

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 ensure that 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>2013-14</u> <u>Requested</u>		<u>2012-13</u> <u>Budget</u>	<u>2013-14</u> <u>Recommended</u>	<u>Increase</u> <u>(Decrease)</u>
\$ 935,852	City Appropriations	\$ 775,530	\$ 1,037,882	\$ 262,352
20,329,187	Construction App	21,131,906	21,238,722	106,816
<u>1,344,808</u>	Grant Appropriations	<u>2,928,995</u>	<u>-</u>	<u>(2,928,995)</u>
\$ 22,609,847	Total Appropriations	\$ 24,836,431	\$ 22,276,604	\$ (2,559,827)
\$ 1,815,000	City Revenues	\$ 2,060,000	\$ 1,815,000	\$ (245,000)
20,329,187	Construction App	21,131,906	21,238,722	106,816
<u>1,344,808</u>	Grant Revenues	<u>2,928,995</u>	<u>-</u>	<u>(2,928,995)</u>
\$ 23,488,995	Total Revenues	\$ 26,120,901	\$ 23,053,722	\$ (3,067,179)
\$ (879,148)	NET TAX COST:	\$ (1,284,470)	<u>\$ (777,118)</u>	\$ 507,352

AGENCY EMPLOYEE STATISTICS:

<u>2013-14</u> <u>Requested</u>		<u>2012-13</u> <u>Budget</u>	<u>04-01-13</u> <u>Actual</u>	<u>2013-14</u> <u>Recommended</u>	<u>Increase</u> <u>(Decrease)</u>
9	City Positions	8	9	9	1
180	Construction Positions	204	154	180	(24)
<u>12</u>	Block Grant Positions	<u>0</u>	<u>20</u>	<u>12</u>	<u>12</u>
201	Total Positions	212	183	201	(11)

ACTIVITIES IN THIS AGENCY:

	<u>2012-13</u> <u>Budget</u>	<u>2013-14</u> <u>Recommended</u>	<u>Increase</u> <u>(Decrease)</u>
Administration	\$ 5,632,394	\$ 5,899,374	\$ 266,980
Planning and Permitting	2,374,240	2,728,687	354,447
Business License Center	525,048	708,418	183,370
Inspection and Code Enforcement	13,125,272	12,610,661	(514,611)
Demolition Administration	2,928,995	-	(2,928,995)
Environmental Department	<u>250,482</u>	<u>329,464</u>	<u>78,982</u>
Total Appropriations	\$ 24,836,431	\$ 22,276,604	\$ (2,559,827)

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:

- Execute operational functions and initiatives department-wide.
- 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 commissions 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 2012-13:

In FY 2012-13, the Department will be conducting a comprehensive fee study which will use an activity-based costing approach to measure the congruency of our fees to the activity input and resource drivers. Upon completion of the fee study, the Department will make recommendations to the Board of Rules for a new fee schedule which will substantiate the parity of the fee charges to the services that we provide to our customers.

The Compuware business process re-engineering of the Department to foster improved customer service is still in progress. The second phase of the project is the implementation of on-line permit applications and inspection scheduling modules, which will enable customers to transact business with the City from remote locations or self-service kiosks within the department. This process will also improve our ability to timely track dangerous buildings as well as offering improved, efficient and cost-effective customer service.

BSEED has partnered with the Detroit Economic Growth Corporation to establish a Business Advocacy Team that facilitates a one-stop shop for providing information on business processes and expediting new business initiatives to developers, investors and other stakeholders considering Detroit as a viable location. This team streamlines the process for business licensing and liaising with other City agencies to attract new businesses thus eliminating the bureaucracy that has hindered many businesses from considering Detroit as an operations center place.

In FY 2013-14 and beyond, as part of our continuous process improvement initiative, we anticipate formulating a long-term strategic plan that will enable the Department to partner with other Detroit based businesses to generate synergy and maintain a lasting symbiotic relationship. We will develop one-three-and five-year business modules that will provide a road map for our strategic vision.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

The Buildings and Safety Engineering Department will embark upon major initiatives to streamline processes and develop a “Q” Team for quick turnaround of processes that will encourage businesses to invest in Detroit. The first of these major initiatives will involve the realignment of the Plan Review process to provide a streamlined, timely and efficient plan review for major projects and expedited on-demand reviews.

BSEED will eliminate the Pre-sale Inspection and ACR processes and channel resources to core competencies, yielding desired results and providing for the optimum revenue generation.

