

ZONING APPEALS BOARD (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 and Safety Engineering 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.
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:

2010-11 <u>Requested</u>		2009-10 <u>Budget</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ 844,363	City Appropriations	\$ 800,484	\$ 687,840	\$ (112,644)
\$ 844,363	Total Appropriations	\$ 800,484	\$ 687,840	\$ (112,644)
\$ 230,000	City Revenues	\$ 105,000	\$ 105,000	\$ -
\$ 230,000	Total Revenues	\$ 105,000	\$ 105,000	\$ -
\$ 614,363	NET TAX COST:	\$ 695,484	<u>\$ 582,840</u>	\$ (112,644)

AGENCY EMPLOYEE STATISTICS:

2010-11 <u>Requested</u>		2009-10 <u>Budget</u>	03-31-10 <u>Actual</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
<u>5</u>	City Positions	<u>5</u>	<u>5</u>	<u>4</u>	<u>(1)</u>
5	Total Positions	5	5	4	(1)

ACTIVITIES IN THIS AGENCY:

	2009-10 <u>Budget</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
Land Use Controls	\$ 800,484	\$ 687,840	\$ (112,644)
Total Appropriations	\$ 800,484	\$ 687,840	\$ (112,644)

ZONING APPEALS BOARD (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.
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 2009-10:

Several projects are underway to improve services: The Department is continually working with the City Planning Commission to conclude the comprehensive amendments to the City's new Zoning Ordinance.

The Department has streamlined the procedures for processing each appeals case. An appeal, which was formerly heard within sixty (60) days, is now heard before the Board of Zoning Appeals within approximately thirty (30) days after it is received.

The Department has updated our digital cameras and proxima projector system to provide a first-class visual presentation at Board of Zoning Public Hearings. These upgrades have made a major improvement of the presentations at the Board's Public Hearings.

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

The Department is currently planning to work with the ITS Department to develop a computer database that will allow the Board of Zoning Appeals to improve the log-in, tracking and processing of documents relative to each Board Case.

The Department is also working on amendments to the new City of Detroit Zoning Ordinance, which may result in improving service to citizens and additional training for the Board Member and staff.

In the interest of improving the level of service, the Department will be developing a strategic plan, reviewing both the level of service and staffing over five (5) years.

ZONING APPEALS BOARD (51)

LAND USE CONTROLS MEASURES AND TARGETS

Type of Performance Measure: List of Measures	2007-08 Actual	2008-09 Actual	2009-10 Projection	2010-11 Target
Inputs: Resources Allocated or Service Demands Made				
Cases appealed	150	86	105	120
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	5-7 days
Efficiency: Program Costs related to Units of Activity				
Percentage completed of computer upgrade	95%	95%	96%	97%
Cases per investigator	N/A	N/A	53	53
Field hours per case	N/A	N/A	75	75
Cost per case including everybody involved	N/A	N/A	\$2,724	\$ 2,724
Activity Costs	\$854,555	\$894,512	\$800,484	\$687,840

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

Board of Zoning Appeals Ordinance Admi Land Use Controls	2009-10 Redbook		2010-11 Dept Final Request		2010-11 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
00183 - Land Use Controls						
510010 - Board of Zoning Appeals Ordinance A	5	\$800,484	5	\$844,363	4	\$687,840
APPROPRIATION TOTAL	5	\$800,484	5	\$844,363	4	\$687,840
ACTIVITY TOTAL	5	\$800,484	5	\$844,363	4	\$687,840

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

	2009-10 Redbook	2010-11 Dept Final Request	2010-11 Mayor's Budget Rec
AC0551 - Land Use Controls			
<i>A51000 - Board of Zoning Appeals</i>			
SALWAGESL - Salary & Wages	364,491	368,020	304,355
EMPBENESL - Employee Benef	255,055	300,117	238,352
PROFSVCSL - Professional/Cor	105,500	105,500	77,000
OPERSUPSL - Operating Suppli	3,000	3,000	3,000
OPERSVCSL - Operating Servic	67,488	66,776	64,183
OTHEXPSSL - Other Expenses	4,950	950	950
<i>A51000 - Board of Zoning Appeals</i>	<i>800,484</i>	<i>844,363</i>	<i>687,840</i>
AC0551 - Land Use Controls	800,484	844,363	687,840
Grand Total	800,484	844,363	687,840

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

	2008-09 Actuals	2009-10 Redbook	2010-11 Dept Final Request	2010-11 Mayor's Budget Rec	Variance
A51000 - Board of Zoning Appeals					
<i>00183 - Land Use Controls</i>					
448115 - Other Fees	93,489	105,000	230,000	105,000	0
<i>00183 - Land Use Controls</i>	<i>93,489</i>	<i>105,000</i>	<i>230,000</i>	<i>105,000</i>	<i>0</i>
A51000 - Board of Zoning Appeals	93,489	105,000	230,000	105,000	0
Grand Total	93,489	105,000	230,000	105,000	0

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

Board of Zoning Appeals

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 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	2	2	2
Executive Secretary III	1	1	1
Total Board of Zoning Appeals Ordinance Ad	<u>5</u>	<u>5</u>	<u>4</u>
Total Land Use Controls	<u>5</u>	<u>5</u>	<u>4</u>
Agency Total	<u>5</u>	<u>5</u>	<u>4</u>