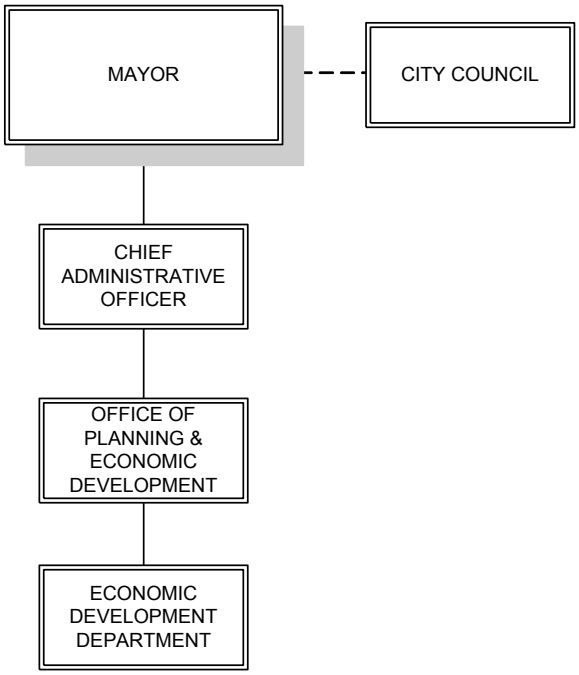
OFFICE OF PLANNING & ECONOMIC DEVELOPMENT

MISSION STATEMENT

Our mission is to assist in the revitalization and development of the City of Bridgeport in order to create jobs, expand the tax base, foster public/private partnerships and improve the City as a place to live, work, and play. We implement the administration's development policies, programs, and projects.

Our staff is involved in planning and policy activities, transportation, business development, deal making, marketing, business finance, incentive programs and environmental matters. In addition we deliver technical expertise to other City departments, the business sector and residential communities. We work with State and Federal agencies to secure funding for large-scale long term public infrastructure improvements along the City's transportation corridors, waterfront and within the Central Business District.



David Kooris
Manager

REVENUE SUMMARY

Org#	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01450	**OPED ADMINISTRATION**							
	41638	CONGRESS PLAZA RENT	15,600	12,000	10,000	10,000	10,000	0
	41641	PARKING REVENUES	720	111,163	0	0	75,000	75,000
	45138	ANNUAL RENT	87,500	130,228	150,000	150,000	150,000	0
	45140	ANNUAL PILOT	203,173	0	250,000	250,000	250,000	0
	45327	LAMAR	42,986	43,922	45,000	45,000	45,000	0
01450	**OPED ADMINISTRATION**		**349,980**	**297,313**	**455,000**	**455,000**	**530,000**	**75,000**

APPROPRIATION SUMMARY

Org#	Org Description		FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01450	**OPED ADMINISTRATION**							
	01	PERSONNEL SERVICES	1,227,979	1,185,662	1,384,218	1,427,819	1,406,117	21,899
	02	OTHER PERSONNEL SERV	14,800	20,617	9,750	10,575	10,575	825
	03	FRINGE BENEFITS	380,399	388,891	498,276	472,704	473,110	-25,166
	04	OPERATIONAL EXPENSES	39,111	68,711	107,250	107,250	87,250	-20,000
	05	SPECIAL SERVICES	276,183	397,039	390,892	390,892	390,892	0
	06	OTHER FINANCING USES	7,167,751	6,813,262	6,815,833	6,815,833	7,767,144	951,311
			9,106,222	**8,874,183**	**9,206,219**	**9,225,073**	**10,135,088**	**928,869**

PERSONNEL SUMMARY

DEPARTMENT	POSITION TITLE	FTE 2015	FTE 2016	VAC	NEW	UNF	BUDGET FY 2015	PROPOSED FY 2016	VARIANCE
	ADMINISTRATIVE ASSISTANT	1.00	1.00				38,444	38,444	
	DESIGN REVIEW COORDINATOR	1.00	1.00				69,655	69,655	
	DIRECTOR OF LAND USE & CONSTRU	1.00	1.00				84,373	84,373	
	DEPUTY DIRECTOR - OPED	1.00	1.00				110,000	110,000	
	DIRECTOR OFFICE OF NEIGHBORHOO	1.00	1.00				84,373	84,373	
	CONDEMNATION/ANTI-BLIGHT SPECI	1.00	2.00		1.00		73,560	96,012	22,452
	ADMINISTRATIVE ASSISTANT	1.00	1.00				37,629	36,729	-900
	PLANNER 2	1.00	1.00				55,983	55,983	
	DIRECTOR - OPED	1.00	1.00				125,544	125,544	
	PLANNING DIRECTOR	1.00	1.00				96,665	96,665	
	PLANNER 3	1.00	1.00				66,440	66,440	
	RELOCATION COORDINATOR	1.00	1.00				51,533	51,533	
	ASSISTANT SPECIAL PROJECT MANA	3.50	3.50				197,383	197,730	347
	ECONOMIC DEVELOPMENT ASSOCIATE	1.00	1.00	1.00			56,000	56,000	
	EXECUTIVE ASSISTANT	1.00	1.00				50,880	50,880	0
	PLANNER OPED	1.00	1.00	1.00			49,677	49,677	
	SR. ECONOMIC DEVELOPMENT ASSOC	2.00	2.00				136,079	136,079	
PLANNING & ECONOMIC DEVELOPMENT		**20.50**	**21.50**	**2.00**	**1.00**		**1,384,218**	**1,406,118**	**21,900**

SERVICE INDICATORS	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ACTUAL 2009-2010	ESTIMATED 2010-2011	ACTUAL 2010-2011	ESTIMATED 2011-2012
OFFICE OF PLANNING & ECONOMIC DEVELOPMENT								
ASSISTANCE								
Blight Citations Issued						650		
Blight fines imposed						590		
Condemned properties demolished						14		
Seven- year Enterprise Zone tax deferrals processed						5	4	6
Urban Jobs tax abatements (5 yr) processed						9	12	18
Urban Jobs tax abatements administered within 5 yr schedule						70	105	100
Total esrimated employment of companies participating in Urban Jobs program						500	730	800
Other tax incentives or pilots for development projects approved by C.C.						3	1	1
$ Value of proceeds; OPED managed property sales (city-owned)						$500,000	$500,000	$420,000
Number of property sale transactions managed by OPED						6	19	20
Number of grant funded projects managed (by number of grants)						10	10	12
Number of Developer RFPs/RFQ administered						3	1	1
Number of New companies opened in or relocated to Bridgeport, resulting from staff assistance						20	18	18
Number of Existing companies expanded, resulting from staff assistance						5	8	8
Number of Brownfields undergoing assessment (diagnosis) under OPED's direction						6	7	5
Number of Brownfields undergoing some form of remediation under OPED's direction						5	4	7
Number of Brownfields undergoing redevelopment (new building construction)						2	2	3
MEETINGS								
Anti Blight Commission Meetings	12	12	22	2	11	11		
Condemnation Board Meeting	12	12	24	0	11	11		
Bridgeport Redevelopment Agency Meetings	12	12	10	2	2	1	3	3
Housing Site Development Agency Meetings	12	12	14	0	0	0	0	0
Bridgeport Port Authority Meetings	12	12	25	2	14	12	12	10
School Building Committee Meetings	12	12	6	0	0	0	0	0
B-EGIS Policy Committee Meetings	12	12	9	2	0	0	0	0
BEDCO Meetings	12	12	10	7	7	5	4	4
Community Capital Fund Meetings	12	12	30	16	15	16	12	11
Master Plan	N/A	N/A	22	0	4	0	0	0
Zoning Rewrite	N/A	N/A	8	10	7	0	0	0
Regional CEDS (Comprehensive Economic Development Strategy)			12	0	3	2	0	0

Note: Master Plan and Zoning rewrite meetings were discontinued in calendar year 2009.

