

2014 Community Development Department Annual Report

Responsibilities

As identified in Section 2-141 of the Code of Ordinance, the Department of Community Development is responsible for:

2-141 Created; functions and duties.

There is hereby created the department of community development, which shall have the responsibility for administering, implementing and carrying out the activities pertaining to:

- (1) construction code enforcement.
- (2) vacant property registration program.
- (3) residential rental registration program.
- (4) business license program.
- (5) planning activities.
- (6) zoning ordinance administration and enforcement.
- (7) historic district commission administration.
- (8) property maintenance code enforcement activities.
- (9) fire insurance withholding program.
- (10) disposing of City real estate.
- (11) implementation of any programs funded by federal grants from the United States Department of Community Development.
- (12) development of the capital improvement plan.
- (13) processing all applications for tax abatements received by the City as permitted by State law.
- (14) working with developers to assist them in executing their projects within the City if permitted by law.
- (15) retaining documents as required by law and the City's record retention and disposal policy for the former components of the Pontiac Growth Group, including the General Building Authority, Downtown Development Authority, Economic Development Corporation, and Pontiac Business Development Center.
- (16) supporting the Brownfield Redevelopment Authority and Tax Increment Finance Authority to the extent that such authorities exist and upon their dissolution, retaining documents as required by law and the City's record retention and disposal policy.

(17) establishing the policies and procedures and the general administration of the government access and public access television channels on cable television.

(18) assisting the Finance Department with the risk management functions of the City as requested by the Finance Director.

(19) Such other additional community development functions as may from time to time be authorized by the Mayor or by ordinance.

Statistics

Building Safety, Planning, and Zoning

<u>Permits</u>	<u>2014</u>		<u>2013</u>	
	<u>Applied</u>	<u>Issued</u>	<u>Applied</u>	<u>Issued</u>
Board of Appeals	1	1	0	0
Business Licenses	1076		368	
Building	898	864	803	718
Demolition	156	131	150	122
Electrical	462	439	411	389
Fire	20	15	12	10
Historic District	23	22	60	3
IMPC 2000	234	214	140	118
Lot Split/Combination	32	27	28	25
Mechanical	463	462	477	454
Plumbing	343	335	280	271
Rental Inspection	3136	1625	2633	2072
Rental Registration	753	687	845	904
Sign	61	61	52	35
Site Plan Review	71	56	65	3
Special Exemption Permit	17	13	20	1
Team Inspection	90	62	62	35
Vacant Property	207	200	261	242
Vacation Street/Alley	2	1	2	2
Zoning Board of Appeals	20	10	35	25
Zoning Compliance	56	40	63	48
Zoning Map Amendment	6	4	6	4

<u>Inspections</u>	<u>2014</u>		<u>2013</u>	
Building	1779	8.2%	1554	7.6%
Demolition	336	1.5%	367	1.8%
Electrical	1131	5.2%	1068	5.2%
Fire	64	0.3%	55	0.3%
IMPC 2000	302	1.4%	279	1.4%
Mechanical	874	4.0%	875	4.3%
Plumbing	752	3.5%	696	3.4%
Rental Inspection	4376	20.1%	4324	21.2%
Ordinance	11653	53.6%	10797	52.8%
Sign	48	0.2%	42	0.2%
Team Inspection	367	1.7%	329	1.6%
Zoning Compliance	49	0.2%	48	0.2%
TOTALS	21731		20434	

Code Enforcement

<u>Code Enforcement Complaints</u>	<u>2014</u>		<u>2013</u>	
After Fire	12	0.2%	11	0.2%
Abandoned Vehicle	113	2.0%	156	3.5%
Dangerous Building	343	6.0%	299	6.7%
Dangerous Tree	28	0.5%	29	0.7%
Debris	472	8.2%	356	8.0%
Electrical	5	0.1%	5	0.1%
Miscellaneous	178	3.1%	368	8.3%
No Business License	293	5.1%	191	4.3%
Open to Trespass	99	1.7%	161	3.6%
Rental Complaint	65	1.1%	91	2.0%
Rodents	4	0.1%	7	0.2%
Stop Work Order	42	0.7%	0	0.0%
Tall Grass/Weeds	955	16.7%	693	15.6%
Tenant/Landlord	4	0.1%	6	0.1%
Trees/Shrubs	18	0.3%	34	0.8%
Unregistered Rental	1849	32.3%	1627	36.6%
Vacant Property	207	3.6%	122	2.7%
Working without Permit	202	3.5%	224	5.0%
Duplicate in Error	4	0.1%	36	0.8%
Property Maintenance	7	0.1%	8	0.2%
Rental Inspection Required	801	14.0%	22	0.5%
Tall Grass/Weeds - Vendor	3	0.1%	0	0.0%
Unpaid Tenant Verification	29	0.5%	0	0.0%
TOTALS	5733		4446	

