

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:

2012-13		2011-12		2012-13		Increase	
<u>Requested</u>		<u>Budget</u>		<u>Recommended</u>		<u>(Decrease)</u>	
\$ 808,673	City Appropriations	\$ 1,052,226		\$ 775,530		\$ (276,696)	
21,912,706	Construction App	22,436,172		21,131,906		(1,304,266)	
<u>3,363,699</u>	Grant Appropriations	<u>2,728,432</u>		<u>1,228,432</u>		<u>(1,500,000)</u>	
\$ 26,085,078	Total Appropriations	\$ 26,216,830		\$ 23,135,868		\$ (3,080,962)	
\$ 2,060,000	City Revenues	\$ 2,068,000		\$ 2,060,000		\$ (8,000)	
21,912,706	Construction App	22,436,172		21,131,906		(1,304,266)	
<u>3,363,699</u>	Grant Revenues	<u>2,728,432</u>		<u>1,228,432</u>		<u>(1,500,000)</u>	
\$ 27,336,405	Total Revenues	\$ 27,232,604		\$ 24,420,338		\$ (2,812,266)	
\$ 1,251,327	NET TAX COST:	<u>\$ (1,015,774)</u>		<u>\$ (1,284,470)</u>		<u>\$ (268,696)</u>	

AGENCY EMPLOYEE STATISTICS:

2012-13		2011-12		04-01-12	2012-13		Increase	
<u>Requested</u>		<u>Budget</u>		<u>Actual</u>	<u>Recommended</u>		<u>(Decrease)</u>	
8	City Positions	12		12	8		(4)	
204	Construction Positions	209		186	204		(5)	
<u>27</u>	Block Grant Positions	<u>23</u>		<u>18</u>	<u>0</u>		<u>(23)</u>	
239	Total Positions	244		216	212		(32)	

ACTIVITIES IN THIS AGENCY:

		2011-12		2012-13		Increase	
		<u>Budget</u>		<u>Recommended</u>		<u>(Decrease)</u>	
Administration		\$ 5,806,045		\$ 5,632,394		\$ (173,651)	
Planning and Permitting		2,403,049		2,374,240		(28,809)	
Business License Center		609,484		525,048		(84,436)	
Inspection and Code Enforcement		14,227,078		13,125,272		(1,101,806)	
Demolition Administration		2,728,432		1,228,432		(1,500,000)	
Environmental Department		<u>442,742</u>		<u>250,482</u>		<u>(192,260)</u>	
Total Appropriations		\$ 26,216,830		\$ 23,135,868		\$ (3,080,962)	

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 2011-12:

Business Process Re-Engineering Project

The Compuware business process re-engineering of the Department to foster improved customer service is still in progress. The second phase of the project which 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 is ongoing. This process will also improve our ability to timely track dangerous buildings as well as offering improved, efficient, cost effective customer service.

BSEED has partnered with the Detroit Economic Growth Corporation to establish a Business Advocacy Team which facilitates a one stop-shop for providing information on business processes and expediting new business initiatives for developers, and investors and other stakeholders who are considering Detroit as a viable localization. This team streamlines the process for business licensing and liaising with other City agencies to attract new businesses and eliminate the bureaucracy which has hindered a lot of business from considering Detroit as a viable place for conducting business.

Organizational Vision

The Department recently submitted a record retention schedule to the State of Michigan and initiated a site visit from the Department of Management and Budget to look at our records and archives of plans and other documents. The last review of the Department's record by the State agency was in 1986. The State approved our record retention schedule and also made recommendations for digitizing of the records as well as archiving the paper copies of our documents. The State also has an electronic imaging contractor that has been approved for digitizing and archiving of records and we are currently exploring the possibilities of engaging this contract to provide estimates for the intended scope of service.

Currently, the Department is piloting and benchmarking 3 in 2 out business practice for our field services inspectors. This approach requires inspectors to start from their homes 2 days out of five and to report to the office three days out of five working days. The purpose is to create efficiency and to conduct more inspection by eliminating the commuting time to and from the office. We anticipate on achieving more efficiency and cost savings by getting more inspections per day while eliminating the parking cost for the days which the inspectors start from home as

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well as reducing the mileage reimbursement to the field inspectors. Supervisors also conduct random spot check on the inspectors to assure that they are conducting business on a daily basis as required; so far, the result has been very impressive.

