

To the Mayor and Members of the City Council**February 18, 2020**

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**SUBJECT: MONTHLY DEVELOPMENT ACTIVITY REPORT**

This Informal Report is in response to the City Council's request to receive a monthly update on development activity within the City and the measures staff are using to improve the development process. Staff also generates a monthly report to keep the Council informed of the volume of development activity, process improvements and staff's performance in implementing changes and improving the delivery of plan review and permits. This activity report consists of metrics associated with building permits, infrastructure, stormwater development, and water development plan review. It provides updates on continuous development process improvement efforts. The monthly Development Activity report is attached for your use and information.

January 2020 Highlights

Building Permits

- In January 2020, 575 new single-family permits were issued compared to:
 - 557 new single-family permits issued in December 2019, up 3%
 - 396 new single-family permits issued in January 2019, up 45%
- In January 2020, 126 new commercial permits were issued compared to:
 - 181 new commercial permits issued in December 2019, down 30%
 - 66 new commercial permits issued in January 2019, up 91%
- Total commercial valuation (including remodels and additions) for January 2020 was \$214 million compared to:
 - \$242 million in December 2019, down 12%
 - \$103 million in January 2019, up 108%

Customer Service

- The Overall Customer Service Satisfaction was 79% Very Positive or Somewhat Positive for January 2020, down from 96% in December 2019.

To the Mayor and Members of the City Council

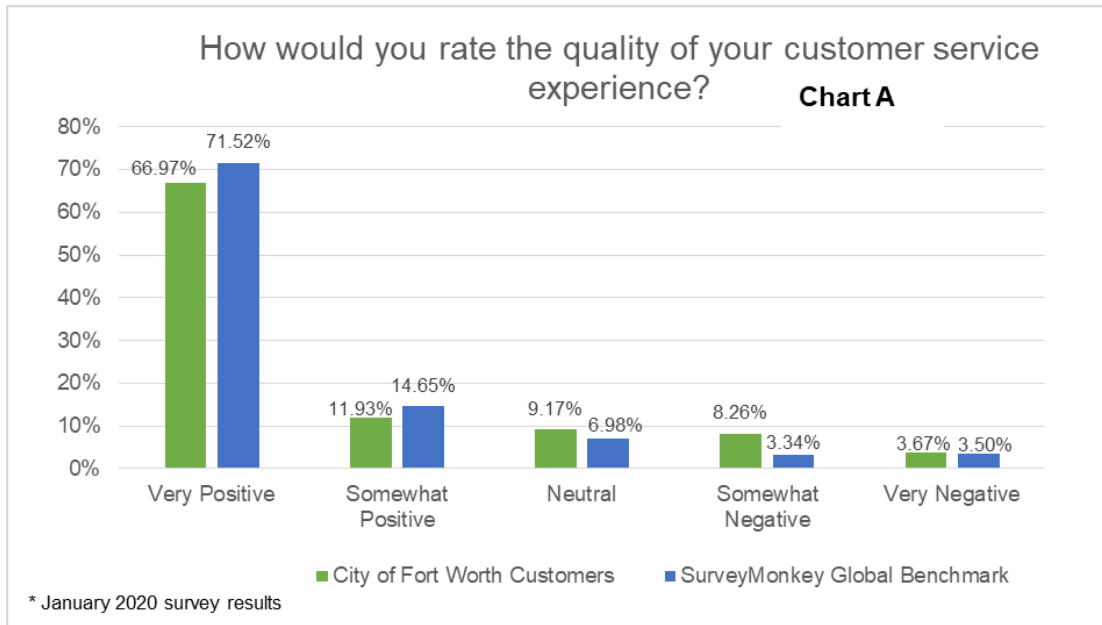
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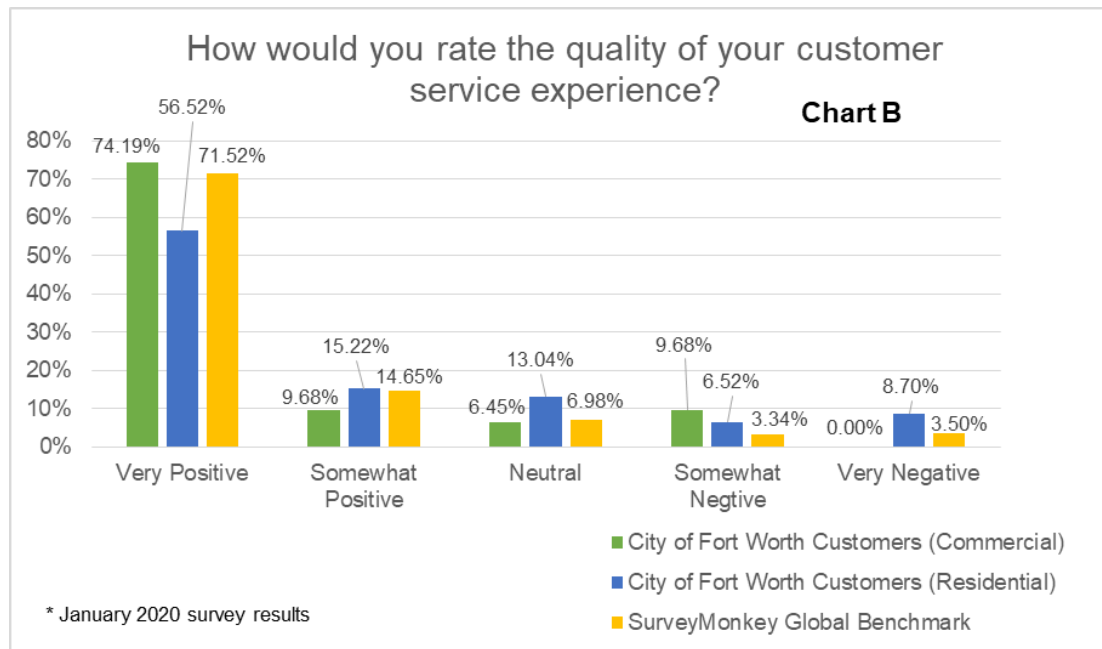


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- Chart A shows survey responses for the month of January



- Chart B shows commercial vs residential survey responses for the month of January



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- In January 2020, a total of 91% of our customers surveyed thought that our Inspections team was extremely helpful or very helpful compared to 83% in December 2019.

X-Team Building Plan Review

2019 X-Team Activity Totals			
	X-Team Applications	Conferences Completed	Building Permits Issued
March	5	1	0
April	9	6	2
May	14	7	14
June	12	16	15
July	14	9	30
August	7	10	7
September	6	3	6
October	6	5	10
November	5	5	18
December	10	8	4
TOTAL:	88	70	106
2020 X-Team Activity Totals			
January	10	11	17
TOTAL:	10	11	17
GROSS:	98	81	123

As of January 31, there are 64 pending X-Team building permits.

Building Plan Review

- On February 7, 2020 review times were as follows:

Days to first review Commercial Plans	Actual 7 Days	Goal 7 Days
Days to first review Residential Plans	Actual 6 Days	Goal 7 Days
- All departmental reviews time to first comment were as follows:

Commercial Plans	19 Days
Residential Plans	8 Days

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	New Commercial Building Permits			
	BPI Project May 2017 - Apr. 2018	Prior Report Jan. 2019 - Nov. 2019	Current Report Jan. 2019 - Dec. 2019	Current Month Dec. 2019
Total Time: from opened date to issued permit	96 days	62 days	64 days	76 days
City Time	63 days	31 days	31 days	36 days
Customer Time	33 days	31 days	33 days	40 days
Average Time to First Review	38 days	14 days	15 days	15 days
	New Residential Building Permits			
		Prior Report Jan. 2019 - Nov. 2019	Current Report Jan. 2019 - Dec. 2019	Current Month Dec. 2019
Total Time: from opened date to issued permit		31 days	31 days	39 days
City Time		20 days	19 days	18 days
Customer Time		11 days	12 days	21 days
Average Time to First Review		11 days	11 days	10 days

*Data is reported in average business days and excludes the miscellaneous permits that are included in the building plan review section above

- New Commercial Building Permits from opened date to issuance during the Current Report period was 64 days compared to
 - 96 days since the BPI Project, down 32 days
 - 62 days in the Prior Report, up 2 days
- City Time for New Commercial Building Permits review during the Current Report period was 31 days compared to:
 - 63 days since the BPI Project, down 32 days
 - 31 days in the Prior Report, no change
- Average time to first review for New Commercial Building Permits during the Current Report period was 15 days compared to:
 - 38 days since the BPI Project, down 23 days
 - 14 days in the Prior Report, up 1 day
- New Residential Building Permits from opened date to issuance was 31 days during the Current Report and Prior Report period.
- City Time for New Residential Building Permits review was 19 days during the Current Report compared to 20 days in the Prior Report period.
- Average time to first review for New Residential Building Permits was 11 days during the Current Report and Prior Report period.

