



**To the Mayor and Members of the City Council**

**March 22, 2022**

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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. The following are highlights for the month of February 2022:

**February 2022 Highlights**

Building Permits

Permits	February 2022 **	January 2022	Mo - Mo Difference	February 2021	Yr - Yr Difference
<b>Total commercial valuation (incl remodels &amp; additions)</b>	<b>\$173M</b>	<b>\$286M</b>	<b>-40%</b>	<b>\$223M</b>	<b>-22%</b>
<b>New commercial permits issued</b>	<b>186</b>	<b>141</b>	<b>32%</b>	<b>71</b>	<b>162%</b>
<b>New single-family permits issued</b>	<b>606</b>	<b>537</b>	<b>13%</b>	<b>480</b>	<b>26%</b>
<b>New commercial &amp; new single-family permits issued</b>	<b>792</b>	<b>678</b>	<b>17%</b>	<b>551</b>	<b>44%</b>
<b>New commercial permit apps received</b>	<b>26</b>	<b>56</b>	<b>-54%</b>	<b>39</b>	<b>-33%</b>
<b>New single-family residential apps received</b>	<b>680</b>	<b>527</b>	<b>29%</b>	<b>582</b>	<b>17%</b>

\*\* Data as of March 1, 2022

Development Support Services

- The Overall Customer Service Satisfaction was 75% for either Very Positive or Somewhat Positive for February 2022, based on 50 out of 67 responses. This is up from 72% in January 2022 which had 38 out 53 responses.
- In February 2022, 5 out of 5 customers surveyed thought that our Inspections team was Extremely Helpful or Very Helpful. In January 2022, 4 out of 4 customers surveyed thought that our Inspections team was Extremely Helpful or Very Helpful.



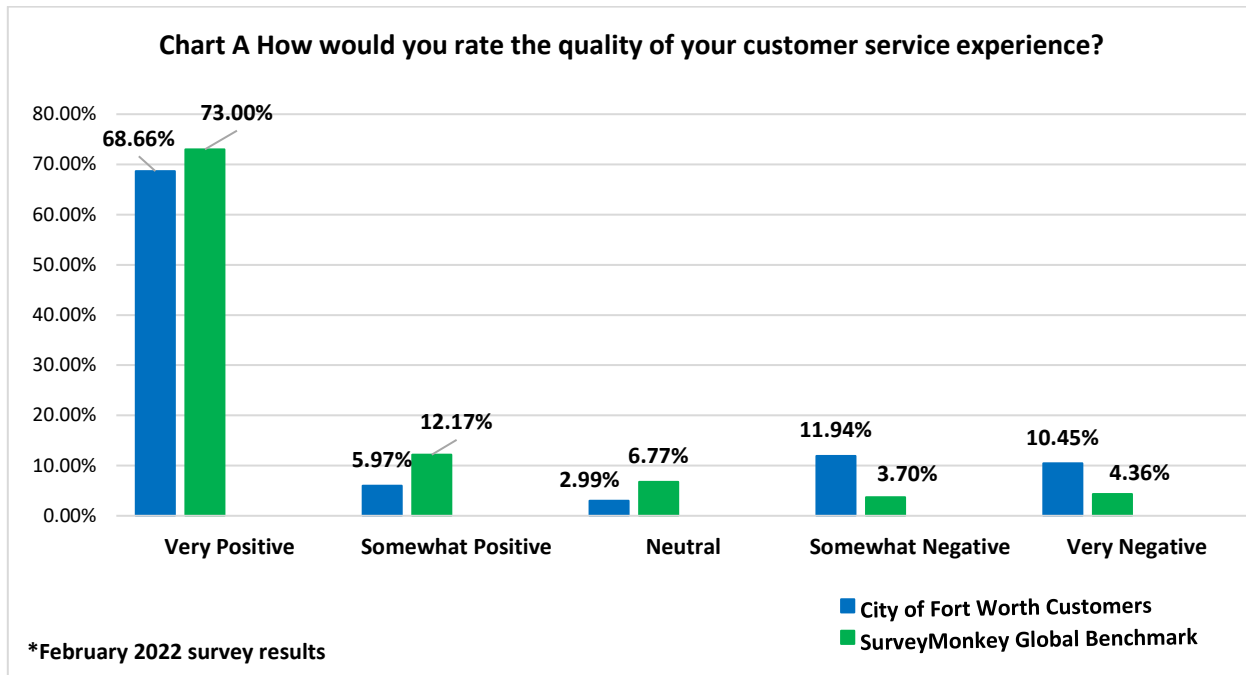
To the Mayor and Members of the City Council

March 22, 2022

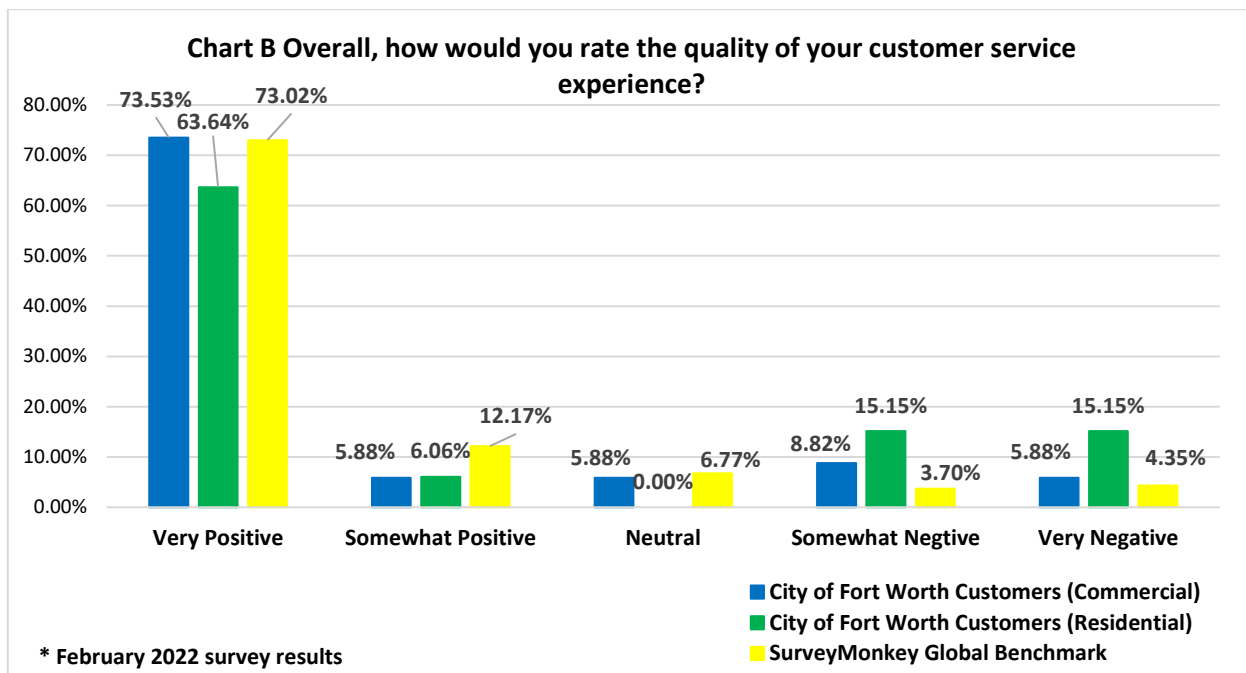
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- Chart A shows survey responses for February 2022.



- Chart B shows commercial vs residential survey responses for February 2022.



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X-Team Building Plan Review

<b>X-Team Activity</b>	<b>Feb-22**</b>	<b>Jan-22</b>	<b>Mo - Mo Difference</b>	<b>Feb-21</b>	<b>Yr - Yr Difference</b>
<b>X-Team Applications</b>	13	18	-28%	6	117%
<b>Conferences Held</b>	10	9	11%	5	100%
<b>Building Permits Issued</b>	13	10	30%	3	333%

\*\* Data as of March 1, 2022

<b>X-Team Activity Totals</b>	<b>YTD 2022</b>	<b>CY 2021</b>	<b>CY 2020</b>	<b>Total</b>
<b>X-Team Applications</b>	31	139	106	276
<b>Conferences Held</b>	19	68	32	119
<b>Building Permits Issued</b>	23	228	182	433

- As of February 28, 2022, there were 110 pending X-Team building permits.

Building Plan Review

- On February 28, 2022 review times were as follows:

Days to first review Commercial Plans	Actual 5 Days	Goal 7 Days
Days to first review Residential Plans	Actual 10 Days	Goal 7 Days

For February 2022, the average departmental review times to first comment were as follows:

Commercial Plans	Average 9 Days	Goal 7 Days
Residential Plans	Average 6 Days	Goal 7 Days

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Development Activity Applications

Type	February 2022 **	January 2022	Mo - Mo Difference
<b>Total Development Building Permits Apps*</b>	1551	1515	2%
<b>Infrastructure Plan Review Center</b>	61	58	5%
<b>Community Facility Agreement</b>	21	8	163%
<b>Platted Lot (Residential &amp; Non-Residential)</b>	1068	1578	-32%
<b>Platting</b>	47	38	24%
<b>Zoning</b>	23	12	92%
<b>Zoning Change Site Plan</b>	1	1	0%

\* Incl: New Commercial & Residential, Comm/Res Remodel, Comm/Res Accessory, Comm/Res Addition, Occupancy Change of Use, etc

\*\* Data as of March 1, 2022

Business Process Improvement – Certificate of Occupancy Process

- The report is complete and will be presented to DAC on Thursday, March 25, 2022.
- The following recommendations were made:
  - Standardization of the application, processes, and definition of Certificate of Occupancy.
  - Training of staff, customer education team, and customers on the processes and the utility of Accela Citizen Access.
  - Increase staff levels to reflect the current permit load, provide bi-annual updates on the measurements of success with coordination with Alliance Partners.
  - Process modifications to ensure the Certificate of Occupancy process promotes inter-departmental cooperation, and reduces silos and redundancies.
  - Technology improvements to ensure the use of technology is providing ease of access to the most up-to-date information while fostering the use of modern day technology for messaging, and applications.
  - Accountability within the department and adherence to the Standard Operating Procedures to ensure consistency with reviews.