Lastly, the Department has taken the initiative to merge certain divisions and functions in an effort to provide timely and efficient services, reduce cost and eliminate redundancies. The Department will concentrate on its mission as it relates to its core functions.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

ADMINISTRATION MEASURES AND TARGETS

Type of Performance Measure: List of Measures	2010-11 Actual	2011-12 Actual	2012-13 Projection	2013-14 Target
Inputs: Resources Allocated or Service Demands Made				
Number of inspection fees billed	48,000	48,000	48,000	48,000
Inspection fees rendered	12,000,000	12,000,000	12,000,000	12,000,000
Efficiency: Program Costs related to Units of Activity				
Percentage of fees collected	85%	85%	85%	85%
Activity Costs	\$10,320,334	\$11,070,505	\$5,632,394	\$5,899,374

CITY OF DETROIT
Buildings and Safety Engineering Department
Financial Detail by Appropriation and Organization

Administration	2012-13 Redbook		2013-14 Dept Final Request		2013-14 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Administration and Licenses						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10814 - Administration and Licenses						
130310 - Administration	12	\$5,632,394	10	\$5,586,962	10	\$5,899,374
APPROPRIATION TOTAL	12	\$5,632,394	10	\$5,586,962	10	\$5,899,374
ACTIVITY TOTAL	12	\$5,632,394	10	\$5,586,962	10	\$5,899,374

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC0513 - Administration			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	632,141	644,117	644,117
EMPBENESL - Employee Benef	667,882	465,632	630,312
PROFSVCSL - Professional/Cor	905,438	728,000	728,000
OPERSUPSL - Operating Suppli	143,000	144,250	144,250
OPERSVCSL - Operating Servic	3,237,933	3,250,363	3,435,321
CAPEQUPSL - Capital Equipme	0	65,000	27,774
CAPOUTLSL - Capital Outlays/In	0	100,000	100,000
OTHEXPSSL - Other Expenses	46,000	183,000	183,000
FIXEDCHGSL - Fixed Charges	0	6,600	6,600
<i>A13000 - Buildings Safety Engineering</i>	<i>5,632,394</i>	<i>5,586,962</i>	<i>5,899,374</i>
AC0513 - Administration	5,632,394	5,586,962	5,899,374
Grand Total	5,632,394	5,586,962	5,899,374

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, comprising billing, collection and accounting for funds associated with department operations.

The **Zoning Administration Division** was recently reorganized to include Plan Review and Special Land Use hearings. The Plan Review Section is responsible for the initial review of all new permit applications to determine conformance with the Zoning Ordinance and to determine the types of reviews necessary for permitting by the Plan Review Division. This section also participates in Site Plan Reviews and conduct compatibility studies. The Special Land Use Section processes all special land use cases and site plan reviews. As the designated Zoning Administrator for the City of Detroit, the Special Land Use staff is responsible for zoning interpretations, zoning verifications, conducting hearings for conditional uses and providing testimony at Board of Zoning Appeals Hearings. The Zoning Division staff works interdepartmentally on ordinance revisions related to development. The new enforcement section will enforce the conditions of BSEED and BZA land use grants as well as identify uses illegally established without the benefit of a permit.

Key business processes:

- Process zoning variances and conduct special land use hearings
- Site plan review for special land uses and large scale development
- Provide zoning assistance and zoning verification letters
- Review and make recommendations on liquor license petitions
- Enforcement of zoning ordinances through inspections and issuance of correction orders/violations
- Sign off on permit applications after plan review

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 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.

MAJOR INITIATIVES FOR FY 2012-13:

- Re write sign ordinance in order to create one comprehensive document that accommodates current media technology and industry standards.
- Streamline the site plan review process and improve communication between City departments and developers in order to expedite plan review.
- Transition plan review functions to the new Compuware system.
- Modernize the plan room to create an organized archive of construction drawings that are easily accessible by departmental staff.
- Further implementation of the one-stop shop for plan review.

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

Collection of accounts receivables continues to be a challenge and major priority of the department. BSEED is devoting additional resources to clean up the database of the receivables to determine the true balance and the aging of all outstanding accounts. A team of revenue collectors then will be recruited for in-house collection, along with the services of outside collection agencies for other hard-to-collect accounts.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

PLANNING AND PERMITTING MEASURES AND TARGETS

Operating Goals:	2010-11	2011-12	2012-13	2013-14
Services and Performance Measure:	Actual	Actual	Projection	Target
Administer and enforce applicable building and zoning codes, and related federal, state, and local laws, to ensure all structures within the City meet standards:				
Building Permits Issued				
New Construction Projects	591	291	200	250
Alterations, Additions and Change of Use	4,996	3,954	4,200	4,500
Private Demolition	2,748	3,795	3,800	3,000
Total Building Permits Issued	8,335	8,205	8,200	7,750
Administrative hearings on permit enforcement:				
Avg. number of weeks for decision from hearing date	3-4 wks	3-4 wks	3-4 wks	3-4 wks
Petitions processed	21	21	21	21
Activity Costs	\$1,713,839	\$2,165,640	\$2,374,240	\$2,728,687

