

## BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

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

**MISSION:**

The Buildings, Safety Engineering and Environmental Department is the city's Environmental Affairs Department. BSEED 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:**

<u>2011-12 Requested</u>		<u>2010-11 Budget</u>	<u>2011-12 Recommended</u>	<u>Increase (Decrease)</u>
\$ 2,001,336	City Appropriations	\$ 1,681,108	\$ 1,357,082	\$ (324,026)
23,240,967	Construction App	25,463,194	22,436,172	(3,027,022)
<u>4,000,000</u>	Grant Appropriations	<u>4,311,327</u>	<u>4,000,000</u>	<u>(311,327)</u>
\$ 29,242,303	Total Appropriations	\$ 31,455,629	\$ 27,793,254	\$ (3,662,375)
\$ 2,303,027	City Revenues	\$ 2,068,000	\$ 2,068,000	\$ -
23,240,967	Construction App	25,463,194	22,436,172	(3,027,022)
<u>4,000,000</u>	Grant Revenues	<u>4,311,327</u>	<u>4,000,000</u>	<u>(311,327)</u>
\$ 29,543,994	Total Revenues	\$ 31,842,521	\$ 28,504,172	\$ (3,338,349)
\$ 301,691	NET TAX COST:	\$ (386,892)	<u>\$ (710,918)</u>	\$ (324,026)

**AGENCY EMPLOYEE STATISTICS:**

<u>2011-12 Requested</u>		<u>2010-11 Budget</u>	<u>04-01-11 Actual</u>	<u>2011-12 Recommended</u>	<u>Increase (Decrease)</u>
18	City Positions	21	13	13	(8)
239	Construction Positions	238	209	209	(29)
<u>32</u>	Block Grant Positions	<u>30</u>	<u>22</u>	<u>23</u>	<u>(7)</u>
289	Total Positions	289	244	245	(44)

**ACTIVITIES IN THIS AGENCY:**

	<u>2010-11 Budget</u>	<u>2011-12 Recommended</u>	<u>Increase (Decrease)</u>
Administration	\$ 8,157,179	\$ 5,806,045	\$ (2,351,134)
Planning and Permitting	2,922,484	2,403,049	(519,435)
Business License Center	1,000,516	609,484	(391,032)
Inspection and Code Enforcement	14,383,531	14,227,078	(156,453)
Demolition Administration	4,311,327	4,000,000	(311,327)
Environmental Department	<u>680,592</u>	<u>747,598</u>	<u>67,006</u>
Total Appropriations	\$ 31,455,629	\$ 27,793,254	\$ (3,662,375)

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (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 2010-11:

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

Business Process Re-Engineering Project is ongoing and on target to yield three distinct tracks for improvements that will be made to our operations. The goal of this project is to layout the process 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, process permits online, process inspections online and process licenses online.

The process of re-engineering the Department to foster improved customer service is making great progress. The project is almost 50% complete and we have launched a new website. The second phase of the project which is underway includes the incorporation of on-line permit applications and inspection scheduling process which will enable customers to transact business with the City from remote locations and we plan to offer self service kiosks and a user friendly environment within the department. We anticipate the implementation of mobile device technology which would allow our inspectors to capture and provide inspection reports on an on-line real time basis. This process will also improve our ability to timely track dangerous buildings as well as offering improved, efficient, cost effective customer service.

##### **Technology Vision**

The implementation of on-line permits, inspections and licenses still remains 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 lead 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 who have 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

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

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.

### **Environmental Affairs Functions**

The Department is incorporating the functions of the Department of Environmental Affairs that will result in the combining of operations. The Environmental Affairs 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 merged 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.

### **PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13 and BEYOND:**

Discussions are ongoing with Vanguard (the former Detroit Medical Center) regarding at least ten construction projects going on over the next four years, a \$500 million dollar investment. Currently, they are working on finishing the brand new Pediatric Specialty Center.

Detroit Public Schools renovations and new construction is continuing with a target completion of September 2012.

**BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

*ADMINISTRATION MEASURES AND TARGETS*

<b>Type of Performance Measure:</b> List of Measures	<b>2008-09</b> <b>Actual</b>	<b>2009-10</b> <b>Actual</b>	<b>2010-11</b> <b>Projection</b>	<b>2011-12</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>\$11,463,670</b>	<b>\$11,872,012</b>	<b>\$8,157,179</b>	<b>\$5,806,045</b>

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

<b>Administration</b>	<b>2010-11 Redbook</b>		<b>2011-12 Dept Final Request</b>		<b>2011-12 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	15	\$8,157,179	14	\$5,419,582	14	\$5,806,045
<b>APPROPRIATION TOTAL</b>	<b>15</b>	<b>\$8,157,179</b>	<b>14</b>	<b>\$5,419,582</b>	<b>14</b>	<b>\$5,806,045</b>
<b>ACTIVITY TOTAL</b>	<b>15</b>	<b>\$8,157,179</b>	<b>14</b>	<b>\$5,419,582</b>	<b>14</b>	<b>\$5,806,045</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriations - Summary Objects**

	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec
<b>AC0513 - Administration</b>			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	868,717	737,634	979,412
EMPBENESL - Employee Benef	532,287	593,217	735,513
PROFSVCSL - Professional/Cor	1,000,000	666,505	75,000
OPERSUPSL - Operating Suppli	155,000	151,250	156,381
OPERSVCSL - Operating Servic	3,236,164	3,029,876	3,618,639
CAPEQUPSL - Capital Equipme	38,000	65,000	65,000
CAPOUTLSL - Capital Outlays/In	1,000,000	0	0
OTHEXPSSL - Other Expenses	1,320,411	169,500	169,500
FIXEDCHGSL - Fixed Charges	6,600	6,600	6,600
<i>A13000 - Buildings Safety Engineering</i>	<i>8,157,179</i>	<i>5,419,582</i>	<i>5,806,045</i>
<b>AC0513 - Administration</b>	<b>8,157,179</b>	<b>5,419,582</b>	<b>5,806,045</b>
<b>Grand Total</b>	<b>8,157,179</b>	<b>5,419,582</b>	<b>5,806,045</b>