Lean Six Sigma Yellow Belt Projects

- The Development Services Department is conducting Lean Six Sigma (LSS) Yellow Belt Training for staff.

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- DSD certified 15 LSS Yellow Belts during the first round of training that was held in August 2021. The 2nd LSSYB training was held in February 2022 and 13 more LSS Yellow Belts were certified.
- The Yellow Belts and other Lean Six Sigma certified staff meet monthly to review the projects. The following is a sample of DSD staff Lean Six Sigma Yellow Belt Projects:
  - Zoning Application Processing Time Improvements
  - DAC & IR Data Collection Efficiencies
  - Streamline Service Contract Process
  - Improve the Land Use CO Process
  - Move PDC's into Accela to Utilize Workflows and Collect Staff Project Comments in One Place
  - Reduce Number of TrIF Refunds
  - Reduce Occupancy Existing Ordinance Processing Times
  - Better Coordination with the Counties for ETJ Projects
  - Reduce IPRC PM Review and Upload Times
  - Improving the Encroachment Agreement Process

**Response to COVID-19 Pandemic**

- All required applications/permits continue to be available online. Staff continues to work on streamlining and adding permit processes online.
  - DSD continues to work with IT on the IT Permit Extract for Public Use project. This project will pull additional data from Accela and put it out on the Open Data Portal and on One Address for the public's use. The goal is to provide more information to the public to promote transparency and good customer service.
- Development Services Permitting Center at City Hall is open for in-person service from 8am to 5pm, Monday thru Friday. Digital submittals are still required for zoning, IPRC, and platting projects. Customers may also use self-serve kiosks throughout the permitting area for access to:
  - MyFW App - to quickly and easily report issues to the City of Fort Worth
  - Accela Citizen Access (ACA) - to review application status
  - CFW Permit Assist - to answer general development questions
  - Development Services webpage - for detailed development information
  - QLess – to join the queue for in-person assistance

Please contact D.J. Harrell, Development Services Director, at 817-392-8032 or [Dalton.Harrell@fortworthtexas.gov](mailto:Dalton.Harrell@fortworthtexas.gov) if you have any questions, concerns or comments.

**David Cooke**  
**City Manager**



# Development Activity Report



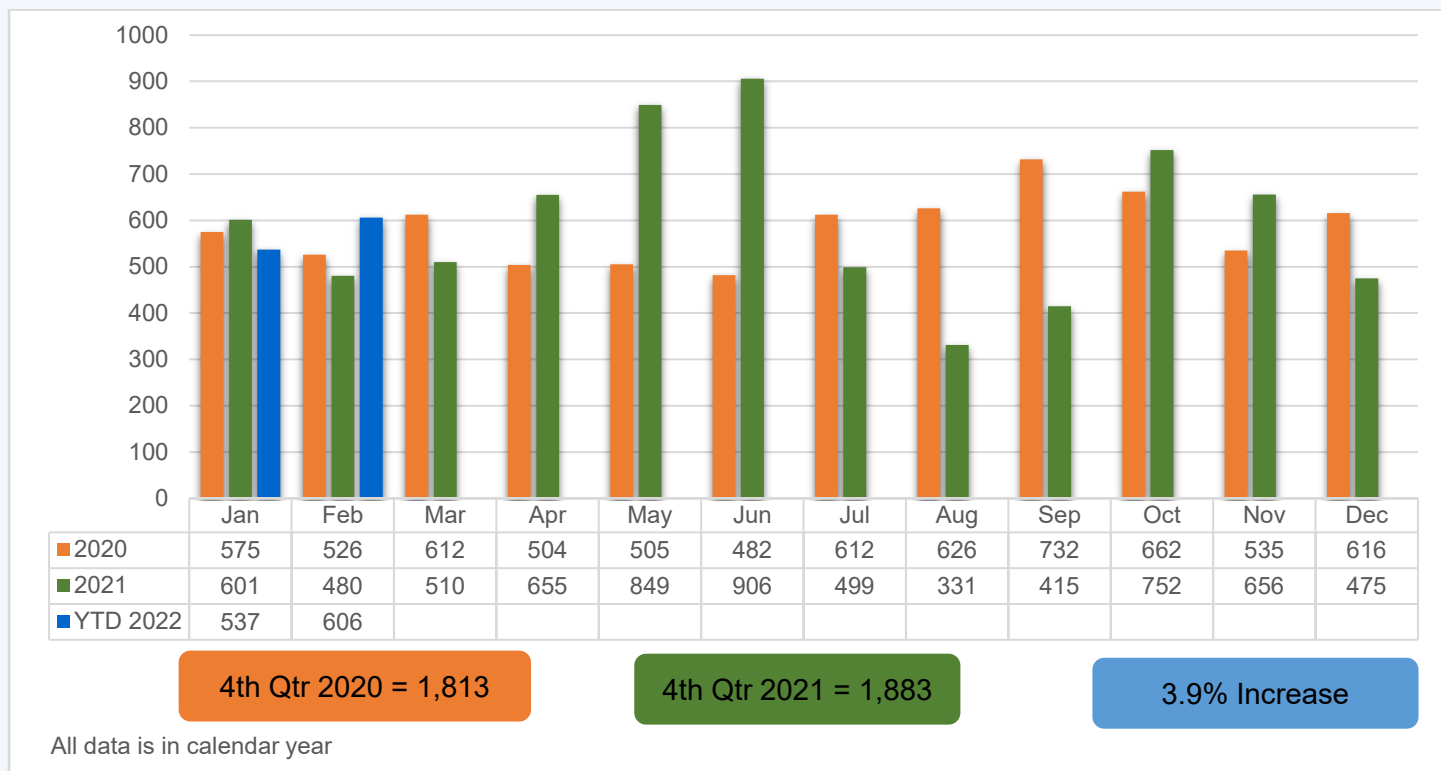
February 2022

## INSIDE THIS EDITION

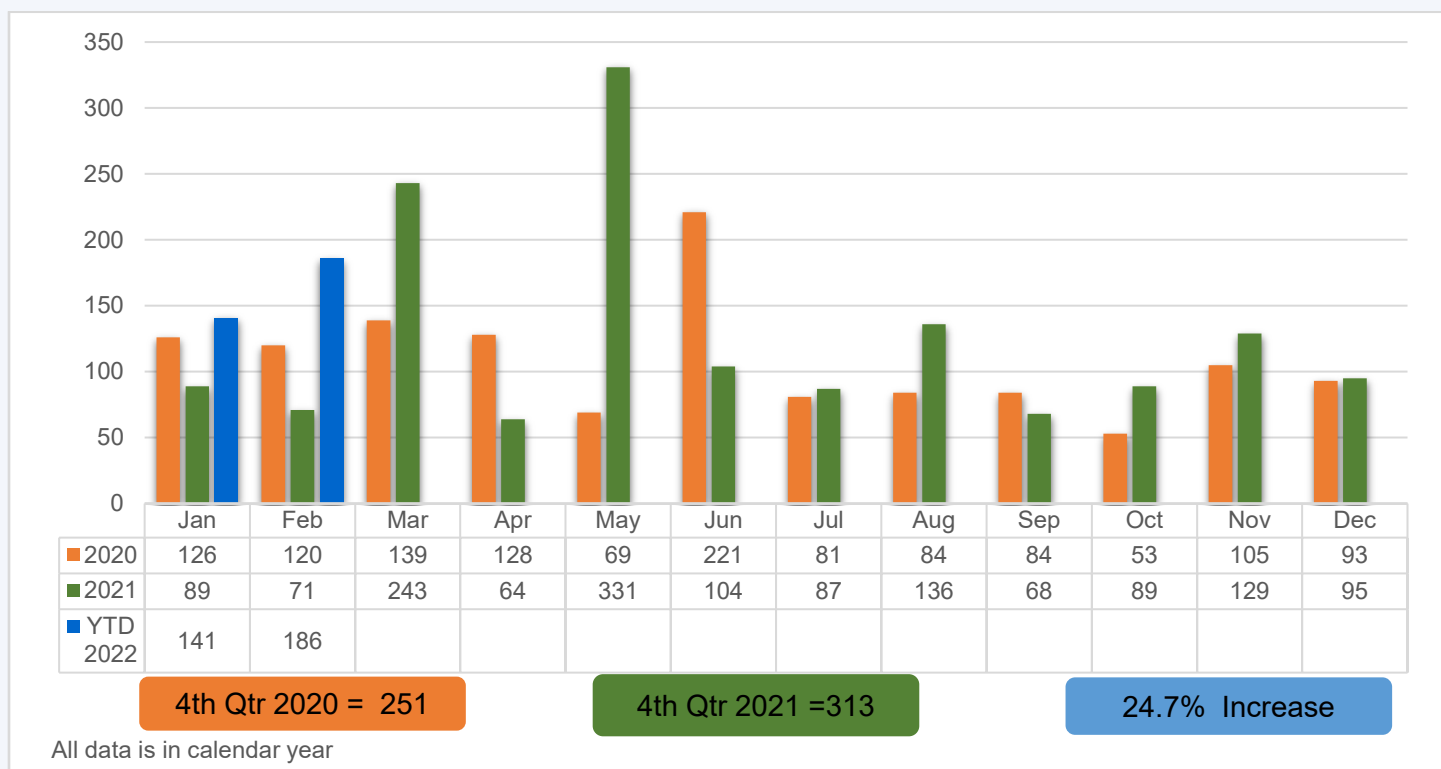
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# Building Permits