In an effort to support the recent development projects in the City, a group of experienced inspectors have been assigned to support such projects as the Wayne County jail, DPS, Vanguard, Cobo Hall etc. This group will be dedicated exclusively to these projects to offer improved communication among the different disciplines and to be readily available upon demand by the project team.

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

In FY 2012-13, the Department will be conducting a comprehensive fee study which will use activity based costing approach to measure the congruency of our fees to the activity input and resources drivers. Upon completion of the fee study, the Department will be making 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.

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

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ADMINISTRATION 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				
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	\$11,872,012	\$8,157,179	\$5,806,045	\$5,632,394

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

Administration	2011-12 Redbook		2012-13 Dept Final Request		2012-13 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	14	\$5,806,045	12	\$6,424,682	12	\$5,632,394
APPROPRIATION TOTAL	14	\$5,806,045	12	\$6,424,682	12	\$5,632,394
ACTIVITY TOTAL	14	\$5,806,045	12	\$6,424,682	12	\$5,632,394

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
AC0513 - Administration			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	979,412	632,141	632,141
EMPBENESL - Employee Benef	735,513	422,523	667,882
PROFSVCSL - Professional/Cor	75,000	1,255,000	905,438
OPERSUPSL - Operating Suppli	156,381	267,600	143,000
OPERSVCSL - Operating Servic	3,618,639	3,620,418	3,237,933
CAPEQUPSL - Capital Equipme	65,000	36,000	0
CAPOUTLSL - Capital Outlays/In	0	68,000	0
OTHEXPSSL - Other Expenses	169,500	123,000	46,000
FIXEDCHGSL - Fixed Charges	6,600	0	0
<i>A13000 - Buildings Safety Engineerin</i>	<i>5,806,045</i>	<i>6,424,682</i>	<i>5,632,394</i>
AC0513 - Administration	5,806,045	6,424,682	5,632,394
Grand Total	5,806,045	6,424,682	5,632,394

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 **Zoning Administration Division** was recently reorganized to include Plan Review, Special Land Use and Enforcement sections. 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. They also participate in Site Plan Reviews and conduct compatibility studies. The Special Land Use Section processes all special land use cases and site plan review. 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 the 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 Ordinance 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.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

PLANNING AND PERMITTING MEASURES AND TARGETS

Operating Goals: Services and Performance Measure:	2009-10 Actual	2010-11 Actual	2011-12 Projection	2012-13 Target
<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>				
Building development plan review:				
Sign and awning permits:				
Special land use permits:				
Building Permits Issued				
New Construction Projects	217	591	250	300
Alterations, Additions and Change of Use	4,566	4,996	3,900	5,000
Private Demolition	1,437	2,748	1,700	3,000
Total Building Permits Issued	6,220	8,335	5,850	8,300
Administrative hearings on permit enforcement:				
Avg number of weeks for decision from hearing date	3-4 wks	3-4 wks	3-4wks	3-4wks
Petitions processed	25	21	25	25
Activity Costs	\$0	\$1,713,839	\$2,403,049	\$2,374,240

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

Permits	2011-12 Redbook		2012-13 Dept Final Request		2012-13 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	24	\$1,357,275	25	\$1,254,879	25	\$1,266,387
130376 - Plan Review	13	\$1,045,774	13	\$1,097,767	13	\$1,107,853
APPROPRIATION TOTAL	37	\$2,403,049	38	\$2,352,646	38	\$2,374,240
ACTIVITY TOTAL	37	\$2,403,049	38	\$2,352,646	38	\$2,374,240

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
AC3013 - Planning and Permitting			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	1,400,857	1,410,132	1,410,132
EMPBENESL - Employee Benef	1,002,192	942,514	964,108
<i>A13000 - Buildings Safety Engineering</i>	<i>2,403,049</i>	<i>2,352,646</i>	<i>2,374,240</i>
AC3013 - Planning and Permitting	2,403,049	2,352,646	2,374,240
Grand Total	2,403,049	2,352,646	2,374,240

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.