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**SUBJECT: MONTHLY DEVELOPMENT ACTIVITY REPORT**Infrastructure Plan Review

- Infrastructure Plan Review Center (IPRC) reviewed 100% of the plans submitted within the 14-day goal timeframe in the month of January 2020.
- IPRC continues to modify the in-house process and adjusting the Accela workflow for reviewing construction plans to adhere to H.B. 3167 that went into effect on September 1, 2019.
- IPRC records were taken off the Accela Citizen Access online system temporarily as staff works through H.B. 3167 requirements. Workflow tasks has been completed and accepted by IPRC. IPRC will continue to work with sCube to complete the last reports and test the reports. The IPRC records are scheduled to Go Live on February 19, 2020.

Development Process Improvements

- Commercial Permitting Lean Review: A meeting was scheduled on February 14, 2020, to provide an update regarding the new commercial building permit recommendations from November 2019.
- Park Dedication/Conversion Policy Lean Review: Staff has met with Park and Recreation and together drafted four possible options to address the process and flow. Currently, the options are being vetted to ensure they cover a wide variety of development needs.
- Tarrant County Interlocal Agreement: Staff is drafting the project scope and communication management. Potential meeting dates have been submitted to Tarrant County representatives to kick-off the update of the Interlocal Agreement.

Please contact D.J. Harrell, Interim Development Services Director, at 817-392-8032 or Dalton.Harrell@fortworthtexas.gov if you have any questions, concerns or comments.

David Cooke
City Manager



Development Activity Report



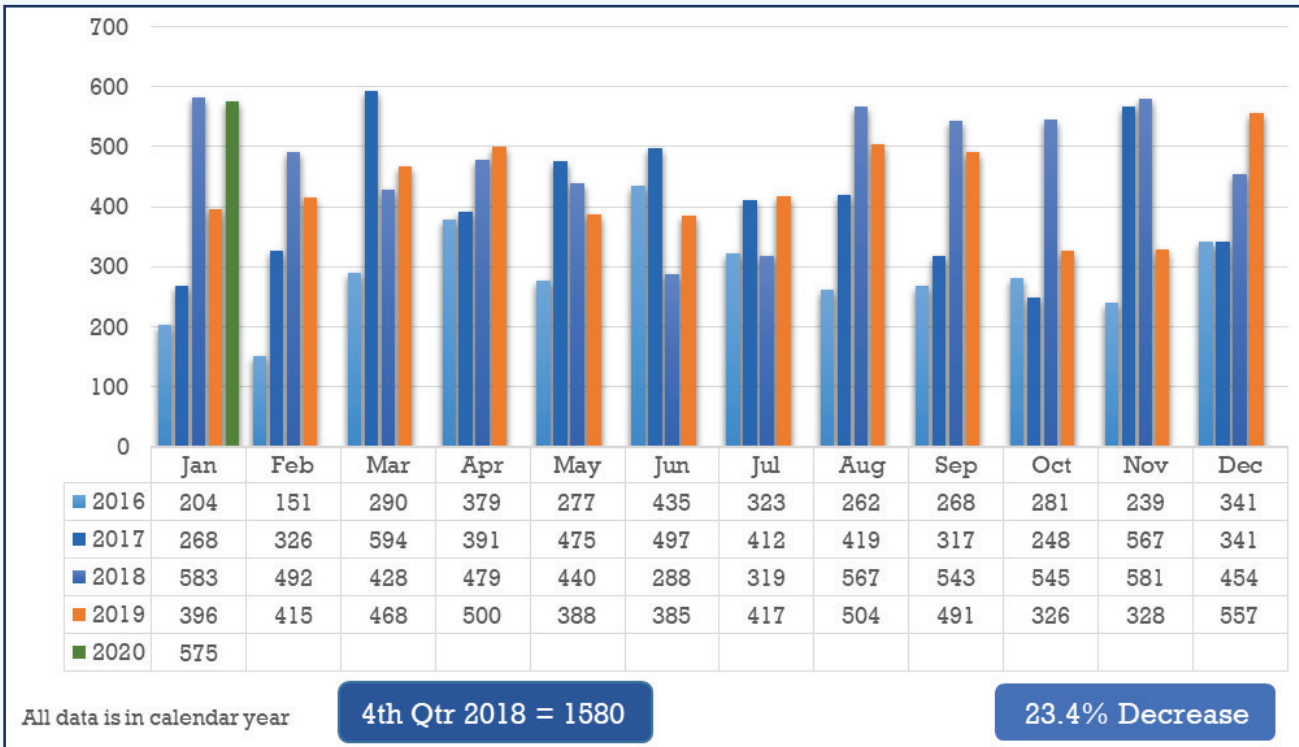
JANUARY 2020

INSIDE THIS EDITION

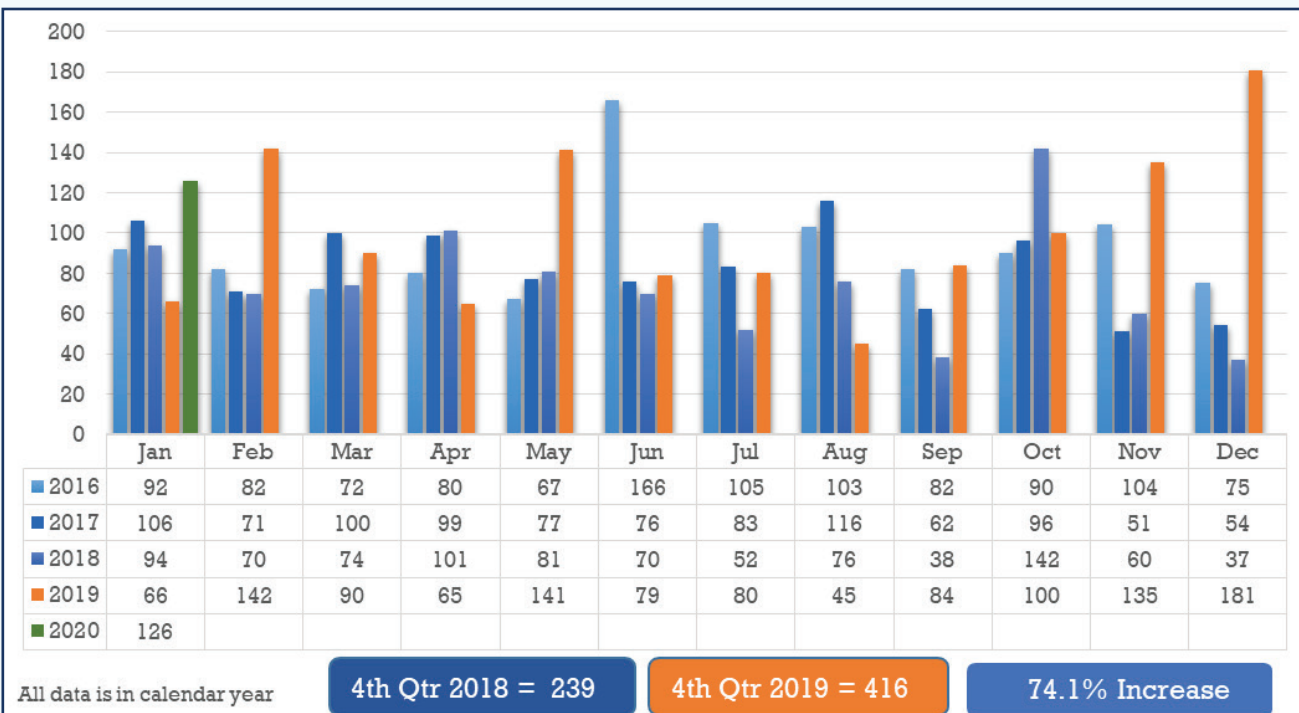
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BUILDING PERMITS

