>Total Planning and Permitting</b>	<u>0</u>	<u>0</u>	<u>45</u>
<b>Agency Total</b>	<u><u>321</u></u>	<u><u>293</u></u>	<u><u>289</u></u>