## New Single-Family Permits

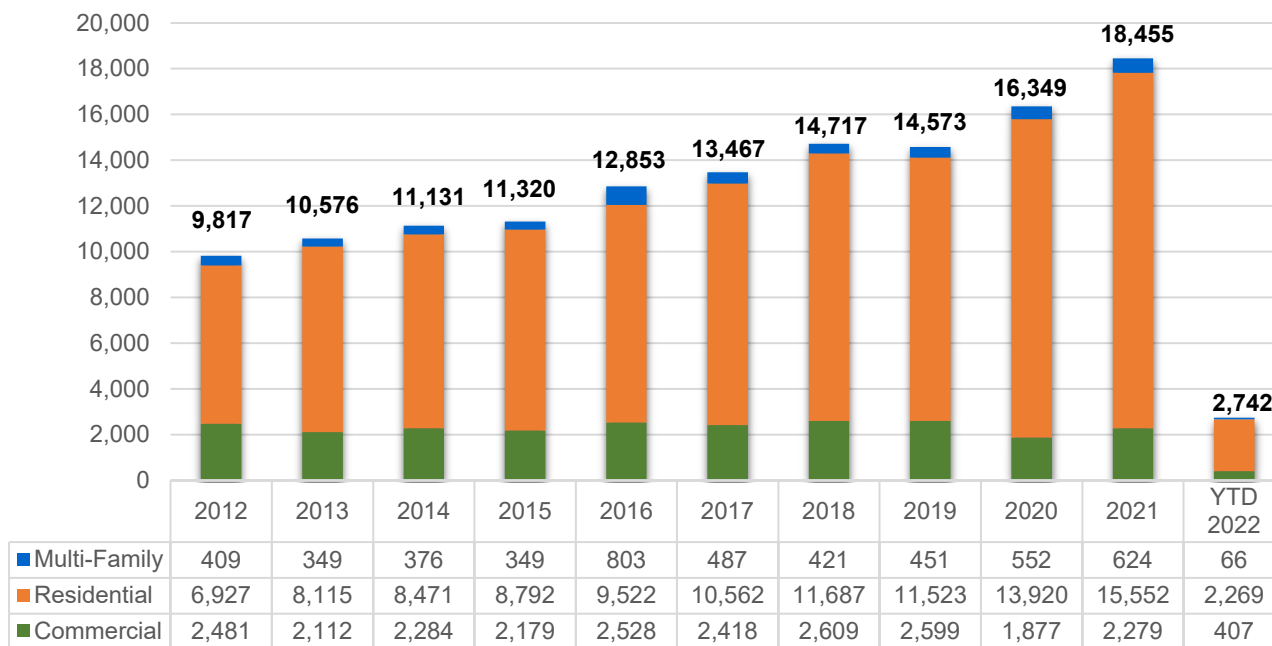


## New Commercial Permits



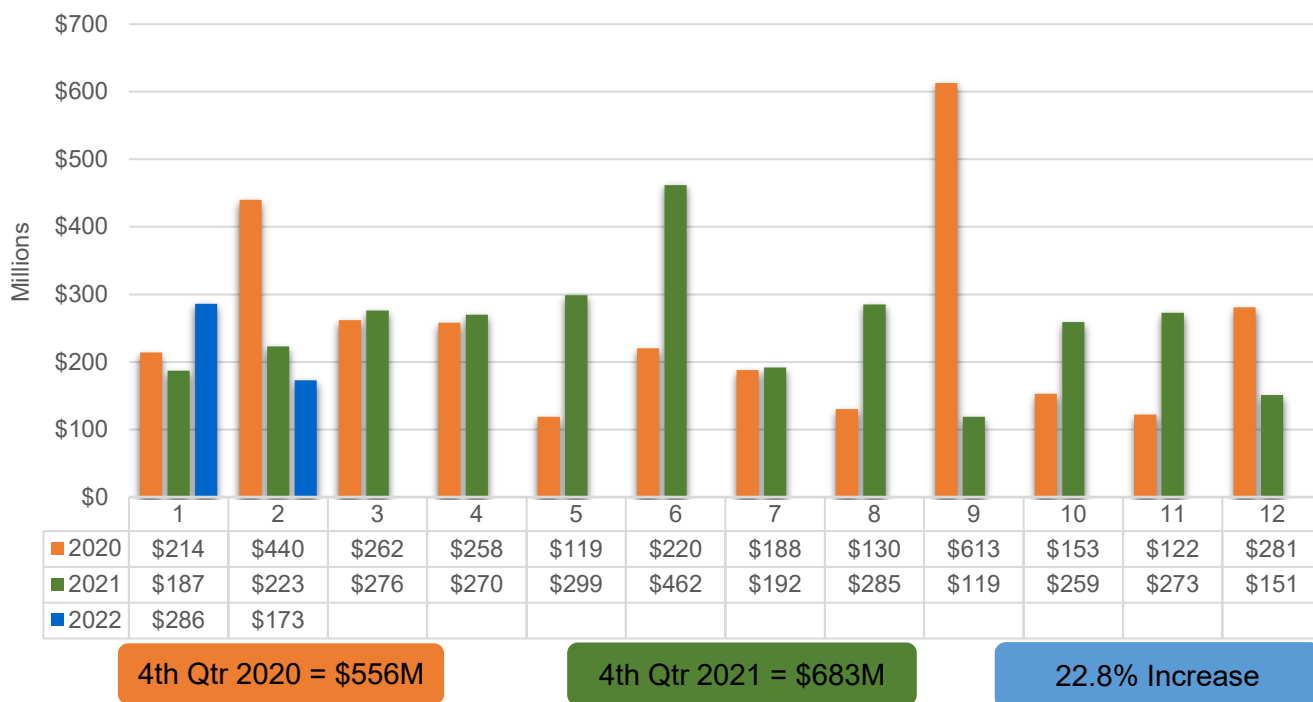
# Building Permits

## Building Permit Comparison



All data is in calendar year

## Total Commercial Valuation



All data is in calendar year



# Building Permits

## New Commercial Permits Valuation



## Permit Valuation Comparison

Category	Current Month	Prev. Month	Difference M-M	Prev. Year	Diff. Y-Y %	Year to Date CY '21 vs CY '22		
	Feb '22	Jan '22	%	22-Feb	Feb '21 vs Feb '22	Jan – Feb '21	Jan – Feb '22	Diff
New SF Permits	606	537	69 13%	480	126 26%	1081	1143	62 6%
New SF Value	\$115.8M	\$94.5M	\$21.3M 22%	\$89.7M	\$26.1M 29%	\$201.4M	\$210.3M	\$8.9M 4%
New Comm Permits	186	141	45 32%	71	115 162%	160	327	167 104%
New Comm Value	\$139.2M	\$210.6M	-\$71.5M -34%	\$159.5M	-20.3M -13%	\$298.1M	\$349.8M	\$51.7M 17%

