

Department of Planning & Environment

705 N. Zeeb Road,, Ann Arbor, MI 48107-8645

Phone: (734)994-2435 Fax: (734)994-8284

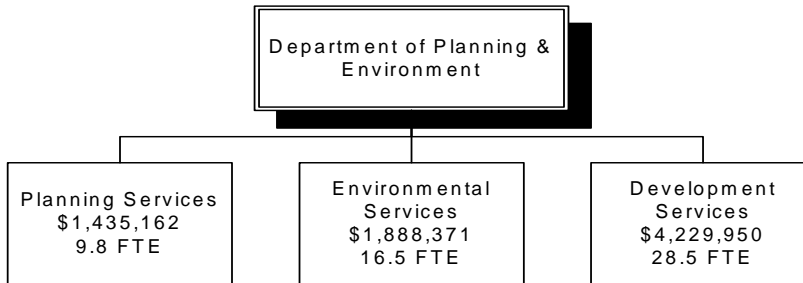
Our Mission

Achieve important community goals by providing mandated and local priority services and assisting partners through leadership, education and prevention, and research and development.

Our Vision

As the County grows, we will retain our sense of place by maintaining our unique character including vibrant and diverse cities, livable suburban areas, historic villages, rural landscapes and natural and historic resources. We will have a future that does not overburden future generations by achieving sustainable development patterns, a clean and healthy environment and economic opportunities.

How We Are Structured:



Department of Planning & Environment

POSITION TYPE	No. POSITIONS	No. POSITIONS	No. POSITIONS	No. POSITIONS
	1-1-2004	1-1-2005	1-1-2006	1-1-2007
MANAGERIAL	6.00	6.00	11.00	11.00
PROFESSIONAL	48.30	48.30	43.80	43.80
SUPPORT	22.00	22.00	0.00	0.00
Total	76.30	76.30	54.80	54.80

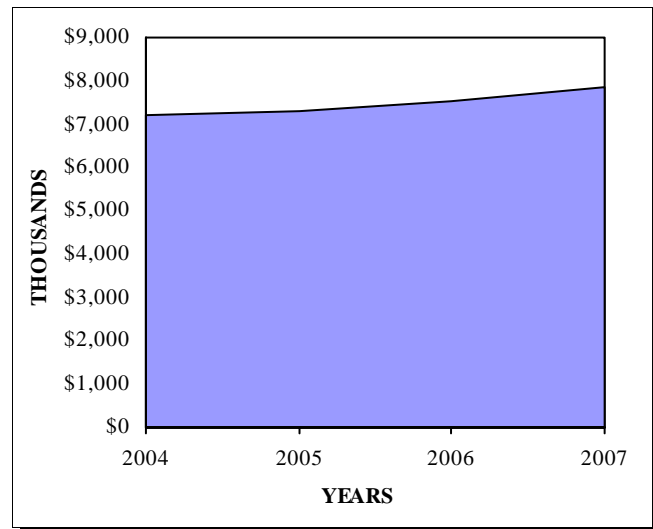
EXPENDITURES	2004 Actuals	2005 Adopted	2006 Requested	2006 Adopted	2007 Adopted
Personal Services	5,645,929	5,513,280	5,717,600	5,717,600	6,048,890
Supplies	110,513	128,223	128,223	128,223	128,223
Other Services	458,948	572,601	579,601	579,601	579,601
Internal Service Charge	971,467	1,028,156	1,075,996	1,075,996	1,075,996
Capital Outlay	0	3,100	3,100	3,100	3,100
Transfers Out	22,811	49,206	48,963	48,963	38,019
Total	\$7,209,668	\$7,294,566	\$7,553,483	\$7,553,483	\$7,873,829

VARIANCE ANALYSIS

Personal Services: The positions and budget above include all divisions of the Department of Planning & Environment, both General Fund and Non-General Fund. Personnel and budget adjustments in 2006 reflect reallocation of staff into new Western Service Center Customer Service Unit. Increases in salary and fringes reflect labor contract agreements and estimated fringe rates for 2006 and 2007.

Internal Service Charges: Change due to allocation of indirect cost recalculation on annual basis.