New Single Family Permits

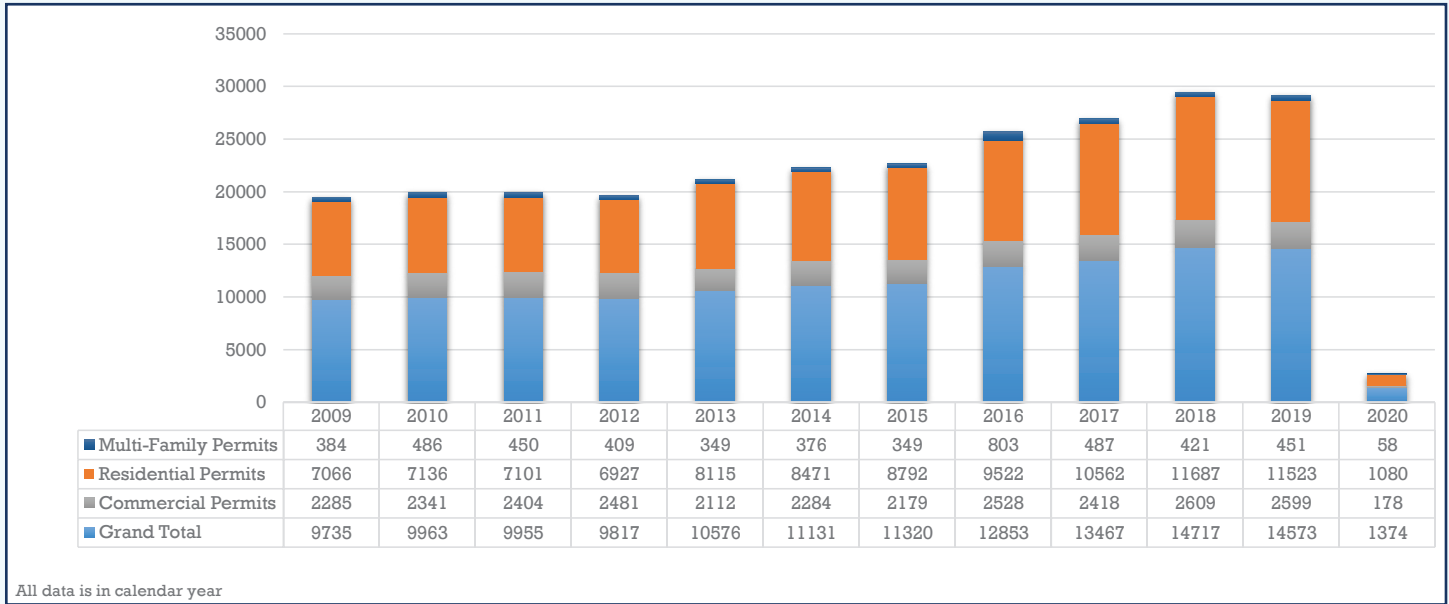


New Commercial Permits

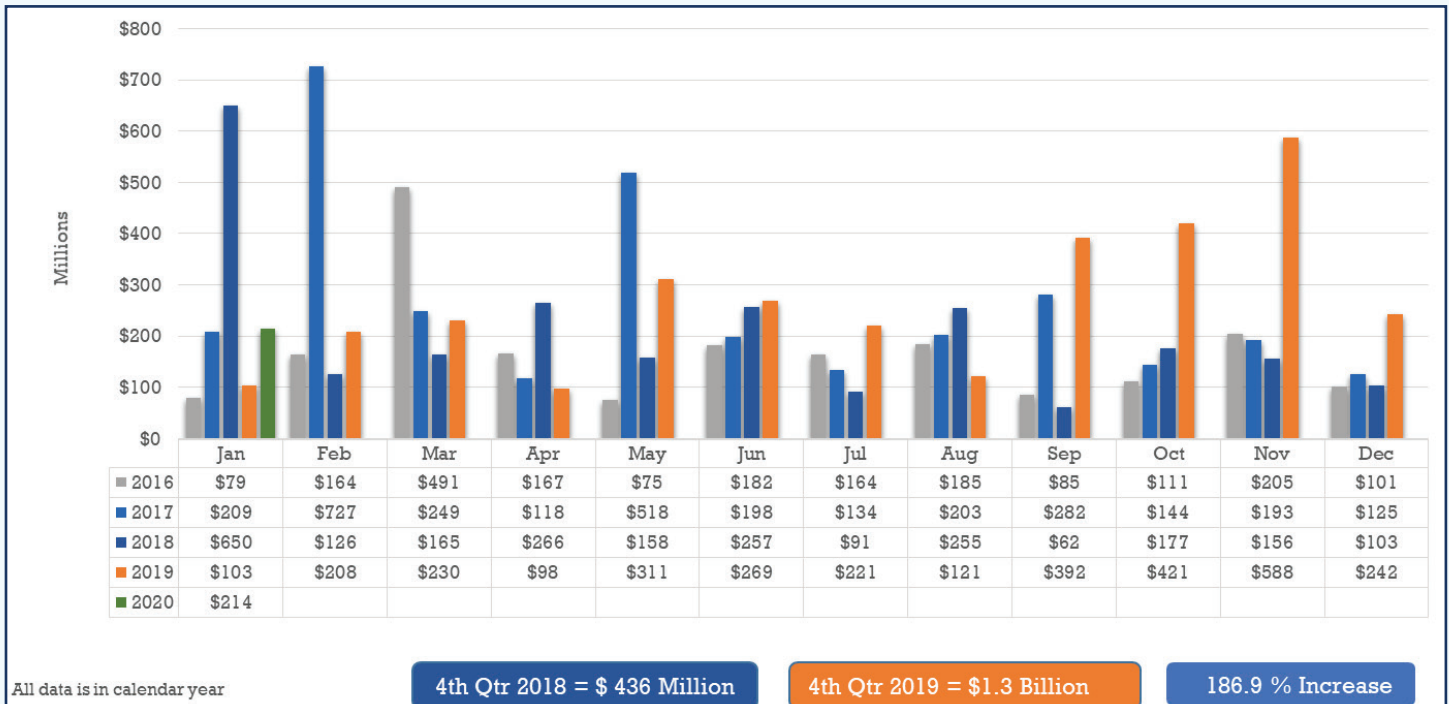


BUILDING PERMITS

Building Permit Comparison

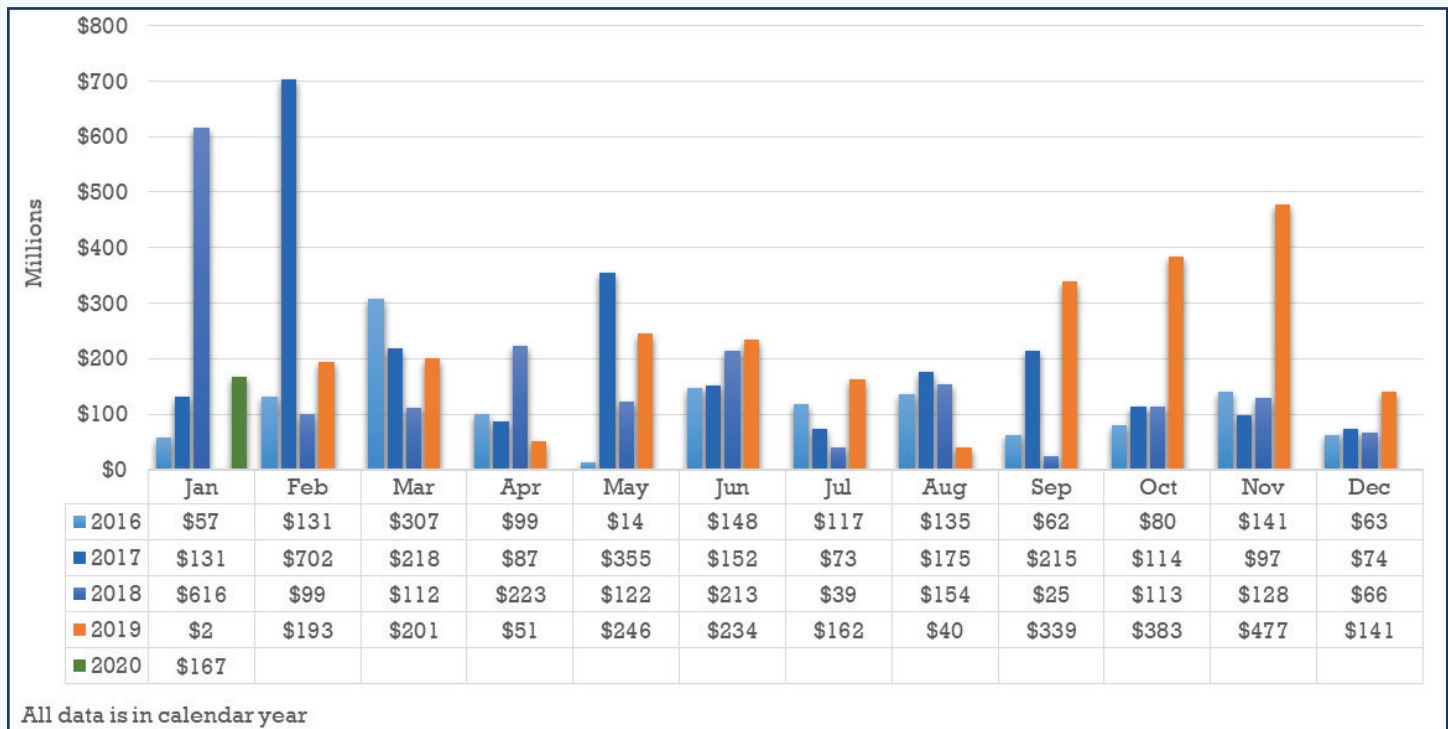


Total Commercial Valuation



BUILDING PERMITS

New Commercial Valuation



Monthly Valuation Comparison

Category	Current Month	Prev. Month	Difference M-M	Prev. Year	Difference Y-Y %	CY19 vs CY20 %	
	Jan '20	Dec '19	%	Jan '19	Jan '20 vs Jan '19	Jan - Dec 2019	Jan- Dec 2020
New SF Permits	575	557	18 3%	396	179 45%	5175	575 11%
New SF Value	\$90,870,412	\$85,510,009	\$5,360,403 6%	\$70,981,858	\$19,888,554 28%	\$937,688,297	\$90,870,412 10%
New Comm Permits	126	181	-55 -30%	66	60 91%	1208	126 10%
New Comm Value	\$167,327,687	\$141,234,432	\$26,093,255 18%	\$71,126,324	\$96,201,363 135%	\$2,537,698,790	\$167,327,687 7%