FY 2015-2016 GOALS

1) Conduct skills development training for staff across all departments.
2) Complete Neighborhood Revitalization Plan updates in-house for the East Side, West End, and Hollow neighborhoods.
3) Complete Upper East Side Neighborhood Revitalization Zone (NRZ) Plan.
4) Implement document digitization strategy across all departments.
5) Increase presence at statewide and regional marketing events to attract developers and tenants.
6) Complete design of Upper Seaview Avenue improvement project.
7) Facilitate Bridgeport Landing Development's substantial completion of 150,000 square foot retail development in Upland Phase I by September 30, 2015.
8) Facilitate Bridgeport Landing Development's initiation of waterfront work to be completed by December 31, 2016.
9) Implement phase one of new Downtown parking system.
10) Participate in and contribute to ongoing success of Bridgeport Arts Fest and Downtown Thursdays.
11) Support downtown train station improvement program including canopies on eastbound platform.
12) Finalize design of Ash Creek Pedestrian Bridge.
13) Achieve 50% completion of multiple developments of formerly publicly owned properties in downtown north by December 31, 2015.
14) Assist Bridgeport Port Authority to achieve full utilization of former Derecktor site at Bridgeport Regional Maritime Complex with two or more companies by December 31, 2015.
15) Begin redevelopment of the Seaview Plaza site at Stratford and Seaview Avenues.
16) Complete Barnum Station design and engineering.
17) Initiate Barnum Station area plan and environmental assessment of adjacent properties.
18) Continue development of Seaview Avenue Industrial Park Project including sale of outstanding parcels, remediation and repurposing of the Magnatek facility, and the re-tenanting as necessary of existing spaces.
19) Begin construction of new Harding High School and facilitate planning for future of the existing high school site and the remainder of the General Electric site.
20) Assist BRBC in completion of Eco-Technology Park Municipal Development Plan.
21) Initiate redevelopment of former industrial block at Railroad Ave and Hancock Ave.

22) Initiate redevelopment of Civic Block in East End.
23) Assist Bridgeport Port Authority in completion of South Avenue Project Development Plan.
24) Facilitate the re-tenanting of the former Stop & Shop on Madison Avenue in the North End.
25) Work with the housing authority to facilitate the incremental replacement of Marina housing units as components of mixed-income development.

FY 2014-2015 GOAL STATUS

1) Conduct skills development training for staff across all departments.
   6 MONTH STATUS: *Majority of OPED staff participated in skills and/or professional development training during the first half of the fiscal year. 2014 focus on Planning Department resulted in 100% achievement of professional certification.*
2) Complete Neighborhood Revitalization Plan updates in-house for the South End, East Side and West End neighborhoods.
   6 MONTH STATUS: *South End NRZ Plan completed with stakeholder engagement in February, 2015 with final adoption pending. East Side and West End plan updates to be initiated.*
3) Establish Upper East Side Neighborhood Revitalization Zone (NRZ) and create their first plan document.
   6 MONTH STATUS: *Upper East Side NRZ participatory process initiated, public meetings and first workshop held, and plan drafting process begun.*
4) Re-zone targeted development areas along transit corridors and adjacent to downtown.
   6 MONTH STATUS: *Approximately 85 acres adjacent to downtown and along transit corridors to allow for higher density, mixed-use redevelopment.*
5) Coordinate regional GIS implementation with Greater Bridgeport Regional Council (GBRC).
   6 MONTH STATUS: *Updated web-based GIS Viewer to be launched by June 30, 2015. All base-layer maintenance responsibilities shifted from City to GBRC.*
6) Implement document digitization strategy across all departments.
   6 MONTH STATUS: *Zoning Board of Appeals information approximately 60% digitized.*
7) Increase presence at statewide and regional marketing events to attract developers and tenants.
   6 MONTH STATUS: *OPED highlighted Bridgeport development and investment opportunities at high-profile industry events throughout Connecticut as well as in New York City and Providence.*
8) Begin design of Upper Seaview Avenue improvement project.
   6 MONTH STATUS: *Consultant firm for design selected in 2014. Start of design pending ConnDOT scope approval anticipated by March 30, 2015.*
9) Achieve completion of TIGER II funded construction by September 30, 2014.
   6 MONTH STATUS: *Original scope of TIGER II road project substantially completed in 2014. Expanded scope including complete reconstruction of Ann Street slated for June 30, 2015.*
10) Facilitate Bridgeport Landing Development's substantial completion of 150,000 square foot retail development in Upland Phase I by September 30, 2015.
    6 MONTH STATUS: *Construction of 150,000 square feet of retail development initiated as of December 31, 2014.*
11) Complete Bloom Shellfish relocation on Steel Point by September 30, 2014.
    6 MONTH STATUS: *Bloom Shellfish new location substantially completed by September 30, 2014. Relocation to be completed by May 31, 2015.*
12) Implement phase one of new Downtown parking system.
    6 MONTH STATUS: *Negotiations ongoing with technology providers and stakeholders to finalize first phase of implementation.*
13) Participate in and contribute to ongoing success of Bridgeport Arts Fest and Downtown Thursdays.
    6 MONTH STATUS: *The 2014 season of Downtown Thursdays consisted of 10 shows with an average event attendance of 1,000. Arts Fest 2014 attracted over 100 vendors and performers and over 4,000 attendees.*