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (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 of 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 Divisions 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

**BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

*PLANNING AND PERMITTING MEASURES AND TARGETS*

<i>Operating Goals</i>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</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>Sign and awning permits:</b>				
<b>Special land use permits:</b>				
<b>Building Permits Issued</b>				
New Construction Projects	255	217	550	300
Alterations, Additions and Change of Use	4,414	4,566	5,700	5,000
Private Demolition	1,381	1,437	2,800	3,000
Total Building Permits Issued	6,050	6,220	9,050	8,300
<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	3-4wks
Petitions processed	20	25	21	25
<b>Activity Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,922,484</b>	<b>\$2,403,049</b>



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

<b>Permits</b>	<b>2010-11 Redbook</b>		<b>2011-12 Dept Final Request</b>		<b>2011-12 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	13	\$1,779,506	33	\$1,743,731	24	\$1,357,275
130376 - Plan Review	31	\$1,142,978	13	\$1,058,293	13	\$1,045,774
<b>APPROPRIATION TOTAL</b>	<b>44</b>	<b>\$2,922,484</b>	<b>46</b>	<b>\$2,802,024</b>	<b>37</b>	<b>\$2,403,049</b>
<b>ACTIVITY TOTAL</b>	<b>44</b>	<b>\$2,922,484</b>	<b>46</b>	<b>\$2,802,024</b>	<b>37</b>	<b>\$2,403,049</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriations - Summary Objects**

	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec
<b>AC3013 - Planning and Permitting</b>			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	1,827,543	1,635,856	1,400,857
EMPBENESL - Employee Benef	1,094,941	1,166,168	1,002,192
<i>A13000 - Buildings Safety Engineering</i>	<i>2,922,484</i>	<i>2,802,024</i>	<i>2,403,049</i>
<b>AC3013 - Planning and Permitting</b>	<b>2,922,484</b>	<b>2,802,024</b>	<b>2,403,049</b>
<b>Grand Total</b>	<b>2,922,484</b>	<b>2,802,024</b>	<b>2,403,049</b>

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (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 BSEED, 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 and 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 2010-11:**

Continue to streamline our business and Show Cause processes to gain increased compliance from business operating without a license, through enforcement action by License Investigators. The Business License Center (BLC) is anticipating a 20% increase in the number of certificates of licenses issued in 2011 due to this increased effort.

We are currently conducting a preliminary random inspection of retail shops offering tobacco products and Used Tire shops to educate and encourage them to obtain their business licenses and comply with the applicable law prior to our strict enforcement of the ordinance. This effort has resulted in over 500 applications being submitted for business license by businesses engaged in the sale of tobacco product in FY 2010. It should also be noted that there may be numerous businesses that have been conducting business as used tire sales shops for several years without a business license whose current locations might not meet the zoning requirements for used tire sales, pursuant to chapters 11 and 49 of the 1984 Detroit City Code.

#### **PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13 and BEYOND:**

In order to ensure a smooth and customer friendly implementation, the Business License Center intends to notify and educate customers of the newly implemented licensing requirements for cigarette retail and used tire sales. This communication will either be mailed to the business operators, or hand delivered by BLC license investigators in the normal operation of duties. It is the intent of the BLC to educate any applicable operator of this licensing requirement, and giving the chance for compliance to be made, before taking any enforcement action.

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

<b>Business License Center</b>	<b>2010-11 Redbook</b>		<b>2011-12 Dept Final Request</b>		<b>2011-12 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>						
12146 - Business License Center						
130365 - Business License Center	14	\$1,000,516	11	\$1,101,168	7	\$609,484
<b>APPROPRIATION TOTAL</b>	<b>14</b>	<b>\$1,000,516</b>	<b>11</b>	<b>\$1,101,168</b>	<b>7</b>	<b>\$609,484</b>
<b>ACTIVITY TOTAL</b>	<b>14</b>	<b>\$1,000,516</b>	<b>11</b>	<b>\$1,101,168</b>	<b>7</b>	<b>\$609,484</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriations - Summary Objects**

	<b>2010-11 Redbook</b>	<b>2011-12 Dept Final Request</b>	<b>2011-12 Mayor's Budget Rec</b>
<b>AC2513 - Business License Center</b>			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	420,868	359,979	265,956
EMPBENESL - Employee Benef	268,848	333,089	181,528
PROFSVCSL - Professional/Cor	310,800	200,000	162,000
OPERSUPSL - Operating Suppli	0	37,500	0
OPERSVCSL - Operating Servic	0	170,600	0
<i>A13000 - Buildings Safety Engineerin</i>	<i>1,000,516</i>	<i>1,101,168</i>	<i>609,484</i>
<b>AC2513 - Business License Center</b>	<b>1,000,516</b>	<b>1,101,168</b>	<b>609,484</b>
<b>Grand Total</b>	<b>1,000,516</b>	<b>1,101,168</b>	<b>609,484</b>

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (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, there are three (3) sections responsible for licensing and enforcement. The Electrical Section manages the Board of Electrical Examiners, an appointive body created by ordinance to oversee all aspects of electrical licensing within the City of Detroit. The Mechanical Section is responsible for all testing of business and occupational licenses relating to the operation of mechanical 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 that are 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 Promotion. Ten inspectors have been certified by the State of Michigan as EBLL investigators, a team of five inspectors and one supervisor from the Property Maintenance Division are 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, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### MAJOR INITIATIVES FOR FY 2010-11:

The Property Maintenance Division will continue to protect the health, safety, and welfare of Detroit's citizens and visitors by inspecting the City's built environment and requiring the elimination of physical hazards and blighting conditions. Neighborhood stabilization in these tough economic times is more essential and challenging than ever. Enforcement for those unwilling to comply, will be through the City of Detroit's Department of Administrative Hearings. To maximize the Division's effectiveness it will focus on complaints and the annual inspection of commercial and large residential rental properties as a priority. The Division will continue to build its database 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.