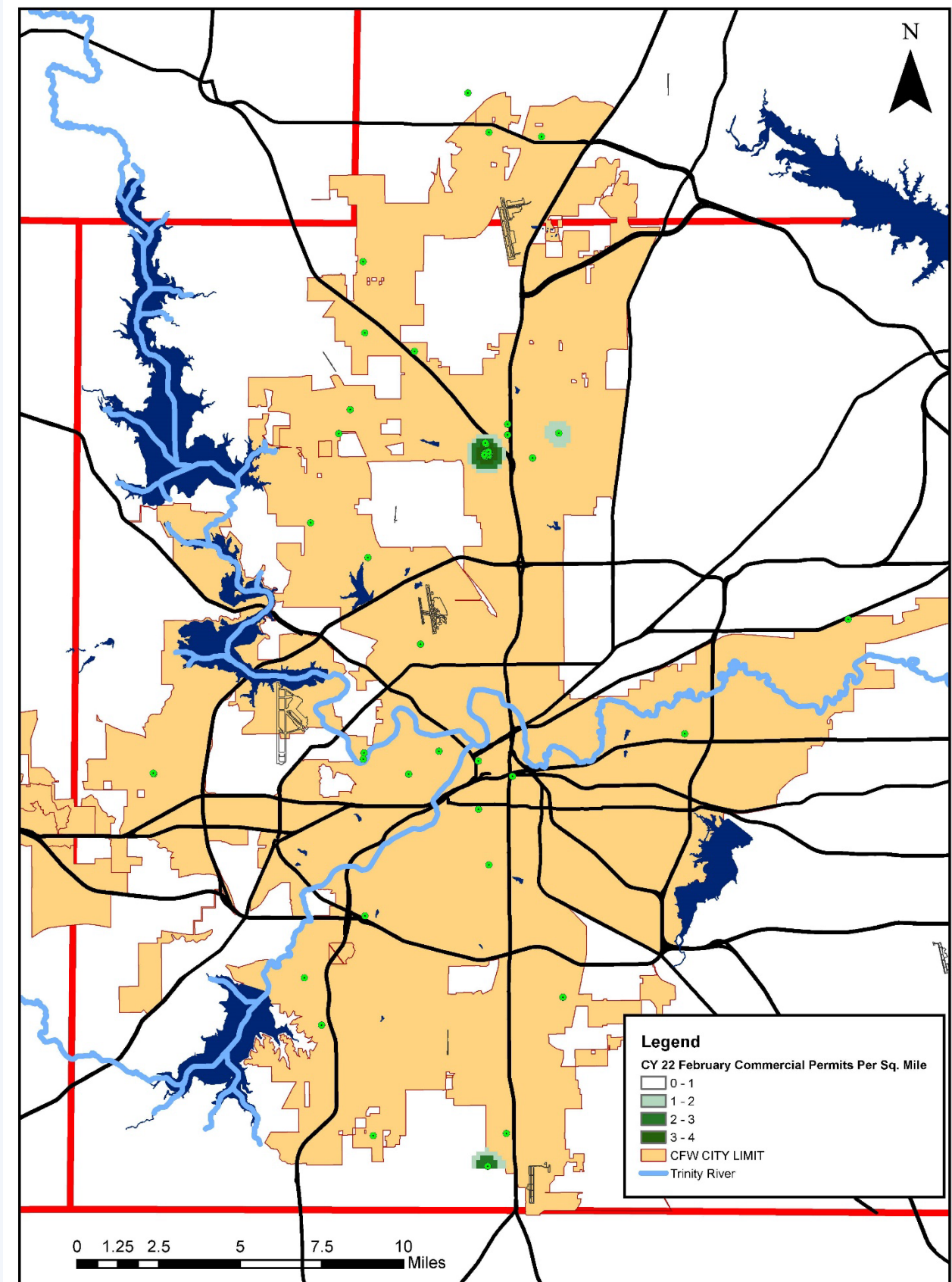
# Building Permits

## Large Commercial Projects

February Large Commercial Projects				
Address	Council District	Project Name	Work Description	Valuation
15501 N Beach St	7	Alliance Center North	New Construction Office/Warehouse Shell with Attached Canopies	\$40,000,000
1550 Pruitt St	9	CCMC – 8th Avenue & Pennsylvania Parking Garage	New Construction of Parking Garage for Cook's Children Hospital to Include Office Area for Staff	\$35,000,000
651 Goat Farm Rd	7	Greystar Overture District	New Construction of a Multi-Family Apartment Complex With 182 Units	\$27,500,000
8845 Stallion Ln Building 1 & 2	7	Presidio IV	New Construction of a 192 Unit Apartment Building	\$19,675,176
1069 Kings Hwy	4	Palladium Fain Street	New Construction of a 90 Unit Apartment Complex	\$14,500,000
5074 Willie St Buildings B & C	5	Young Men's Leadership Academy (YMLA)	New Construction of a 2 Story Classroom Building B, A 600 Seat Competition Gym, Locker Rooms, Engineering Classrooms, Robotics Lab and Music Room	\$12,500,000
6101 Campus Dr Building 2	8	46 Ranch	New Construction Office/Warehouse Shell	\$4,600,000
800 W 5Th St	9	First United Methodist Church	Remodel of Fellowship Hall	\$3,000,000
5023 Trail Lake Dr	6	Antioch Church	Remodel Church to Create Larger Worship Are and Classrooms, Update Painting on Parking and Water Lines	\$2,571,000
9500 Clifford St	3	Wal-Mart	Remodel to Add Check Out Areas, Install Ap Gates And Refrigerated Cases for Online Pickup	\$2,310,372
3600 Benbrook Hwy	3	Alliance for Children	Change of Use & Renovation of An Existing 38,000 Sf Facility. To Include Offices, Interview Rooms, Conference Areas, Training Area, Extended Break Room, And A New Reception/Waiting Area	\$1,998,864
2627 Tillar St	9	Tillar	Change of Use from Industrial to Office, Remodel Existing Building to New Commercial Office Building	\$1,500,000
3136 Basswood Blvd	4	Professional Building	New Construction of An Office Building	\$1,151,922
14100 Park Vista Blvd	7	QTS FTW -1 Isolation Transformer	Remodel Existing Corridors, Installation of Transformers in Existing Data Center	\$1,050,000
6508 Bryant Irvin Rd	3	Bryant Irvin Office	New Construction of Office Building	\$1,000,000