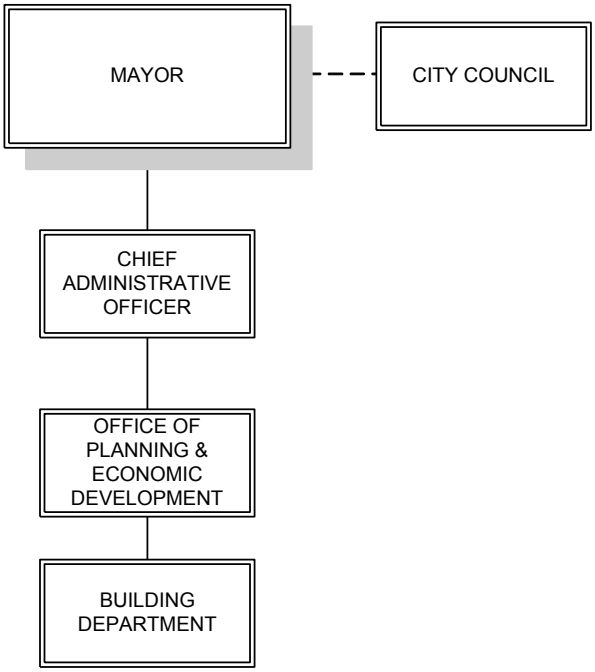
14) Initiate downtown train station improvement program including canopies on eastbound platform.
6 MONTH STATUS: *Project slated to begin March, 2015 with a projected completion date of August, 2016.*
15) Finalize design of Lafayette Boulevard extension and begin necessary property acquisition for replacing Lafayette circle.
6 MONTH STATUS: *Management and substantial funding of project has been taken over by ConnDOT with design completion in 2016.*
16) Achieve 50% completion of multiple developments of formerly publicly owned properties in downtown north by June 30, 2014.
6 MONTH STATUS: *Delays driven by Federal Historic Tax Credit Supreme Court uncertainty and other factors pushed project initiation into 2015. Approximately 50% of the development program begun as of March 30, 2015.*
17) Assist Bridgeport Port Authority to achieve full utilization of former Derecktor site at Bridgeport Regional Maritime Complex with two or more companies by December 31, 2014.
6 MONTH STATUS: *One company temporarily located on site since beginning of FY2015 with ongoing negotiations between City, State, and additional tenants.*
18) Begin redevelopment of the Seaview Plaza site at Stratford and Seaview Avenues.
6 MONTH STATUS: *Developer conducted environmental, geotechnical, traffic, and market analysis, applied for DEEP permits, and achieved first zoning approval.*
19) Begin Barnum Station design and engineering.
6 MONTH STATUS: *$2.75 Million received from State for station design. Project initiated with ConnDOT by March 30, 2015.*
20) Continue development of Seaview Avenue Industrial Park Project including sale of outstanding parcels, remediation and repurposing of the Magnatek facility, and the re-tenanting as necessary of existing spaces.
6 MONTH STATUS: *City working with tenant for Magnatek facility and awarded state remediation assessment loan. BEDCO working to complete property sales.*
21) Begin construction of new Harding High School and facilitate planning for future of the existing high school site and the remainder of the General Electric site.
6 MONTH STATUS: *Permitting delays coupled with school redesign pushing construction start into FY16. Environmental approvals expected from DEEP by March 30, 2015 with site work able to begin by September 30, 2015.*
22) Complete transportation infrastructure study for East Bridgeport Development Corridor working with Greater Bridgeport Regional Council (GBRC).
6 MONTH STATUS: *Study in draft form as of December 31, 2015 with additional work identified to complete study by June 30, 2015.*
23) Assist in completion of Seaside landfill renewable energy project.
6 MONTH STATUS: *Permitting completed in 2014 with construction to begin by March 30, 2015.*
24) Procure redevelopment partner for Civic Block in East End.
6 MONTH STATUS: *Additional sites on block acquired in early 2015 and redevelopment RFP to be released by June 30, 2015.*
25) Assist Bridgeport Port Authority in completion of South Avenue Project Development Plan.
6 MONTH STATUS: *City working with Bridgeport Port Authority to negotiate acquisition via donation in order to avoid eminent domain of an approximately 10-acre vacant brownfield site.*
26) Facilitate the re-tenanting of the former Stop & Shop on Madison Avenue in the North End.
6 MONTH STATUS: *Working with brokers and owners to identify prospective tenants.*
27) Work with the housing authority to facilitate the incremental replacement of Marina housing units as components of mixed-income development.
6 MONTH STATUS: *Zoning approval achieved for approximately 300 units of mixed-income housing on multiple sites. Financing in place for first 100 units to be initiated by June 30, 2015.*

Org# / Approp Group	Org Description	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01450	**OPED ADMINISTRATION**								
		51000	FULL TIME EARNED PAY	1,179,573	1,172,771	1,363,366	1,402,819	1,406,117	42,751
		51099	CONTRACTED SALARIES	48,406	12,891	20,852	25,000	0	-20,852
01	**PERSONNEL SERVICES**			**1,227,979**	**1,185,662**	**1,384,218**	**1,427,819**	**1,406,117**	**21,899**
		51140	LONGEVITY PAY	14,800	11,269	9,750	10,575	10,575	825
		51156	UNUSED VACATION TIME PAYOU	0	9,349	0	0	0	0
02	**OTHER PERSONNEL SERV**			**14,800**	**20,617**	**9,750**	**10,575**	**10,575**	**825**
		52360	MEDICARE	14,363	14,939	17,980	18,273	18,321	341
		52385	SOCIAL SECURITY	0	5,904	13,100	13,100	13,100	0
		52399	UNIFORM ALLOWANCE	200	200	200	400	400	200
		52504	MERF PENSION EMPLOYER CONT	140,233	136,270	172,578	154,203	154,561	-18,017
		52917	HEALTH INSURANCE CITY SHARE	225,602	231,578	294,418	286,728	286,728	-7,690
03	**FRINGE BENEFITS**			**380,399**	**388,891**	**498,276**	**472,704**	**473,110**	**-25,166**
		53050	PROPERTY RENTAL/LEASE	0	0	20,000	20,000	10,000	-10,000
		53605	MEMBERSHIP/REGISTRATION FEES	2,000	4,066	5,000	5,000	5,000	0
		53610	TRAINING SERVICES	1,182	24,125	10,000	10,000	10,000	0
		53705	ADVERTISING SERVICES	16,143	8,880	26,333	27,333	17,333	-9,000
		53750	TRAVEL EXPENSES	2,474	2,128	5,000	5,000	5,000	0
		53905	EMP TUITION AND/OR TRAVEL REIM	4,349	4,263	6,333	5,333	5,333	-1,000
		54555	COMPUTER SUPPLIES	0	1,383	4,867	1,867	1,867	-3,000
		54640	HARDWARE/TOOLS	150	191	317	317	317	0
		54675	OFFICE SUPPLIES	3,761	11,208	15,067	15,067	15,067	0
		54705	SUBSCRIPTIONS	2,545	777	2,000	2,000	2,000	0
		54745	UNIFORMS	79	0	333	333	333	0
		55155	OFFICE EQUIPMENT RENTAL/LEAS	6,429	11,440	12,000	15,000	15,000	3,000
		55160	PHOTOGRAPHIC EQUIPMENT	0	250	0	0	0	0
04	**OPERATIONAL EXPENSES**			**39,111**	**68,711**	**107,250**	**107,250**	**87,250**	**-20,000**
		56010	ENGINEERING SERVICES	20,162	42,614	30,000	30,000	30,000	0
		56060	CONSTRUCTION SERVICES	24,738	0	0	0	0	0
		56085	FOOD SERVICES	3,793	7,171	9,000	9,000	9,000	0
		56095	APPRAISAL SERVICES	5,600	19,233	20,000	20,000	20,000	0
		56110	FINANCIAL SERVICES	15,442	14,125	7,000	7,000	7,000	0
		56130	LEGAL SERVICES	16,352	5,914	10,000	10,000	10,000	0
		56160	MARKETING SERVICES	132,841	178,184	180,000	180,000	180,000	0
		56165	MANAGEMENT SERVICES	31,716	49,999	50,000	50,000	50,000	0
		56175	OFFICE EQUIPMENT MAINT SRVCS	7,887	7,796	9,933	9,933	9,933	0
		56180	OTHER SERVICES	16,855	64,984	65,459	65,459	65,459	0
		56250	TRAVEL SERVICES	640	0	0	0	0	0
		59010	MAILING SERVICES	157	1,014	2,000	2,000	2,000	0
		59015	PRINTING SERVICES	0	6,008	7,500	7,500	7,500	0
05	**SPECIAL SERVICES**			**276,183**	**397,039**	**390,892**	**390,892**	**390,892**	**0**
		53200	PRINCIPAL & INTEREST DEBT SERV	7,057,766	6,699,166	6,699,166	6,699,166	7,650,477	951,311
		59500	SUPPORTIVE CONTRIBUTIONS	109,985	114,096	116,667	116,667	116,667	0
06	**OTHER FINANCING USES**			**7,167,751**	**6,813,262**	**6,815,833**	**6,815,833**	**7,767,144**	**951,311**
01450	**OPED ADMINISTRATION**			**9,106,222**	**8,874,183**	**9,206,219**	**9,225,073**	**10,135,088**	**928,869**

BUILDING DEPARTMENT

MISSION STATEMENT

The Building Department issues permits and inspects work done to all buildings and other structures. Permits include building, electrical, plumbing, heating, air conditioning, fire protection sprinklers and extinguishing systems, refrigeration, demolition and signs. Applications for permits are reviewed for conformance to all applicable laws, codes and ordinances. A permit constitutes permission to proceed with the approved work. The purpose of permits and inspections is to ensure public safety, health and welfare insofar as they are affected by building construction, through structural strength, adequate exit facilities, fire safety, light and ventilation and sanitary equipment. The Building Department function is to secure safety to life and property from hazards incident to the design, erection, repair, removal, demolition or planned occupancy of buildings, structures or premises.