EXPENDITURES



Development Services

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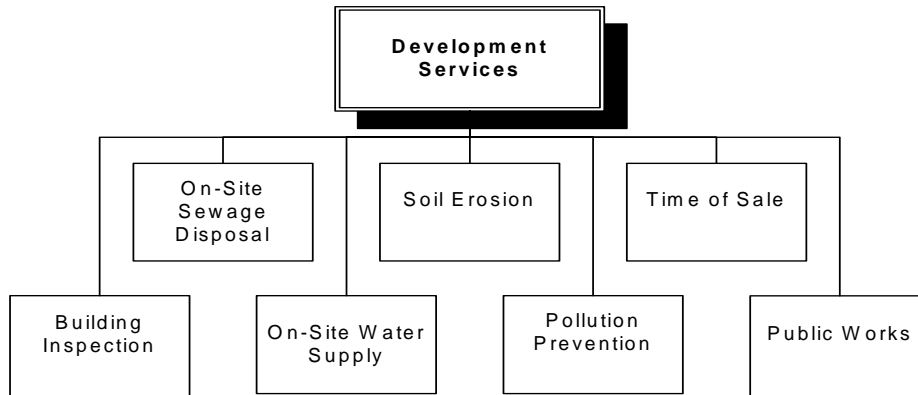
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How We Are Structured:



Development Services Services We Provide (Programs)

Time of Sale	Protect public health by ensuring that every home that is sold in Washtenaw County has an adequate onsite water supply or sewage disposal system.
Public Works	Assist local governments with long-range infrastructure plans, financial and technical assistance and construction management.
Soil Erosion	To provide enforcement activities under P.A. 451, Part 91 as amended and the Washtenaw County SESC Ordinance 1997, as amended, for 24 jurisdictions to ensure air and water quality through the prevention of soil loss from earth moving activities.
Pollution Prevention	Protect the public health from risks associated with ground and surface water contamination from facilities that use or store hazardous materials and ensure these facilities establish systems to prevent and manage chemical emergencies.
On-Site Sewage Disposal	Ensure proper treatment and disposal of wastewater in a manner that protects public health.
Building Inspection	Provide enforcement of the State Construction Code to ensure the minimum safety standards of building, mechanical, plumbing and electrical systems to protect residential and commercial building users.
On-Site Water Supply	Ensure drinking water that meets public expectations and mandated requirements that are protective of public health.

Development Services

What We Do→

(Process/Activities)

On-Site Sewage Disposal

Applications/Permit Issuance

Inspection Process

On-Site Water Supply

Applications/Permit Issuance

Inspection Process

Provide Testing Services

Pollution Prevention

Facility inspection

Public Works

Utility services

Building Inspection

Applications/Permit Issuance

Inspection Process

Soil Erosion

Applications/Permit Issuance

Inspection Process

What We Produce→

(Outputs)

Property evaluated and, if suitable, permits issued authorizing construction of on-site sewage system

Inspections to assure proper construction of on-site sewage system

Permits authorizing well construction

Inspections assuring proper well construction

Test results that communicate drinking water quality to residents.

Inspections of potentially dangerous or polluting materials

Project Planning and financing

Technical assistance

Permits authorizing construction.

Inspections assuring proper construction.

Applications authorizing earth movement

Inspections assuring minimal soil erosion

How Efficient Are We

(Process Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
Number of sewage system inspections	2041	2000	2000	2000
Number of septic system permits issued.	829	800	800	800
Number of property transfer inspections	950	900	900	900
Number of Pollution Prevention businesses inspected.	545	550	550	550
Number of building plans reviewed		1620	1650	1650
Number of building permits issued	5884	5700	5700	5700
Number of building inspections performed	15608	13578	13600	13600
No. of well installation inspections	101	90	90	90
No. of soil erosion plan reviews performed		750	800	800
No. of soil erosion permits issued		750	800	800
No. of soil erosion inspections		5300	5300	5300
No. of sites denied/approved	491	500	500	500
% of septic inspections conducted within 24 hours	87%	90%	90%	90%
% of property transfer reports received within 5 days	98%	100%	100%	100%
% of out of water well permits issued within 24 hours	100%	100%	100%	100%

Who We Serve

(Customers)

All local units of local government in Washtenaw County
 Building Users / Owners, Governmental Entities, Design Professionals, Contractors and the Public
 Business/Industry
 Citizens of Washtenaw County
 Contractors/Homeowners
 Developers
 Local units of government
 Rural property owners
 Washtenaw County Citizens

What We Are Accomplishing

(Outcomes)

Building Inspection

Conduct inspections in a timely manner to increase productivity, reducing the County's cost and enhancing customer service.