The **Show Cause Hearing Unit** is also housed in this Activity and responsible for advocacy and conducting due process investigations for complaints and determines the appropriate measures for denying, suspending or revoking business licenses when necessary, as well as violations of land use permits for zoning or licensing as 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 FY 2011-12:

Continue to show a strong presence during Detroit Lions and Tigers games, due to excessive and blatant illegal parking activity previously conducted in nearby parking/vacant lots, as well as city streets and meters. BLC investigators plan to continue to work coherently with Homeland Security to identify and enforce counterfeit merchandise being sold by vendors and at gas stations primarily. The (BLC) intends to continue its use of The Show Cause Hearing process to gain compliance from businesses severely out of compliance or that 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, to be sold to applicants wishing to be new business operators.

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

The Business License Center had recent success in 2010 and 2011 with gaining and sustaining a substantial increase in compliance amongst gas station, used auto dealer, and junk yard/scrap iron metal processing operations. The BLC will continue to focus its efforts towards hotels and dry cleaners in order to gain full compliance going forward. In lieu of the valet ordinance being recently adopted, it is the intent of the BLC to ensure that businesses offering a valet service are obtaining requisite permits and licenses, and operating in a manner compliant to ordinance. Due to recent concerns regarding illegal parking activity/ownership, the BLC is requiring parking lot owners to provide all up to date parking lot information (permit info, lease agreement/ownership papers, rate schedules, and parcel numbers,) to ensure accurate licensing.

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

Business License Center	2011-12 Redbook		2012-13 Dept Final Request		2012-13 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
12146 - Business License Center						
130365 - Business License Center	7	\$609,484	6	\$560,450	6	\$525,048
APPROPRIATION TOTAL	7	\$609,484	6	\$560,450	6	\$525,048
ACTIVITY TOTAL	7	\$609,484	6	\$560,450	6	\$525,048

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
AC2513 - Business License Center			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	265,956	223,064	223,064
EMPBENESL - Employee Benef	181,528	149,096	152,510
PROFSVCSL - Professional/Cor	162,000	50,000	50,000
OPERSUPSL - Operating Suppli	0	38,290	38,290
OPERSVCSL - Operating Servic	0	100,000	61,184
<i>A13000 - Buildings Safety Engineering</i>	<i>609,484</i>	<i>560,450</i>	<i>525,048</i>
AC2513 - Business License Center	609,484	560,450	525,048
Grand Total	609,484	560,450	525,048

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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 36th District Court and blight violations heard by the Department of Administrative Hearings.

Mechanical/Electrical Division:

The **Mechanical/Electrical Division** is comprised of five (5) sections: Mechanical, Electrical, Boilers, Refrigeration and Elevators.

The **Mechanical Section** conducts plan review and inspections of mechanical systems including all types of heating/cooling appliances, gas piping and fire suppression systems for compliance with applicable codes. The Examiner's Office within the Mechanical Division conducts examinations of applicants for all levels of steam and refrigeration occupational licenses.

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.

The **Electrical Section** also has responsibility for the licensing of Electrical contractors, Journey workers and Master electricians, as well as for Fire Alarm technicians and Sign Specialists.

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 **Refrigeration Section** conducts inspections of all large refrigeration installations related to air conditioning, process or storage purposes.

The **Elevator Section** conducts inspections of all elevators, escalator, moving walks and chair lift installations for Code compliance. In addition, this Section administers examinations and licensing for all elevator journey workers active within the City of Detroit

In addition, there are three (3) sections responsible for licensing and enforcement. 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 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.

GOAL:

Assist our customers in maintaining the stability and safety of their homes, neighborhoods, buildings in which they work and other structures. This can be achieved by being a resource in answering their building technical questions, application of plumbing / housing codes and ordinance inspections.

MAJOR INITIATIVES FOR FY 2011-12:

Continue to utilize technical expertise. Since spring 2011, all Supervising Inspectors have received basic computer training in common business software. At the same time, a policy has been launched across the Division which calls for "narrative" status reporting on all projects. In this way, inspection results are transmitted to the Supervisors via e-mail, allowing for quicker response to Customers. Combined with the upcoming transition to new Compuware designed permitting/reporting software, this will allow for much greater efficiency with a higher degree of clarity.

