



Building Division 2024 Annual Report

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Patricia Voelker
Director of
Planning, Building, & Ordinance

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*The Building Division Annual Report is derived from data collected January 2, 2024 until December 31, 2024.

Building Division Mission Statement



" As representatives of the Bloomfield Township Planning, Building and Ordinance Department, we pledge to provide our services in a fair and consistent approach with the highest level of professionalism. We are dedicated to upholding the Township adopted plans, codes, and ordinances to ensure a safe, sustainable and enjoyable community for present and future residents."

Building Division Personnel

Name and Title	Years of Service
Patricia Voelker, Director	22
Olivia Romano, Building Administrative Assistant	2
Sharon VanHorne, Building Technical Assistant	3
Dianne Massa, PBO Assistant	2
Christian Fox, Building Official	13
William Myers, Building & Mechanical Inspector	11
Ross Chapman, Electrical Inspector	4
Steven Fink Plumbing Inspector	10
Larry Hettwer Mechanical Inspector	1
Bob Thibeault Project Coordinator, Building Inspector & Plan Reviewer	13
Dean Lugashi Building Inspector	2
Kim McInerney PBO Assistant	3
George Kilpatrick Building Inspector & Plan Reviewer (retired Building Official)	18

Effective Codes

The State of Michigan Building Codes continue to be under local authority, and are enforced in a fair and equitable manner. Bloomfield Township Building Division provides “inhouse” operations. This means that inspections and permit services are not contacted out to private companies. Having a localized operation provides sooner inspection requests, expedient permit reviews, increased availability of staff for questions and information.

➤ **Building**

- 2015 Michigan Building Code
- 2015 Michigan Rehabilitation Code
- 2015 Michigan Residential Code

➤ **Electrical**

- 2021 Michigan Electrical Code
- 2023 National Electrical Code
- *Including 2023 MI Part 8 Rules

➤ **Mechanical**

- 2021 Michigan Mechanical Code

➤ **Plumbing**

- 2021 Michigan Plumbing Code

Inspection Totals

Building inspections are performed by state-certified inspectors to assure compliance with code requirements. During inspections, inspectors provide public safety by enforcing municipal and state codes relating to construction, alteration, and installation of electrical, mechanical and plumbing equipment and systems. Below are the total number of inspections for commercial and residential properties.

Inspection Type	Total Amount	Weekly Average
Building	5,498 (4,104 w/follow ups)	106
Electrical	5,450	105
Mechanical	5,043	97
Plumbing	2,590	50



Permit Services

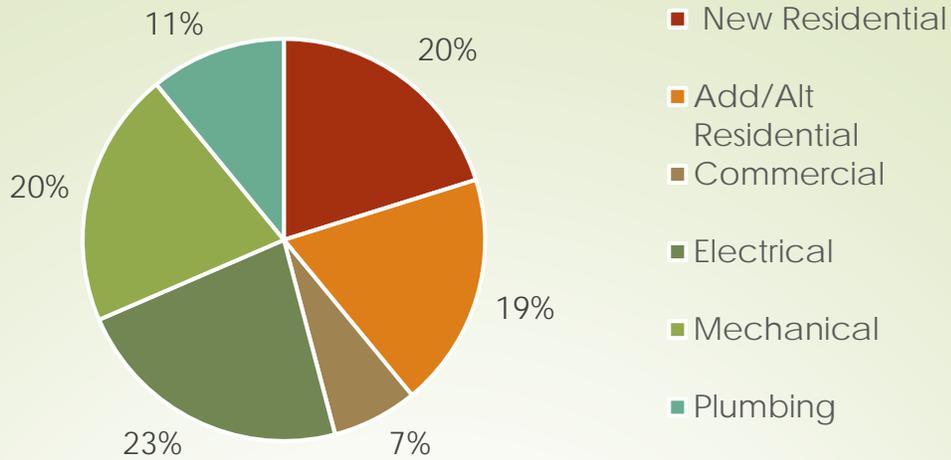
Permit services involves all permit activities from the time an application is submitted until a permit is issued. The functions include screening applications/plans, and routing plans to building, mechanical, plumbing, electrical, fire and engineering staff for review. Permit services also collect fees for all permits and occupancy applications.