Bruce Nelson
Acting Manager

REVENUE SUMMARY

Org#	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01455	**BUILDING DEPARTMENT**							
	41524	SIGN LICENSE	2,730	3,065	3,000	3,000	3,000	0
	41525	SIGN / LICENSE RENEWAL PERMIT	8,170	11,993	15,000	3,000	15,000	0
	41526	RESIDENTIALADDITIONSANDALTERAT	213,940	137,979	175,000	175,000	175,000	0
	41527	NON-RESIDENTIALADDITIONSANDALT	1,406,843	699,150	500,000	500,000	500,000	0
	41528	NEWSINGLEFAMILYHOUSEPERMITS	37,150	28,250	25,000	20,000	25,000	0
	41529	TWO-UNIT HOUSING PERMITS	9,525	7,850	5,000	5,000	5,000	0
	41530	THREEORMORE-UNITSHOUSINGPERMIT	0	1,000	370,000	220,000	370,000	0
	41531	POOL,TENTS,GARAGES-OTHERBUILDI	10,200	7,325	13,000	10,000	10,000	-3,000
	41532	NEW-NON RESIDENTIAL	111,722	2,166,089	3,350,000	2,600,000	3,350,000	0
	41533	ELECTRICAL PERMITS	204,933	292,680	135,000	135,000	157,100	22,100
	41534	PLUMBING PERMITS	105,940	101,235	75,000	70,000	75,000	0
	41535	HEATING PERMITS	197,515	136,980	90,000	90,000	110,100	20,100
	41536	AIR CONDITIONING PERMITS	38,410	68,535	40,000	40,000	40,000	0
	41537	DEMOLITION PERMITS	31,825	44,125	25,000	10,000	25,000	0
	41538	COPIES	448	657	500	500	500	0
	41539	REFRIGERATION PERMITS	7,125	0	3,500	3,500	3,500	0
	41540	CERTIFICATE OF OCCUPANCY	60,352	62,025	62,500	50,000	62,500	0
	44386	FIRE PROTECTION	5,175	19,525	15,000	15,000	15,000	0
	44387	VENTILATION	3,875	425	8,000	4,000	4,000	-4,000
01455	**BUILDING DEPARTMENT**		**2,455,877**	**3,788,888**	**4,910,500**	**3,954,000**	**4,945,700**	**35,200**

APPROPRIATION SUMMARY

Org#	Org Description		FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01455	**BUILDING DEPARTMENT**							
	01	PERSONNEL SERVICES	927,270	905,156	980,200	1,030,432	1,034,570	54,370
	02	OTHER PERSONNEL SERV	10,463	29,230	9,000	7,275	7,275	-1,725
	03	FRINGE BENEFITS	268,164	294,534	309,619	317,460	317,973	8,354
	04	OPERATIONAL EXPENSES	3,847	8,054	6,420	9,920	9,920	3,500
	05	SPECIAL SERVICES	1,695	1,995	2,245	2,300	2,300	55
			1,211,439	**1,238,970**	**1,307,484**	**1,367,387**	**1,372,038**	**64,554**

PERSONNEL SUMMARY

DEPARTMENT	POSITION TITLE	FTE 2015	FTE 2016	VAC	NEW	UNF	BUDGET FY 2015	PROPOSED FY 2016	VARIANCE
	BUILDING OFFICIAL	1.00	1.00				102,223	102,223	
	TYPIST 1 (40 HOURS)	1.00	1.00				41,118	45,556	4,438
	ADMINISTRATIVE SPECIALIST	1.00	1.00				72,331	74,904	2,573
	DEPUTY BUILDING OFFICIAL (40 H	1.00	1.00	1.00			90,408	79,436	-10,972
	ELECTRICAL INSPECTOR (40 HRS)	3.00	3.00				237,068	246,190	9,122
	PLAN REVIEWER (40 HRS)	2.00	2.00				164,400	164,400	
	MECHANICAL INSPECTOR (40 HRS)	2.00	2.00				164,400	164,400	
	ASSISTANT BUILDING INSPECTOR (	1.25	2.00	1.00	0.75		108,252	157,461	49,209
BUILDING DEPARTMENT		**12.25**	**13.00**	**2.00**	**0.75**		**980,200**	**1,034,570**	**54,370**

SERVICE INDICATORS	ACTUAL 2010-2011	ACTUAL 2011-2012	ACTUAL 2012-2013	ACTUAL 2013-2014	ESTIMATED 2014-2015*	ESTIMATED 2015-2016
BUILDING DEPARTMENT						
PERMITS ISSUED						
Residential new	10	12	15	18	13	indeterminable
Residential alterations	316	369	418	388	238	indeterminable
Commercial new	4	6	16	11	12	indeterminable
Commercial alterations	164	186	151	378	119	indeterminable
Demolition permits	27	37	21	19	15	indeterminable
All other permits (incl. municipal/institutional)	1,896	1,921	2514	2341	1107	indeterminable
Total of all building permits	529	610	600	795	389	760
Total of all permits	2,425	2,531	3,114	3,136	1,839	3,200
PERMIT VALUES AND REVENUES						
Total value of work	$48,862,472	$117,123,071	$78,809,006	$130,981,184	$77,157,925	$125,484,700
Total of permit fees	$1,639,880	$2,026,040	$2,674,142	$5,892,992	$2,001,607	$3,953,500
INSPECTIONS						
Inspections	7,153	6,287	6,569	6,930	3,418	7,000
CERTIFICATE OF OCCUPANCY						
Number	225	322	503	277	152	400
Value of work	$44,747,121	$35,964,255	$106,209,676	$54,712,126	$37,507,697	indeterminable

*ACTUAL 2014-2015 represents statistics to 12/31/2014

[1] Number of inspections varies per permit (typical minimum number below, excluding future additional required):

Electrical service change: 1 inspection
Heating system replacement: 1 inspection
Deck addition: 1 footing inspection; 1 framing/final inspection. Total: 2 inspections.
Building renovation (plaster removed): 1 Existing framing inspection; 1 rough electrical inspection; 1 rough plumbing inspection; 1 rough heating inspection; 1 insulation inspection; 1 final building inspection; 1 final electrical inspection; 1 final plumbing inspection; 1 final heating inspection. Total: 9 inspections.
New Single family dwelling: 2 footing inspections (perimeter walls plus interior column piers and/or porch/deck footings); 1 foundation inspection; 1 concrete slab inspection; 1 framing inspection; 1 wind resistant connector inspection; 1 electrical service inspection; 1 electrical rough inspection; 1 plumbing rough inspection; 1 heating rough inspection; 1 insulation inspection; 1 gypsum board inspection; 1 final building inspection; 1 final electrical inspection; 1 final plumbing inspection; 1 final heating inspection. Total: 16 inspections.
Large projects require more numerous inspections of all phases of work. As an example, a school may require daily inspections of footings for four to five weeks. Continuous framing and trade inspections are needed as the construction is completed for those phases of work. Multiple days for each type of inspection are allocated for final inspections.

