

**To the Mayor and Members of the City Council****September 17, 2019**

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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.

**August 2019 Highlights****Building Permits**

- In August 2019, 504 new single-family permits were issued compared to:
  - 417 new single-family permits issued in July 2019, up 21%
  - 567 new single-family permits issued in August 2018, down 11%
- In August 2019, 45 new commercial permits were issued compared to:
  - 80 new commercial permits issued in July 2019, down 44%
  - 76 new commercial permits issued in August 2018, down 41%
- Total commercial valuation (including remodels and additions) for August 2019 was \$121 million compared to:
  - \$221 million in July 2019, down 45%
  - \$255 million in August 2018, down 53%

**Customer Service**

- Overall customer service satisfaction was 78% Very Positive or Somewhat Positive for August 2019, down from 86% in July 2019. There was a 16% decrease in staff capacity for the period of August. Customers experienced longer wait times which contributed to the decrease in customer satisfaction. The department experienced staffing challenges such as three vacancies they are in the process of filling and have a few staff out on major medical leave during this time.

To the Mayor and Members of the City Council

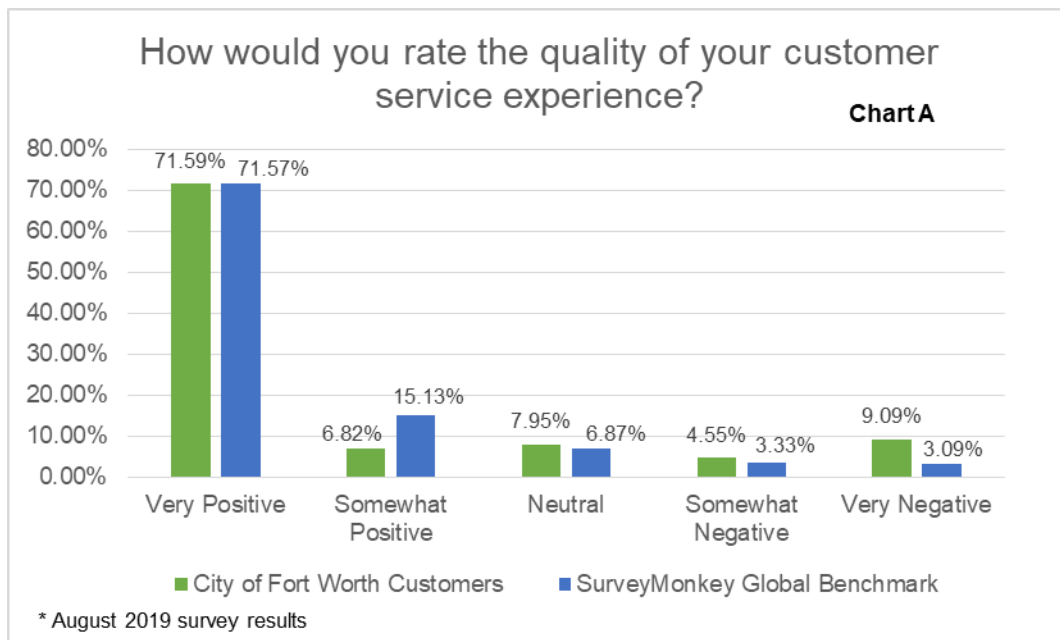
September 17, 2019

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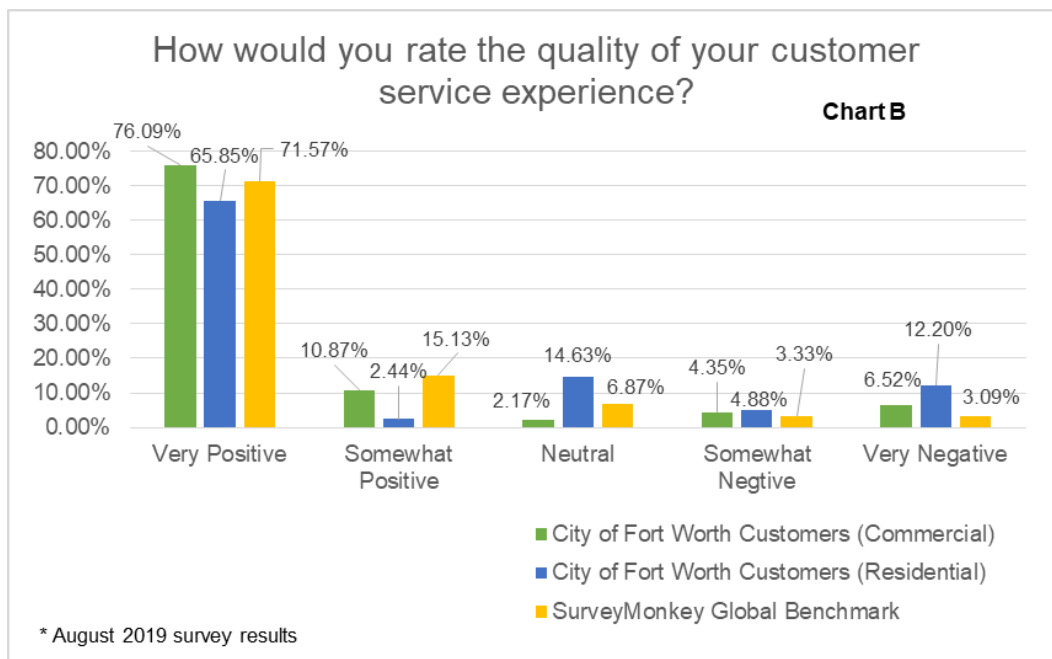


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- Chart A shows August survey responses



- Chart B shows August commercial vs residential survey responses



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- A total of 100% of our customers surveyed thought that our Inspections team was extremely helpful or very helpful in August 2019 compared to 89% in July 2019.

X-Team Building Plan Review

<b>2019 X-Team Activity Totals</b>			
	<b>X-Team Applications</b>	<b>Conferences Completed</b>	<b>Building Permits Issued</b>
<b>March</b>	5	1	0
<b>April</b>	9	6	2
<b>May</b>	14	7	14
<b>June</b>	12	16	15
<b>July</b>	14	9	30
<b>August</b>	7	10	7
<b>TOTAL:</b>	<b>61</b>	<b>49</b>	<b>68</b>

As of August 31, 2019, there are 33 pending X-Team building permits.

Building Plan Review