The Property Maintenance Division will work closely with the Dangerous Buildings and Demolition Divisions to hold the owners of abandoned and derelict buildings accountable. The Property Maintenance Division will investigate all initial complaints regarding Vacant and open properties to determine if they are to remain under the jurisdiction of Property Maintenance as feasible dwellings or refer them to Dangerous Buildings to be processed for demolition. Inspectors from the Property Maintenance Division will require registration and inspection of all vacant properties. Vacant properties found feasible for repair are to be secured and maintained in a safe, non-blighting condition. Tickets will be issued to owners for non-compliance.

The Property Maintenance Division now investigates the living environs of children (under 6 years of age) medically diagnosed as lead poisoned. The purpose of the investigations (known as EBLL Investigations) is to determine the source of lead poisoning of young children and make sure it is eliminated, to create a safe environment for the child to grow and develop.

To prevent the irreversible effects of lead poisoning of young children, the Property Maintenance Division now requires the owners of all rental residential dwellings to obtain a Lead Risk Hazard Inspection and submit a Lead Clearance Certificate annually, for each rental property.

### Mechanical/Electrical Division:

During FY 2010-2011, the Mechanical Division implemented inspections for Fire Suppression systems, bringing BSEE into compliance with applicable State law and providing additional revenue to the Department. Planning has begun to initiate a Contractor Advisory Committee which will allow for greater communication with our Customers.

In the Elevator Section, an aggressive STOP program has been used successfully to collect long overdue invoices, and an Advisory Committee is also planned.

In the Boiler Section, two (2) inspectors have been proposed for National Board status which will allow for an easy transition upon retirement of senior personnel.

The Court Enforcement process has been streamlined, making the Court process more manageable.

The Electrical Division has developed a "cross-reference" system which allows for BSEE to obtain electrical permit fees for electrical work involved in fire repair jobs and in mechanical installations, areas of work which previously escaped notice.

During FY 2010-11, the Mechanical/Electrical Division has been the lead "contact" point for all Detroit Public School Bond Construction project matters, a City-wide series of projects which will bring millions of new permit fee dollars into BSEE

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13 and BEYOND:

Implementation of the use of electronic hand held devices for inspection reporting; make forms and scheduling of inspections available online, field start inspectors, resulting in increased customer service, reallocation of staff and a reduction of mileage reimbursement.

### Housing and Plumbing

#### MAJOR INITIATIVES FOR FY 2010-11:

We are in the process of revising the pre-sale housing ordinance used as the basis for performing housing inspections for single and two family dwellings. The revised ordinance will assist customers in their transaction of business with our housing division, by reducing / eliminating some bureaucratic entanglements. The revised pre-sale ordinance will better serve customer requirements without adding a financial burden to them. It will also streamline processes within the division so we can better utilize inspection and clerical staff in pursuing compliance of inspection reports.

### PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13 and BEYOND:

Upon completion of our technology upgrade, we will be utilizing the Internet to implement an efficient means of sending inspection results to our customers, paying for permits, obtaining applications, and scheduling inspections. Customers will have better access to us when conducting business with our division.

Adding technical resources based on availability of funds, will eliminate some of the current manual procedures. By streamlining these activities, we can better utilize our staff's time in providing better customer service by reducing our response time in addressing customers' needs. These changes reflect a commitment to our customers that we will be a preferred place for conducting business.

### Mechanical/Electrical Division:

As inspector vacancies are filled in the Electrical, Mechanical and Boiler Sections, the Mechanical /Electrical Inspection Division will be able to both service its' customers more responsively and generate more revenue for BSEE. This will be critical as anticipated construction activity increases in the next twelve months.

Technological initiatives Department –wide will allow for will allow for easier and quicker permit application, inspection scheduling and inspection result reporting. All of these will then allow for inspectors to provide more inspections per work period.

### Buildings Division:

The Buildings Division will continue to provide inspections to the eighteen school building renovations and new building construction activities undertaken by the Detroit Public School System to insure compliance with current codes.

This year the Buildings Division will evaluate the requirements for recurring temporary uses such as “Haunted Houses” to devise a schematic checklist for applicants wishing to provide this type of entertainment during the Halloween holiday season.

The management of Insurance Escrow Funds and requirements will be reviewed with the intent of clearer definitions and instructions on when, how and to whom funds should be released. A more pro-active approach will be employed to identify when funds should and could be utilized as defined within the State PA 219 to either demolish or otherwise make safe those damaged structures resulting in insurance proceeds being withheld.

The Buildings Division will be providing inspection services for the \$500,000 million dollars capital building program that the Detroit Medical Center projects representing thirteen major projects, twelve of which is targeted to begin construction in the 2011-2012 building season.



## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

The Buildings Division will schedule technology training for all clerical staff personnel as needed according to their level of proficiency and availability of classes offered by OEDS. Additionally, all inspectors will be evaluated to determine their technological training needs in preparation for updates of the departments' technological goals.

## BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

### *INSPECTION SERVICES FOR BUILDINGS DIVISION/ MEASURES AND TARGETS*

<i>Operating Goals:</i>	2008-09	2009-10	2010-11	2011-12
Services and Measures	Actual	Actual	Projection	Target
<b>Property transfers support:</b>				
Number of building inspections	30,000	26,000	27,000	26,000
<b>Organization Costs Total</b>	<b>\$2,505,431</b>	<b>\$2,577,608</b>	<b>\$2,023,214</b>	<b>\$2,104,282</b>

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

<i>Operating Goals:</i>	2008-09	2009-10	2010-11	2011-12
Services and Measures	Actual	Actual	Projection	Target
<b>Plumbing systems code enforcement:</b>				
Plumbing Cross Connections Inspections	3,205	5,229	4,926	4,972
Plumbing Permits Issued	2,238	2,211	2,211	2,221
Pre-Sale Applications Paid	15,848	7,952	6,212	6,693
% 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>\$3,960,262</b>	<b>\$3,184,537</b>	<b>\$2,714,889</b>	<b>\$2,733,996</b>

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

<i>Operating Goals:</i>	2008-09	2009-10	2010-11	2011-12
Services and Measures	Actual	Actual	Projection	Target
<b>Property maintenance code enforcement:</b>				
Number of EBLL Investigations	n/a	60	1,000	1,000
Number of Multiple Dwelling Inspections	6,600	6,247	5,200	8,400
Number of 1 and 2 Family Rental Inspections	26,400	22,000	20,000	16,000
Number of Commercial Property Maintenance Inspections	22,440	18,200	20,000	20,000
DAH Tickets Issued	64,600	40,006	26,010	20,655
<b>Special land use permits:</b>				
Zoning Special Land Use Grant Inspections	1,980	2,000	2,000	2,000
<b>Organization Costs Total</b>	<b>\$4,079,933</b>	<b>\$5,809,268</b>	<b>\$5,295,710</b>	<b>\$4,956,199</b>

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

<i>Operating Goals:</i>	2008-09	2009-10	2010-11	2011-12
Services and Measures	Actual	Actual	Projection	Target
<b>Mechanical systems code enforcement:</b>				
Number of mechanical permits issued	4,095	2,093	2,000	2,000
Number of Boiler permits issued	104	63	60	70
Number of Elevator permits issued	218	168	100	110
Boiler safety inspections	501	6,000	500	600
Elevator safety inspections	5,223	1,300	6,000	6200
Heating equipment safety inspections	2,573	14,500	15,000	15,000
<b>Electrical systems code enforcement:</b>				
Number of Electrical permits issued				
Electrical inspections	4,205	3,419	3,500	3,900
Tests for Occupational Licenses:	144	50	144	160
<b>Organization Costs Total</b>	<b>\$5,279,727</b>	<b>4,915,629</b>	<b>\$4,349,718</b>	<b>\$4,432,601</b>

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

<b>Mechanical</b>	<b>2010-11</b>		<b>2011-12</b>		<b>2011-12</b>	
	<b>Redbook</b>		<b>Dept Final</b>		<b>Mayor's</b>	
<b>Inspections</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>						
10815 - Inspections						
130340 - Mechanical	51	\$4,349,718	51	\$4,527,513	49	\$4,432,601
130341 - Electrical	0	\$0	0	\$0	0	\$0
130345 - Housing\Inspections	30	\$2,439,032	30	\$2,489,868	26	\$2,364,724
130346 - Buildings	24	\$2,023,214	24	\$2,058,104	24	\$2,104,282
130347 - Zoning	4	\$275,857	4	\$303,423	4	\$369,272
<b>APPROPRIATION TOTAL</b>	<b>109</b>	<b>\$9,087,821</b>	<b>109</b>	<b>\$9,378,908</b>	<b>103</b>	<b>\$9,270,879</b>
10816 - Zoning Enforcement Initiative						
130360 - Zoning	0	\$0	0	\$0	0	\$0
<b>APPROPRIATION TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>
11110 - Property Maintenance Enforcement						
130320 - Property Maintenance Enforcement	70	\$5,295,710	70	\$5,640,453	55	\$4,956,199
<b>APPROPRIATION TOTAL</b>	<b>70</b>	<b>\$5,295,710</b>	<b>70</b>	<b>\$5,640,453</b>	<b>55</b>	<b>\$4,956,199</b>
<b>ACTIVITY TOTAL</b>	<b>179</b>	<b>\$14,383,531</b>	<b>179</b>	<b>\$15,019,361</b>	<b>158</b>	<b>\$14,227,078</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriations - Summary Objects**

	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec
<b>AC1013 - Inspection Services and Code Enfo</b>			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	8,708,534	8,586,136	8,040,516
EMPBENESL - Employee Benef	5,178,044	6,054,265	5,807,602
OPERSVCSL - Operating Servic	496,953	378,960	378,960
<i>A13000 - Buildings Safety Engineerin</i>	<i>14,383,531</i>	<i>15,019,361</i>	<i>14,227,078</i>
<b>AC1013 - Inspection Services and Code E</b>	<b>14,383,531</b>	<b>15,019,361</b>	<b>14,227,078</b>
<b>Grand Total</b>	<b>14,383,531</b>	<b>15,019,361</b>	<b>14,227,078</b>

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (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
- Intake and response to resident dangerous building complaints
- Reconciliation of program Grant Funding Expenditures and Voucher
- Fire Escrow Reconciliation and disbursement
- Filing of Lis Pendens to recover demolition costs from property owners

#### MAJOR INITIATIVES FOR FY 2010-11:

Continue seeking for grants and funds for the targeted demolition of 3,000 dangerous structures in this calendar year through Neighborhood Stabilization Program (NSP) and other federal program funds. Currently on target with the plan activity and schedule and have added six more census tracts to the overall activity through the NSP 2 (MSHDA) grant. In addition, we have scheduled the demolition of the Ford Auditorium to be completed in the FY 2010-11. The project will be bond funded.