FY 2015-2016 GOALS

1) Protect the health, safety and welfare of the public. This will be achieved through the enforcement of applicable laws and codes to provide safe, energy efficient, accessible buildings in the City of Bridgeport.
2) Improve the turnaround time between calls for inspections and appointments.
3) Reduce open permit backlogs and increase issuances of Certificates of Occupancy.

FY 2014-2015 GOAL STATUS

1) Protect the health, safety and welfare of the public. This will be achieved through the enforcement of applicable laws and codes to provide safe, energy efficient, accessible buildings in the City of Bridgeport.
   6 MONTH STATUS: *Continuing diligent plan review and inspections contribute to the goal. Active enforcement of violations also serves to protect the public.*
2) Improve the turnaround time between calls for inspections and appointments.
   6 MONTH STATUS: *With almost full staffing levels, the Building Department is able to maintain a manageable time between calls and appointments. The department has reduced the turnaround time since many large projects (e.g. Black Rock School, Mechanics and Farmers Bank conversion and UB Fuel Cell) have concluded their major construction activities. Future projects will challenge department resources.*
3) Reduce open permit backlogs and increase issuances of Certificates of Occupancy.
   6 MONTH STATUS: *The Building Department has endeavored to reduce open permit backlogs and issue certificates of occupancy. Permits are chosen weekly for follow-up final inspection appointments. A significant facture affecting completion is the difficulty arranging required inspections with the owners.*

State Building Code – Connecticut Supplement 29-252-1d *(effective December 31, 2005, amended August 1, 2009)*

101.1.1 Statutes. In accordance with the provisions of sections 29-252a and 29-253 of the Connecticut General Statutes, respectively, this code shall be the building code for all towns, cities and boroughs and all state agencies.
109.3. Required inspections. The building official, upon notification, shall make the inspections set forth in Sections 109.3.1 through 109.3.10.
109.3.1 Footing and foundation inspection. Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job. *(Foundation is new inspection requirement)*
109.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor. *(Concrete slab is new inspection requirement)*
109.3.3 Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement and prior to further vertical construction the elevation certification required in Section 1612.5 shall be submitted to the building official.
109.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fireblocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.
109.3.5 Lath and gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished. *(New inspection requirement)*
Exception: Gypsum board that is not part of a fire-resistance-rated assembly.
109.3.6 Fire-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
109.3.7 Energy efficiency inspections. Inspections shall be made to determine compliance with Chapter 13 and shall include, but not be limited to, inspections for: envelope insulation *R* and *U* values, fenestration *U* value, duct system *R* value, and HVAC and water-heating equipment efficiency.
109.3.8 Other inspections. In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.
109.3.8.1 Electrical inspections. Required electrical inspections shall include installations of temporary services prior to activation; installation of underground piping and conductors after trenches are excavated and bedded and before backfill is put in place; rough inspections of installed wiring and components after the roof, framing, fireblocking and bracing are complete and prior to concealment; and final inspection after all work required by the permit is complete.
109.3.9 Special inspections. For special inspections, see Section 1704.
109.3.10 Final inspection. The final inspection shall be made after all work required by the building permit is completed.
109.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

Org# / Approp Group	Org Description	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01455	**BUILDING DEPARTMENT**								
		51000	FULL TIME EARNED PAY	905,366	905,156	980,200	1,030,432	1,034,570	54,370
		51099	CONTRACTED SALARIES	21,903	0	0	0	0	0
01	**PERSONNEL SERVICES**			**927,270**	**905,156**	**980,200**	**1,030,432**	**1,034,570**	**54,370**
		51108	REGULAR 1.5 OVERTIME PAY	2,963	4,644	0	0	0	0
		51140	LONGEVITY PAY	7,500	9,275	9,000	7,275	7,275	-1,725
		51156	UNUSED VACATION TIME PAYOU	0	15,311	0	0	0	0
02	**OTHER PERSONNEL SERV**			**10,463**	**29,230**	**9,000**	**7,275**	**7,275**	**-1,725**
		52360	MEDICARE	11,469	11,665	11,756	14,179	14,240	2,484
		52385	SOCIAL SECURITY	0	0	4,225	4,225	4,225	0
		52504	MERF PENSION EMPLOYER CONT	107,640	119,480	125,209	113,212	113,664	-11,545
		52917	HEALTH INSURANCE CITY SHARE	149,055	163,389	168,429	185,844	185,844	17,415
03	**FRINGE BENEFITS**			**268,164**	**294,534**	**309,619**	**317,460**	**317,973**	**8,354**
		53605	MEMBERSHIP/REGISTRATION FEES	2,046	2,046	2,241	2,220	2,220	-21
		54675	OFFICE SUPPLIES	1,801	3,234	3,395	4,500	4,500	1,105
		54700	PUBLICATIONS	0	1,978	584	3,000	3,000	2,416
		55080	ELECTRICAL EQUIPMENT	0	796	200	200	200	0
04	**OPERATIONAL EXPENSES**			**3,847**	**8,054**	**6,420**	**9,920**	**9,920**	**3,500**
		56175	OFFICE EQUIPMENT MAINT SRVCS	1,695	1,995	2,245	2,300	2,300	55
05	**SPECIAL SERVICES**			**1,695**	**1,995**	**2,245**	**2,300**	**2,300**	**55**
01455	**BUILDING DEPARTMENT**			**1,211,439**	**1,238,970**	**1,307,484**	**1,367,387**	**1,372,038**	**64,554**

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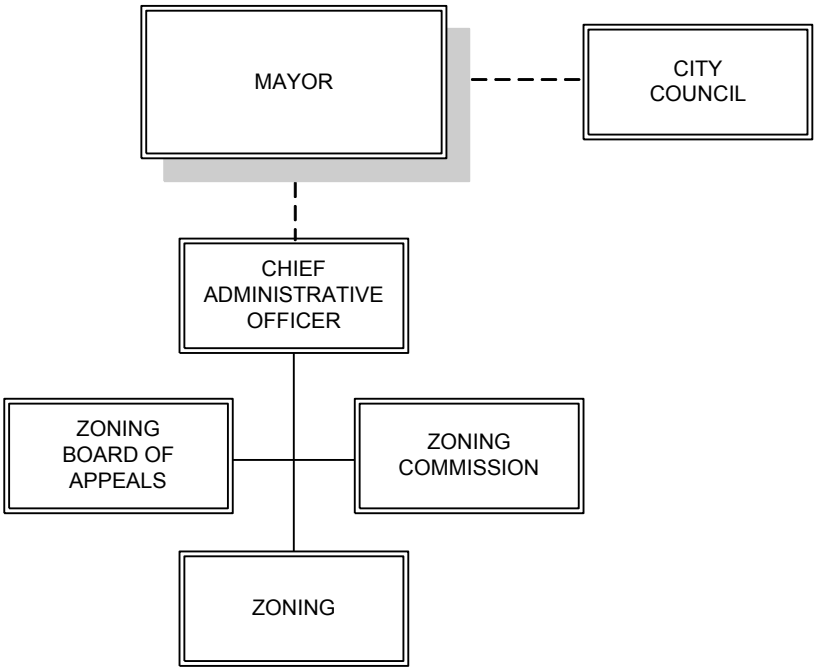
ZONING BOARD OF APPEALS

MISSION STATEMENT

To promote the health, safety, and community standards of the City through the enforcement of the Zoning Regulations.