On September 10, 2019, building code plan review times for first review were as follows:

Commercial Plans    Actual 7 days                      Goal 7 days

Residential Plans    Actual 6 days                      Goal 7 days

All departmental review times for first review were as follows:

Commercial Plans                      11 days

Residential Plans                      14 days

- There was a decrease in commercial permitting volume during this period, however, customers experience slightly longer review times. The commercial plans that were reviewed in the month of August were more complex than the plans that are typically submitted. Additionally, the department experienced staffing challenges due to vacancies and previous staffing schedules. The department has recently hired a plans examiner that will alleviate the longer review times in the future.

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

- Infrastructure Plan Review Center (IPRC) reviewed 86% of the plans submitted within the 14-day goal timeframe in August 2019. IPRC 14-day plan review goal decreased compared to 93% in July 2019. Due to the H.B. 3167, IPRC is in the process of modifying their in-house process and adjusting the Accela workflow for reviewing construction plans to adhere to the new state law changes that went into effect September 1, 2019.
- The S[Cube] contract was extended to December 31, 2019 and the scope of work was expanded to include revisions to the workflow, reports, and notifications as result of 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. Staff will continue to work with the S[Cube] to test revisions to modify the workflow, reports, and notifications.

Development Process Improvements

Commercial Permitting Lean Review: The Executive Management and DAC subcommittee members of the NCBP process improvement project team met on August 7th to discuss the controls and implementation phase of the process improvement exercise. Allison Gray will be managing the recommendations from the report. The Performance Office committed to overseeing the implementation phase to ensure it stays on track.

Please contact Randle Harwood, Planning and Development Director, at 817-392-6101 or [Randle.Harwood@fortworthtexas.gov](mailto:Randle.Harwood@fortworthtexas.gov) if you have any questions, concerns or comments.