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

- The on-going Compuware webpage/software project will allow our customers to perform basic transactions with the M/E Division without visiting our offices. Utilizing the Internet to implement an efficient means of sending inspection results to our customers, paying for permits, obtaining applications, and scheduling inspections will allow for economy of service and a higher degree of efficiency.
- It is hoped that future availability of funds will allow for a higher level of technology in providing our services. Real-time inspection reporting, web-based examinations and digitizing of our records will allow for a higher level of customer service at a lower cost.

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 **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 36th District Court and the Department of Administrative Hearings
- Responding to Complaints

MAJOR INITIATIVES FOR FY 2011-12:

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 or 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 2012-13, FY 2013-14 and BEYOND:

Housing and Plumbing

The **Housing / Plumbing Division** is a combined division that performs necessary but different functions.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

The **Housing Section** conducts pre- sale housing inspections of one and two family dwellings for housing ordinance compliance. This assures the “new home owner” will get an expert opinion on the livability standards prior to purchase.

The Plumbing Section reviews plans, inspects new construction, alterations, and renovations of plumbing systems. Our purpose is to ensure that plumbing systems are in compliance with code requirements at the time of inspection. Issuance of plumbing permits; registration of plumbing contractors and water treatment operators is another function of the plumbing section in conjunction with our License and Permit Division. We perform plumbing cross connection inspections to identify potable water systems that are in need of protection from contaminates entering the potable water system. Plumbing cross connection inspections are required by the State of Michigan Safe Drinking Water Act.

Also through the inspection process, we respond to customer complaints regarding illegal or defective plumbing systems. When necessary we can appear in court regarding these and other plumbing issues for assistance in obtaining compliance.

BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

INSPECTION SERVICES FOR BUILDINGS DIVISION/ MEASURES AND TARGETS

<i>Operating Goals:</i>	2009-10	2010-11	2011-12	2012-13
Services and Measures	Actual	Actual	Projection	Target
Property transfers support:				
Number of building inspections	26,000	27,000	26,000	26,000
Organization Costs Total	\$2,577,608	\$2,023,214	\$2,104,282	\$1755,437

INSPECTION SERVICES FOR HOUSING/PLUMBING /MEASURES AND TARGETS

<i>Operating Goals:</i>	2009-10	2010-11	2011-12	2012-13
Services and Measures	Actual	Actual	Projection	Target
Plumbing systems code enforcement:				
Plumbing Cross Connections Inspections	4,913	4,423	4,743	4,616
Plumbing Permits Issued	2,145	2,438	1,836	2,077
Pre-Sale Applications Paid	7,879	6,549	5,220	5,286
% 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	\$3,463,483	\$3,213,579	\$2,364,764	\$1,976,424

INSPECTION SERVICES FOR PROPERTY MAINTENANCE ENFORCEMENT MEASURES AND TARGETS

<i>Operating Goals:</i>	2009-10	2010-11	2011-12	2012-13
Services and Measures	Actual	Actual	Projection	Target
Property maintenance code enforcement:				
Number of EBLL Investigations	60	1,000	1,000	300
Number of Multiple Dwelling Inspections	6,247	5,200	8,400	7,000
Number of 1 and 2 Family Rental Inspections	22,000	20,000	16,000	16,000
Number of Commercial Property Maintenance Inspections	18,200	20,000	20,000	20,000
DAH Tickets Issued	40,006	26,010	20,655	21,000
Special land use permits:				
Zoning Special Land Use Grant Inspections	2,000	2,000	2,000	2,000
Organization Costs Total	\$5,809,268	\$5,295,710	\$4,956,199	\$4,347,874