CITY OF DETROIT
Buildings and Safety Engineering Department
Financial Detail by Appropriation and Organization

Permits	2012-13 Redbook		2013-14 Dept Final Request		2013-14 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Planning and Permitting						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
13162 - Planning and Permitting						
130375 - Permits	25	\$1,266,387	18	\$1,039,600	18	\$1,193,868
130376 - Plan Review	13	\$1,107,853	14	\$1,336,493	14	\$1,534,819
APPROPRIATION TOTAL	38	\$2,374,240	32	\$2,376,093	32	\$2,728,687
ACTIVITY TOTAL	38	\$2,374,240	32	\$2,376,093	32	\$2,728,687

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC3013 - Planning and Permitting			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	1,410,132	1,379,124	1,379,124
EMPBENESL - Employee Benef	964,108	996,969	1,349,563
<i>A13000 - Buildings Safety Engineering</i>	<i>2,374,240</i>	<i>2,376,093</i>	<i>2,728,687</i>
AC3013 - Planning and Permitting	2,374,240	2,376,093	2,728,687
Grand Total	2,374,240	2,376,093	2,728,687

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 business activities with federal, state and local laws in order to 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. Licensure fees range from \$46 to \$1,250.

The **Show Cause Hearing** is also housed in this activity and responsible for investigating complaints and denying, suspending or revoking business licenses or land use permits based upon 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 denied, 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 FOR FY 2012-13:

Continue to show a strong presence at stadiums and all other major event venues due to excessive and blatant illegal activity previously conducted in nearby parking/vacant lots. BLC investigators will continue to work with Homeland Security to identify counterfeit merchandise being sold by vendors. The BLC will use the show cause hearing process against businesses severely out of compliance or will pose an immediate threat to the welfare of the general public. The BLC is in the process of revoking taxicab bond plates due to nonuse, which will then be sold to applicants wishing to be new business operators.

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

The Business License Center had recent success has with gaining in sustaining a substantial increase in compliance amongst gas stations, used auto dealers, and junk yard/scrap iron metal processing operations. The BLC intends to focus efforts toward hotel and dry cleaners going forward. In lieu of the valet ordinance being recently adopted, the BLC will ensure that businesses offering a valet service are obtaining requisite permits and licenses and operating compliancy. Due to recent concerns regarding illegal parking activity/ownership, the BLC is requiring parking lot owners to provide up-to-date parking lot information to ensure accurate licensing.

CITY OF DETROIT
Buildings and Safety Engineering Department
Financial Detail by Appropriation and Organization

Business License Center	2012-13 Redbook		2013-14 Dept Final Request		2013-14 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
12146 - Business License Center						
130365 - Business License Center	6	\$525,048	6	\$647,633	6	\$708,418
APPROPRIATION TOTAL	6	\$525,048	6	\$647,633	6	\$708,418
ACTIVITY TOTAL	6	\$525,048	6	\$647,633	6	\$708,418

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC2513 - Business License Center			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	223,064	237,757	237,757
EMPBENESL - Employee Benef	152,510	171,876	232,661
PROFSVCSL - Professional/Cor	50,000	100,000	100,000
OPERSUPSL - Operating Suppli	38,290	38,000	38,000
OPERSVCSL - Operating Servic	61,184	100,000	100,000
<i>A13000 - Buildings Safety Engineering</i>	<i>525,048</i>	<i>647,633</i>	<i>708,418</i>
AC2513 - Business License Center	525,048	647,633	708,418
Grand Total	525,048	647,633	708,418

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

CONSTRUCTION INSPECTION SERVICES ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: INSPECTION AND CODE ENFORCEMENT SERVICES

Construction Inspection Services protects and promotes public health, safety and welfare in new and existing buildings by verifying compliance with applicable codes and taking appropriate enforcement action when necessary through misdemeanor violations adjudicated at the 36th District Court.

The **Buildings Division** performs inspections of construction activities to ensure that structures meet approved plans and comply with building codes and standards. The Buildings division also inspects wrecking, signs and awnings, processes insurance escrow accounts for fire repair and complaints related to construction activities, and issues certificates of occupancy.

The **Mechanical/Electrical Division** consists of four sections:

The **Mechanical Section** conducts plan review and inspections of mechanical systems including heating/cooling appliances; large refrigeration installations related to air conditioning, process or storage purposes; gas piping; and fire suppression systems for compliance with applicable codes. The Examiner's Office within this section conducts examinations of applicants for steam and refrigeration occupational licenses. The Mechanical Section is responsible for all testing of business and occupational licenses relating to the operation of mechanical equipment.