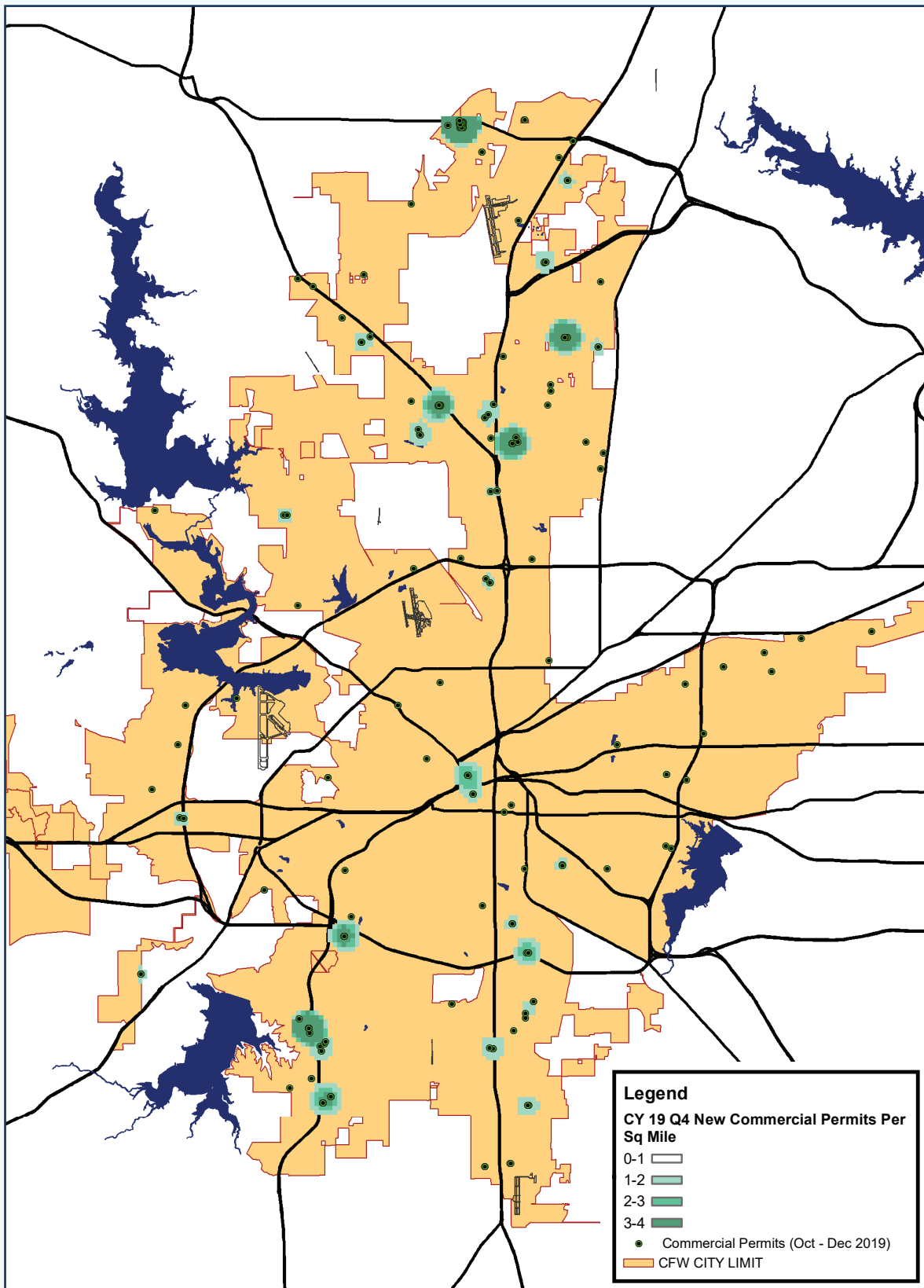
BUILDING PERMITS

Large Commercial Projects

January Large Commercial Projects			
Address	Project Name	Work Desc	Valuation
3301 YUCCA AVE	AMON CARTER RIVERSIDE HIGH SCHOOL FT. WORTH ISD	NEW 3 STORY CLASSROOM AND RENOVATION OF EXISTING HIGH SCHOOL BUILDING	\$39,720,000
11501 NORTH FWY	SYNERGY CROSSING	NEW OFFICE/WAREHOUSE SHELL	\$23,618,083
300 TRINITY CAMPUS CIR	TCC STAFF RELOCATION	INTERIOR RENOVATION	\$13,048,577
5825 ARBORLAWN DR	RESIDENCE IN BY MARRIOTT	NEW 5 STORY, 119 UNIT HOTEL	\$11,800,000
15700 GOLF VIEW DR	BIG SHOTS	NEW GOLF ENTERTAINMENT FACILITY FOR O'REILLY HOSPITAL MANAGEMENT	\$11,000,000
1200 Cooper ST	HARRIS METHODIST	CENTRAL UTILITY PLANT	\$11,000,000
16120 DOUBLE EAGLE BLVD, BLDG# A & B	ALL STORAGE DOUBLE EAGLE	NEW MULTI-STORY STORAGE FACILITY	\$9,981,354
2573 SYLVANIA CROSS DR	PLYWOOD COMPANY OF FT. WORTH	NEW CONCRETE TILT WALL BUILDING WITH SHOWROOM AND STORAGE	\$8,484,071
15100 N BEACH ST	PROJECT ROSE	FOUNDATION ONLY FOR OFFICE/WAREHOUSE BUILDING	\$4,269,673
4100 ALTAMESA BLVD	SOUTHWEST HIGH SCHOOL FT. WORTH ISD	NEW SHELL BUILDING	\$3,100,000
6120 SHADY OAKS MANOR DR	MOTEL 6	NEW CONSTRUCTION OF FRANCHISE HOTEL	\$2,800,000
14837 BLUE MOUND RD	BNSF RAILWAY COMPANY	CANOPY AND FUELING ISLANDS	\$2,315,000
3300 CHAMPIONSHIP PKWY	MARRIOTT CHAMPIONS CIRCLE PHASE II	REMODEL EXISTING FITNESS AREA, OFFICES, SUNDRY AND BAR LOUNGE, MEETING ROOMS, RESTROOMS AND RESTAURANT	\$1,814,944
100 S JONES ST	KATY DEPOT	REMODEL OF EXISTING STRUCTURE	\$1,775,000
5329 SYCAMORE SCHOOL RD	SUMMER CREEK	NEW CONSTRUCTION OF SHELL BUILDING	\$1,700,000
1902 WINDSOR PL, SUITE# 100	SOUTH CENTRAL DIALYSIS- US RENAL CARE	TENANT FINISH OUT	\$1,511,040
5805 W BAILEY BOSWELL RD	EAGLE MOUNTAIN SAGINAW ISD	AHTLETIC ADDITION AND RENOVATION	\$1,500,000
5545 MCPHERSON BLVD	WHATABURGER	NEW FAST FOOD RESTAURANT.	\$1,404,799
3551 NEW YORK AVE	WORTH HEIGHTS COMMUNITY CENTER	RENOVATION TO EXISTING COMMUNITY CENTER	\$1,177,000
2520 PRECINT LINE RD	PRECINCT LINE ELEMENTARY SCHOOL	FOUNDATION ONLY	\$1,170,887
15221 N BEACH ST	PROJECT SCRAMBLE	NEW PRODUCTION AREA WITH OFFICE/EQUIPEMENT MEZZANINE	\$1,130,948

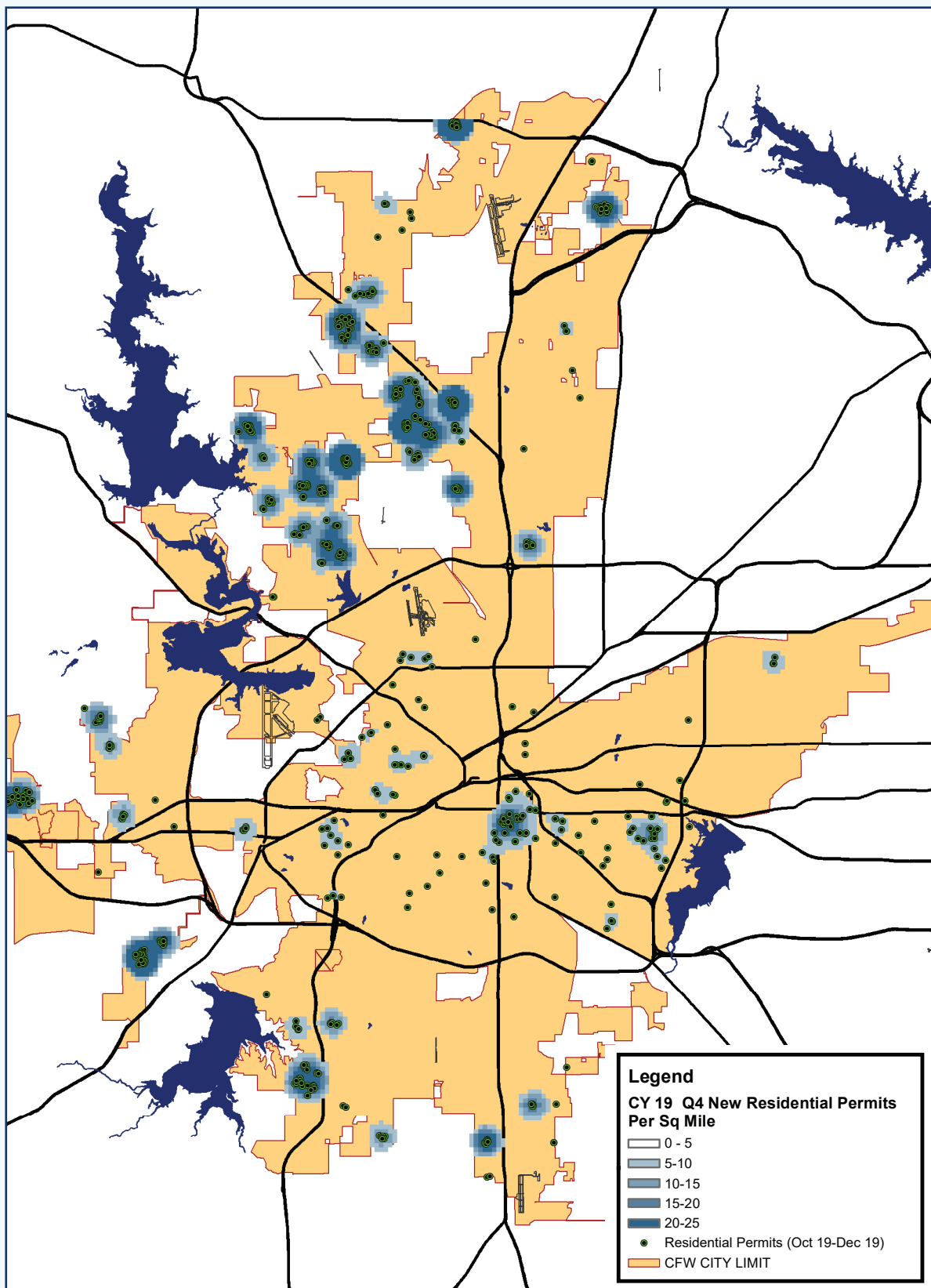
BUILDING PERMITS

CY 19 Q4 New Commercial Permits Heat Map



BUILDING PERMITS

CY 19 Q4 New Residential Permits Heat Map



IPRC Overview

IPRC Overview Report	2017	2018	2019	2020
Cycle Complete	52	52	52	5
Total Projects	170	148	181	16
Avg. Project Total Per Cycle	3.27	2.85	3.48	3.20
Total Accepted Projects	156	139	143	12
Plan Rev. & Ret w/n 14 days	95%	98%	94%	100%