2024 Permit Applications Entered:

- Building – 1,541
- Ordinance – 97
- Tree Preservation – 47
- Fire Suppression - 30
- Fire Alarm - 32
- Natural Feature Setback - 10
- Soil Fill/Removal - 3

Certificate of Occupancy by Type	Total Amount	Monthly Average
Temporary Certificate of Occupancy	58	5
Change of Occupancy (Full Certificate)	22	2
Full Certificate of Occupancy	191	16

Permit Fees Collected by Type

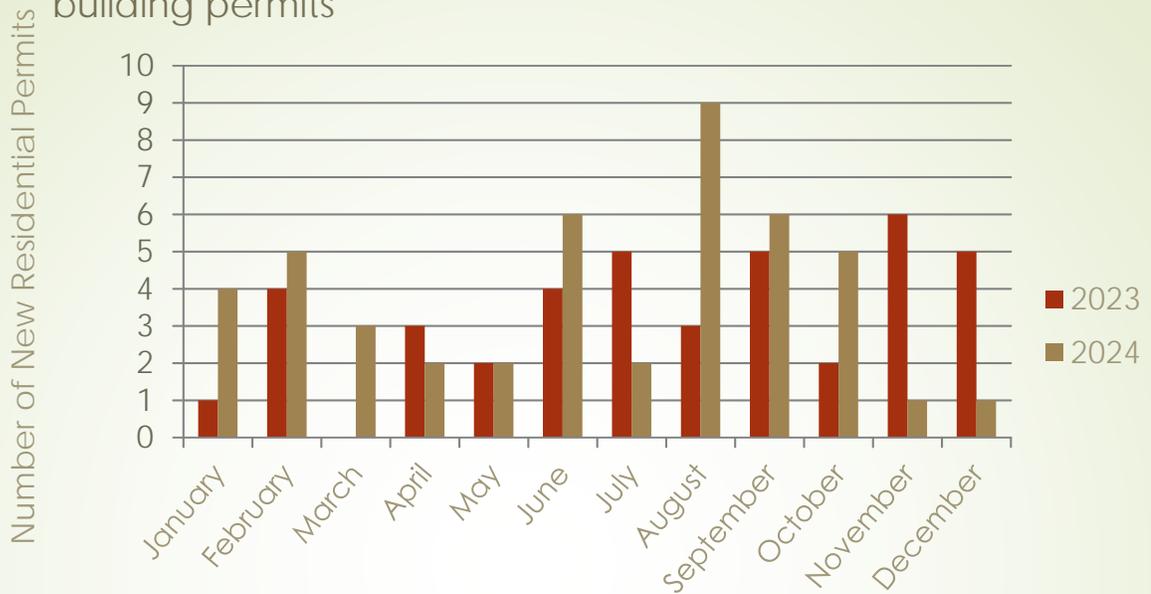


* All other categories are 1% or below

Permit Types	Total Fees Collected
Residential New Construction	\$539,088
Residential Addition/Alteration & Replacements	\$482,162
Demolition (includes all types)	\$24,635
Deck	\$29,911
Swimming Pool	\$17,319
Pool Fencing & Signs	\$10,785
Accessory & Ordinance	\$15,060
Commercial (not including demolition)	\$29,710
Tree (includes all types)	\$10,565
Electrical	\$435,665
Mechanical	\$390,628
Plumbing	\$207,359
TOTAL	\$2,192,887

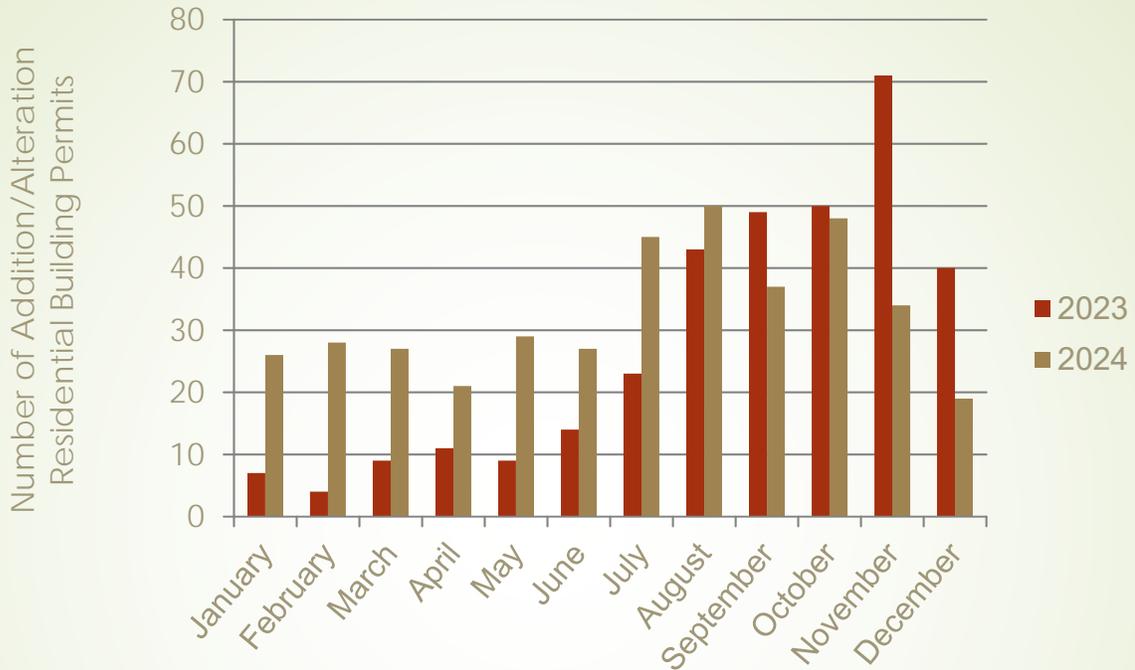
Building Permits: Residential New Construction