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



# Development Activity Report



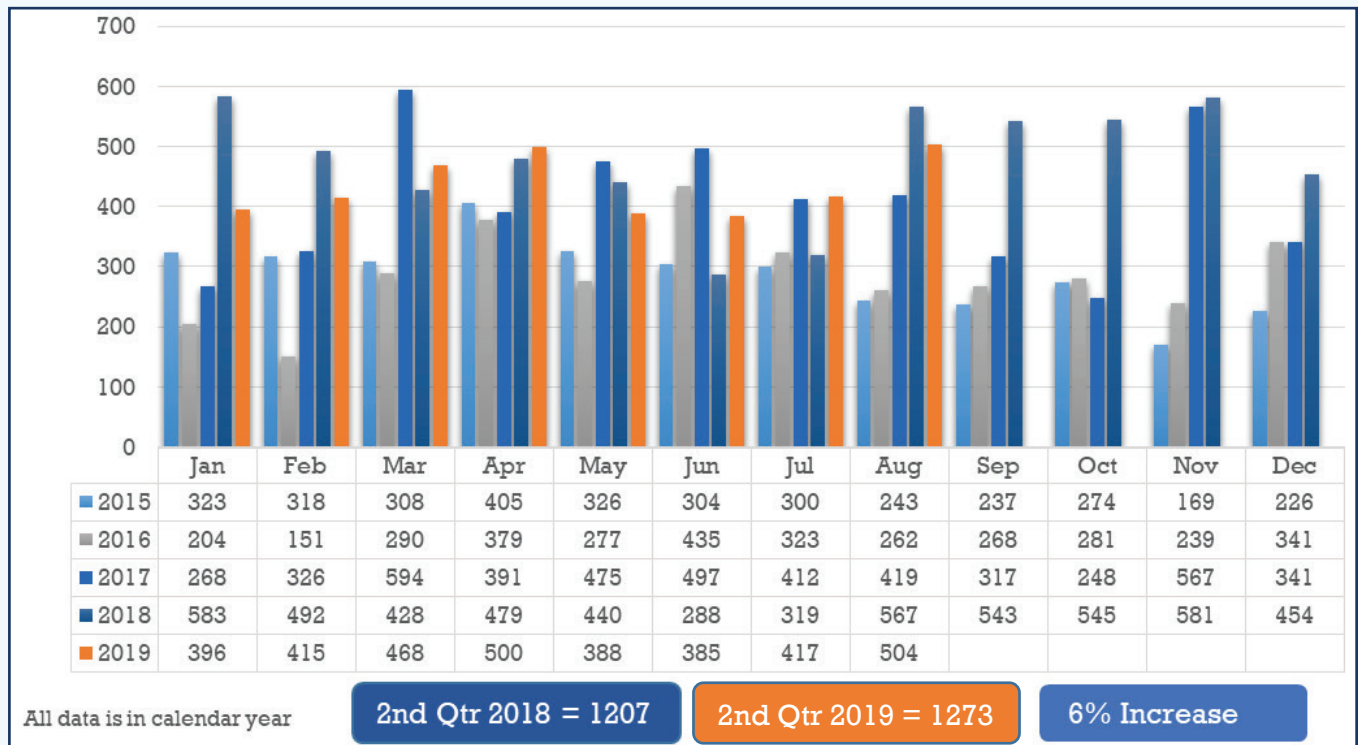
AUGUST 2019