*All data is in calendar year

IPRC Quarterly Details

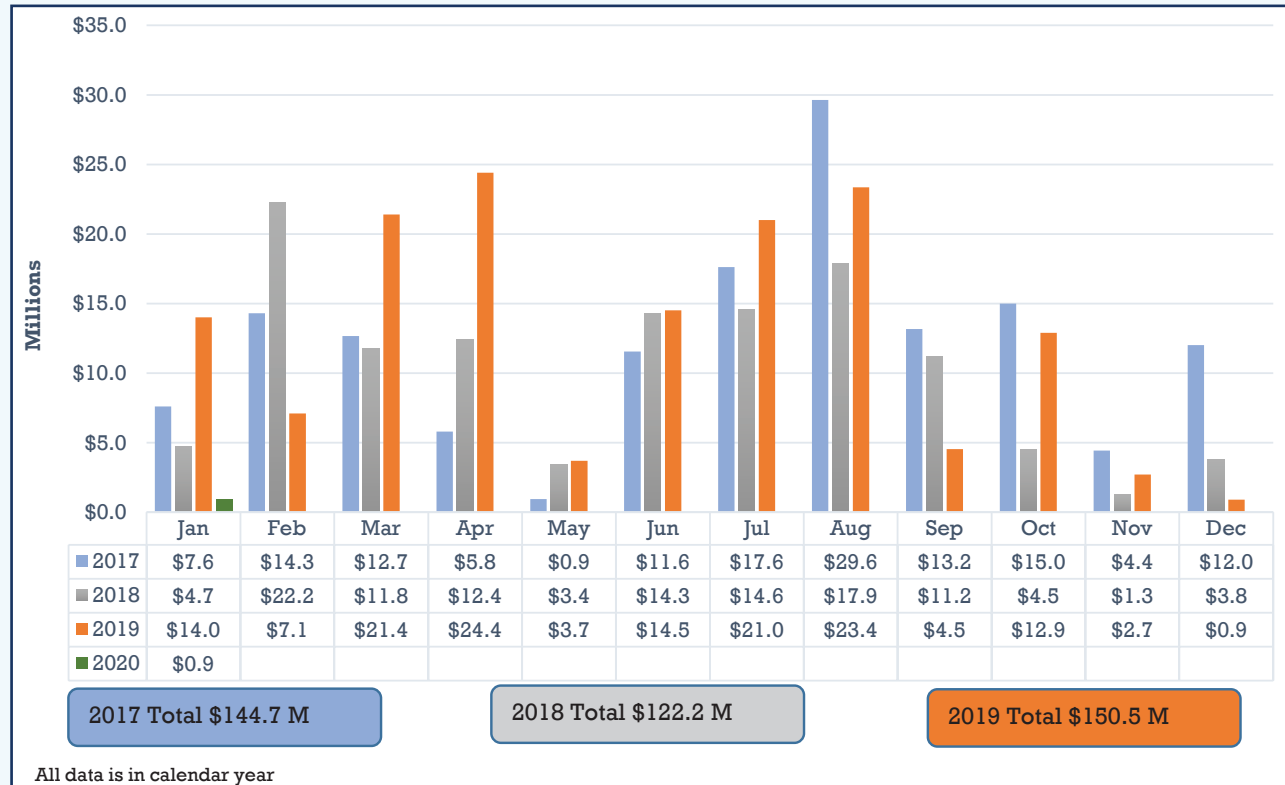
	Q2 2019	Q3 2019	Q4 2019	Q1 2020
Cycles	13	13	13	5
Total Projects	45	57	41	16
Avg. Projects Total Per Cycle	3.46	4.38	3.15	3.20
Total Avg. Accepted Projects Per Cycle	2.31	2.54	3.10	2.40
Plan Rev. & Ret w/n 14 days	87%	93%	100%	100%