In 2024, the Building Division issued **46** new residential building permits

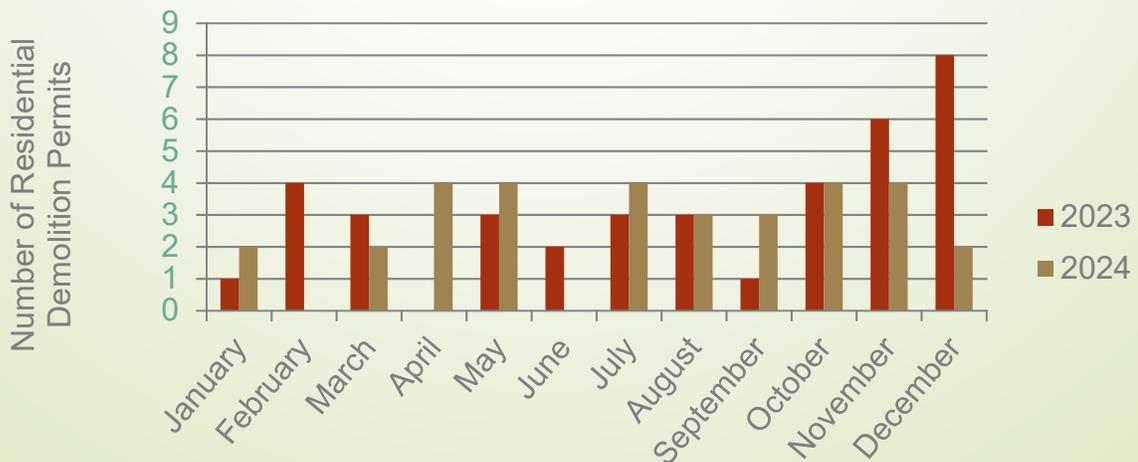


Building Permits: Comparison Charts

In 2024, the Building Division issued **391** Addition/Alteration Residential building permits



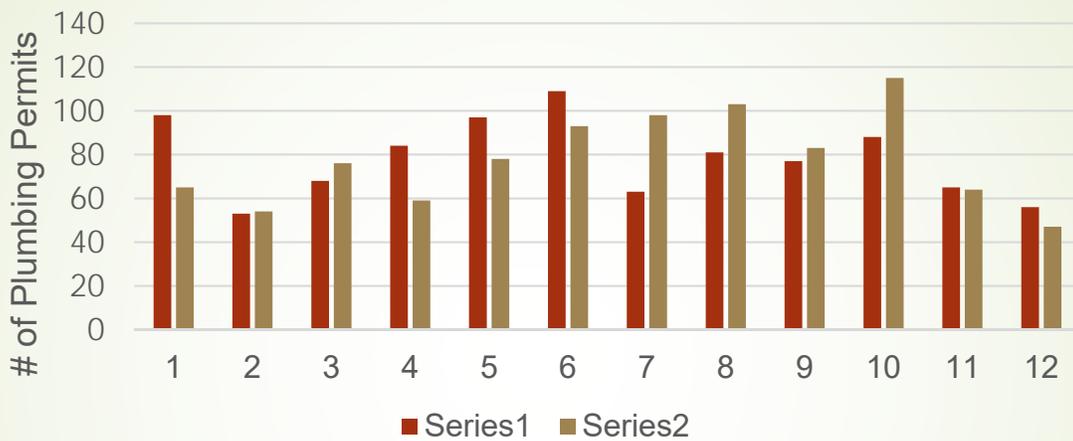
In 2024, the Building Division issued **32** complete Residential Demolition building permits.