Dennis Buckley
Zoning Administrator

REVENUE SUMMARY

Org#	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01456	**ZONING, BOARD OF APPEALS**							
	41253	PUBLIC HEARING FEES	26,489	36,279	35,000	35,000	35,000	0
01456	**ZONING, BOARD OF APPEALS**		**26,489**	**36,279**	**35,000**	**35,000**	**35,000**	**0**

APPROPRIATION SUMMARY

Org#	Org Description		FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01456	**ZONING, BOARD OF APPEALS**							
	01	PERSONNEL SERVICES	45,301	47,536	47,354	47,354	49,038	1,684
	02	OTHER PERSONNEL SERV	750	825	900	975	975	75
	03	FRINGE BENEFITS	12,850	14,274	14,891	14,635	14,842	-49
	04	OPERATIONAL EXPENSES	23,646	22,947	33,700	33,700	33,700	0
	05	SPECIAL SERVICES	1,109	2,390	3,500	3,500	3,500	0
			83,655	**87,972**	**100,345**	**100,164**	**102,055**	**1,710**

PERSONNEL SUMMARY

DEPARTMENT	POSITION TITLE	FTE 2015	FTE 2016	VAC	NEW	UNF	BUDGET FY 2015	PROPOSED FY 2016	VARIANCE
	MINI COMPUTER OPERATOR (35 HOU	1.00	1.00				47,354	49,038	1,684
ZONING BOARD OF APPEALS		**1.00**	**1.00**				**47,354**	**49,038**	**1,684**

SERVICE INDICATORS	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	ACTUAL 2011-2012	ACTUAL 2012-2013	YTD 2013-2014	ESTIMATED 2014-2015
ZONING BOARD OF APPEALS										
Meetings held	12	17	6	12	12	12	12	14	8	14
Scheduled meetings vs. meetings held	12	12	6	12	13	12	13	12	8	12
Applications received	200	215	131	182	105	83	94	90	59	90
Applications heard	197	153	187	262	107	85	97	86	56	90
Applications granted	159	114	98	137	57	50	76	58	30	60
Applications denied	38	38	51	66	41	30	11	35	22	30
Avg. length of time from received to complete	60 days	60 days	35 days	35 days	35 days	35 days	35 days	35 days	35 days	35 days
Applications withdrawn	N/A	N/A	6	9	5	6	4	6	3	6
Other: deferred, continued, tabled, no action	N/A	N/A	N/A	N/A	5	10	15	45	14	2

*ZBA APPLICATION PROCESS

1) Review & acceptance at counter by staff.
2) Referral to Engineering & WPCA for review.
3) Petition returned to Zoning, Scheduled for consideration by subcommittee for placement on a monthly meeting by Zoning Official.
4) Record check for previous ZBA activity.
5) Legal ad written & submitted to Connecticut Post (Petitions to be published 10 days & 5 days before hearing).
6) Applicant notified, posting signs issued.
7) Agenda prepared & emailed or sent out. Minimum of 30 copies made for distribution at public hearing.
8) Hearing held, decisions rendered.
9) Decision notice published the Sunday following the hearing.
10) Decisions with conditions sent to applicants, minimum of a 60-day process.

FY 2015-2016 GOALS

1) To seek a full board of Commissioners of 5 regular and 3 alternates, to assure that the postponement of meetings and the deferment of applications will be limited whenever the regular Commissions are unable to attend. This will also bring us in compliance with the bylaws of the Zoning Regulations of the City of Bridgeport. Currently there are only 4 full members and 1 alternate member.
2) To seek reestablishment of a clerical position that was eliminated due to budget lay-offs.
3) To establish a computerized database of all Zoning records to better serve the public in need of such information.
4) To enhance the quality of life in the City of Bridgeport through the use of proven land use planning techniques.

FY 2014-2015 GOAL STATUS

1) To seek a full board of Commissioners of 5 regular and 3 alternates, to assure that the postponement of meetings and the deferment of applications will be a thing of the past, which will also bring us into compliance with the bylaws of the Zoning Commission of the City of Bridgeport. Currently there are only 4 full members and 1 alternate.
   6 MONTH STATUS: *This remains a goal we are working towards*.
2) To obtain a "Historical Preservation Grant" to have all Zoning Department applications, violations, compliances, field cards, et cetera into a computerized database program to better serve the public and all city departments in need of such information.
   6 MONTH STATUS: *The OPED Deputy Director has taken over as the project manager for The Historical Preservation Grant for the database for Zoning files/records. Receiving this Grant would help to digitize the Zoning Board of Appeals summery cards which date back to the early 1950's*

3) Seeking full access to the Town Clerk's land record database. It will save the Zoning Enforcement Office and Inspectors time by being able to contact the correct property owners regarding violations. Certified mailings are often returned because the owner(s) listed in the GIS/Vision Quest are outdated.
   6 MONTH STATUS: *As of January 2015 the Zoning Enforcement Officers and Inspectors have a direct line to the City of Bridgeport land records, which will enable them to contact the*

right property owners regarding violations, which will lessen the cost of "undeliverable" certified mail. It will also allow staff to verify the applicant has fulfilled their Zoning Regulation requirements of filing their variances and special permits on the land records.

4) To enhance the quality of life in the City of Bridgeport through the use of proven land use planning techniques.
   6 MONTH STATUS: *The Inspectors have achieved an increase in service requests resolutions submitted into the QAlert database system, which has generated revenue due to his diligent "Order to Comply" violations that were resolved through the Zoning Board of Appeals application process for variances, waivers, Certificate of Zoning Compliances, as well as special permits through the Planning & Zoning Commission.*

FY 2014-2015 ADDITIONAL ACCOMPLISHMENTS

1) The additional Zoning Inspector has decreased the department's response-time for the verification of complaints and the issuance of Zoning Compliance Certificates, and Letter of Zoning Compliance (requested by real estate attorneys, banks, and property owners.