The **Electrical Section** reviews plans, inspects new construction, alterations, and renovations of electrical, signaling and fire alarm systems for compliance with the National Electric Code. This section is also responsible for the licensing of electrical contractors, journey workers, master electricians, fire alarm technicians and sign specialists. The Electrical Section manages the Board of Electrical Examiners, an appointed body created by ordinance to oversee all aspects of electrical licensing within the City of Detroit.

The **Boiler Section** conducts inspections of all large capacity boilers in the City of Detroit and monitors compliance with "post-of-duty" requirements to ensure safe boiler operation.

The **Elevator Section** conducts inspections of all elevators, escalators, moving walks and chair lift installations for Code compliance. This section also administers examinations and licensing for all elevator journey workers active within the City of Detroit.

The **Court Enforcement Section** is responsible for ensuring compliance of mechanical/electrical violations and abatement of consumer fraud through court activities.

The **Plumbing Section** reviews plans and inspects new construction, alterations, and renovations of plumbing systems such that these systems comply with code requirements at the time of inspection. Issuance of plumbing permits and registration of plumbing contractors and water treatment operators is another function of this section in conjunction with our License and Permit Division. Plumbing cross-connection inspections are performed to identify potable water systems that are in need of protection from contaminates. Plumbing cross-connection inspections are required by the State of Michigan Safe Drinking Water Act.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

In FY 2013-14, the **Housing/Plumbing Division** will consist only of Plumbing as the Housing section will be merged into the Property Maintenance Inspection division. The pre-sale inspections of one-and two-family dwellings for housing ordinance compliance will be discontinued to enable the department to focus on core-competencies.

To streamline processes while eliminating redundancy in supervision and layers of reporting, the Construction Services division will be spearheaded by one "Super Chief" who will oversee the operation of Mechanical, Electrical, Plumbing and Buildings units. In addition, each unit will have a supervisor which creates parity across functional lines relative to the ratio of supervisors to employees.

In FY 2014-15 and beyond, the Construction Inspection division will be re-evaluated against established benchmarks to determine if additional operational changes would be necessary in meeting industry standards.

PROPERTY MAINTENANCE INSPECTIONS

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 review in compliance with the Lead ordinance and Michigan Department of Community Health standards.

Key business processes:

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

MAJOR INITIATIVES FOR FY 2012-13:

- 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 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 staff in pursuing compliance.
- A draft of the new pre-sale ordinance is currently being reviewed by our Law Department to standardize the process and eliminate redundancy. This activity will be performed in conjunction with the property maintenance inspection.

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

- Digitizing of records along with the department's new record retention schedule will alleviate overcrowding of floor space.
- The Detroit Water and Sewage Department (DWSD) has requested that the plumbing division oversee the residential downspout disconnect program. DWSD will provide the revenue to BSEED for inspecting and managing this program. Discussion with the Director is required to determine appropriate cost for services. This program is scheduled to start in fiscal year 2013-14.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

- Office space consolidation will provide better “business flow” for the department and our customers to enhance customer service. Reduced rental costs will be redirected to enhance customer service.
- BSEED WILL expand the Operation Code Compliance Initiative by collaborating with other enforcement agencies and partnering with the Detroit Police Department to shut down operations that fail to comply with blight elimination requirements.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

INSPECTION SERVICES FOR BUILDINGS DIVISION/ MEASURES AND TARGETS

<i>Operating Goals:</i>	2010-11	2011-12	2012-13	2013-14
Services and Measures	Actual	Actual	Projection	Target
Property transfers support:				
Number of building inspections	27,000	27,000	27,000	27,000
Organization Costs Total	\$2,023,214	\$1,929,725	\$1,755,437	\$1,787,272

INSPECTION SERVICES FOR HOUSING/PLUMBING /MEASURES AND TARGETS

<i>Operating Goals:</i>	2010-11	2011-12	2012-13	2013-14
Services and Measures	Actual	Actual	Projection	Target
Plumbing systems code enforcement:				
Plumbing Cross Connection Inspections	4,423	4,743	3,588	3,630
Plumbing Permits Issued	2,612	1,815	1,704	1,710
Pre-Sale Applications Paid	6,542	5,566	5,064	0
% Plumbing cross connection inspections billed	100%	100%	100%	100%
% Plumbing cross connection inspections paid	100%	100%	100%	100%
Tests for occupational licenses:				
Organization Costs Total	\$3,213,579	\$2,393,723	\$1,976,424	\$2,605,778