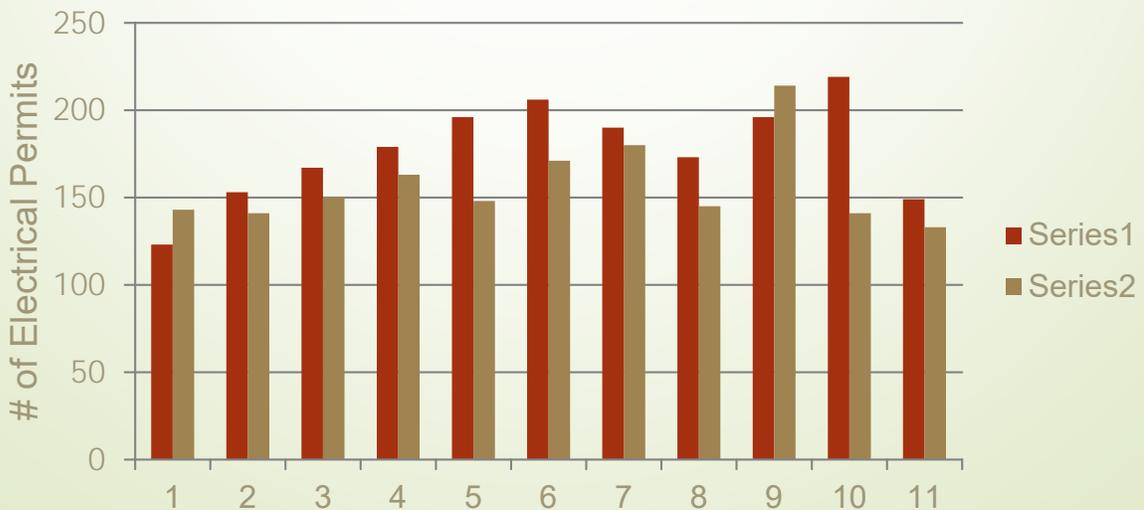
Subcontractor Permits Comparison Charts

A subcontractor is a skilled tradesman that hired by the project manager or main building contractor. The skilled trades include Plumbing, Mechanical and Electrical contractors.

