

BOARD OF ZONING APPEALS (51)

AGENCY PLAN: MISSION, GOALS AND BUDGET SUMMARY

MISSION:

As a quasi-judicial body, the Board's primary role is to hear and rule on appeals for relief or relaxation of the provisions and requirements of the Zoning Ordinance from any person, firm, partnership or corporation, or by any officer, department, commission, board, or bureau of the City aggrieved by a decision of an enforcing officer or any decision made by the Buildings, Safety Engineering and Environmental Department, where rigid enforcement could cause the appellant undue hardship or jeopardize equity or prevent proper utilization of property.

AGENCY GOALS:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance through improved Zoning and Land use training.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question and the general public.
3. Respond to City Council and administration referrals.
4. Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

AGENCY FINANCIAL SUMMARY:

| 2012-13 <u>Requested</u> | | 2011-12 <u>Budget</u> | 2012-13 <u>Recommended</u> | Increase <u>(Decrease)</u> |
|-----------------------------|----------------------|--------------------------|-------------------------------|-------------------------------|
| \$ 753,920 | City Appropriations | \$ 709,723 | \$ 606,566 | \$ (103,157) |
| \$ 753,920 | Total Appropriations | \$ 709,723 | \$ 606,566 | \$ (103,157) |
| \$ 105,000 | City Revenues | \$ 105,000 | \$ 96,417 | \$ - |
| \$ 105,000 | Total Revenues | \$ 105,000 | \$ 96,417 | \$ - |
| \$ 648,920 | NET TAX COST: | \$ 604,723 | <u>\$ 510,149</u> | \$ (103,157) |

AGENCY EMPLOYEE STATISTICS:

| 2012-13 <u>Requested</u> | | 2011-12 <u>Budget</u> | 04-01-12 <u>Actual</u> | 2012-13 <u>Recommended</u> | Increase <u>(Decrease)</u> |
|-----------------------------|-----------------|--------------------------|---------------------------|-------------------------------|-------------------------------|
| 4 | City Positions | 4 | 4 | 3 | (1) |
| 4 | Total Positions | 4 | 4 | 3 | (1) |

ACTIVITIES IN THIS AGENCY:

| | 2011-12 <u>Budget</u> | 2012-13 <u>Recommended</u> | Increase <u>(Decrease)</u> |
|----------------------|--------------------------|-------------------------------|-------------------------------|
| Land Use Controls | \$ 709,723 | \$ 606,566 | \$ (103,157) |
| Total Appropriations | \$ 709,723 | \$ 606,566 | \$ (103,157) |

BOARD OF ZONING APPEALS (51)

LAND USE CONTROLS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: LAND USE CONTROLS

The Board of Zoning Appeals' primary role is to hear and decide appeals and review any order, requirement, decision or determination made in the enforcement of the City of Detroit Zoning Ordinance. The Board has certain discretionary powers in making its decision to comply with the powers granted to it by the local zoning ordinance and State Enabling Act. Any adjustment or reversal must conform to the provisions of the zoning ordinance and provide neighborhood and commercial stabilization.

GOALS:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the ordinance through improved Zoning and Land use training.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question, and the general public.
3. Respond to City Council and administration referrals.
4. To adhere and implement the adopted amendments to the new Zoning Ordinance where appropriate and provide workshops and training sessions for Board Members and staff.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

MAJOR INITIATIVES FOR FY 2011-12:

The Department is currently working with the City Planning Commission to conclude the comprehensive amendments to the city's new Zoning Ordinance.

The Department is also working to provide additional technical training for both the professional staff and Board Members. The training will enable the department to continue to improve the quality of service to customers, both citizens and businesses, through improved land use and planning technology.

PLANNING FOR THE FUTURE FOR FY 2012-13, FY 2013-14 and BEYOND:

The department will continually work collectively with the City Planning Commission to work on amendments to the new City of Detroit Zoning Ordinance.

The Department will continually work to provide additional technical training for both the professional staff and Board Members. The training will enable the department to continue to improve the quality of service to customers, both citizens and businesses, through improved land use and planning technology.