We have successfully migrated all the dangerous building data from the IPDS system (Dos) to the Tidemark software application used for other Department functions and eventually to become web based. Developing a new database structure to capture demographic information on the dangerous buildings and using the same information to implement the newly approved vacant property ordinance and currently conducting ongoing survey and enforcing vacant property registration per the ordinance.

The Department is on target with our current initiative to demolish 3,000 structures in the FY 2010-11. In addition, we have scheduled the demolition of the Ford Auditorium to be completed in the FY 2010-11. This demolition is to be funded by a general obligation bond set aside for this purpose years ago. We are currently evaluating other commercial demolitions to take place this year.

#### PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13 and BEYOND:

Discussions are ongoing with Vanguard (the former Detroit Medical Center) regarding at least ten construction projects going on over the next four years, a \$500 million dollar investment. Currently, they are working on finishing the brand new Pediatric Specialty Center.

Detroit Public Schools renovations and new construction is continuing with a target completion of September 2012.

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

Demolition - Administration - B&SE Demolition - B&SE	2010-11 Redbook		2011-12 Dept Final Request		2011-12 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10829 - Demolition - B&SE						
130071 - Demolition - Administration - B&SE	30	\$4,311,327	32	\$4,000,000	23	\$4,000,000
<b>APPROPRIATION TOTAL</b>	<b>30</b>	<b>\$4,311,327</b>	<b>32</b>	<b>\$4,000,000</b>	<b>23</b>	<b>\$4,000,000</b>
<b>ACTIVITY TOTAL</b>	<b>30</b>	<b>\$4,311,327</b>	<b>32</b>	<b>\$4,000,000</b>	<b>23</b>	<b>\$4,000,000</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriations - Summary Objects**

	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec
<b>AC2013 - Dangerous Buildings and Demolitio</b>			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	1,196,168	1,270,893	966,136
EMPBENESL - Employee Benef	715,159	898,738	707,051
PROFSVCSL - Professional/Cor	2,038,117	1,746,806	2,071,249
OPERSUPSL - Operating Suppli	47,000	27,500	27,500
OPERSVCSL - Operating Servic	114,883	47,063	154,064
OTHEXPSSL - Other Expenses	200,000	9,000	74,000
<i>A13000 - Buildings Safety Engineerin</i>	<i>4,311,327</i>	<i>4,000,000</i>	<i>4,000,000</i>
<b>AC2013 - Dangerous Buildings and Demo</b>	<b>4,311,327</b>	<b>4,000,000</b>	<b>4,000,000</b>
<b>Grand Total</b>	<b>4,311,327</b>	<b>4,000,000</b>	<b>4,000,000</b>

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### ***ENVIRONMENTAL AFFAIRS ACTIVITY INFORMATION***

#### **ACTIVITY DESCRIPTION: ENVIRONMENTAL AFFAIRS ACTIVITY**

Environmental Affairs (EA) interacts with federal, state and local agencies and with sister agencies of the city of Detroit to improve and protect the City's water, air, and land resources. EA's technical personnel (Environmental Specialists) are assigned to one of two areas of specialization: 1) Environmental Assessment and Response (Brownfields); and 2) Environmental Management Systems/Emergency Response.

EA works to 1) develop and implement programs that support sustainable development initiatives focusing on Brownfields Redevelopment; 2) obtain funding for clean-up of contaminated sites; 3) foster legislative and regulatory initiatives at the state and federal level that will assist the City and other similarly situated municipalities in meeting their environmental objectives through partnerships, programs and policies, and funding; 4) assist city departments with environmental compliance requirements and objectives through providing or procuring technical assistance and developing processes and procedures to achieve compliance.

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.

#### **Goals:**

1. Develop and implement programs that support sustainable redevelopment initiatives focusing on Brownfield Redevelopment.
2. Obtain funding for the cleanup of contaminated sites.
3. Foster legislative and regulatory initiatives at the state and federal level that will assist the City and other similarly situated municipalities in meeting their environmental objectives through partnerships, programs, policies, and funding.
4. Assist City departments with environmental compliance requirements and objectives through procuring technical assistance and development of policies and procedures.
5. Develop and implement enforcement strategies that will yield a cleaner environment and facilitate economic development.

#### **MAJOR INITIATIVES FOR FY 2010-11:**

Environmental Affairs role in the Detroit Works Project is assisting in the transformation of the city's neighborhoods into vibrant areas for its citizens to work, play, and live. By improving basic quality of life issues in maintaining environmentally sound communities by providing aggressive campaigns to the state and federal regulators for the promotion of Brownfield redevelopment initiatives that will lead to more site cleanups. In addition, this effort will also provide for the overall protection of the citizens of Detroit health and safety in developing urban agricultural policy.

Environmental Affairs has changed the way Brownfield properties are addressed with 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). Through partnership with the Michigan Department of Natural Resources and Environment (DNRE) and cooperation with multiple public and private stakeholders, a geographic information system (GIS) has been constructed that supports Brownfield redevelopment initiatives. Target areas continue to be selected throughout the city of Detroit where new construction is steadily occurring.