A total of **971** Plumbing Permits were issued in 2024

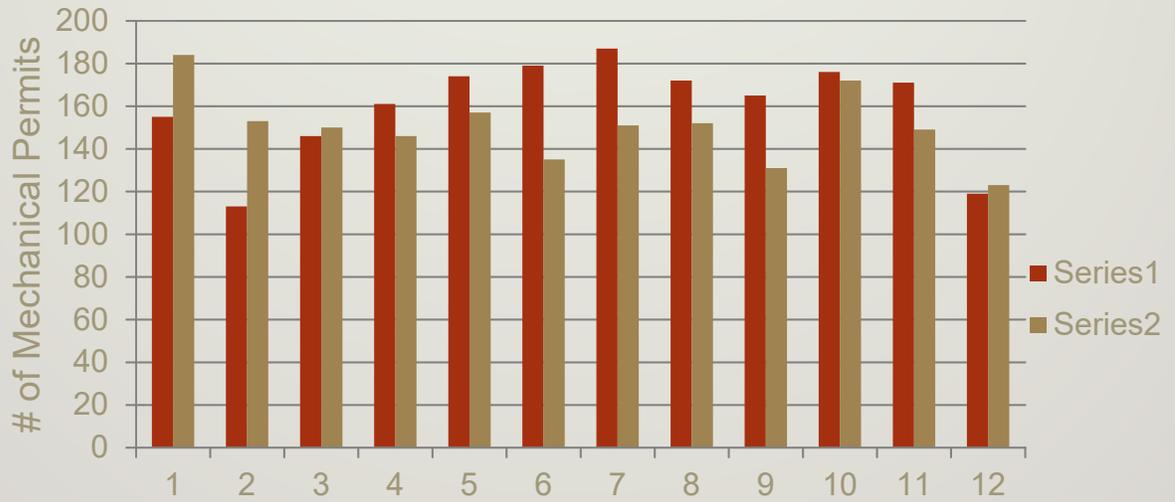


At total of **1,930** Electrical Permits were issued in 2024

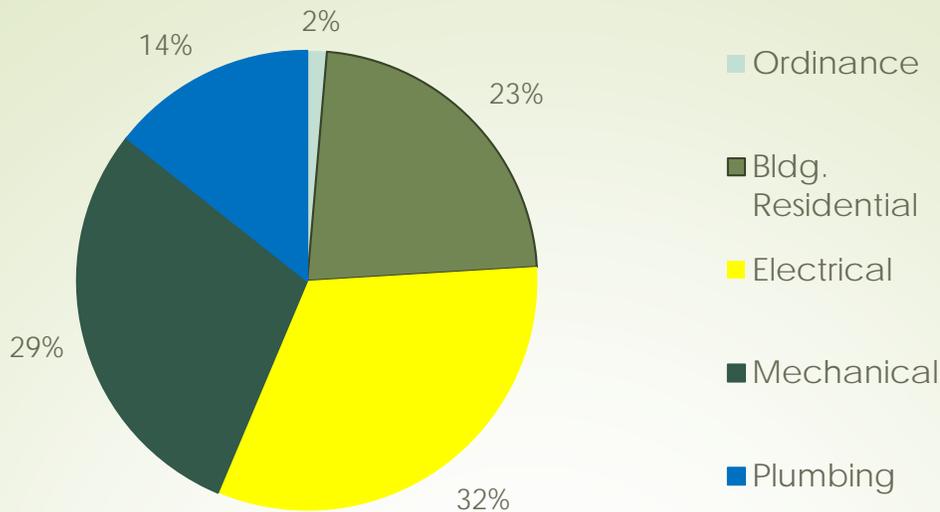


Subcontractor Permits Comparison Charts

A total of **1,918** Mechanical Permits were issued in 2024



ISSUED PERMIT TOTALS COMPARISON CHART



All other categories are 1% or below

Permit Types	2022	2023	2024
Tree (includes all types)	61	55	51
Ordinance	81	90	97
Residential Building*	1,321	1,489	1,498
Commercial*	75	77	79
Demolition (includes all types)	35	38	32
Electrical	2,099	2,115	1,913
Mechanical	1,989	1,918	1,803
Plumbing	992	939	935
TOTAL	6,651	6,721	6,408

* not including demolition

Commercial Plan Reviews Comparison Chart

Commercial Plan Review	2023	2024
Building	80	83
Engineering Consultant	31	23
Electrical (includes signs)	104	93
Mechanical	51	57
Plumbing	60	60
Fire	69	90
Planning	102	106
TOTAL	497	512

The Building Division Plan Reviewers provide technical plan reviews of proposed construction plans and documents to verify conformance with structural and non-structural code requirements. These projects can include new buildings, alterations, additions, and repairs to existing buildings. The building plan reviewers conduct reviews in a timely, consistent, transparent, professional and courteous manner for each application. When necessary, pre-construction meetings are conducted for code interpretations and to resolve major code issues on larger projects prior to issuance of the permit.



Sylvan Lake Fees Collected and Staff Hours

Beginning of the Fall 2011, Bloomfield Township entered into an agreement with the City of Sylvan Lake to perform inspections, plan review and permitting services for the adjoining community. The City of Sylvan Lake consists primarily of residential homes with a limited amount of commercial properties.

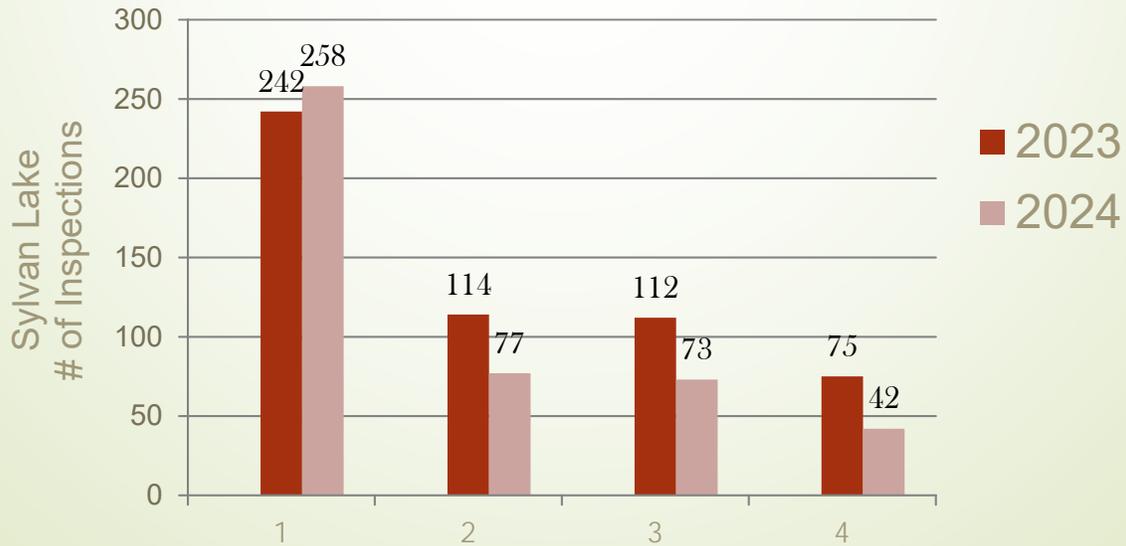
Permits Issued	Fees Collected	Est. Total Staff Hours
Building	\$68,892	515
Electrical	\$18,985	130
Mechanical	\$18,075	138
Plumbing	\$11,475	119
Total	\$117,427	902