*All data is in calendar year

CFA Project Overview



Public Infrastructure Residential Projects

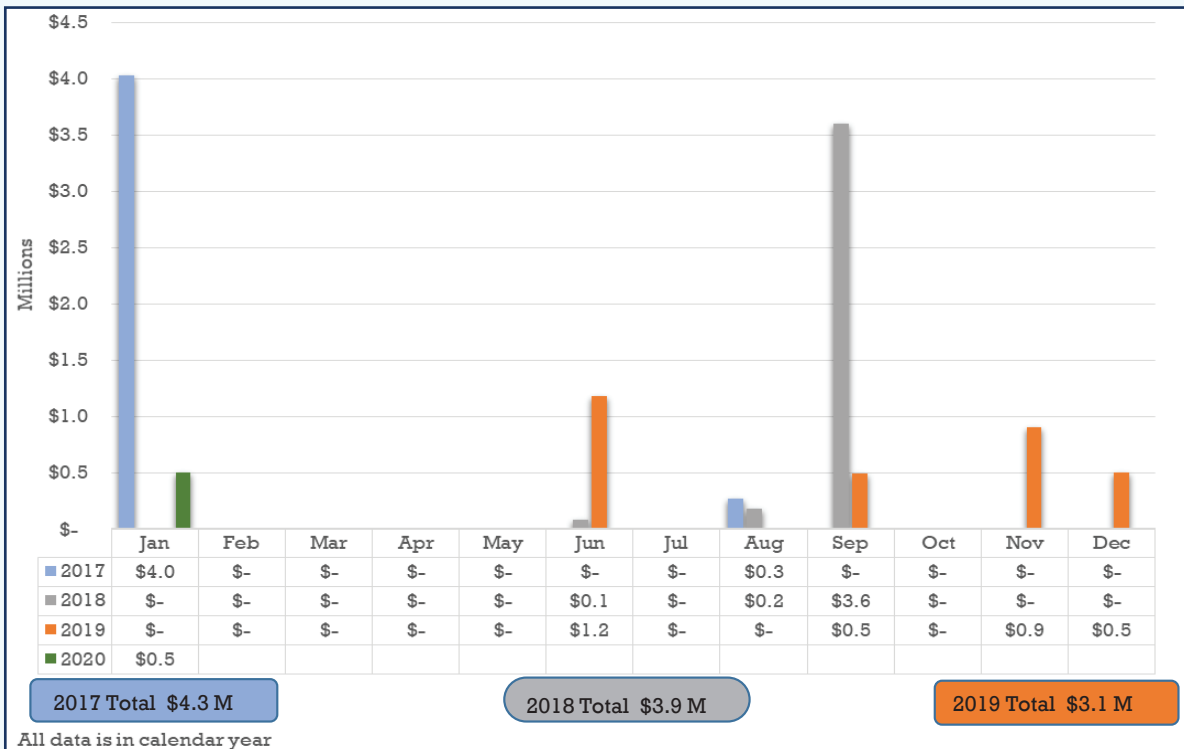


INFRASTRUCTURE

Public Infrastructure Commercial Projects

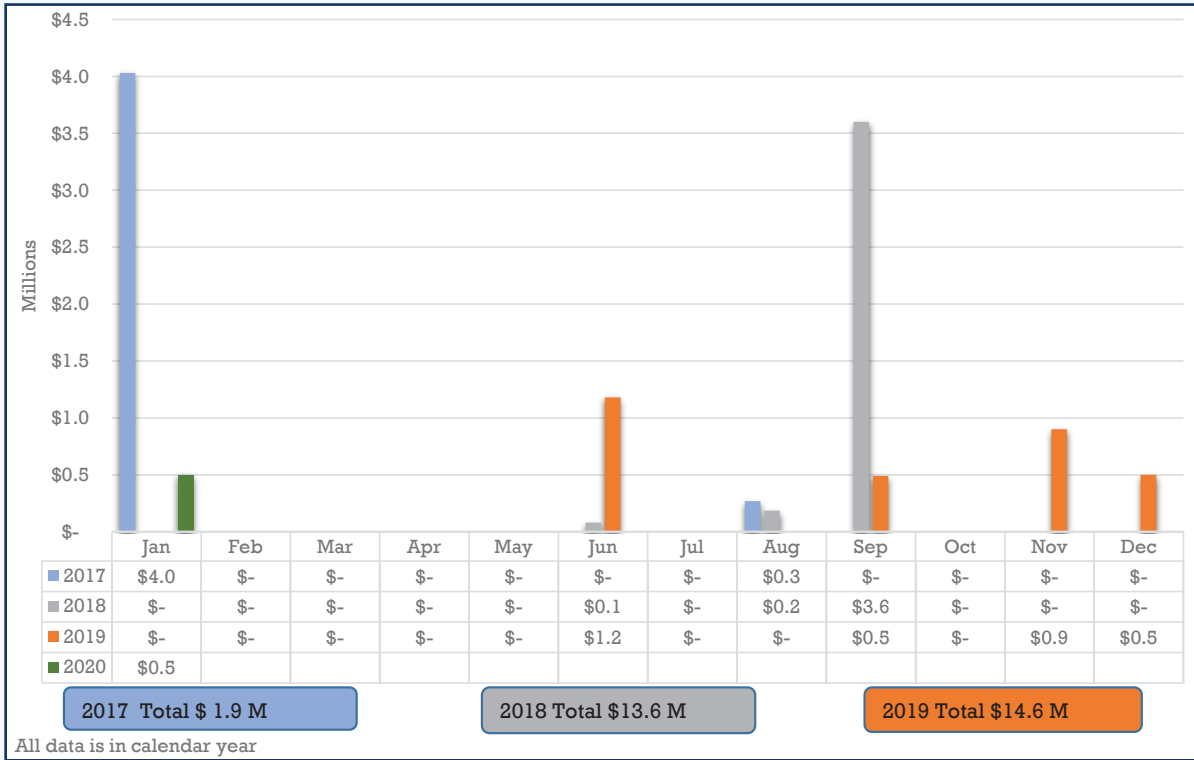


Public Infrastructure Industrial Projects



INFRASTRUCTURE

Public Infrastructure Multi-Family Projects



Public Infrastructure Institutional Projects

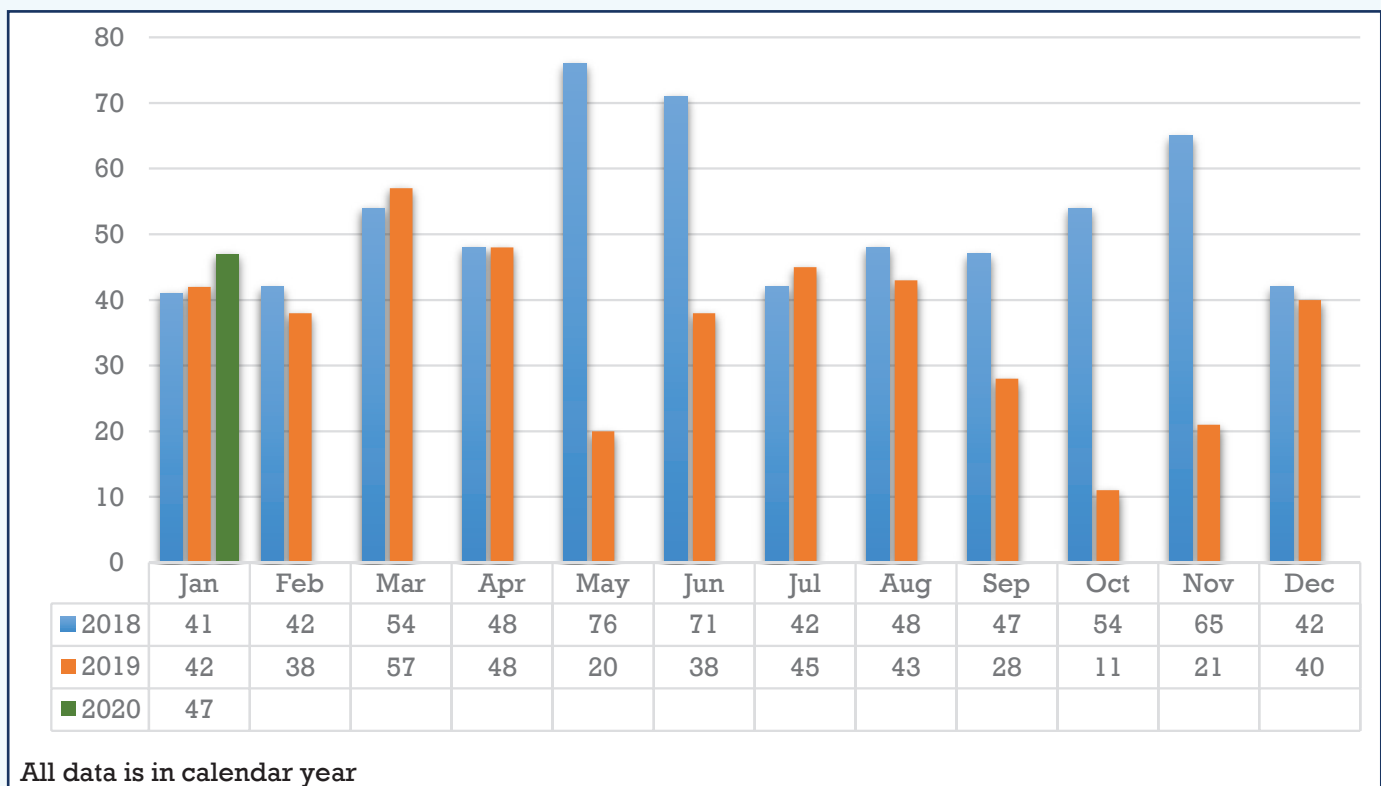


Stormwater Review Performance

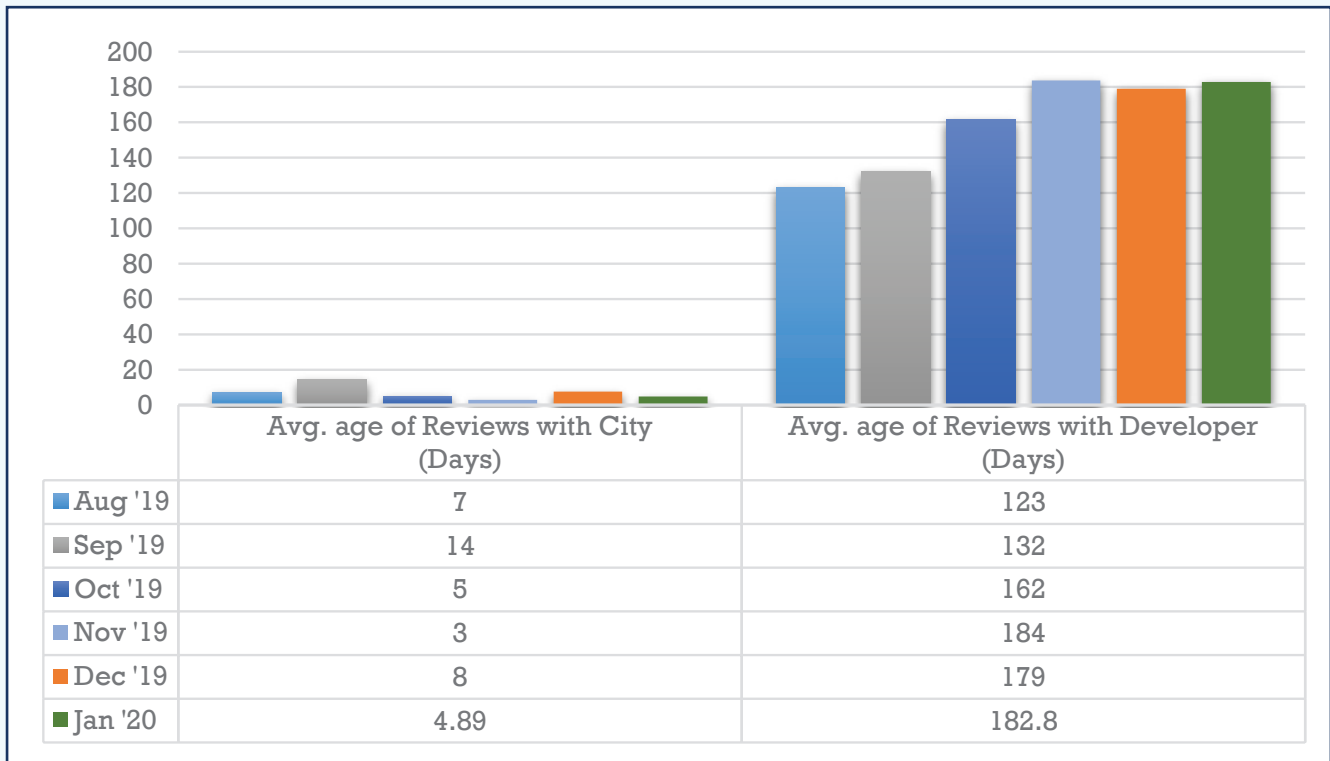