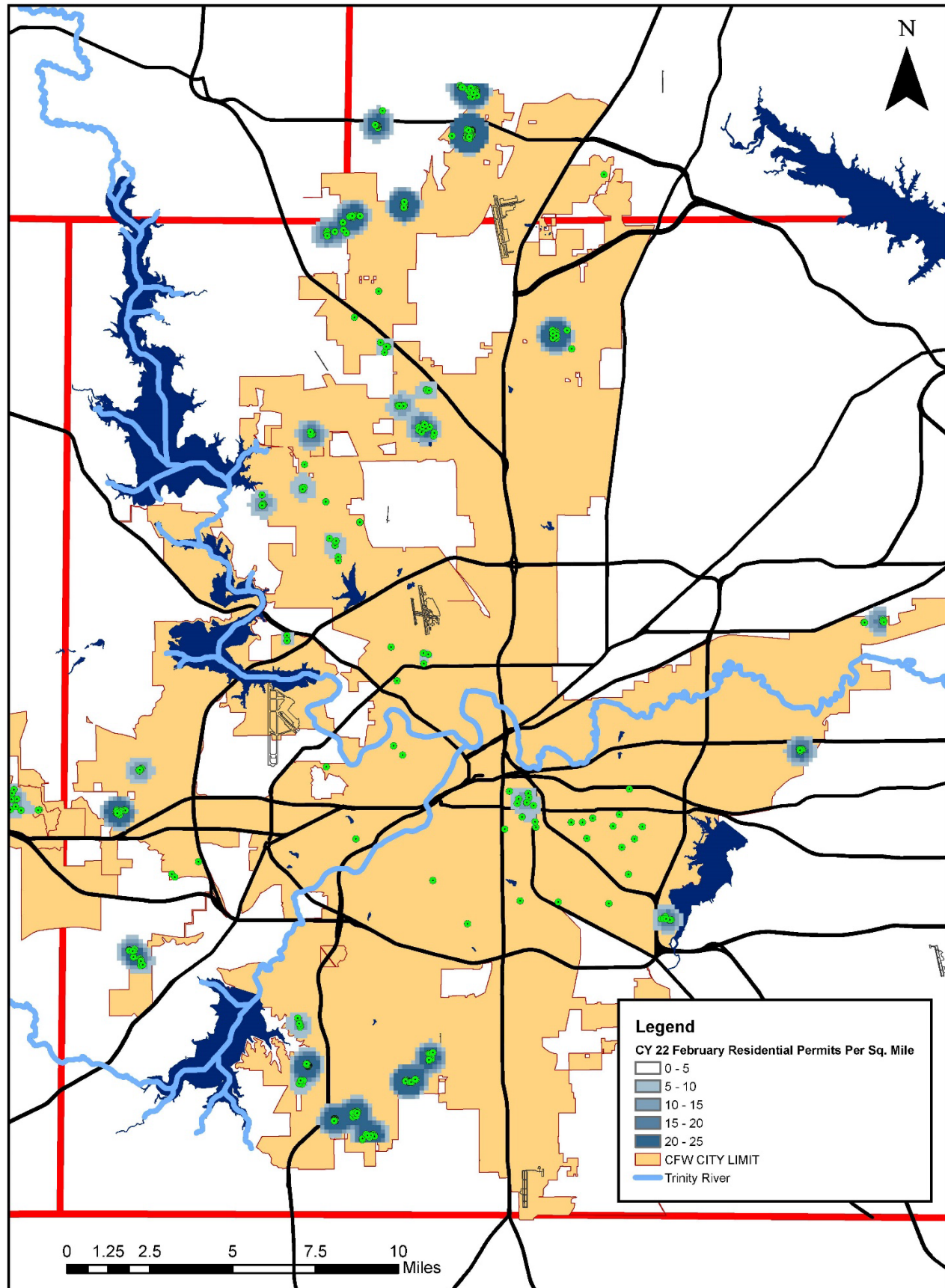
# Building Permits

## February 2022 New Commercial Permits Heat Map



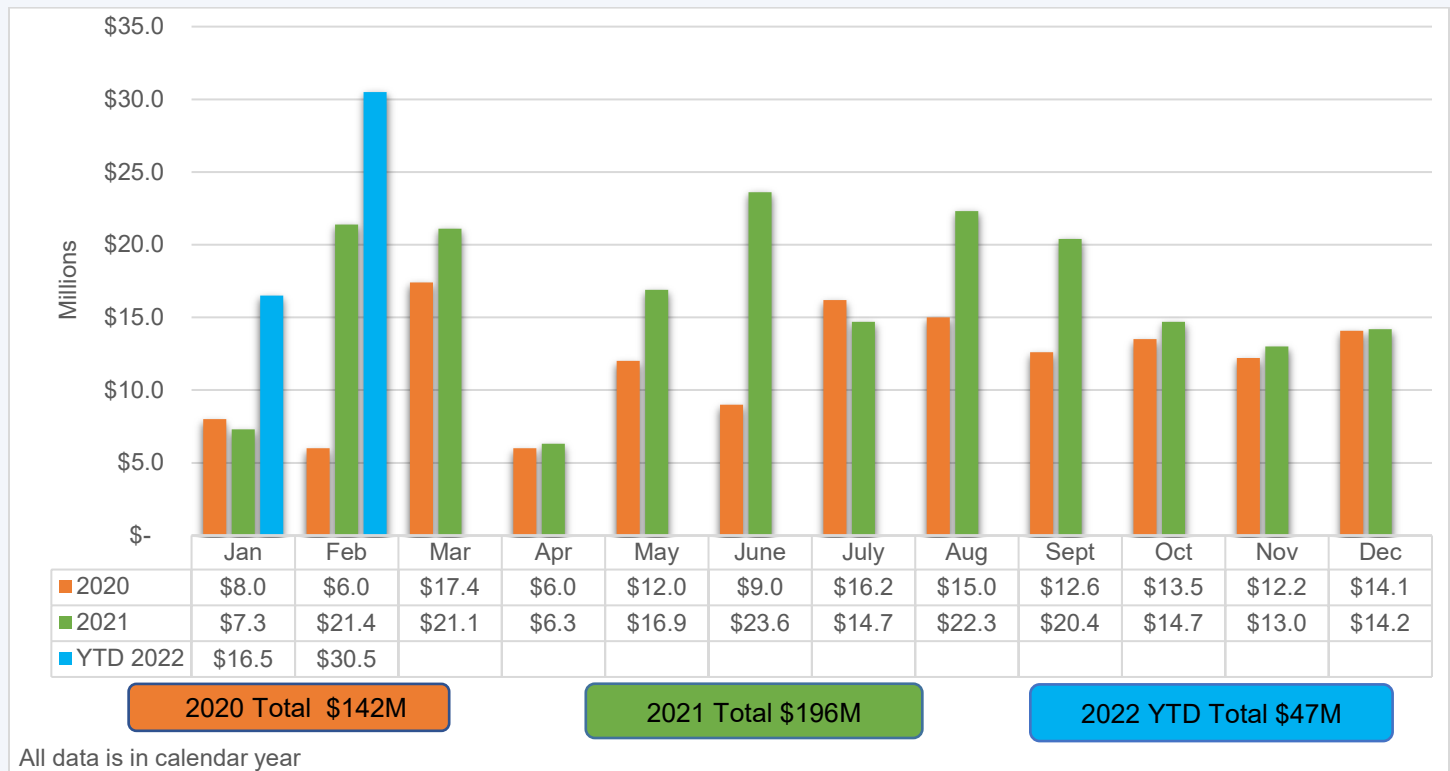
# Building Permits

## February 2022 New Residential Permits Heat Map

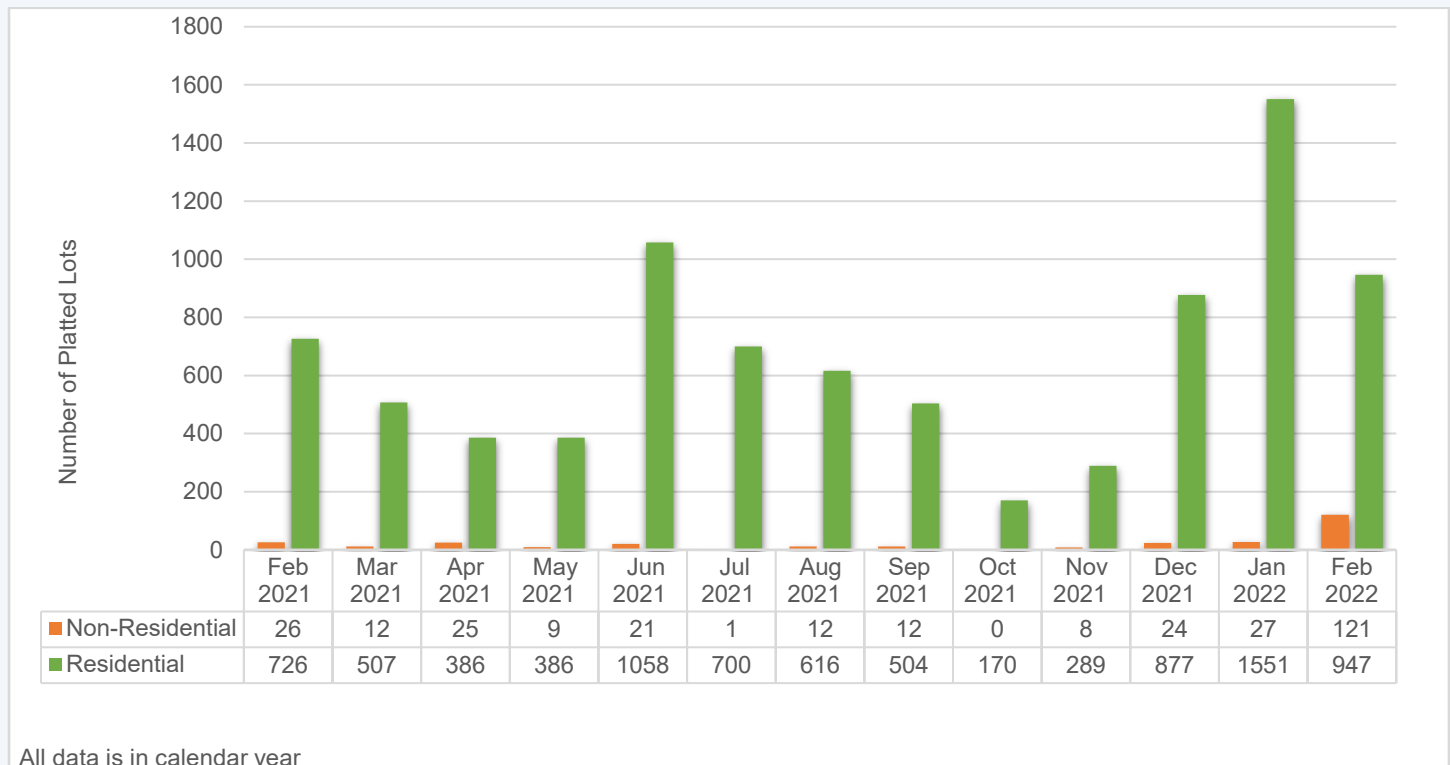


# CFA and Platting

## CFA Project Overview



## Platted Lots



# Infrastructure

## IPRC Overview

IPRC Overview Report	2018	2019	2020	2021	YTD 2022
Cycle Complete	52	52	54	52	8
Total Projects	148	181	153	173	39
Avg. Project Total Per Cycle	2.85	3.48	2.83	3.33	4.87
Total Accepted Projects	139	143	136	132	27
Plan Rev. & Ret w/n 14 days	98%	94%	99%	98%	100%