## INSIDE THIS EDITION

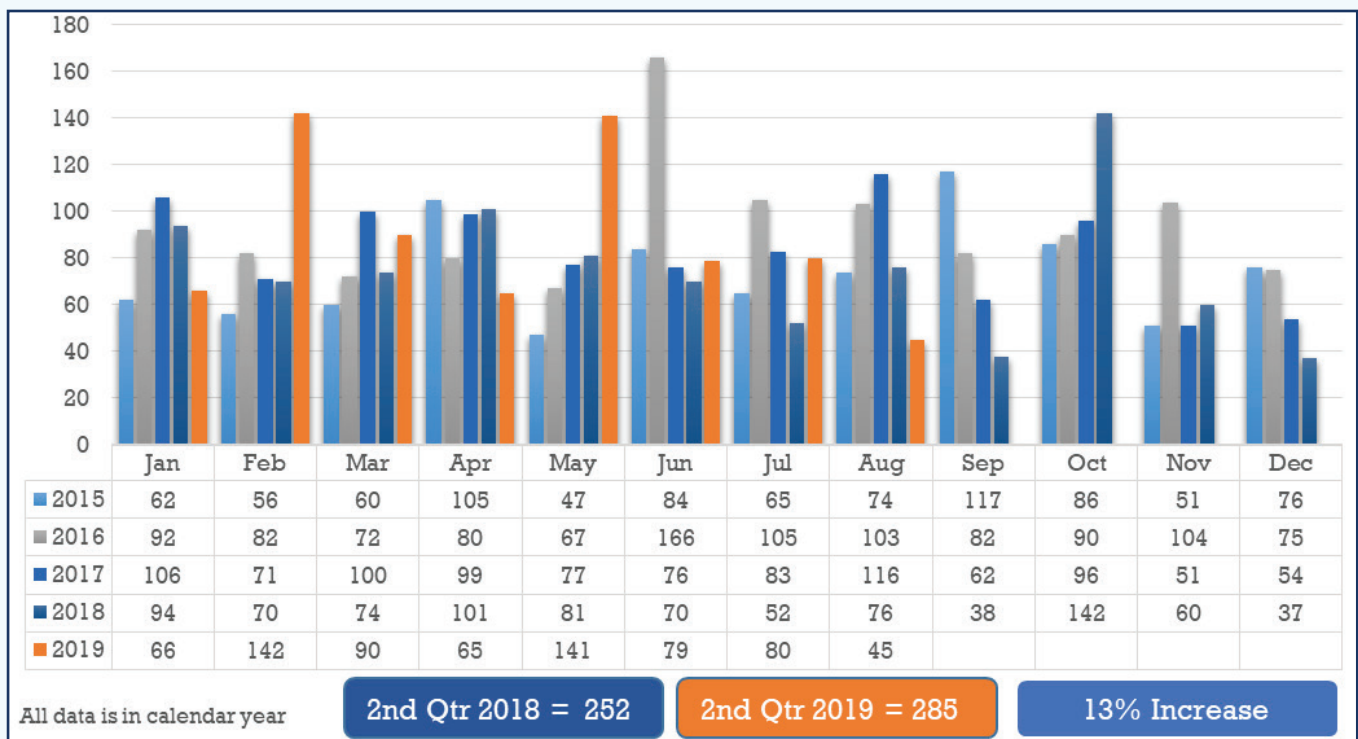
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# BUILDING PERMITS