Ensure that the minimum code requirement is met for permitted construction and alteration activities without the need for reinspection.

On-Site Sewage Disposal

Safe treatment and disposal of on-site sewage.

On-Site Water Supply

Ensure drinking water that meets public expectations and mandated requirements.

Pollution Prevention

Protect the public health from risks associated with ground and surface water contamination.

Public Works

Use infrastructure development to guide growth consistent with County, Regional, and Local Government Plans.

Use infrastructure development to reduce septic tank impacts on waterways.

Soil Erosion

Conduct activities in a timely manner to increase productivity, reducing costs and enhancing customer service.

Ensure earth moving activities minimize their impact on the environment.

Time of Sale

Protect public health by ensuring that every home that is sold in Washtenaw County has an adequate on-site water supply or sewage disposal system.

Who We Work With

(Partners)

Architects, Engineers, Contractors, Homeowners, Environmental Health, Drain Commission, MDEQ Building Departments
 Engineers, septic system installers, homeowners
 Local units of governments, Drain Commissioner's Office, EPA, Developers, external agencies

How Effective Are We

(Program Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
Turnaround time on soil erosion permits (days)		3	3	3
Total number of building inspections		23125	23250	23375
Percentage of infrastructure projects funded that are consistent with local growth plans.	100%	100%	100%	100%
Number of septic systems taken off line.	733	400	100	100
Number of existing systems identified as inadequate and brought into compliance with Washtenaw County standards within six (6) months of notification	150	150	150	150
Decrease in soil erosion stop work orders		5%	5%	5%
Decrease in soil erosion investigations	5%	5%	5%	5%
Conduct Survey, Homeowners, Contractors - BI		0	100%	0

Environmental Services

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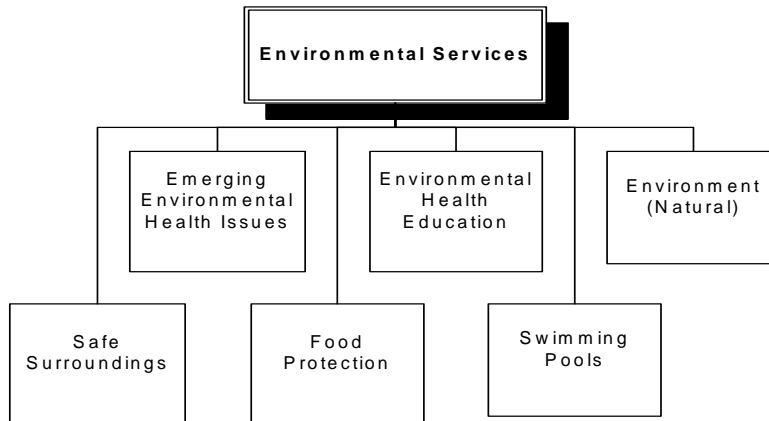
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How We Are Structured:



Environmental Services Services We Provide (Programs)

Emerging Environmental Health Issues	Assess, plan, implement, and evaluate measures to improve public health by addressing emerging environmental health issues.
Environmental Health Education	Provide information to the public regarding the environment and potential risks from air, food, and water to assist them in making informed decisions
Safe Surroundings	Protect the public health from risks associated with licensed care centers and housing.
Food Protection	Protect the public health from risks associated with food handling through inspections.
Swimming Pools	Protect the public health from risks associated with public swimming pools through inspections and water sampling.
Environment (Natural)	Administer solid waste and recycling programs, develop long-range plans, and forge partnerships for the protection and enjoyment of our natural resources. Assist with the management of natural resources.