*The average number of staff hours per permit for Building is **2.5 hrs.** and for subcontractors (Electrical, Mechanical and Plumbing) is **1 hr.**



Sylvan Lake Inspections Comparison Chart

Inspection Type	Sylvan Lake 2023	Sylvan Lake 2024
Building	123	258
Electrical	83	77
Mechanical	78	73
Plumbing	62	42
Totals	346	450



Building Division Accomplishments

- ▶ The Building Division continued to provide the highest standards of customer service by:
 - Offering technical information and application requirements at the counter, over the phone and by email.
 - Promoting and encourages the use of the BS&A website to increase efficiency and added convenience for customers.
 - Providing online inspection scheduling through BS&A for streamlined service and eliminated the inspection phone line.
 - Maintaining website material to ensure that correct and accurate information is provided to the public.
 - Collaborating with the Clerks Office in developing a master plan to scan hard copy issued permit applications to an electronic copy as part of the Township's Record Retention Program. This will increase efficiency by making documents more accessible in the Central Storage Facility.
 - Participating in local, regional and state code official organizations and continuing-education programs to ensure current code enforcement and interpretation.
 - Exploring available software for electronic plan review.
 - Initiated scanning and digital record retention of Central Storage files.
 - Successfully instituting Next Request for FOIA requests.
 - Began preparing for conversion of BS&A Cloud from .Net in preparation for the 2025 implementation.
 - Updating all building forms on the Township website.
 - Instituted weekly in-house staff training to offer better technical information and application assistance.

Accomplishments Continued

- ▶ **Minor Home Repair Program** - Bloomfield Township Senior Services facilitates the Minor Home Repair program with funding from Community Development Block Grant (CDBG) funds. To qualify, residents must be 60 years of age or older and a resident of Bloomfield Township. The Building Division supports the program by assisting with preliminary reviews, issuing permits and providing onsite inspections. In 2024, a total of six Bloomfield Township homeowners were approved for assistance with their home repair projects.
- ▶ Some of the repairs included:
 - Repair fence, faucet, plumbing leak, basement leak, gutters, windows, gutters, light switches and bathroom caulking.
 - Replacement of water heater, gate, doors, stove, toilet, faucet, front steps, sewer ejection pump, furnace, air conditioning, railing, filter, sink and molding.
 - Install LED lights, disposal, walk in tub, locks, power wash home and shed, seal coat driveway, cut branches, clean septic and inspect chimney.

Building Division Goals for 2025

Bloomfield Township continues to remain a highly desired community for current and future residents and commercial businesses.

Construction and development continue to grow which helps support the local economy. To aid in this growth, the Building Division will continue to provide the highest standards of customer service by:

- ▶ Providing technical information and application requirements at the counter, over the phone, and by email.
- ▶ Promoting and encouraging the use of the BS&A website to increase efficiency and added convenience for customers.
- ▶ Updating website information as needed to ensure that correct and accurate information is provided to the public.
- ▶ Collaborating with the Township's consultant, Security Archives Data Management, to assist with the selection and implementation of a document management system that addresses best recordkeeping practices and requirements.
- ▶ Inspectors attending local, regional and state code official organization meetings and continuing-education programs to ensure current code enforcement and interpretation.
- ▶ Seeking additional opportunities to maximize online permit applications.
- ▶ Continuing to remind applicants to engage with their Home Owners Association in their neighborhood for residential improvements projects.
- ▶ Preparing for conversion to BS&A Cloud from .Net as groundwork for the 2025 Cloud implementation.