INSPECTION SERVICES FOR PROPERTY MAINTENANCE ENFORCEMENT MEASURES AND TARGETS

<i>Operating Goals:</i>	2010-11	2011-12	2012-13	2013-14
Services and Measures	Actual	Actual	Projection	Target
Property maintenance code enforcement:				
Number of EBLL Investigations	1,000	57	0	0
Number of Multiple Dwelling Inspections	5,200	5,500	5,500	5,500
Number of 1 and 2 Family Rental Inspections	20,000	10,000	16,000	16,000
Number of Commercial Property Maintenance Inspections	20,000	12,000	14,000	14,000
DAH Tickets Issued	26,010	3,500	9,000	21,000
Special land use permits:				
Zoning Special Land Use Grant Inspections	2,000	2,000	2,000	2,000
Organization Costs Total	\$5,295,710	\$4,956,199	\$4,347,874	\$4,688,317

CITY OF DETROIT
Buildings and Safety Engineering Department
Financial Detail by Appropriation and Organization

Mechanical	2012-13		2013-14		2013-14	
	Redbook		Dept Final		Mayor's	
Inspections	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10815 - Inspections						
130340 - Mechanical	53	\$4,620,707	43	\$3,999,035	43	\$3,033,465
130345 - Housing\Inspections	27	\$1,976,424	25	\$2,277,250	25	\$2,605,778
130346 - Buildings	24	\$1,755,437	20	\$1,564,013	20	\$1,787,272
130347 - Zoning	5	\$424,830	5	\$431,759	5	\$495,829
APPROPRIATION TOTAL	109	\$8,777,398	93	\$8,272,057	93	\$7,922,344
11110 - Property Maintenance Enforcement						
130320 - Property Maintenance Enforcement	45	\$4,347,874	45	\$4,094,075	45	\$4,688,317
APPROPRIATION TOTAL	45	\$4,347,874	45	\$4,094,075	45	\$4,688,317
ACTIVITY TOTAL	154	\$13,125,272	138	\$12,366,132	138	\$12,610,661

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC1013 - Inspection Services and Code Enfo			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	7,625,033	6,992,704	6,212,704
EMPBENESL - Employee Benef	5,213,239	5,055,069	6,079,598
PROFSVCSL - Professional/Cor	52,000	0	0
OPERSVCSL - Operating Servic	235,000	318,359	318,359
<i>A13000 - Buildings Safety Engineerin</i>	<i>13,125,272</i>	<i>12,366,132</i>	<i>12,610,661</i>
AC1013 - Inspection Services and Code E	13,125,272	12,366,132	12,610,661
Grand Total	13,125,272	12,366,132	12,610,661

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 and identify dangerous conditions and recommend abatement actions. Administrative staff sends out appropriate notifications and schedules 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 2012-13:

Achieve the Bing 10,000 initiative and utilize all available federal and state resources in the elimination of blight.

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

Merge the dangerous buildings and demolition activities under the Property Maintenance enforcement activity to achieve greater efficiencies in the elimination of blight.

CITY OF DETROIT
Buildings and Safety Engineering Department
Financial Detail by Appropriation and Organization

Demolition - Administration - B&SE	2012-13 Redbook		2013-14 Dept Final Request		2013-14 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Demolition - B&SE						
<hr/>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10829 - Demolition - B&SE						
130071 - Demolition - Administration - B&SE	0	\$2,928,995	12	\$1,344,808	12	\$0
APPROPRIATION TOTAL	0	\$2,928,995	12	\$1,344,808	12	\$0
ACTIVITY TOTAL	0	\$2,928,995	12	\$1,344,808	12	\$0

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC2013 - Dangerous Buildings and Demolitio			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	0	532,600	0
EMPBENESL - Employee Benef	0	385,015	0
PROFSVCSL - Professional/Cor	2,928,995	145,800	0
OPERSUPSL - Operating Suppli	0	12,700	0
OPERSVCSL - Operating Servic	0	168,245	0
OTHEXPSSL - Other Expenses	0	100,448	0
<i>A13000 - Buildings Safety Engineering</i>	<i>2,928,995</i>	<i>1,344,808</i>	<i>0</i>
AC2013 - Dangerous Buildings and Demo	2,928,995	1,344,808	0
Grand Total	2,928,995	1,344,808	0

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 to improve and protect the City's water, air, and land resources. EA's technical personnel are assigned to either Environmental Assessment and Response (Brownfields) or Environmental Management Systems/Emergency Response.

EA develops and implements programs that support sustainable development initiatives focusing on Brownfields Redevelopment and obtain funding for clean up of contaminated sites EA fosters legislative and regulatory initiatives at the state and federal levels to assist the City and other similarly situated municipalities in meeting their environmental objectives through partnerships, programs and policies, and funding. EA also assists city departments with environmental compliance requirements and objectives by providing technical assistance and developing procedures to achieve compliance.