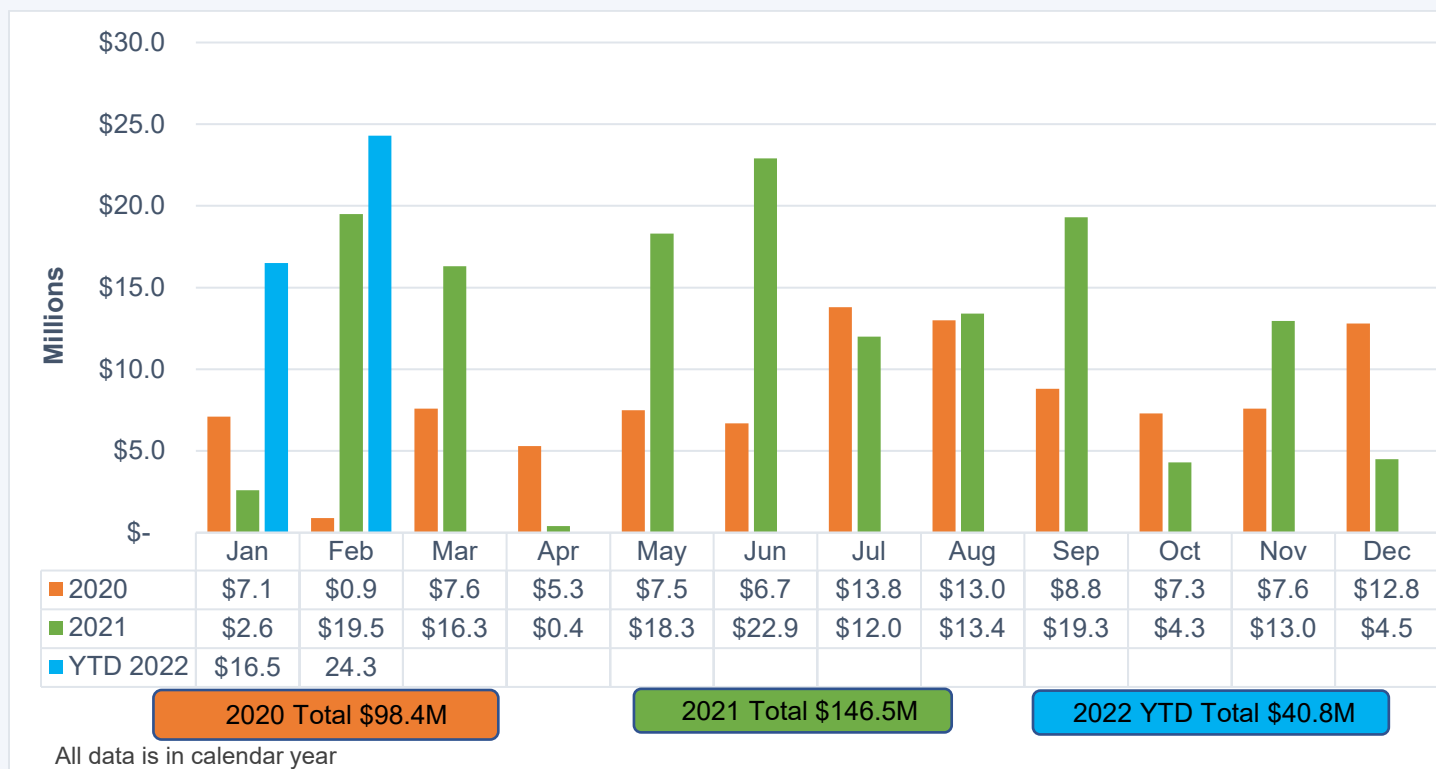
\*All data is in calendar year

## IPRC Quarterly Details

IPRC Quarterly Report	Q2 2021	Q3 2021	Q4 2021	Q1 2022
Cycles	13	4	13	8
Total Projects	36	16	59	39
Avg. Projects Per Cycle	2.80	4.00	4.50	4.87
Avg. Accepted Projects Per Cycle	3.60	3.60	2.30	3.37
Plan Rev. & Ret w/n 14 days	92%	100%	98%	100%

\*All data is in calendar year

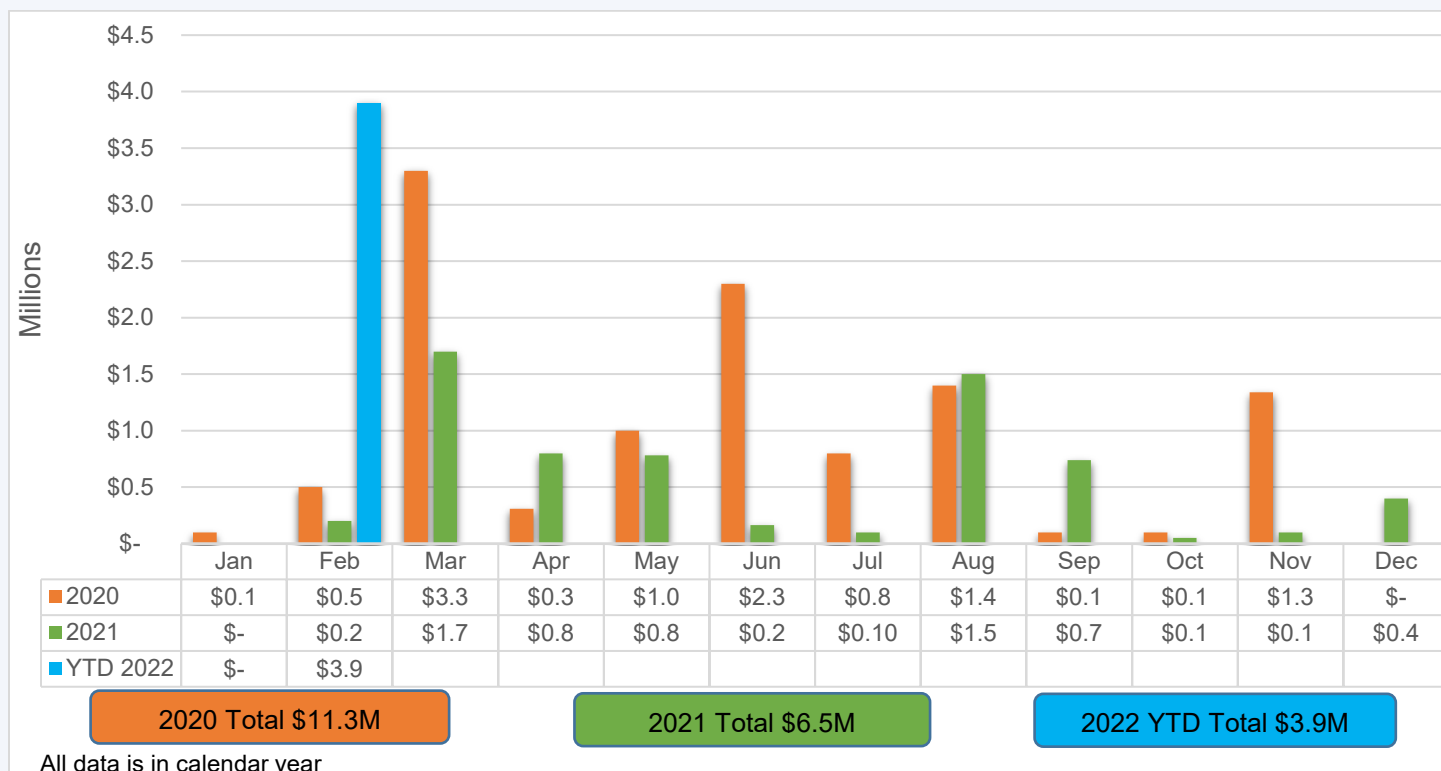
## Public Infrastructure Residential Projects