INSPECTION SERVICES FOR MECHANICAL/ELECTRICAL DIVISION/ MEASURES AND TARGETS

<i>Operating Goals:</i>	2009-10	2010-11	2011-12	2012-13
Services and Measures	Actual	Actual	Projection	Target
Mechanical systems code enforcement:				
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	6,200
Heating equipment safety inspections	2,573	14,500	15,000	15,000
Electrical systems code enforcement:				
Number of Electrical permits issued				
Electrical inspections	4,205	3,419	3,500	3,900
Tests for Occupational Licenses:	144	50	144	160
Organization Costs Total	\$5,279,727	\$5,209,313	\$4,432,601	\$4,620,707

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

Mechanical	2011-12		2012-13		2012-13	
	Redbook		Dept Final		Mayor's	
Inspections	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
10815 - Inspections						
130340 - Mechanical	49	\$4,432,601	53	\$4,632,835	53	\$4,620,707
130341 - Electrical	0	\$0	0	\$0	0	\$0
130345 - Housing\Inspections	26	\$2,364,724	27	\$1,967,581	27	\$1,976,424
130346 - Buildings	24	\$2,104,282	24	\$1,770,885	24	\$1,755,437
130347 - Zoning	4	\$369,272	5	\$420,971	5	\$424,830
APPROPRIATION TOTAL	103	\$9,270,879	109	\$8,792,272	109	\$8,777,398
10816 - Zoning Enforcement Initiative						
130360 - Zoning	0	\$0	0	\$0	0	\$0
APPROPRIATION TOTAL	0	\$0	0	\$0	0	\$0
11110 - Property Maintenance Enforcement						
130320 - Property Maintenance Enforcement	55	\$4,956,199	45	\$4,343,106	45	\$4,347,874
APPROPRIATION TOTAL	55	\$4,956,199	45	\$4,343,106	45	\$4,347,874
ACTIVITY TOTAL	158	\$14,227,078	154	\$13,135,378	154	\$13,125,272

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
AC1013 - Inspection Services and Code Enfo			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	8,040,516	7,625,033	7,625,033
EMPBENESL - Employee Benef	5,807,602	5,096,572	5,213,239
PROFSVCSL - Professional/Cor	0	52,000	52,000
OPERSVCSL - Operating Servic	378,960	361,773	235,000
<i>A13000 - Buildings Safety Engineerin</i>	<i>14,227,078</i>	<i>13,135,378</i>	<i>13,125,272</i>
AC1013 - Inspection Services and Code E	14,227,078	13,135,378	13,125,272
Grand Total	14,227,078	13,135,378	13,125,272

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 2011-12:

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 are in process of having NSP2 boundary areas expanded to include larger NSP1 areas to gain access to additional funding and dangerous building inventory. Future NSP3 and CDBG-R funding sources are targeted for release 2nd Quarter 2012. In addition, we have scheduled the demolition of the Arnold Home and Lafayette Pharmacy to begin 2nd Quarter 2012. The project will be funded through re programmed CDBG. We are also supporting the efforts of Marathon Oil's property reclamation project that will result in 300 demolitions in the Southwest section.

We have successfully re engineered the demolition process and have demonstrated an average sixty day reduction in demolishing a structure. This enhancement plus other reengineered processes and regulatory considerations such as Section 3 Compliance are being incorporated into a new demolition specification, RFP and program re bid open to all contractors. This activity is underway and is targeted for completion 1st quarter 2012.

Additionally we are developing the Dangerous Building Component with Compuware for integration and deployment into the new Tidemark replacement application being developed. This application will support web based access and will allow department functions to be accessed by the public online. This application will also capture demographic information on dangerous buildings and use the same database to support the vacant property ordinance by conducting ongoing surveys and enforcement of vacant property registrations.

The Department is on target with our current initiative to demolish 3,000 structures in the FY 2011-12.

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

The ongoing Marathon Oil reclamation project is envisioned to extend to FY 2013 – 2014. Discussions are ongoing with SEMCOG regarding creation of a multi year focused blight elimination plan targeted for Brightmoor. Additionally, similar discussions are underway with DTE and Bank of America to develop similar programs with a potential redevelopment component as well.