The City Charter requires EA to coordinate environmental protection policies in the City of Detroit. EA staff provide skills to maintain citywide compliance with applicable laws and regulations. Staff also give guidance on the most effective and sustainable use of the natural resources 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 levels 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 by procuring technical assistance and developing of policies and procedures.
5. Develop and implement enforcement strategies that will yield a cleaner environment and facilitate economic development.

MAJOR INITIATIVES FOR FY 2012-13:

- Completed the move from the First National Building to allow for the complete integration of Environmental Affairs within BSEED.
- Worked with the Part 213 Implementation Stakeholders Workgroup to ensure that the City has influence in the development of policies, procedures, and audit forms to be used in the regulation of leaking underground storage tanks, primarily at current and former gas stations.
- All staff received refresher training in Brownfield Management and Remediation in order to stay current with best practices in the field.
- The unit was designated by the Mayor as the Responsible Entity for the City of Detroit for the purposes of conducting environmental reviews and assuming environmental responsibilities for HUD projects as outlined in 24 CFR Part 58.
- Implemented a fee schedule for the Environmental Right-of-Entry process to offset costs incurred to process and issue Right-of-Entry permits. Improved efficiency by reducing the amount of extensions requested due to work not being completed during the applicant's requested timeframe and reducing the number of Right-of-Entry permits that are requested, issued and subsequently not used.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

- Environmental Affairs will actively pursue grant funds and other sources of revenue in order to become more self-sufficient.
- Environmental Affairs will become more active in sustainability and climate change issues through participation in the Detroit Climate Action Collaborative and the Carbon Disclosure Project's CDP Cities.
- Environmental Affairs will take a lead role in dealing with storm water and floodplain management issues within the City of Detroit.
- Environmental Affairs will take a lead role in urban agriculture issues and in the approval process for urban farms.
- Environmental Affairs will focus on implementation of flood plain policy as it relates to control measures and construction within established floodplain areas.

CITY OF DETROIT
Buildings and Safety Engineering Department
Financial Detail by Appropriation and Organization

Environmental Affairs Department	2012-13 Redbook		2013-14 Dept Final Request		2013-14 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Environmental Affairs Department						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
13161 - Environmental Affairs Department						
130370 - Environmental Affairs Department	2	\$250,482	3	\$288,219	3	\$329,464
APPROPRIATION TOTAL	2	\$250,482	3	\$288,219	3	\$329,464
ACTIVITY TOTAL	2	\$250,482	3	\$288,219	3	\$329,464

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC3513 - Environmental Affairs Department			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	147,700	161,009	161,009
EMPBENESL - Employee Benef	100,982	116,311	157,556
PROFSVCSL - Professional/Cor	0	0	0
OPERSVCSL - Operating Servic	1,800	10,899	10,899
<i>A13000 - Buildings Safety Engineerin</i>	<i>250,482</i>	<i>288,219</i>	<i>329,464</i>
AC3513 - Environmental Affairs Departme	250,482	288,219	329,464
Grand Total	250,482	288,219	329,464