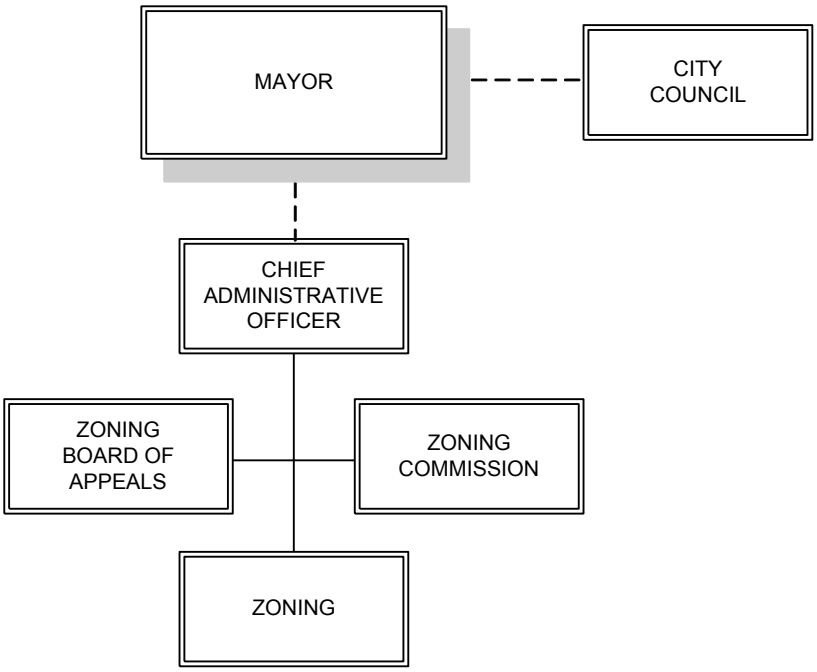
APPROPRIATION SUPPLEMENT

Org# / Approp Group	Org Description	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01456	**ZONING, BOARD OF APPEALS**								
		51000	FULL TIME EARNED PAY	45,301	47,536	47,354	47,354	49,038	1,684
01	**PERSONNEL SERVICES**			**45,301**	**47,536**	**47,354**	**47,354**	**49,038**	**1,684**
		51140	LONGEVITY PAY	750	825	900	975	975	75
		51156	UNUSED VACATION TIME PAYOU	0	0	0	0	0	0
02	**OTHER PERSONNEL SERV**			**750**	**825**	**900**	**975**	**975**	**75**
		52360	MEDICARE	649	668	663	661	685	22
		52504	MERF PENSION EMPLOYER CONT	5,413	6,287	6,273	5,273	5,456	-817
		52917	HEALTH INSURANCE CITY SHARE	6,787	7,319	7,955	8,701	8,701	746
03	**FRINGE BENEFITS**			**12,850**	**14,274**	**14,891**	**14,635**	**14,842**	**-49**
		53705	ADVERTISING SERVICES	22,052	20,965	30,000	30,000	30,000	0
		54675	OFFICE SUPPLIES	1,594	1,982	1,600	1,600	1,600	0
		55150	OFFICE EQUIPMENT	0	0	2,100	2,100	2,100	0
04	**OPERATIONAL EXPENSES**			**23,646**	**22,947**	**33,700**	**33,700**	**33,700**	**0**
		56175	OFFICE EQUIPMENT MAINT SRVCS	1,109	2,390	3,500	3,500	3,500	0
05	**SPECIAL SERVICES**			**1,109**	**2,390**	**3,500**	**3,500**	**3,500**	**0**
01456	**ZONING, BOARD OF APPEALS**			**83,655**	**87,972**	**100,345**	**100,164**	**102,055**	**1,710**

ZONING COMMISSION

MISSION STATEMENT

To promote the health, safety, community standards and general welfare of the community through the enforcement of the Zoning Regulations.



Dennis Buckley
Zoning Administrator

REVENUE SUMMARY

Org#	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01457	**ZONING COMMISSION**							
	41254	PETITION TO THE P&Z COMMISSION FEE	85,210	129,699	60,000	60,000	120,000	60,000
	41255	ZONING COMPLIANCE	109,810	117,202	95,000	95,000	115,000	20,000
	41256	LIQUOR CERTIFICATION FEE	5,695	6,220	5,000	5,000	5,000	0
	41257	PURCHASE OF ZONING REGULATIONS	0	25	300	300	300	0
	41258	PURCHASE OF ZONING MAPS	65	31	100	100	100	0
	41259	STATE CONSERVATION APPLICATION FE	8,640	8,760	8,000	8,000	8,000	0
	41344	LAND USE FEES	1,645	1,640	1,500	1,500	1,500	0
	41538	COPIES	261	493	500	500	500	0
01457	**ZONING COMMISSION**		**211,325**	**264,070**	**170,400**	**170,400**	**250,400**	**80,000**

APPROPRIATION SUMMARY

Org#	Org Description		FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01457	**ZONING COMMISSION**							
	01	PERSONNEL SERVICES	324,002	340,439	383,612	380,862	384,324	712
	02	OTHER PERSONNEL SERV	2,775	8,126	3,075	3,225	3,225	150
	03	FRINGE BENEFITS	97,731	109,539	138,464	133,923	134,351	-4,113
	04	OPERATIONAL EXPENSES	36,168	39,693	40,925	40,925	40,925	0
	05	SPECIAL SERVICES	319	299	350	350	350	0
			460,996	**498,097**	**566,426**	**559,285**	**563,175**	**-3,251**

PERSONNEL SUMMARY

DEPARTMENT	POSITION TITLE	FTE 2015	FTE 2016	VAC	NEW	UNF	BUDGET FY 2015	PROPOSED FY 2016	VARIANCE
	ZONING ADMINISTRATOR	1.00	1.00				103,621	103,621	
	ASSISTANT ZONING OFFICIAL	1.00	1.00				63,232	63,232	
	ZONING ENFORCEMENT OFFICER	1.00	1.00				69,997	70,349	352
	ZONING INSPECTOR	3.00	3.00	1.00			146,762	147,122	360
ZONING COMMISSION		**6.00**	**6.00**	**1.00**			**383,612**	**384,324**	**712**

SERVICE INDICATORS	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	ACTUAL 2011-2012	ACTUAL 2012-2013	YTD 2013-2014	ESTIMATED 2014-2015
ZONING COMMISSION ACTIVITY										
Meetings held	11	13	19	17	18	18	10	12	6	12
Scheduled Meetings vs. Meetings Held	11	11	11	11	N/A	11	11	11	8	12
Applications received	158	128	125	79	77	77	69	104	57	110
Applications Withdrawn	N/A	11	3	N/A	N/A	7	4	5	3	N/A
Applications heard	158	128	135	116	81	81	67	97	56	95
Approved (with/without conditions)	139	106	110	78	76	76	36	73	27	75
Favorable Recommendations	8	N/A	N/A	N/A	9	N/A	5	17	5	N/A
Continued	N/A	N/A	N/A	N/A	6	N/A	13	12	9	N/A
Deferred	N/A	N/A	22	12	9	9	13	5	10	N/A
Denied	N/A	13	12	5	42	9	7	8	2	N/A
Tabled	N/A	N/A	N/A	N/A	2	N/A	6	2	0	N/A
No Action Required	N/A	N/A	2	0	4	0	1	1	0	N/A
Special Permits	N/A	58	36	42	42	42	22	38	14	35
Site Plan Reviews	N/A	N/A	68	61	N/A	58	27	26	13	25
Coastal site plan review	N/A	15	53	20	21	21	8	21	14	20
Soil and sedimentation control review	N/A	24	7	13	4	4	2	0	0	2
Motor Vehicle Facilities	N/A	14	5	14	0	8	17	12	8	10
Adaptive Re-use	N/A	N/A	N/A	10	8	N/A	2	2	0	2
8-24 Referrals/City Business	N/A	N/A	13	11	7	4	6	17	8	15
Amendments	N/A	1	1	0	N/A	2	4	7	2	5
Zone Changes	N/A	6	9	4	N/A	6	2	1	1	2
Modification of Conditions	N/A	N/A	N/A	N/A	N/A	N/A	3	1	0	2
Time Extension of Special Permit or Coastal Revie	N/A	N/A	N/A	N/A	N/A	6	7	8	7	10
Consent Agenda/Other Business	N/A	N/A	N/A	N/A	N/A	19	15	13	12	20
Average Length of Time from Received to Complete	N/A	1	35 days	35 days	35 days	35 days	35 days	35 days	35 days	35 days
OFFICE ACTIVITY: APPLICATION PROCESSING										
Houses & Housing units	423	266	415	255	121	121	125	118	99	205
Accessory structures	34	132	48	22	35	35	41	95	33	51
Additions	59	223	54	61	58	58	28	38	15	45
Alterations	270	44	299	179	221	221	301	275	205	280
Signs	42	303	51	62	48	48	37	38	42	53
Commercial	252	82	318	440	499	499	412	345	196	401
Liquor	45	239	70	93	84	84	69	49	27	70
Letter of Zoning Compliance	166	143	128	143	152	136	138	171	126	143
Other			217	142	136	136	198	77	53	146
INSPECTION ACTIVITY: CERTIFICATES ISSUED										
Houses	61	75	52	40*	32***	32	17	15	7	28
Other	N/A	N/A	N/A	N/A	29	29	21	8	10	27
Accessory structures	16	10	26	14	12	12	29	17	11	20
Additions	18	50	63	16	44	44	32	28	7	33
Alterations	147	168	170	97	134	134	150	201	75	150
Signs	11	7	11	13	62	62	10	7	7	20
Commercial Alterations	160	157	282	150	344	344	225	186	81	225
Other: Commercial construction new	12	11	15	17	8	8	15	8	8	14
ENFORCEMENT ACTIVITY										
Complaints	589	462	547	435	534	534	532	646	323	557
Inspections	1,221	1,359	1,367	1,361	1,994	1,994	1,307	1,556	1,476	1,510
Inspection resolution	330	1,243	437	343	116	116	257	201	104	260
No violation	73	116	87	75	87	87	187	284	142	167
Inquiry	29	65	53	38	25	25	9	0	0	0
Order to Comply	167	210	384	160	207	207	241	189	94	171
Prosecutor's summons	183	105	110	98	64	64	102	72	66	83
Resolved	198	291	353	343	499	499	369	419	211	401
Arrest warrants sought	12	10	8	6	8	8	N/A	N/A	N/A	N/A