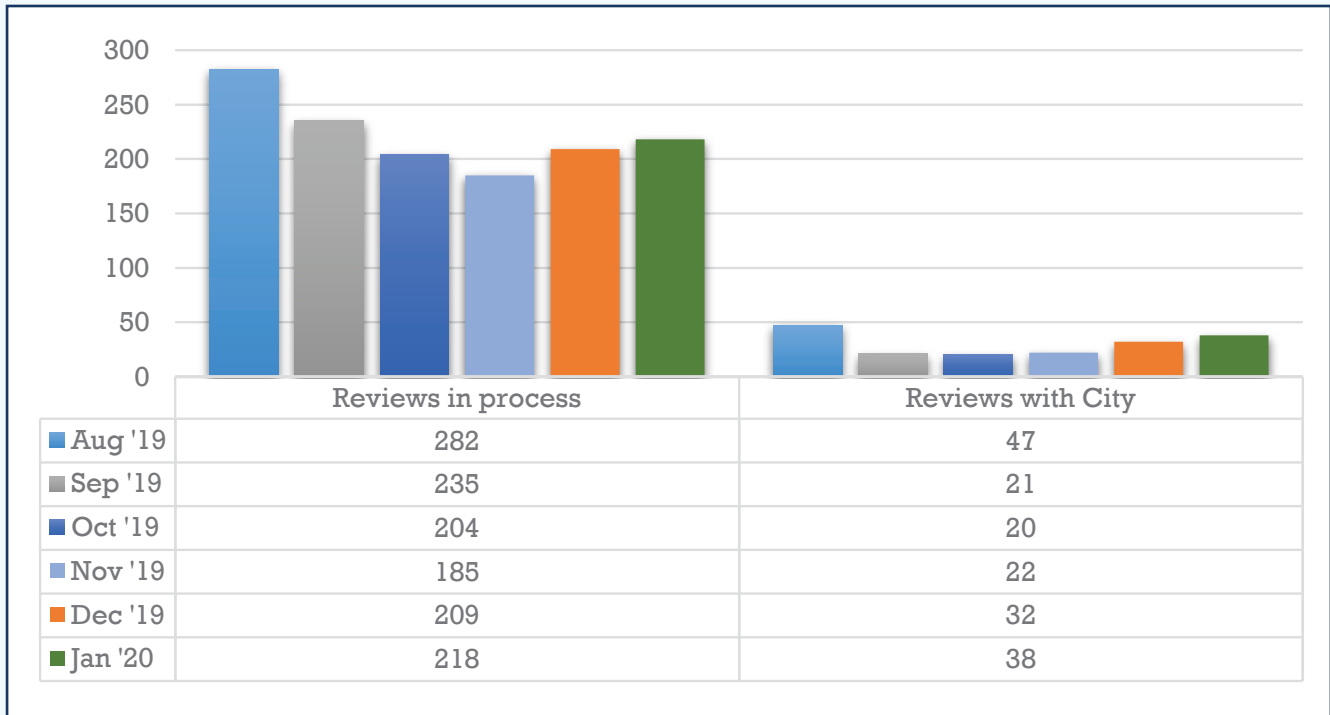
Stormwater Review Performance	CY '19	CY '20	Jan '20
Avg. Review Time (days)	7.1	6.8	6.8
Num. Review Completed	1,567	97	97
% completed in 10 business days or less	92.0	99.0	99.0
Avg. PiSWM Review Iterations (City)	2.6	2.3	2.3
Avg. FiSWM Review Iterations (City)	3.1	2.9	2.9
Avg. IPRC Review Iterations (City)	3.2	3.1	3.1
Avg. SWMP Review Iterations (City)*	1.6	1.9	1.9
Avg. Drainage Studies Iterations (City)*	0.0	0.0	0.0
Overall Customer Satisfaction Rating (1-5 scale)	4.6	5.0	5.0
Num. of Surveys Taken	64	5	5