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

Demolition - Administration - B&SE Demolition - B&SE	2011-12 Redbook		2012-13 Dept Final Request		2012-13 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	23	\$2,728,432	27	\$3,363,699	0	\$1,228,432
APPROPRIATION TOTAL	23	\$2,728,432	27	\$3,363,699	0	\$1,228,432
ACTIVITY TOTAL	23	\$2,728,432	27	\$3,363,699	0	\$1,228,432

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
AC2013 - Dangerous Buildings and Demolitio			
<i>A13000 - Buildings Safety Engineering and Envi</i>			
SALWAGESL - Salary & Wages	966,136	1,078,676	0
EMPBENESL - Employee Benef	707,051	720,881	0
PROFSVCSL - Professional/Cor	799,681	1,248,432	1,228,432
OPERSUPSL - Operating Suppli	27,500	27,500	0
OPERSVCSL - Operating Servic	154,064	214,210	0
OTHEXPSSL - Other Expenses	74,000	74,000	0
<i>A13000 - Buildings Safety Engineerin</i>	<i>2,728,432</i>	<i>3,363,699</i>	<i>1,228,432</i>
AC2013 - Dangerous Buildings and Demo	2,728,432	3,363,699	1,228,432
Grand Total	2,728,432	3,363,699	1,228,432

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's Environmental Affairs (EA) to coordinate environmental protection in the City of Detroit through the development and implementation of environmental policy. EA 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 2011-12:

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 and sustainable development 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 Environmental Quality (MDEQ) 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 2012-13, FY 2013-14 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:

- Evaluate and assess City-owned property for compliance with environmental laws and regulations and for the protection of public health, safety and welfare.
- Coordinate the reuse and redevelopment of land within the city of Detroit with city planning agencies.
- Protect and conserve the Detroit River and Rouge River watersheds and other waters of the state of Michigan.
- Evaluate emissions to the air to determine the impact on the environment of the city of Detroit.
- Identify all operations of the city of Detroit that require compliance with federal, state or local environmental laws;
- 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.
- 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.
- Strongly encourage the city's development agencies to persuade all developers to adhere to the Sustainable Redevelopment Design Guide.
- 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 Safety Engineering and Environmental
Financial Detail by Appropriation and Organization

Environmental Affairs Department Environmental Affairs Department	2011-12 Redbook		2012-13 Dept Final Request		2012-13 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
13161 - Environmental Affairs Department						
130370 - Environmental Affairs Department	5	\$442,742	2	\$248,223	2	\$250,482
APPROPRIATION TOTAL	5	\$442,742	2	\$248,223	2	\$250,482
ACTIVITY TOTAL	5	\$442,742	2	\$248,223	2	\$250,482

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
AC3513 - Environmental Affairs Department			
<i>A13000 - Buildings Safety Engineering and Envi.</i>			
SALWAGESL - Salary & Wages	273,111	147,700	147,700
EMPBENESL - Employee Benef	164,231	98,723	100,982
PROFSVCSL - Professional/Cor	0	0	0
OPERSUPSL - Operating Suppli	0	0	0
OPERSVCSL - Operating Servic	1,800	1,800	1,800
CAPEQUPSL - Capital Equipme	2,700	0	0
OTHEXPSSL - Other Expenses	900	0	0
<i>A13000 - Buildings Safety Engineerin</i>	<i>442,742</i>	<i>248,223</i>	<i>250,482</i>
AC3513 - Environmental Affairs Departme	442,742	248,223	250,482
Grand Total	442,742	248,223	250,482