# Infrastructure

## Public Infrastructure Commercial Projects

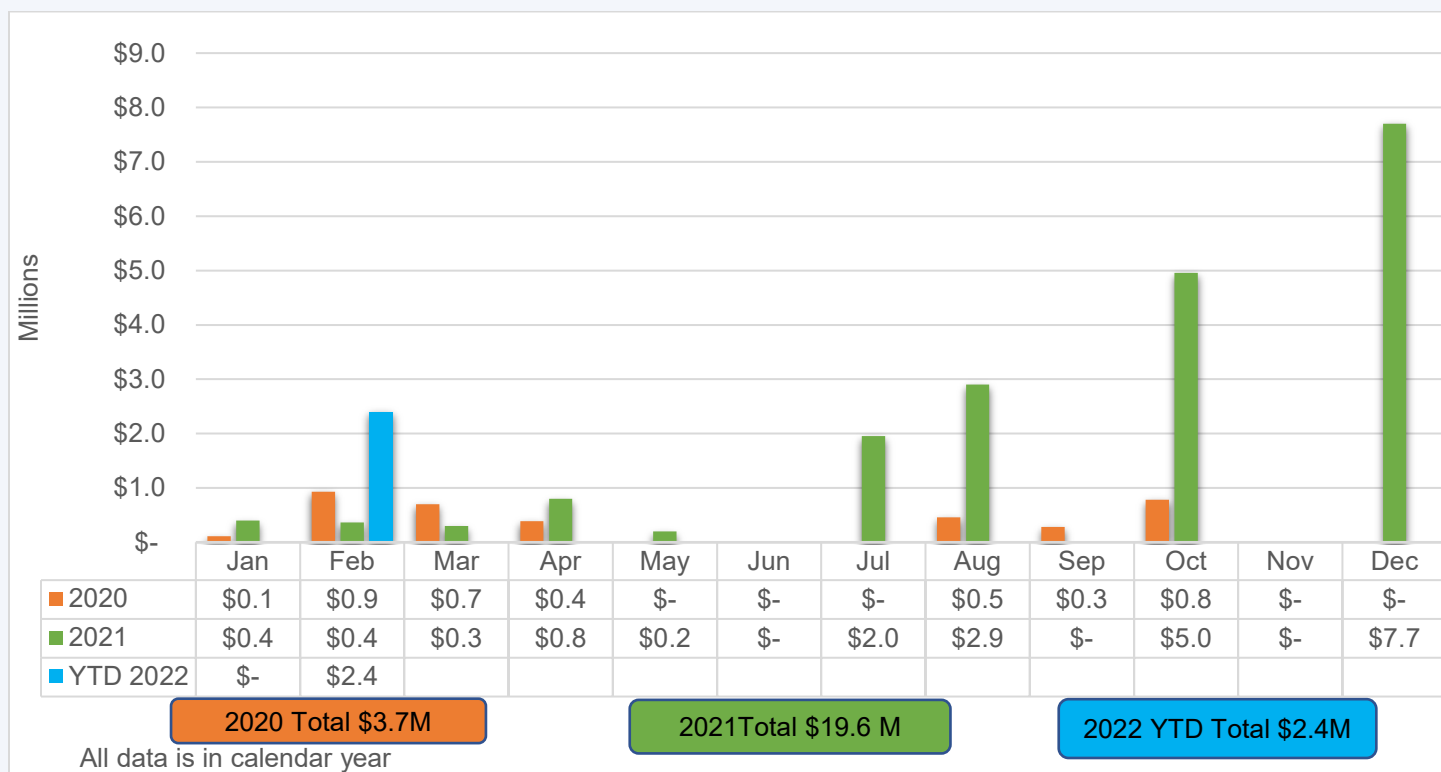


## Public Infrastructure Industrial Projects

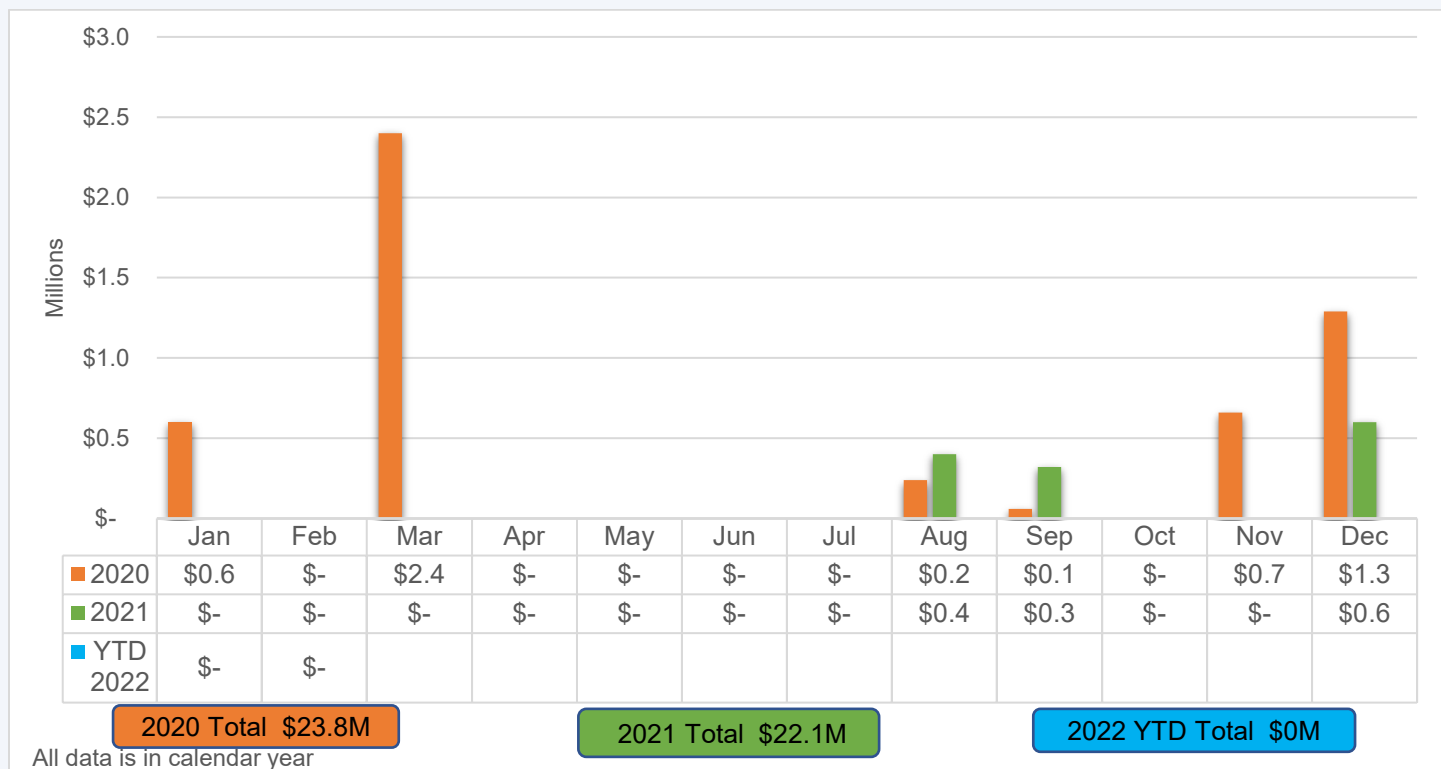


# Infrastructure

## Public Infrastructure Multi-Family Projects



## Public Infrastructure Institutional Projects





# Stormwater

## Stormwater Review Performance

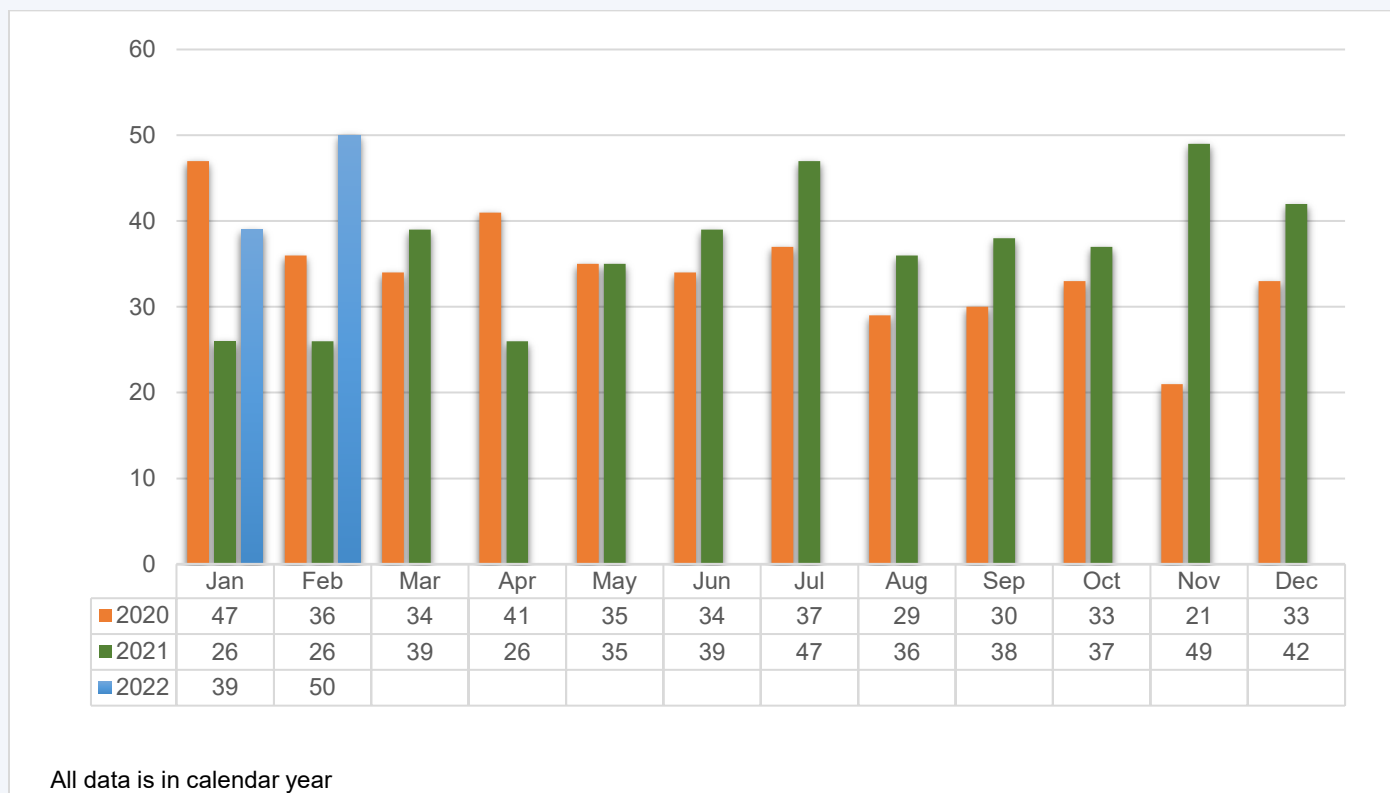
Stormwater Review Performance	CY '21	YTD '22	Feb '22
Avg. Review Time (days)	7.38	7.18	7.29
Num. Review Completed	1,246	266	139
% completed in 10 business days or less	93.9	98.4	99.2
Avg. IPRC Review Iterations (City)	2.7	2.2	2.2
Avg. Drainage Studies Iterations (City)*	3.1	3.2	3.7
Overall Customer Satisfaction Rating (1-5 scale)	3.6	5.0	5.0
Num. of Surveys Taken **	18	0***	0***