* New item tracked as a result of HB 3167

New Stormwater Submissions



Stormwater Pipeline Snapshot



Newly Submitted Water/Sewer Studies

Water	Sep '19	Oct '19	Nov '19	Dec '19	Jan '20
Newly Submitted Water Studies	11	7	4	12	10
Water Studies Approved *	6	11	6	7	6
Total Submittals & Resubmittals	10	19	17	11	10
Avg. Water Study Cycle	1.7	1.7	2.8	1.6	1.7
Sewer	Sep '19	Oct '19	Nov '19	Dec '19	Jan '20
Newly Submitted Sewer Studies	10	8	6	10	10
Sewer Studies Approved *	4	11	9	6	6
Total Submittals & Resubmittals	9	17	19	8	10
Avg. Sewer Study Cycle	2.3	1.5	2.1	1.3	1.7

* A study can be submitted multiple times prior to the reported month before being approved

Submitted Water/Sewer Studies

Water	Sep '19	Oct '19	Nov '19	Dec '19	Jan '20
Water Study Reviews in Process	10	7	6	11	14
Water Study Reviews in Process with City	3	2	1	1	3
Water Study Reviews in Process with Owner	7	5	5	10	11
Avg. Water Study Reviews in Process with City (Days)	4.6	3.4	6.0	5.0	3.0
Avg. Water Study Review in Process with Owner (Days)	1.6	10.1	16.0	10.3	3.0
Sewer	Sep '19	Oct '19	Nov '19	Dec '19	Dec '19
Sewer Study Reviews in Process	9	6	6	10	15
Sewer Study Reviews in Process with City	5	1	1	2	2
Sewer Study Reviews in Process with Owner	4	5	5	8	13
Avg. Sewer Study Reviews in Process with City (Days)	4.3	4.0	4.7	4.8	3.0
Avg. Sewer Study Review in Process with Owner (Days)	2.4	11.3	5.6	8.0	3.0

DEVELOPMENT PROCESS IMPROVEMENTS

Active Development Process Improvements		
As of January 2020		
Accela Automation/Website/Technology Improvements (1 in progress)		
Task	Department/Staff Assigned	Status
Create shared database for CFAs, IPRC, inspections and closeout for developer-led infrastructure projects.	Development Services, TPW, ITS	The IPRC staff met with sCube from 1/13/20 - 1/15/20 to review workflow and reports were in HB 3167 compliance. IPRC has accepted the completed workflow tasks and have started staff training. IPRC will continue to work with sCube to complete the final reports to be tested before proceeding into Accela Production for testing.
Subdivision Ordinance (1 in progress)		
Task	Department/Staff Assigned	Status
Interdepartmental Staff and the DAC sub-committee will discuss developing guidelines for infill development and update Subdivision Ordinance standards	Development Services - D.J. Harrell, Arty Wheaton-Rodriguez & Mary Elliot	Staff will provide an update to DAC regarding infill guidelines that have been applied in the Subdivision Ordinance.
Permitting Review (1 in progress)		
Task	Department/Staff Assigned	Status
Complete lean process evaluation for commercial building permits.	Development Services - Allison Gray, Rochell Thompson, D.J. Harrell	A meeting is scheduled for February 14, 2020 to provide an update regarding the new commercial building permit recommendations from November 2019.
Development Process Tree (1 in progress)		
Task	Department/Staff Assigned	Status
To update and publish the process trees for each of our alliance partners that have had changes in their respective process as a result of H.B. 3167. This will allow for citizens to have a clear, transparent and predictable review process for each of the review submittal process.	Development Services, Water, and TPW	Staff has had continuous bi-weekly meetings to further refine and improve the requirements for Plat, Storm Water, IPRC and Water plan submittals and design manuals, and subdivision ordinance revisions. Additionally, staff continues to work to update the process trees as changes occur so that the development community will have accurate representations of the workflow for plan sets submittals. Completion target of the initial updated Development Process Tree is still on time which is February 2020.
Parks and Recreation Department (1 in progress)		
Task	Department/Staff Assigned	Status
To streamline and improve the PARD Dedication/Conversion Policy by improving process flows and decreasing total processing time.	Development Services, PARD & TPW	Process Improvement staff has met with PARD staff and together drafted four possible options to address the process and flow that are being vetted to insure they cover the wide variety of development needs.
Tarrant County Interlocal Agreement (1 in progress)		
Task	Department/Staff Assigned	Status
Update the 2008 Inter Local Agreement with Tarrant County regarding plat approval jurisdiction in the City of Fort Worth's ETJ.	Development Services, TPW, and Legal	Staff is drafting the Project Scope and Communication Management Plan. City staff has submitted multiple dates to Tarrant County representatives to kick off the InterLocal Agreement process and are waiting on confirmation.
School Site Development Guide(1 in progress)		
Task	Department/Staff Assigned	Status
To provide ISDs, Charter Schools, and Private Schools with a guide to developing a school site in the City of Fort Worth. The guide will offer directions and insight for new school constructions, expansions/additions, and remodels.	Development Services, Fire, Water, TPW, and Neighborhood Services	Staff has met with the different departments, gathered the necessary information and has started drafting the guide, with first draft review mid-March.
Water & Sewer Department (1 in progress)		
Task	Department/Staff Assigned	Status
Completed lean process improvement evaluation for misc. projects. After discussing results with management, the process improvement has been expanded to include payment process for misc. projects.	Water Dept. - Lawrence Hamilton and Homer Garza	The In-House Design Group met with ITS in December 2019 and it was determined that ITS would continue to communicate with the Water Department concerning system requirements and will contact In-House Design as needed for more feedback regarding the Misc. Project tracking.

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