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
A13000 - Buildings Safety Engineering and E					
<i>00006 - Administration and Operations</i>					
413100 - Safety Inspection Char	1,052	0	0	0	0
414125 - Other Licenses,Permits	480	0	0	0	0
<i>00006 - Administration and Operation:</i>	<i>1,532</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10814 - Administration and Licenses</i>					
411100 - Business Licenses	181,750	0	0	0	0
413100 - Safety Inspection Char	350	0	0	0	0
414110 - Other Profess-Occup L	72	0	0	0	0
414125 - Other Licenses,Permits	321,278	0	0	0	0
448013 - TCM Undistributed Rev	159,184	0	0	0	0
455155 - Civil Infraction Fines	30,916	0	0	0	0
474100 - Miscellaneous Receipts	1	0	0	0	0
<i>10814 - Administration and Licenses</i>	<i>693,551</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10817 - Administration and Operations</i>					
413100 - Safety Inspection Char	96,466	0	0	0	0
414125 - Other Licenses,Permits	3,176	0	0	0	0
455155 - Civil Infraction Fines	150,634	0	0	0	0
510325 - Transfers From Other F	7,457,896	0	0	0	0
<i>10817 - Administration and Operation:</i>	<i>7,708,172</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>10815 - Inspections</i>					
411100 - Business Licenses	27,479	32,000	0	0	(32,000)
413100 - Safety Inspection Char	1,772,544	3,202,373	3,525,398	3,525,398	323,025
413110 - Construction Inspector	124,519	180,000	180,000	180,000	0
413120 - Construction Inspet Ch	1,000	0	0	0	0
414110 - Other Profess-Occup L	288,584	302,290	7,800	249,000	(53,290)
414125 - Other Licenses,Permits	3,426,129	3,661,038	4,047,508	4,047,508	386,470
447370 - Sale-Mfrd & Reproduce	12,244	0	0	0	0
<i>10815 - Inspections</i>	<i>5,652,499</i>	<i>7,377,701</i>	<i>7,760,706</i>	<i>8,001,906</i>	<i>624,205</i>
<i>11110 - Property Maintenance Enforcement</i>					
413100 - Safety Inspection Char	8,606,393	7,224,971	6,462,910	6,462,910	(762,061)
455155 - Civil Infraction Fines	0	1,297,500	1,080,000	200,000	(1,097,500)
<i>11110 - Property Maintenance Enforc:</i>	<i>8,606,393</i>	<i>8,522,471</i>	<i>7,542,910</i>	<i>6,662,910</i>	<i>(1,859,561)</i>
<i>10829 - Demolition - B&SE</i>					
432200 - Gts-Comm Dev Block C	8,022,302	2,728,432	3,363,699	1,228,432	(1,500,000)
<i>10829 - Demolition - B&SE</i>	<i>8,022,302</i>	<i>2,728,432</i>	<i>3,363,699</i>	<i>1,228,432</i>	<i>(1,500,000)</i>
<i>12146 - Business License Center</i>					

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
A13000 - Buildings Safety Engineering and E					
<i>12146 - Business License Center</i>					
411100 - Business Licenses	1,937,811	2,000,000	2,000,000	2,000,000	0
<i>12146 - Business License Center</i>	1,937,811	2,000,000	2,000,000	2,000,000	0
<i>13162 - Planning and Permitting</i>					
411100 - Business Licenses	40,649	0	0	0	0
414110 - Other Profess-Occup L	318	0	0	0	0
414125 - Other Licenses,Permits	3,820,714	6,391,000	6,462,090	6,462,090	71,090
447370 - Sale-Mfrd & Reproduce	0	0	2,000	5,000	5,000
448013 - TCM Undistributed Rev	72	0	0	0	0
448115 - Other Fees	0	145,000	145,000	0	(145,000)
<i>13162 - Planning and Permitting</i>	3,861,753	6,536,000	6,609,090	6,467,090	(68,910)
<i>13161 - Environmental Affairs Department</i>					
448165 - Other Fees-Deptl	23,418	68,000	60,000	60,000	(8,000)
<i>13161 - Environmental Affairs Departr</i>	23,418	68,000	60,000	60,000	(8,000)
A13000 - Buildings Safety Engineering an	36,507,431	27,232,604	27,336,405	24,420,338	(2,812,266)
Grand Total	36,507,431	27,232,604	27,336,405	24,420,338	(2,812,266)

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

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2011	2012 FTE	FY 2012	2013 FTE	2012	2013 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		1		1	
Administrative Specialist I	1		1		1	
Office Management Assistant	1		1		1	
Senior Clerk	1		0		0	
Office Assistant III	3		2		2	
Executive Secretary III	1		1		1	
Executive Secretary II	1		1		1	
Total Administration	14		12		12	
130375 - Permits						
Principal Clerk	0		0		0	
Senior Clerk	0		0		0	
Senior Accountant	0		0		0	
Total Permits	0		0		0	
Total Administration and Licenses	14		12		12	
10815 - Inspections						
130340 - Mechanical						
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		16		16	