* Number of Units (08/09) = 83
** Number of Units (1st 6 months of 2009/10) = 44
***Number of Units (2009/2010) = 232

Service Indicator Notes: Items can be heard individually or combined. A use variance by the Zoning Board of Appeals needs a special permit by Planning & Zoning. It may or may not need a final site review, coastal review or a soil erosion review. Some projects may just need a final site review. An application for conforming use not needing any variances but within 1,500 feet of a coastal waterway would only be scheduled for a Coastal Site Plan Review. So basically the numbers overlap and are confusing or misleading at best.

Complaints: Majority are phoned in, or referred by CitiStat, Council Members & Mayor's Office.

Enforcement Activity: We verify the complaint, refer out or more than likely issue an Order to Comply, via registered mail. When postal receipt card is returned, another inspection performed. If letter comes back then property is posted with order to comply. If no action is taken on the part of the homeowner, a prosecutor's summons is requested; usually a court pre-trial date is 30 to 45 days away. Day of pre-trial needs another inspection. Prosecutor will continue cases numerous times due to the search of the legal property owner. Every time there is a state's prosecutor hearing, an inspection is needed. It is not unusual to conduct 8 to 10 inspections before a property comes into compliance. It is not unusual to have a case open for 8 months, some well beyond a year. The Prosecutor has lengthened the response time and tightened up the notification process, which has seriously slowed the compliance resolution process.

FY 2015-2016 GOALS

1) To seek *1 alternate* Commissioner and *1 regular* Commissioner assuring that the postponement of meetings and the deferment of applications will be limited whenever several of the 9 regular Commissions are unable to attend. This will also bring us in compliance with the bylaws of the Zoning Commission of the City of Bridgeport.
2) To establish a computerized database of all Zoning records to better serve the public in need of such information.
3) To enhance the quality of life in the City of Bridgeport through the use of proven land use planning techniques.

FY 2014-2015 GOAL STATUS

1) To seek two (2) additional alternate Commissioners to assure that the postponement of meetings and the deferment of applications will be a thing of the past when several of the 9 regular Commissioners are unable to attend. This will also bring us into compliance with the bylaws of the Zoning Commission of the City of Bridgeport. Currently there is only one (1) alternate.
   6 MONTH STATUS: *The Inspectors have achieved an increase in service requests resolutions submitted into the QAlert database system, which has generated revenue due to diligent "Order to Comply" violations that were resolved through the Zoning Board of Appeals application process for variances, waivers, Certificate of Zoning Compliances, as well as special permits through the Planning & Zoning Commission.*
2) To obtain a "Historical Preservation Grant" to have all Zoning Department applications, violations, compliances, field cards, et cetera into a computerized database program to better serve the public and all city departments in need of such information.
   6 MONTH STATUS: *The OPED Deputy Director is now the project manager for The Historical Preservation Grant for the database for Zoning files/records.*
3) Seeking full access to the Town Clerk's land records database. It will save the Zoning Enforcement Office and Inspectors time by being able to contact the correct property owners regarding violations. Certified mailings are often returned because the owner(s) listed in the GIS/Vision Quest are outdated.
   6 MONTH STATUS: *As of January 2015 we now have full access to the Town Clerk's land record database. It will help the Inspectors and Zoning Enforcement Officers to contact the right property owners regarding violations. This will lessen "undeliverable" certified mailings. It will also allow staff to verify the applicant has fulfilled their Zoning Regulation requirements of filing their variances and special permits on the land records.*
4) To enhance the quality of life in the City of Bridgeport through the use of proven land use planning techniques.
   6 MONTH STATUS: *Staff continues to be efficient in providing excellent constituent/ customer service in a professional and timely manner.*

FY 2014-2015 ADDITIONAL ACCOMPLISHMENTS

1) The 2nd Zoning Inspector has decreased the department's response-time for the verification of complaints and the issuance of Zoning Compliance Certificates, and Letter of Zoning Compliance (requested by real estate attorneys, banks, and property owners.
2) The Inspectors have achieved an increase in service requests resolutions submitted into the QAlert database system, which has generated revenue due to his diligent "Order to Comply" violations that were resolved through the Zoning Board of Appeals application process for variances, waivers, Certificate of Zoning Compliances, as well as special permits through the Planning & Zoning Commission.
3) As of February 2015 a 3rd inspector has been added to the staff to be able to address complaints on activity taking place after hours and on the weekend.

Org# / Approp Group	Org Description	Object#	Object Description	FY 2013 Actuals	FY 2014 Actuals	FY 2015 Budget	2016 Requested	2016 PROPOSED	Variance
01457	**ZONING COMMISSION**								
		51000	FULL TIME EARNED PAY	324,002	340,439	383,612	380,862	384,324	712
01	**PERSONNEL SERVICES**			**324,002**	**340,439**	**383,612**	**380,862**	**384,324**	**712**
		51140	LONGEVITY PAY	2,775	2,925	3,075	3,225	3,225	150
		51156	UNUSED VACATION TIME PAYOU	0	5,201	0	0	0	0
02	**OTHER PERSONNEL SERV**			**2,775**	**8,126**	**3,075**	**3,225**	**3,225**	**150**
		52360	MEDICARE	4,612	4,805	5,224	5,164	5,215	-9
		52385	SOCIAL SECURITY	369	0	2,463	2,463	2,463	0
		52399	UNIFORM ALLOWANCE	600	600	600	800	800	200
		52504	MERF PENSION EMPLOYER CONT	37,619	44,637	50,270	41,903	42,280	-7,990
		52917	HEALTH INSURANCE CITY SHARE	54,531	59,496	79,907	83,593	83,593	3,686
03	**FRINGE BENEFITS**			**97,731**	**109,539**	**138,464**	**133,923**	**134,351**	**-4,113**
		53705	ADVERTISING SERVICES	30,505	34,863	35,000	35,000	35,000	0
		54675	OFFICE SUPPLIES	2,928	1,941	3,000	3,000	3,000	0
		55155	OFFICE EQUIPMENT RENTAL/LEAS	2,735	2,889	2,925	2,925	2,925	0
04	**OPERATIONAL EXPENSES**			**36,168**	**39,693**	**40,925**	**40,925**	**40,925**	**0**
		56180	OTHER SERVICES	319	299	350	350	350	0
05	**SPECIAL SERVICES**			**319**	**299**	**350**	**350**	**350**	**0**
01457	**ZONING COMMISSION**			**460,996**	**498,097**	**566,426**	**559,285**	**563,175**	**-3,251**

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