BOARD OF ZONING APPEALS (51)

LAND USE CONTROLS MEASURES AND TARGETS

| Type of Performance Measure: List of Measures | 2009-10 Actual | 2010-11 Actual | 2011-12 Projection | 2012-13 Target |
|---|---------------------------------|---------------------------------|-------------------------------------|---------------------------------|
| Inputs: Resources Allocated or Service Demands Made | | | | |
| Cases appealed | 105 | 120 | 120 | 100 |
| Outputs: Units of Activity directed toward Goals | | | | |
| Zoning variance request processing from submission of application | 30 days | 30 days | 30 days | 30 days |
| Referrals response time | 5-7 days | 5-7 days | 5-7 days | 7-10 days |
| Efficiency: Program Costs related to Units of Activity | | | | |
| Percentage completed of computer upgrade | 96% | 97% | 97% | 0 |
| Cases per investigator | 53 | 53 | 53 | 75 |
| Field hours per case | 75 | 75 | 75 | 75 |
| Cost per case including everybody involved | \$2,724 | \$ 2,724 | \$ 2,724 | 2,724 |
| Activity Costs | \$797,378 | \$774,535 | \$709,723 | \$606,566 |

CITY OF DETROIT
Board of Zoning Appeals
Financial Detail by Appropriation and Organization

| Board of Zoning Appeals Ordinance Admi Land Use Controls | 2011-12 Redbook | | 2012-13 Dept Final Request | | 2012-13 Mayor's Budget Rec | |
|---|----------------------------|------------------|---|------------------|---|------------------|
| | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT |
| <i>APPROPRIATION ORGANIZATION</i> | | | | | | |
| 00183 - Land Use Controls | | | | | | |
| 510010 - Board of Zoning Appeals Ordinance A | 4 | \$709,723 | 4 | \$753,920 | 3 | \$606,566 |
| APPROPRIATION TOTAL | 4 | \$709,723 | 4 | \$753,920 | 3 | \$606,566 |
| ACTIVITY TOTAL | 4 | \$709,723 | 4 | \$753,920 | 3 | \$606,566 |

CITY OF DETROIT
Budget Development for FY 2012-2013
Appropriations - Summary Objects

| | 2011-12 Redbook | 2012-13 Dept Final Request | 2012-13 Mayor's Budget Rec |
|---|----------------------------|---|---|
| AC0551 - Land Use Controls | | | |
| <i>A51000 - Board of Zoning Appeals</i> | | | |
| SALWAGESL - Salary & Wages | 317,882 | 351,584 | 234,268 |
| EMPBENESL - Employee Benef | 298,487 | 318,102 | 208,803 |
| PROFVSLSL - Professional/Cor | 27,000 | 17,000 | 93,178 |
| OPERSUPSL - Operating Suppli | 3,000 | 3,000 | 3,000 |
| OPERSVCSL - Operating Servic | 61,974 | 61,974 | 65,937 |
| OTHEXPSSL - Other Expenses | 1,380 | 2,260 | 1,380 |
| <i>A51000 - Board of Zoning Appeals</i> | <i>709,723</i> | <i>753,920</i> | <i>606,566</i> |
| AC0551 - Land Use Controls | 709,723 | 753,920 | 606,566 |
| Grand Total | 709,723 | 753,920 | 606,566 |

CITY OF DETROIT
Budget Development for FY 2012-2013
Appropriation Summary - Revenues

| | 2010-11 Actuals | 2011-12 Redbook | 2012-13 Dept Final Request | 2012-13 Mayor's Budget Rec | Variance |
|---|--------------------|--------------------|----------------------------------|----------------------------------|----------------|
| A51000 - Board of Zoning Appeals | | | | | |
| <i>00183 - Land Use Controls</i> | | | | | |
| 448115 - Other Fees | 93,574 | 105,000 | 105,000 | 96,417 | (8,583) |
| <i>00183 - Land Use Controls</i> | 93,574 | 105,000 | 105,000 | 96,417 | (8,583) |
| A51000 - Board of Zoning Appeals | 93,574 | 105,000 | 105,000 | 96,417 | (8,583) |
| Grand Total | 93,574 | 105,000 | 105,000 | 96,417 | (8,583) |

**CITY OF DETROIT
MAYOR'S 2012-2013 RECOMMENDED BUDGET**

Board of Zoning Appeals

| Appropriation | REDBOOK FY | | DEPT REQUEST | | MAYORS FY | |
|---|------------|----------|--------------|----------|-----------|----------|
| Organization | 2011 | 2012 FTE | FY 2012 | 2013 FTE | 2012 | 2013 FTE |
| Classification | | | | | | |
| 00183 - Land Use Controls | | | | | | |
| 510010 - Board of Zoning Appeals Ordinanc | | | | | | |
| Director - Board of Zoning App | 1 | | 1 | | 1 | |
| Asst to the Dir-Zoning Appeals | 1 | | 1 | | 0 | |
| Zoning Inspector | 1 | | 1 | | 1 | |
| Executive Secretary III | 1 | | 1 | | 1 | |
| Total Board of Zoning Appeals Ordinance Ad | <u>4</u> | | <u>4</u> | | <u>3</u> | |
| Total Land Use Controls | <u>4</u> | | <u>4</u> | | <u>3</u> | |
| Agency Total | <u>4</u> | | <u>4</u> | | <u>3</u> | |

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