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriation Summary - Revenues

	2011-12 Actuals	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec	Variance
A13000 - Buildings Safety Engineering and E					
<i>10814 - Administration and Licenses</i>					
411100 - Business Licenses	18,547	0	0	0	0
414125 - Other Licenses,Permits	6,696	0	0	0	0
448013 - TCM Undistributed Rev	72,563	0	0	0	0
<i>10814 - Administration and Licenses</i>	<i>97,806</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10817 - Administration and Operations</i>					
413100 - Safety Inspection Char	141,201	0	0	0	0
455155 - Civil Infraction Fines	29,489	0	0	0	0
510325 - Transfers From Other F	5,469,972	0	0	0	0
<i>10817 - Administration and Operation:</i>	<i>5,640,662</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10815 - Inspections</i>					
411100 - Business Licenses	20,368	0	27,987	27,987	27,987
413100 - Safety Inspection Char	1,639,475	3,525,398	1,967,869	1,967,869	(1,557,529)
413110 - Construction Inspector	137,621	180,000	180,000	180,000	0
414110 - Other Profess-Occup L	274,624	249,000	299,940	299,940	50,940
414125 - Other Licenses,Permits	4,011,471	4,047,508	4,299,086	4,299,086	251,578
447370 - Sale-Mfrd & Reproduce	5,191	0	0	0	0
448013 - TCM Undistributed Rev	215	0	0	0	0
<i>10815 - Inspections</i>	<i>6,088,965</i>	<i>8,001,906</i>	<i>6,774,882</i>	<i>6,774,882</i>	<i>(1,227,024)</i>
<i>11110 - Property Maintenance Enforcement</i>					
413100 - Safety Inspection Char	9,025,380	6,462,910	7,242,500	8,152,035	1,689,125
413110 - Construction Inspector	9,592	0	0	0	0
414125 - Other Licenses,Permits	436	0	0	0	0
455155 - Civil Infraction Fines	0	200,000	800,000	800,000	600,000
<i>11110 - Property Maintenance Enforc</i>	<i>9,035,408</i>	<i>6,662,910</i>	<i>8,042,500</i>	<i>8,952,035</i>	<i>2,289,125</i>
<i>10829 - Demolition - B&SE</i>					
432200 - Gts-Comm Dev Block (4,480,621	2,928,995	1,344,808	0	(2,928,995)
<i>10829 - Demolition - B&SE</i>	<i>4,480,621</i>	<i>2,928,995</i>	<i>1,344,808</i>	<i>0</i>	<i>(2,928,995)</i>
<i>12380 - EDI HUD Demolition of Commerical Gra</i>					
432210 - Grants-Comm Prograrr	27,920	0	0	0	0
<i>12380 - EDI HUD Demolition of Comm</i>	<i>27,920</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>12442 - MSHDA Cities of Promise Blight Elim. P</i>					
432210 - Grants-Comm Prograrr	72,101	0	0	0	0
<i>12442 - MSHDA Cities of Promise Bliç</i>	<i>72,101</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>13414 - Michigan Housing Development Authori</i>					
432340 - Grants - Other - Fed	3,426,599	0	0	0	0
<i>13414 - Michigan Housing Developme</i>	<i>3,426,599</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriation Summary - Revenues

	2011-12 Actuals	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec	Variance
A13000 - Buildings Safety Engineering and E					
<i>12146 - Business License Center</i>					
411100 - Business Licenses	1,765,122	2,000,000	1,765,000	1,765,000	(235,000)
<i>12146 - Business License Center</i>	<i>1,765,122</i>	<i>2,000,000</i>	<i>1,765,000</i>	<i>1,765,000</i>	<i>(235,000)</i>
<i>13162 - Planning and Permitting</i>					
411100 - Business Licenses	50,835	0	0	0	0
413100 - Safety Inspection Char	1,180	0	0	0	0
414110 - Other Profess-Occup L	3,409	0	3,409	3,409	3,409
414125 - Other Licenses,Permits	4,141,655	6,462,090	5,363,078	5,363,078	(1,099,012)
447370 - Sale-Mfrd & Reproduce	0	5,000	318	318	(4,682)
448115 - Other Fees	0	0	145,000	145,000	145,000
474100 - Miscellaneous Receipts	101	0	0	0	0
<i>13162 - Planning and Permitting</i>	<i>4,197,180</i>	<i>6,467,090</i>	<i>5,511,805</i>	<i>5,511,805</i>	<i>(955,285)</i>
<i>13161 - Environmental Affairs Department</i>					
448165 - Other Fees-Deptl	9,360	60,000	50,000	50,000	(10,000)
<i>13161 - Environmental Affairs Departr</i>	<i>9,360</i>	<i>60,000</i>	<i>50,000</i>	<i>50,000</i>	<i>(10,000)</i>
<i>13376 - Eastern Market Site Assessment Grant</i>					
432350 - Grants-Other-State	51,578	0	0	0	0
<i>13376 - Eastern Market Site Assessm</i>	<i>51,578</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
A13000 - Buildings Safety Engineering an	34,893,322	26,120,901	23,488,995	23,053,722	(3,067,179)
Grand Total	34,893,322	26,120,901	23,488,995	23,053,722	(3,067,179)

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2012	2013 FTE	FY 2013	2014 FTE	2013	2014 FTE
Classification						
10814 - Administration and Licenses						
130310 - Administration						
Director - Bldg & Safety Eng	1		1		1	
Deputy Director - B&SE	1		1		1	
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		0		0	
Administrative Specialist I	1		1		1	
Office Management Assistant	1		1		1	
Office Assistant III	2		0		0	
Executive Secretary III	1		1		1	
Executive Secretary II	1		1		1	
Exec Manager - PDD	0		1		1	
Total Administration	12		10		10	
Total Administration and Licenses	12		10		10	
10815 - Inspections						
130340 - Mechanical						
Chief of Mech & Elec Inspect	1		1		1	
Asst Chief of Mech & Elect Ins	1		0		0	
Supervising Boiler Inspector	1		1		1	
Supervising Elevator Inspector	1		1		1	
Sprv Mechanical Inspector	2		1		1	
Supervising Electric Inspector	2		1		1	
Electrical Inspector	12		9		9	
Boiler Inspector	4		4		4	
Mechanical Inspector	16		10		10	
Elevator Inspector	6		6		6	
Admin Sprv - License & Permit	1		1		1	
Principal Clerk	1		0		0	
Senior Clerk	2		2		2	
Office Assistant III	3		3		3	
Office Management Assistant	0		2		2	