Environmental Affairs is working with the county and state to address abandoned service stations within the City's limits. These abandoned service stations have an adverse effect on our community by increasing health risks and decreasing potential investments. This has an overwhelming impact on the health and well being of residents within the city of Detroit.



## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13 and BEYOND:

Moving forward, Environmental Affairs will focus on technology and efficiency in the context of sustainable development. This call for green technology to be used in an effort to reduce our dependence on fossil fuels and green house gas emissions that will in turn contribute to lessen negative environmental impact and improve the bottom line cost for redevelopment.

The goals will be to conserve, recycle, and sustain. These efforts will be accomplished by implementing the following:

- 1) Evaluate and assess City-owned property for compliance with environmental laws and regulations and for the protection of public health, safety and welfare.
- 2) Coordinate the reuse and redevelopment of land within the city of Detroit with city planning agencies.
- 3) Protect and conserve the Detroit River and Rouge River watersheds and other waters of the state of Michigan.
- 4) Evaluate emissions to the air to determine the impact on the environment of the city of Detroit.
- 5) Identify all operations of the city of Detroit that require compliance with federal, state or local environmental laws;
- 6) Assume responsibility under federal, state and local environmental laws for: (a) making applications for permits; (b) filing notices and registrations; (c) responding to allegations of violations of federal, state and local environmental laws, rules and regulations; (d) instituting corrective actions to bring city of Detroit operations into compliance with federal, state and local environmental laws, rules and regulations; (e) providing for all necessary or required reports and monitoring of compliance by the city of Detroit with federal, state and local environmental laws, rules and regulations.
- 7) Monitor changes to federal, state and local environmental laws, develop positions for the city of Detroit on proposed changes to such laws, rules and regulations, and develop policies to implement changes to such rules and regulations.
- 8) Strongly encourage the city's development agencies to persuade all developers to adhere to the Sustainable Redevelopment Design Guide.
- 9) Provide for appropriate public participation in compliance issues as required by federal, state and local laws or as provided for by the policies adopted by the Department of Environmental Affairs for such public participation.

Pursuant to Article 6, Chapter 6, Sec. 6-603 of the Detroit City Code, Environmental Affairs shall develop and implement a coordinated and comprehensive environmental policy for the city. It was the intent of the Detroit City Council that this article be liberally construed for the purposes of assuring that the city of Detroit is in compliance with all applicable environmental laws, to assure that the city of Detroit has the authority to enforce its environmental ordinances, and to assure that the employees of the city of Detroit are adequately trained.

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

<b>Environmental Affairs Department</b>	<b>2010-11 Redbook</b>		<b>2011-12 Dept Final Request</b>		<b>2011-12 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<b>Environmental Affairs Department</b>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
13161 - Environmental Affairs Department						
130370 - Environmental Affairs Department	7	\$680,592	7	\$900,168	6	\$747,598
<b>APPROPRIATION TOTAL</b>	<b>7</b>	<b>\$680,592</b>	<b>7</b>	<b>\$900,168</b>	<b>6</b>	<b>\$747,598</b>
<b>ACTIVITY TOTAL</b>	<b>7</b>	<b>\$680,592</b>	<b>7</b>	<b>\$900,168</b>	<b>6</b>	<b>\$747,598</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriations - Summary Objects**

	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec
<b>AC3513 - Environmental Affairs Department</b>			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	287,525	352,403	324,066
EMPBENESL - Employee Benef	172,814	330,212	221,339
PROFSVCSL - Professional/Cor	75,000	75,000	64,125
OPERSUPSL - Operating Suppli	10,500	6,500	5,850
OPERSVCSL - Operating Servic	129,253	129,553	128,618
CAPEQUPSL - Capital Equipme	3,000	3,000	2,700
OTHEXPSSL - Other Expenses	2,500	3,500	900
<i>A13000 - Buildings Safety Engineerin</i>	<i>680,592</i>	<i>900,168</i>	<i>747,598</i>
<b>AC3513 - Environmental Affairs Departme</b>	<b>680,592</b>	<b>900,168</b>	<b>747,598</b>
<b>Grand Total</b>	<b>680,592</b>	<b>900,168</b>	<b>747,598</b>

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriation Summary - Revenues**