\* Item tracked as a result of HB 3167

\*\* No surveys were received this month

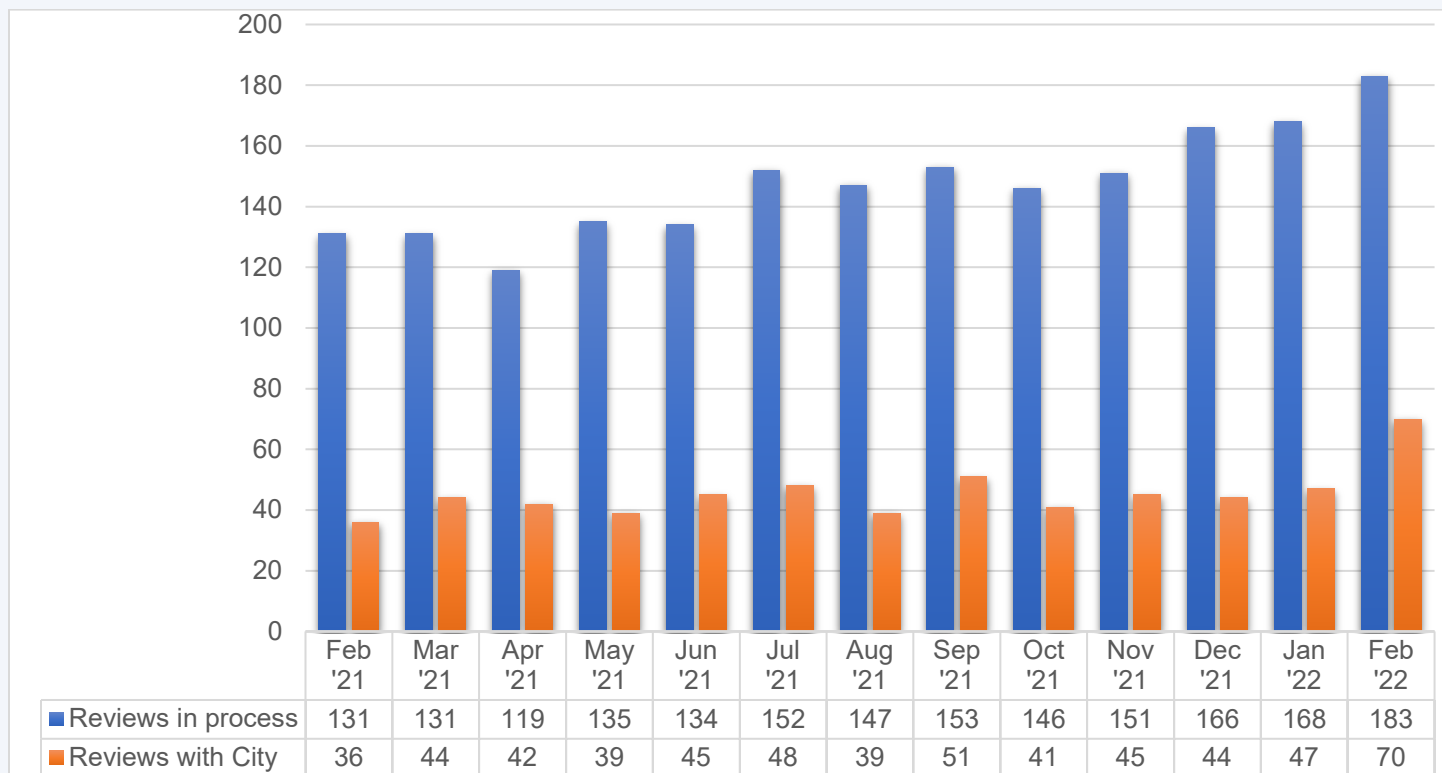
\*\*\* These items will be discontinued and will be zeroing out

## New Stormwater Submissions

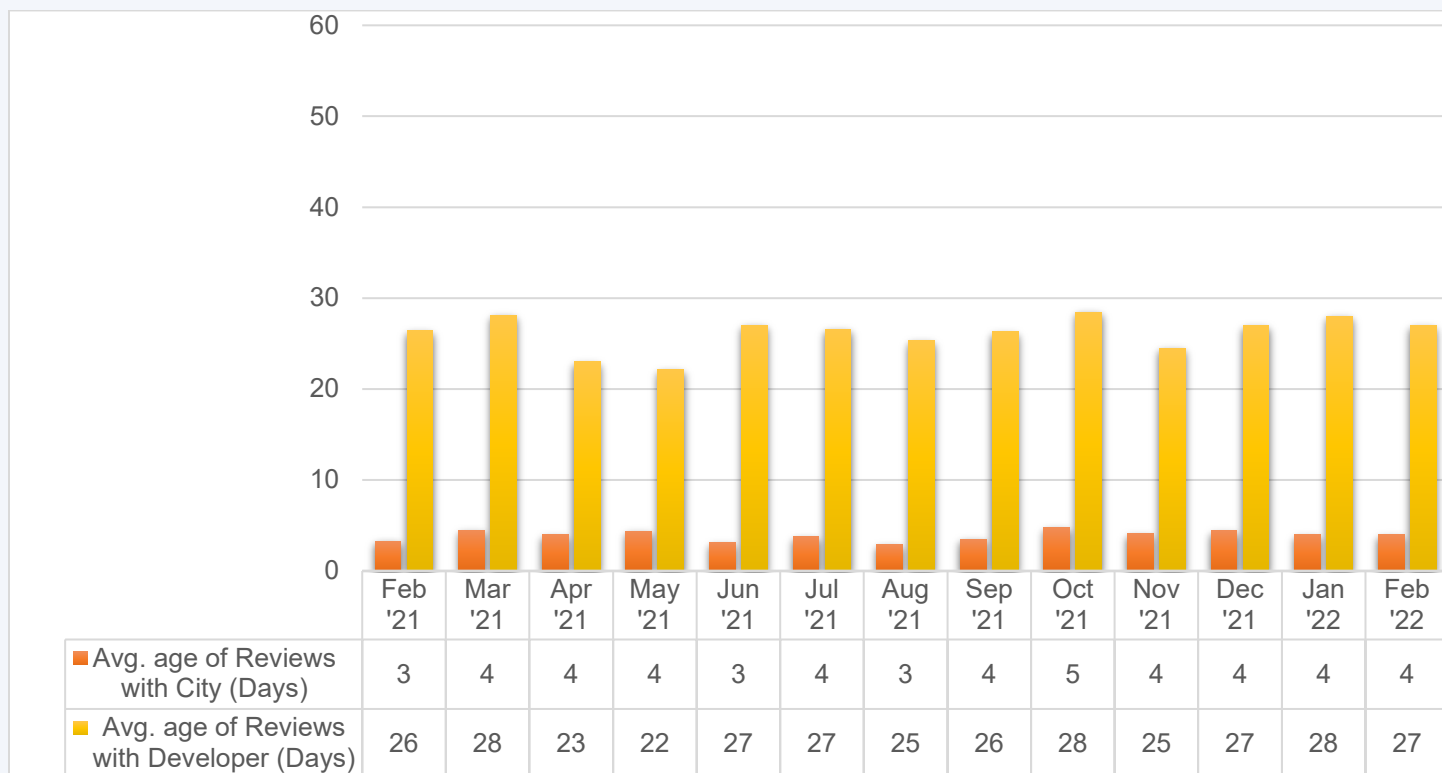


# Stormwater

## Stormwater Pipeline Number of Reviews



## Stormwater Pipeline Average Days for Review



# Water

## Water/Sewer Study Review Performance

Water Study Review Performance	CY '21	YTD '22	Feb '22
Newly Submitted Water Studies	131	22	12
Water Studies Approved *	333	41	19
Avg. Review Time in Days for Completed Water Submittals (City)	10.6	12.3	8.8
Avg. Water Study Iterations (City)	2.8	2.2	2.4
Sewer Study Review Performance	CY '21	YTD '22	Feb '22
Newly Submitted Sewer Studies	134	24	12
Sewer Studies Approved *	311	47	23
Avg. Review Time in Days for Completed Sewer Submittals (City)	9.9	13	13.7
Avg. Sewer Study Iterations (City)	2.7	2.5	2.3

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

## Submitted Water/Sewer Studies

Water	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22
Water Study Reviews in Process	38	36	39	45	51
Water Study Reviews in Process with City	8	16	24	21	30
Water Study Reviews in Process with Owner	30	20	15	24	21
Avg Water Study Review Completed - time with City (Days)	14.6	11.4	8.8	15.8	8.8
Avg Water Study Review Completed - time with Owner (Days)	7.1	15.7	13	6.5	7.0
Sewer	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22
Sewer Study Reviews in Process	40	39	43	47	50
Sewer Study Reviews in Process with City	9	16	24	19	23
Sewer Study Reviews in Process with Owner	31	23	19	28	27
Avg Sewer Study Review Completed - time with City (Days)	11.1	10.1	10.2	12.3	13.7
Avg Sewer Study Review Completed - time with Owner (Days)	29.8	17.4	12.7	8.9	10.8

# Development Process Improvement

## Active Development Process Improvements as of February 2022

Task	Department/ Staff Assigned	Status
<b>Accela Automation/ Website/ Technology Improvements (1 in progress)</b>		
Create shared database for CFAs, IPRC, inspections and closeout for developer-led infrastructure projects	Development Services, TPW, ITS	On 2/21/2022, consultant completed some revisions and provided report to staff responded on 2/24/2022. Staff will continue to test the report as soon as updates have been completed. Additional items were identified that were outside the scope of the project and staff will work with the Consultant on adding to the 3 <sup>rd</sup> phase.
<b>Development Process Tree (1 in progress)</b>		
Update and republish process trees for each alliance partner reflecting changes in their respective process as a result of HB 3167. Allowing citizens to have a clear, transparent and predictable review of the submittal & review processes	Development Services, Water, and TPW	Staff is updating the new IPRC process to determine what needs to be adjusted, before it is finalized.
<b>Business Process Improvement – BPI (2 in progress)</b>		
Lean process evaluation of the Certificate of Occupancy Process	Development Services	The BPI recommendation report is complete. Report findings will be presented to DAC at the March meeting.
Lean process evaluation of the Pre-Plat/ Platting process	Development Services, Water	Voice of Business (City staff) and Voice of Customer (VOC) meetings will resume in 2022 to complete development of the Pre-Platting Work Process Maps.
<b>Tarrant County Interlocal Agreement (1 in progress)</b>		
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 returned the last version of the County Subdivision Ordinance to their consultant for revisions, and want to take it to the County Commissioners for approval.

# Contact Information

## Development Services

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Report produced by the  
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