Fire Insurance Withholding Program

	<u>2014</u>	<u>2013</u>
Cases Opened	9	5
Cases Closed	5	2

Disposal of City Property

	<u>2014</u>	<u>2013</u>
Revenue from Sale of City Property	\$98,246.90	\$348,281.95 (excludes golf course)

Pontiac Home Improvement Program Administered by Oakland County

<u>Pontiac HOME Funding</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Applications Received	239	141	114
Applications Approved	74	58	40
Applications Denied	165	83	74
Priority and Equity Exceptions	26	19	7
Total Completions	44	35	6
W/MBE	7	7	2
Funds Committed	\$ 885,407	\$ 441,436	\$ 485,140
Funds Disbursed	\$ 654,329	\$ 605,183	\$ 120,162

Dangerous Buildings

Status as of January 26, 2014

Demolished - 32
 Condemned - 233
 Hearing Officer - 123
 Board of Appeals - 53
Total - 441

Status as of January 12, 2015

<u>Status Report</u>	<u>Quantity</u>
Demolished	239
Repaired	29
Dismissed	39
Under Contract	45
Ready to Contract	0
Ready to Bid	0
Ready to Abate	53
Ready to Survey, Res	76
Ready to Survey, Com	9
Hardest Hit 1	63
Hardest Hit 2	56
Hardest Hit 3	7
Hardest Hit Unsure	10
Rosshire Court	8
Condemned - Occupied	37
Condemned - Rehab	10
Condemned - Historic	24
Condemned - Townhouse	5
Board of Appeals	30
Hearing Officer	157
Unsure	11
TOTAL:	908

Tax Abatements

	<u>2014</u>	<u>2013</u>
Applied	2	2
Granted	2	2

Major Economic Development Projects Value of Construction

2014 - \$41,535,590

2013 - \$26,348,451

2012 - \$125,000,000

Cable

	<u>2014</u>	<u>2013</u>
Public access programming	32 shows, 18 locally produced	31 shows, 20 locally produced
Government access programming	6 shows by elected officials	1 by elected officials
	4 Pontiac commissions	2 Pontiac commissions
	3 Oakland County boards	3 Oakland County boards

Highlights

1. Upgraded video editing equipment.
2. Renewed franchise agreement with Comcast for another 10 years.
3. Each elected official granted the opportunity to tape a monthly 30-minute television program.
4. Five new programs added to public access and four programs lost.
5. Since April 4, 2012, through Oakland County, the HOME Program has resulted in the following: an average rehabilitation cost per house of \$21,901. Out of \$1,338,770.70 reserved for the program, \$1,326,843 had been committed and \$1,259,512 was expended as of January 9, 2015.
6. Produced a developer attraction video with personal testimonials from developers.
7. Increased total inspections in the Building Safety Department from 6,571 in 2009 to 21,731 in 2014.
8. Increased number of inspections per inspector per day from 2.12 in fiscal year 2008-09 to 9.38 in fiscal year 2011-12 to 13.1 inspections per inspector per day in calendar year 2014.
9. Adopted new master plan.

Ongoing Projects

1. Identify additional homes for Hardest Hit program.
2. Broadcast Planning Commission and Zoning Board of Appeals meetings.
3. Close out NSP-1.
4. Close out HOME.
5. Close out CDBG.
6. Organize the files of the former Pontiac Growth Group.
7. Complete environmental assessment to allow sale of Ewalt Center.
8. Reconcile brownfield district captures.
9. Evaluate status of TIFA #4.
10. Evaluate implementation of blight court.
11. Reduce business license fee and find different funding source for code enforcement.
12. Develop clear tax incentive policies.
13. Ensure all planning commissioners, zoning board of appeals members, and elected officials attend all four levels of One Stop Ready program.
14. Upgrade studio facilities in Pontiac in conjunction with the School District.
15. Review all departmental ordinances, fees, forms, and procedures.

Long-Term Goals

1. Implement live web stream capabilities.
2. Fund proactive nuisance abatement program.
3. Adopt ordinances to implement master plan.
4. Sell all city-owned commercially zoned vacant lots.
5. Dispose all city-owned residentially zoned vacant lots.
6. Digitize all building records.