	2009-10 Actuals	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec	Variance
<b>A13000 - Buildings Safety Engineering and E</b>					
<i>10814 - Administration and Licenses</i>					
411100 - Business Licenses	1,942,142	0	0	0	0
413100 - Safety Inspection Char	2,305	0	0	0	0
414110 - Other Profess-Occup L	2,850	0	0	0	0
414125 - Other Licenses,Permits	2,236,578	0	0	0	0
447370 - Sale-Mfrd & Reproduce	95	0	0	0	0
448013 - TCM Undistributed Rev	406,735	0	0	0	0
<i>10814 - Administration and Licenses</i>	<i>4,590,705</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10817 - Administration and Operations</i>					
413100 - Safety Inspection Char	228,970	0	0	0	0
413110 - Construction Inspector	432	0	0	0	0
455155 - Civil Infraction Fines	243,259	0	0	0	0
510325 - Transfers From Other f	8,983,549	0	0	0	0
<i>10817 - Administration and Operation:</i>	<i>9,456,210</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10815 - Inspections</i>					
411100 - Business Licenses	32,389	0	32,000	32,000	32,000
413100 - Safety Inspection Char	2,148,569	4,332,848	3,601,504	3,202,373	(1,130,475)
413110 - Construction Inspector	149,782	180,000	180,000	180,000	0
414110 - Other Profess-Occup L	298,357	361,000	302,290	302,290	(58,710)
414125 - Other Licenses,Permits	2,795,466	3,681,331	4,060,169	3,661,038	(20,293)
447370 - Sale-Mfrd & Reproduce	2,693	0	0	0	0
474100 - Miscellaneous Receipts	13,658	0	0	0	0
<i>10815 - Inspections</i>	<i>5,440,914</i>	<i>8,555,179</i>	<i>8,175,963</i>	<i>7,377,701</i>	<i>(1,177,478)</i>
<i>11110 - Property Maintenance Enforcement</i>					
413100 - Safety Inspection Char	8,573,166	7,171,600	7,231,504	7,224,971	53,371
455155 - Civil Infraction Fines	0	1,300,500	1,297,500	1,297,500	(3,000)
<i>11110 - Property Maintenance Enforc</i>	<i>8,573,166</i>	<i>8,472,100</i>	<i>8,529,004</i>	<i>8,522,471</i>	<i>50,371</i>
<i>10829 - Demolition - B&amp;SE</i>					
432200 - Gts-Comm Dev Block (	5,306,833	4,311,327	4,000,000	4,000,000	(311,327)
<i>10829 - Demolition - B&amp;SE</i>	<i>5,306,833</i>	<i>4,311,327</i>	<i>4,000,000</i>	<i>4,000,000</i>	<i>(311,327)</i>
<i>12146 - Business License Center</i>					
411100 - Business Licenses	0	2,000,000	2,235,027	2,000,000	0
<i>12146 - Business License Center</i>	<i>0</i>	<i>2,000,000</i>	<i>2,235,027</i>	<i>2,000,000</i>	<i>0</i>
<i>13162 - Planning and Permitting</i>					
414110 - Other Profess-Occup L	0	12,000	0	0	(12,000)
414125 - Other Licenses,Permits	0	8,276,915	6,391,000	6,391,000	(1,885,915)
447370 - Sale-Mfrd & Reproduce	0	2,000	0	0	(2,000)

**CITY OF DETROIT**  
**Budget Development for FY 2011-2012**  
**Appropriation Summary - Revenues**

	2009-10 Actuals	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec	Variance
<b>A13000 - Buildings Safety Engineering and E</b>					
13162 - Planning and Permitting					
448115 - Other Fees	0	145,000	145,000	145,000	0
13162 - Planning and Permitting	0	8,435,915	6,536,000	6,536,000	(1,899,915)
13161 - Environmental Affairs Department					
448165 - Other Fees-Deptl	0	68,000	68,000	68,000	0
13161 - Environmental Affairs Departr	0	68,000	68,000	68,000	0
<b>A13000 - Buildings Safety Engineering an</b>	<b>33,367,828</b>	<b>31,842,521</b>	<b>29,543,994</b>	<b>28,504,172</b>	<b>(3,338,349)</b>
<b>Grand Total</b>	<b>33,367,828</b>	<b>31,842,521</b>	<b>29,543,994</b>	<b>28,504,172</b>	<b>(3,338,349)</b>

**CITY OF DETROIT  
MAYOR'S 2011-2012 RECOMMENDED BUDGET**

**Buildings Safety Engineering and Environmental**

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2010	2011 FTE	FY 2011	2012 FTE	2011	2012 FTE
Classification						
<b>10814 - Administration and Licenses</b>						
<b>130310 - Administration</b>						
Director - Bldg & Safety Eng	1		1		1	
Deputy Director - B&SE	1		1		1	
Mgr of Administrative Hearings	1		0		0	
General Manager-Bldg & Safety	1		1		1	
Admin Asst GD III - B & S E	1		1		1	
Admin Asst GD II - B & SE	1		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	
<b>Total Administration</b>	<b>15</b>		<b>14</b>		<b>14</b>	
<b>Total Administration and Licenses</b>	<b>15</b>		<b>14</b>		<b>14</b>	
<b>10815 - Inspections</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	12		12		12	
Boiler Inspector	4		4		4	
Mechanical Inspector	10		10		10	
Elevator Inspector	6		6		6	
Office Management Assistant	1		1		1	
Licenses Examiner - Mechanical	1		1		1	
Admin Sprv - License & Permit	1		1		1	
Principal Clerk	1		1		1	

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**Buildings Safety Engineering and Environmental**

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2010	2011 FTE	FY 2011	2012 FTE	2011	2012 FTE
Classification						
<b>10815 - Inspections</b>						
<b>130340 - Mechanical</b>						
Senior Clerk	2		2		2	
Office Assistant III	3		3		3	
Office Assistant II	2		2		0	
<b>Total Mechanical</b>	<b>51</b>		<b>51</b>		<b>49</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	9		9		9	
Building Inspector	10		10		10	
Principal Clerk	1		1		1	
Office Assistant III	1		1		1	
Senior Clerk	2		2		2	
Office Assistant II	1		1		0	
Clerk	3		3		0	
<b>Total Housing\Inspections</b>	<b>30</b>		<b>30</b>		<b>26</b>	
<b>130346 - Buildings</b>						
Chief of Building Inspections	1		1		1	
Supervising Bldg Inspector	2		2		2	
Building Inspector	13		13		13	
General Manager-Bldg & Safety	1		1		1	
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	
<b>Total Buildings</b>	<b>24</b>		<b>24</b>		<b>24</b>	
<b>130347 - Zoning</b>						
Manager I - Bldgs & Safety Eng	1		1		1	
Building Inspector	1		1		1	