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2012 2013 FTE	FY 2013 2014 FTE	2013 2014 FTE
Classification			
10815 - Inspections			
130340 - Mechanical			
Licenses Examiner - Mechanical	0	1	1
Total Mechanical	53	43	43
130345 - Housing\Inspections			
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	8	8
Principal Clerk	1	1	1
Office Assistant III	1	1	1
Senior Clerk	3	3	3
Total Housing\Inspections	27	25	25
130346 - Buildings			
Chief of Building Inspections	1	1	1
Supervising Bldg Inspector	2	2	2
Building Inspector	13	10	10
General Manager-Bldg & Safety	1	0	0
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
Total Buildings	24	20	20
130347 - Zoning			
Manager I - Bldgs & Safety Eng	1	1	1
Zoning Inspector	1	1	1
Building Inspector	1	1	1
Sr City Planner - Design	1	1	1

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2012 2013 FTE	FY 2013 2014 FTE	2013 2014 FTE
Classification			
10815 - Inspections			
130347 - Zoning			
Office Assistant III	1	1	1
Total Zoning	<u>5</u>	<u>5</u>	<u>5</u>
Total Inspections	109	93	93
10829 - Demolition - B&SE			
130071 - Demolition - Administration - B&SE			
Supervising Bldg Inspector	0	1	1
Building Inspector	0	4	4
Office Assistant III	0	5	5
Admin Asst GD III - B & S E	0	1	1
Principal Clerk	0	1	1
Total Demolition - Administration - B&SE	<u>0</u>	<u>12</u>	<u>12</u>
Total Demolition - B&SE	0	12	12
11110 - Property Maintenance Enforcement			
130320 - Property Maintenance Enforcemen			
Chief of Prop Maint & Municipa	1	1	1
Supervising Bldg Inspector	4	4	4
Building Inspector	33	32	32
Head Clerk	1	1	1
Senior Clerk	2	2	2
Principal Clerk	1	1	1
Office Assistant III	3	3	3
Asst Chief-Housing & Plum Insp	0	1	1
Total Property Maintenance Enforcement	<u>45</u>	<u>45</u>	<u>45</u>
Total Property Maintenance Enforcement	45	45	45
12146 - Business License Center			
130365 - Business License Center			
Manager I - Bldgs & Safety Eng	1	1	1
Admin Sprv - License & Permit	1	1	1
Sr Comm and Res License Invest	1	1	1

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2012	2013 FTE	FY 2013	2014 FTE	2013	2014 FTE
Classification						
12146 - Business License Center						
130365 - Business License Center						
Teller	3		3		3	
Total Business License Center	6		6		6	
Total Business License Center	6		6		6	
13161 - Environmental Affairs Department						
130370 - Environmental Affairs Department						
Gen Mgr - Environmental Affair	1		1		1	
Environmental Specialist III	1		1		1	
Environmental Specialist II	0		1		1	
Total Environmental Affairs Department	2		3		3	
Total Environmental Affairs Department	2		3		3	
13162 - Planning and Permitting						
130375 - Permits						
Manager I - Bldgs & Safety Eng	1		1		1	
Admin Sprv - License & Permit	1		1		1	
Principal Accountant	1		1		1	
Head Clerk	1		1		1	
Principal Clerk	2		1		1	
Revenue Collector	2		0		0	
Senior Teller	4		3		3	
Senior Clerk	10		9		9	
Office Assistant III	3		1		1	
Total Permits	25		18		18	
130376 - Plan Review						
Head Engineer - B &SE	1		1		1	
Sr Asst Arch Eng - Design	1		0		0	
Sr Assoc Civil Eng - Design	2		2		2	
Sr Information Technician	1		1		1	
Associate Civil Eng - Design	1		1		1	
Mechanical Inspector	1		1		1	
Electrical Inspector	1		1		1	

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2012	2013 FTE	FY 2013	2014 FTE	2013	2014 FTE
Classification						
13162 - Planning and Permitting						
130376 - Plan Review						
Plumbing Inspector	1		1		1	
Building Inspector	3		4		4	
Information Technician	1		1		1	
Environmental Specialist III	0		1		1	
Total Plan Review	13		14		14	
Total Planning and Permitting	38		32		32	
Agency Total	212		201		201	

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