

# ZONING APPEALS BOARD (51)

## AGENCY PLAN: STATEMENT OF PURPOSE, GOALS AND BUDGET SUMMARY

### STATEMENT OF PURPOSE:

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:

2009-10 <u>Requested</u>		2008-09 <u>Budget</u>	2009-10 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ 912,254	City Appropriations	\$ 881,130	\$ 800,484	\$ (80,646)
\$ 912,254	Total Appropriations	\$ 881,130	\$ 800,484	\$ (80,646)
\$ 105,000	City Revenues	\$ 105,000	\$ 105,000	\$ -
\$ 105,000	Total Revenues	\$ 105,000	\$ 105,000	\$ -
\$ 807,254	NET TAX COST:	\$ 776,130	<u>\$ 695,484</u>	\$ (80,646)

### AGENCY EMPLOYEE STATISTICS:

2009-10 <u>Requested</u>		2008-09 <u>Budget</u>	04-02-09 <u>Actual</u>	2009-10 <u>Recommended</u>	Increase <u>(Decrease)</u>
<u>6</u>	City Positions	<u>6</u>	<u>5</u>	<u>5</u>	<u>(1)</u>
6	Total Positions	6	5	5	(1)

### ACTIVITIES IN THIS AGENCY:

	2008-09 <u>Budget</u>	2009-10 <u>Recommended</u>	Increase <u>(Decrease)</u>
Land Use Controls	\$ 881,130	\$ 800,484	\$ (80,646)
Total Appropriations	\$ 881,130	\$ 800,484	\$ (80,646)

# **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 2008-09:

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 2009-10, FY 2010-11 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

<b>Type of Performance Measure:</b> List of Measures	<b>2006-07</b> <b>Actual</b>	<b>2007-08</b> <b>Actual</b>	<b>2008-09</b> <b>Projection</b>	<b>2009-10</b> <b>Target</b>
<b>Inputs: Resources Allocated or Service Demands Made</b>				
Cases appealed	200	150	150	105
<b>Outputs: Units of Activity directed toward Goals</b>				
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
<b>Efficiency: Program Costs related to Units of Activity</b>				
Percentage completed of computer upgrade	95%	95%	96%	96%
Cases per investigator	N/A	N/A	N/A	53
Field hours per case	N/A	N/A	N/A	75
Cost per case including everybody involved	N/A	N/A	N/A	\$2,724
<b>Activity Costs</b>	<b>\$843,651</b>	<b>\$854,555</b>	<b>\$881,130</b>	<b>\$800,484</b>

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

Board of Zoning Appeals Ordinance Admi Land Use Controls	2008-09 Redbook		2009-10 Dept Final Request		2009-10 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	6	\$881,130	6	\$912,254	5	\$800,484
<b>APPROPRIATION TOTAL</b>	<b>6</b>	<b>\$881,130</b>	<b>6</b>	<b>\$912,254</b>	<b>5</b>	<b>\$800,484</b>
<b>ACTIVITY TOTAL</b>	<b>6</b>	<b>\$881,130</b>	<b>6</b>	<b>\$912,254</b>	<b>5</b>	<b>\$800,484</b>

**CITY OF DETROIT**  
**Budget Development for FY 2009-2010**  
**Appropriations - Summary Objects**

	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>
	<b>Redbook</b>	<b>Dept Final</b>	<b>Mayor's</b>
		<b>Request</b>	<b>Budget Rec</b>
<b>AC0551 - Land Use Controls</b>			
<i>A51000 - Board of Zoning Appeals</i>			
SALWAGESL - Salary & Wages	420,327	423,423	364,491
EMPBENESL - Employee Benef	270,792	298,446	255,055
PROFSVCSL - Professional/Cor	105,500	105,500	105,500
OPERSUPSL - Operating Suppli	3,000	3,000	3,000
OPERSVCSL - Operating Servic	76,561	76,935	67,488
OTHEXPSSL - Other Expenses	4,950	4,950	4,950
<i>A51000 - Board of Zoning Appeals</i>	<i>881,130</i>	<i>912,254</i>	<i>800,484</i>
<b>AC0551 - Land Use Controls</b>	<b>881,130</b>	<b>912,254</b>	<b>800,484</b>
<b>Grand Total</b>	<b>881,130</b>	<b>912,254</b>	<b>800,484</b>

**CITY OF DETROIT**  
**Budget Development for FY 2009-2010**  
**Appropriation Summary - Revenues**

	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>	<b>Variance</b>
	<b>Actuals</b>	<b>Redbook</b>	<b>Dept Final</b>	<b>Mayor's</b>	
			<b>Request</b>	<b>Budget Rec</b>	
<b>A51000 - Board of Zoning Appeals</b>					
<i>00183 - Land Use Controls</i>					
448115 - Other Fees	90,395	105,000	105,000	105,000	0
<i>00183 - Land Use Controls</i>	90,395	105,000	105,000	105,000	0
<b>A51000 - Board of Zoning Appeals</b>	<b>90,395</b>	<b>105,000</b>	<b>105,000</b>	<b>105,000</b>	<b>0</b>
<b>Grand Total</b>	<b>90,395</b>	<b>105,000</b>	<b>105,000</b>	<b>105,000</b>	<b>0</b>

**CITY OF DETROIT  
MAYOR'S 2009-2010 RECOMMENDED BUDGET**

**Board of Zoning Appeals**

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2008	2009 FTE	FY 2009	2010 FTE	2009	2010 FTE
Classification						
<b>00183 - Land Use Controls</b>						
<b>510010 - Board of Zoning Appeals Ordinanc</b>						
Director - Board of Zoning App	1		1		1	
Asst to the Dir-Zoning Appeals	1		1		1	
Zoning Inspector	2		2		2	
Executive Secretary III	1		1		1	
Office Assistant III	1		1		0	
<b>Total Board of Zoning Appeals Ordinance Ad</b>	<b>6</b>		<b>6</b>		<b>5</b>	
<b>Total Land Use Controls</b>	<b>6</b>		<b>6</b>		<b>5</b>	
<b>Agency Total</b>	<b>6</b>		<b>6</b>		<b>5</b>	