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Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2010	2011 FTE	FY 2011	2012 FTE	2011	2012 FTE
Classification						
<b>10815 - Inspections</b>						
<b>130347 - Zoning</b>						
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>109</b>		<b>109</b>		<b>103</b>	
<b>10829 - Demolition - B&amp;SE</b>						
<b>130071 - Demolition - Administration - B&amp;SE</b>						
Manager I - Bldgs & Safety Eng	1		0		0	
Supervising Bldg Inspector	2		2		2	
Building Inspector	10		10		10	
Admin Asst GD III	1		1		1	
Principal Clerk	1		1		1	
Office Assistant III	3		3		3	
Title Searcher	3		4		4	
Office Assistant II	8		8		0	
Clerk	1		1		0	
Head Clerk	0		1		1	
Supervising Title Searcher	0		1		1	
<b>Total Demolition - Administration - B&amp;SE</b>	<b>30</b>		<b>32</b>		<b>23</b>	
<b>Total Demolition - B&amp;SE</b>	<b>30</b>		<b>32</b>		<b>23</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	4		4		4	
Building Inspector	37		37		37	
Mechanical Inspector	6		6		6	
General Manager-Bldg & Safety	1		0		0	
Head Clerk	1		1		1	
Senior Clerk	4		4		4	
Clerk	3		3		0	



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**Buildings Safety Engineering and Environmental**

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2010	2011 FTE	FY 2011	2012 FTE	2011	2012 FTE
Classification						
<b>11110 - Property Maintenance Enforcement</b>						
<b>130320 - Property Maintenance Enforcemen</b>						
Office Assistant II	11		11		0	
Office Assistant I	1		1		0	
Manager I - Bldgs & Safety Eng	0		1		1	
<b>Total Property Maintenance Enforcement</b>	<b>70</b>		<b>70</b>		<b>55</b>	
<b>Total Property Maintenance Enforcement</b>	<b>70</b>		<b>70</b>		<b>55</b>	
<b>12146 - Business License Center</b>						
<b>130365 - Business License Center</b>						
Manager I - Bldgs & Safety Eng	1		1		1	
Admin Sprv - License & Permit	1		1		1	
Sr Comm and Res License Invest	1		1		1	
Comm & Res Lic Investigator	1		1		1	
Teller	3		3		3	
Office Assistant III	3		0		0	
Office Assistant II	1		1		0	
Clerk	3		3		0	
<b>Total Business License Center</b>	<b>14</b>		<b>11</b>		<b>7</b>	
<b>Total Business License Center</b>	<b>14</b>		<b>11</b>		<b>7</b>	
<b>13161 - Environmental Affairs Department</b>						
<b>130370 - Environmental Affairs Department</b>						
Gen Mgr - Environmental Affair	1		1		1	
Environmental Specialist III	3		3		3	
Environmental Specialist II	1		1		1	
Office Management Asst-Exempte	1		1		1	
Office Assistant III	1		1		0	
<b>Total Environmental Affairs Department</b>	<b>7</b>		<b>7</b>		<b>6</b>	
<b>Total Environmental Affairs Department</b>	<b>7</b>		<b>7</b>		<b>6</b>	
<b>13162 - Planning and Permitting</b>						
<b>130375 - Permits</b>						
Manager I - Bldgs & Safety Eng	0		1		1	
Principal Accountant	0		1		1	

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**Buildings Safety Engineering and Environmental**

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2010	2011 FTE	FY 2011	2012 FTE	2011	2012 FTE
Classification						
<b>13162 - Planning and Permitting</b>						
<b>130375 - Permits</b>						
Admin Sprv - License & Permit	0		1		1	
Head Clerk	0		0		0	
Principal Clerk	0		2		2	
Revenue Collector	0		2		2	
Senior Teller	0		4		4	
Senior Clerk	0		10		10	
Office Assistant II	0		6		0	
Clerk	0		3		0	
Office Assistant III	0		3		3	
Mechanical Inspector	1		0		0	
Electrical Inspector	1		0		0	
Sr Information Technician	1		0		0	
Plumbing Inspector	1		0		0	
Information Technician	1		0		0	
Building Inspector	3		0		0	
Sr Asst Arch Eng - Design	1		0		0	
Head Engineer - B &SE	1		0		0	
Sr Assoc Civil Eng - Design	2		0		0	
Associate Civil Eng - Design	1		0		0	
<b>Total Permits</b>	<b>13</b>		<b>33</b>		<b>24</b>	
<b>130376 - Plan Review</b>						
Head Engineer - B &SE	0		1		1	
Sr Asst Arch Eng - Design	0		1		1	
Sr Assoc Civil Eng - Design	0		2		2	
Sr Information Technician	0		1		1	
Associate Civil Eng - Design	0		1		1	
Mechanical Inspector	0		1		1	
Electrical Inspector	0		1		1	
Plumbing Inspector	0		1		1	
Building Inspector	0		3		3	
Information Technician	0		1		1	

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**Buildings Safety Engineering and Environmental**

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2010	2011 FTE	FY 2011	2012 FTE	2011	2012 FTE
Classification						
<b>13162 - Planning and Permitting</b>						
<b>    130376 - Plan Review</b>						
Manager I - Bldgs & Safety Eng	1		0		0	
Senior Teller	4		0		0	
Principal Accountant	1		0		0	
Office Assistant III	0		0		0	
Office Assistant II	6		0		0	
Admin Sprv - License & Permit	1		0		0	
Head Clerk	1		0		0	
Revenue Collector	2		0		0	
Principal Clerk	2		0		0	
Senior Clerk	10		0		0	
Clerk	3		0		0	
<b>Total Plan Review</b>	<b>31</b>		<b>13</b>		<b>13</b>	
<b>Total Planning and Permitting</b>	<b>44</b>		<b>46</b>		<b>37</b>	
<b>Agency Total</b>	<b>289</b>		<b>289</b>		<b>245</b>	

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