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

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2011	2012 FTE	FY 2012	2013 FTE	2012	2013 FTE
Classification						
10815 - Inspections						
130340 - Mechanical						
Elevator Inspector	6		6		6	
Office Management Assistant	1		0		0	
Licenses Examiner - Mechanical	1		0		0	
Admin Sprv - License & Permit	1		1		1	
Principal Clerk	1		1		1	
Senior Clerk	2		2		2	
Office Assistant III	3		3		3	
Total Mechanical	49		53		53	
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		10		10	
Principal Clerk	1		1		1	
Office Assistant III	1		1		1	
Senior Clerk	2		3		3	
Total Housing\Inspections	26		27		27	
130346 - Buildings						
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	
Total Buildings	24		24		24	

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

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2011	2012 FTE	FY 2012	2013 FTE	2012	2013 FTE
Classification						
10815 - Inspections						
130347 - Zoning						
Manager I - Bldgs & Safety Eng	1		1		1	
Building Inspector	1		1		1	
Inter City Planner - Design	1		0		0	
Office Assistant III	1		1		1	
Zoning Inspector	0		1		1	
Sr City Planner - Design	0		1		1	
Total Zoning	4		5		5	
Total Inspections	103		109		109	
10829 - Demolition - B&SE						
130071 - Demolition - Administration - B&SE						
Supervising Bldg Inspector	2		2		0	
Building Inspector	10		14		0	
Admin Asst GD III	1		1		0	
Head Clerk	1		0		0	
Principal Clerk	1		0		0	
Supervising Title Searcher	1		1		0	
Title Searcher	4		4		0	
Office Assistant III	3		4		0	
Senior Clerk	0		1		0	
Total Demolition - Administration - B&SE	23		27		0	
Total Demolition - B&SE	23		27		0	
11110 - Property Maintenance Enforcement						
130320 - Property Maintenance Enforcemen						
Chief of Prop Maint & Municipa	1		1		1	
Asst Chief-Housing & Plum Insp	1		0		0	
Supervising Bldg Inspector	4		4		4	
Building Inspector	37		33		33	
Mechanical Inspector	6		0		0	
Manager I - Bldgs & Safety Eng	1		0		0	
Head Clerk	1		1		1	

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

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2011	2012 FTE	FY 2012	2013 FTE	2012	2013 FTE
Classification						
11110 - Property Maintenance Enforcement						
130320 - Property Maintenance Enforcemen						
Senior Clerk	4		2		2	
Office Assistant III	0		3		3	
Principal Clerk	0		1		1	
Total Property Maintenance Enforcement	55		45		45	
Total Property Maintenance Enforcement	55		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	
Comm & Res Lic Investigator	1		0		0	
Teller	3		3		3	
Total Business License Center	7		6		6	
Total Business License Center	7		6		6	
13161 - Environmental Affairs Department						
130370 - Environmental Affairs Department						
Gen Mgr - Environmental Affair	1		1		1	
Environmental Specialist III	3		1		1	
Office Management Asst-Exempte	1		0		0	
Total Environmental Affairs Department	5		2		2	
Total Environmental Affairs Department	5		2		2	
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	
Principal Clerk	2		2		2	
Revenue Collector	2		2		2	
Senior Teller	4		4		4	
Senior Clerk	10		10		10	

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

Buildings Safety Engineering and Environmental

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2011	2012 FTE	FY 2012	2013 FTE	2012	2013 FTE
Classification						
13162 - Planning and Permitting						
130375 - Permits						
Office Assistant III	3		3		3	
Head Clerk	0		1		1	
Total Permits	24		25		25	
130376 - Plan Review						
Head Engineer - B &SE	1		1		1	
Sr Asst Arch Eng - Design	1		1		1	
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	
Plumbing Inspector	1		1		1	
Building Inspector	3		3		3	
Information Technician	1		1		1	
Total Plan Review	13		13		13	
Total Planning and Permitting	37		38		38	
Agency Total	244		239		212	

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