Environmental Services

What We Do➔

(Process/Activities)

Environment (Natural)

Business recycling assistance (Waste Knot Program)
 Funding of recycling and solid waste facilities and events
 Household hazardous waste collection
 Lake management
 Mercury spill response
 Solid waste management and planning

Environmental Health Education

Coordinate Issues of the Environment Radio Show and Your World Article Series
 Radon Testing Services

Food Protection

Fixed Facility Inspections
 Plan Review
 Respond to Complaints and Foodborne Illnesses
 Temporary Food Licenses

Safe Surroundings

Mobile Home Park Inspections

Swimming Pools

Surface Water Quality Monitoring
 Swimming Pool Inspections/Sampling

What We Produce➔

(Outputs)

Increased waste diversion rate in the commercial and industrial sector
 Residents have access to recovery and disposal facilities
 Households safe from exposure to toxic materials
 Healthy lakes
 Spill events are responded to and remediated
 Solid waste is collected, processed, transported and disposed pursuant to Part 115, PA 451

 Community is educated on important environmental issues

 Community is aware of radon and takes steps to manage it in their homes

 Complete inspections conducted under the Food Law 2000
 Properly constructed food establishments
 All food service complaints are responded to
 Complete inspections of all temporary food service operations

 Complete inspections

 Samples collected at bathing beaches
 Annual inspections; water samples collected

How Efficient Are We

(Process Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
Number of temporary food service licenses issued	302	300	300	300
Number of radon test kits sold.	1181	1200	1200	1200
Number of public swimming pools inspected.	261	270	270	270
Number of public education pieces produced	45	50	55	60
Number of mercury spills responded to	10	12	14	16
Number of home toxics collection events	32	32	32	32
Number of foodborne illnesses investigated.	51	50	50	50
Number of food service plan reviews	88	90	90	90
Number of food inspections	2007	2050	2100	2150
Number of food complaints responded to.	177	175	175	175

Who We Serve

(Customers)

- Business/Industry
- General Public
- Local units of government
- Owners of swimming areas
- Owners/operators of WC food service establishments
- Public who eat at food service establishments

What We Are Accomplishing

(Outcomes)

Emerging Environmental Health Issues

Assess, plan, implement, and evaluate measures to improve public health by addressing emerging environmental health issues.

Environment (Natural)

Healthy lakes

Reduce the volume and toxicity of waste handled and disposed

Waste disposal and recovery facilities are available to residents

Environmental Health Education

Provide information to the public regarding environmental issues and potential risks from air, food, and water to assist them in making informed decisions.

Food Protection

Identify potential causes of foodborne illnesses.

Protect the public health from risks associated with food handling through inspections.

Safe food and sanitary facilities.

Safe Surroundings

Protecting public health from risks associated with licensed care centers and housing.

Swimming Pools

Safe public swimming pools.

Who We Work With

(Partners)

- Building Inspection, Food Service Establishment Owners
- Citizens of Washtenaw County
- County Facilities Management
- County Facilities Management
- Food Service Establishment Owners
- Food service establishment owners, Building Inspection Department
- Local Units of Government
- MDEQ
- Office of the Drain Commissioner, MDEQ
- Road Commission

How Effective Are We

(Program Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
Percentage of solid waste diverted from landfills	32%	34%	34%	35%
Number of reported foodborne illnesses investigated.	51	50	50	50
Number of radon test kits sold.	1181	1200	1200	1200
Number of mercury spill investigations	9	10	10	10
Number of Lake improvement projects managed	1	1	2	2
Number of Food Service Establishment Inspections conducted	2007	2050	2100	2150

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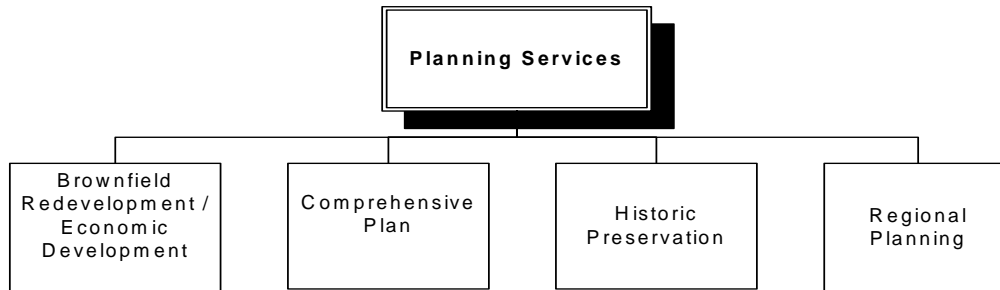
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How We Are Structured:



Planning Services Services We Provide (Programs)

Comprehensive Plan	Developing and implementing the County comprehensive plan
Historic Preservation	Preserve the County's significant historic resources
Brownfield Redevelopment/Economic Development	Facilitate coordinated, sustainable development practices in the County
Regional Planning	Leading and facilitating local government needs around regional initiatives
Local Gov. Assistance	Providng technical expertise and resources to local government planning needs

Planning Services

What We Do➔

(Process/Activities)

Brownfield Redevelopment/Economic Development

Administer Brownfield Petroleum Assessment grant
Administer Brownfield Revolving Loan Fund grant

Facilitate Brownfield Redevelopment Projects within Washtenaw County
Outreach

Comprehensive Plan

Comprehensive Plan Element Implementation Activities
Comprehensive Plan Update

Historic Preservation

Certified Local Government

Historic Bridges Technical Assistance
Historic District Study Committees

HistWeb III

Regional Planning

Maintain the integrity of comprehensive plans by monitoring and assessing plan amendments and development projects throughout the County

Provide Countywide information and clearinghouse services needed to prepare comprehensive plans, environmental initiatives and provide social services

What We Produce➔

(Outputs)

Inventory of Brownfield sites within Washtenaw County
Loans and grants for environmental cleanup activities related to Brownfield projects

Tax Increment Financing and SBT credit Brownfield Plans for local government/developers
Educational workshops, presentations and technical assistance

Specific recommendation objectives are met
Comprehensive Plan Annual Report

Accreditation requirements
Annual report, goals & measures
LUG/citizen queries, technical support
Public Outreach
State Historic Preservation Office (SHPO) liaison
Assistance with preservation of historic bridges in County
Preservation of historic resources within County through Historic District Ordinance
Creation of Manchester Historic District and inputting info into HistWeb

Facilitate the Land Use Partners group (quarterly meetings)

Local government plan amendment reviews
NATAC, PA 116, NAPP, etc. reviews
Village annexation reviews
Annual update of data book

Planning GIS function relative to zoning and master plan map amendments
U.S. Census Clearinghouse

How Efficient Are We

(Process Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
# of sites taken through Brownfield inventory process	5	5	10	10
# of PDR applications			3	4
# of PA 116 reviews	12	12	18	18
# of NAPP reviews	6	6	6	6
# of Master Plan Amendment Reviews	3	3	15	15
# of Master Plan & Zoning Map updates	25	25	25	25
# of loans and/or grants for env. clean on Brownfield sites	0	0	1	1
# of Historic District reviews	2	4	3	2
# of Brownfield projects taken through approval process	1	2	2	2

Who We Serve

(Customers)

- All local units of local government in Washtenaw County
- Citizens of Washtenaw County
- Developers
- Non-profits
- Washtenaw County Departments

What We Are Accomplishing

(Outcomes)

Brownfield Redevelopment/Economic Development

Redevelopment of LUG infill sites to promote job and housing opportunities & increase tax base.

Comprehensive Plan

Comp. Plan viewed by State and regional agencies as "state of the art"; and, it supports local planning efforts that meet the social, economic and environmental needs of the community.

Historic Preservation

Preservation of the County's significant historic resources through building coalitions, leveraging private resources and securing preservation planning and rehabilitation funding.

Local Gov. Assistance

Local gov. have the tools and resources necessary to make good planning decisions.

Regional Planning

LUGs address regional issues in a coordinated and proactive manner.

Who We Work With

(Partners)

- DEQ
- EPA, Public Health
- LUGs, SHPO
- Office of Community Development
- Office of Drain Commissioner
- WATS
- WCRC

How Effective Are We

(Program Measures)

Measurement	2004 Actual	2005 Projected	2006 Target	2007 Target
Support Local Planning Efforts	100%	100%	100%	100%
Creation and updating online Planning Toolkit	0	1	1	1
Coordinated, sustainable development activities within communities	1	1	2	2
Amount of additional revenue generated	\$	\$	\$	\$35,000
# of resources preserved	1	1	1	1
# of Comprehensive Plan implementation strategies accomplished		3	5	10