## New Single Family Permits

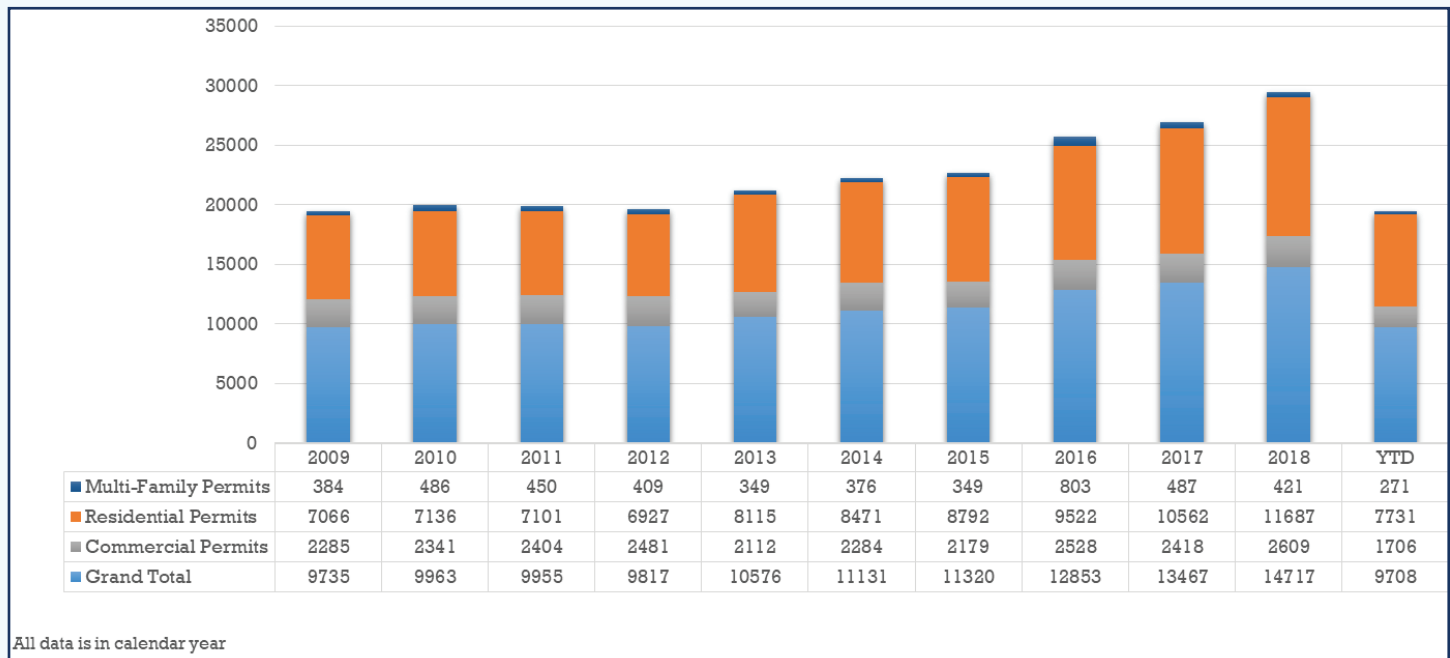


## New Commercial Permits

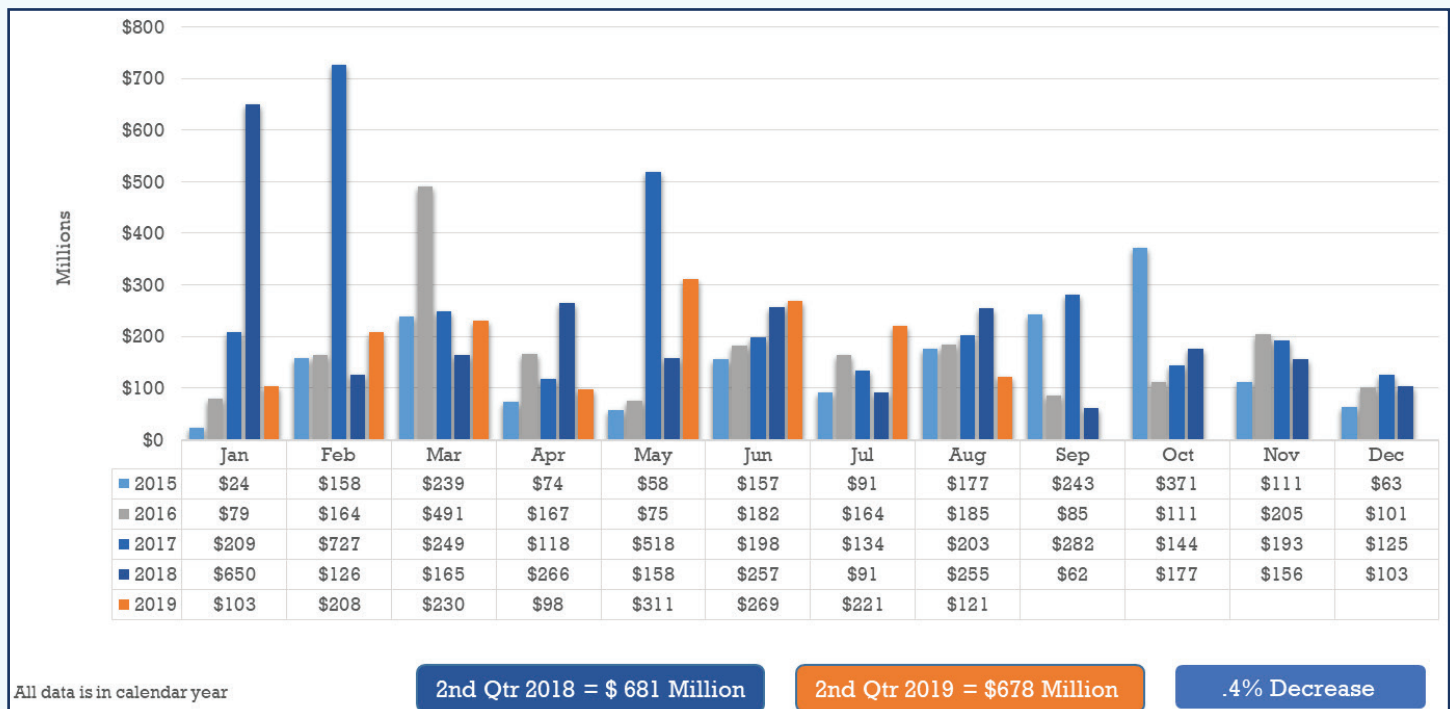


# BUILDING PERMITS

## Building Permit Comparison



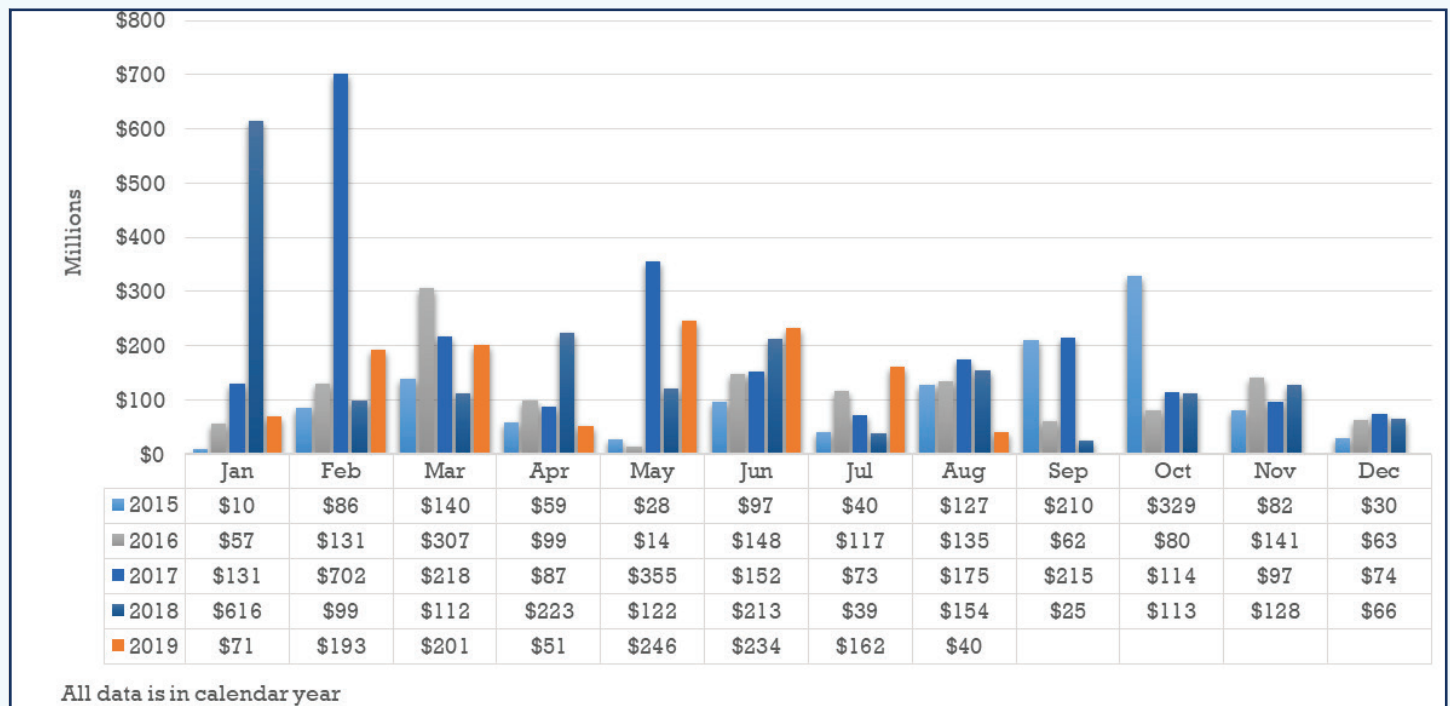
## Total Commercial Valuation





# BUILDING PERMITS

## New Commercial Valuation



\* excludes additions and remodels

## Monthly Valuation Comparison

Category	Current Month	Prev. Month	Difference M-M	Prev. Year	Difference Y-Y %	CY18 vs CY19 %	
	Aug '19	Jul '19	%	Aug '18	Aug '19 vs Aug '18	Jan - Dec 2018	Jan- Aug 2019
New SF Permits	504	417	87 21%	567	-63 -11%	5719	3473
						61%	
New SF Value	\$92,117,540	\$85,491,843	\$6,625,697 8%	\$98,315,675	-\$6,198,135 -6%	\$970,351,567	\$637,444,910
						66%	
New Comm Permits	45	80	-35 -44%	76	-31 -41%	895	708
						79%	
New Comm Value	\$40,201,549	\$161,956,312	-\$121,754,763 -75%	\$154,166,375	-\$113,964,826 -74%	\$1,910,313,426	\$1,197,924,342
						63%	



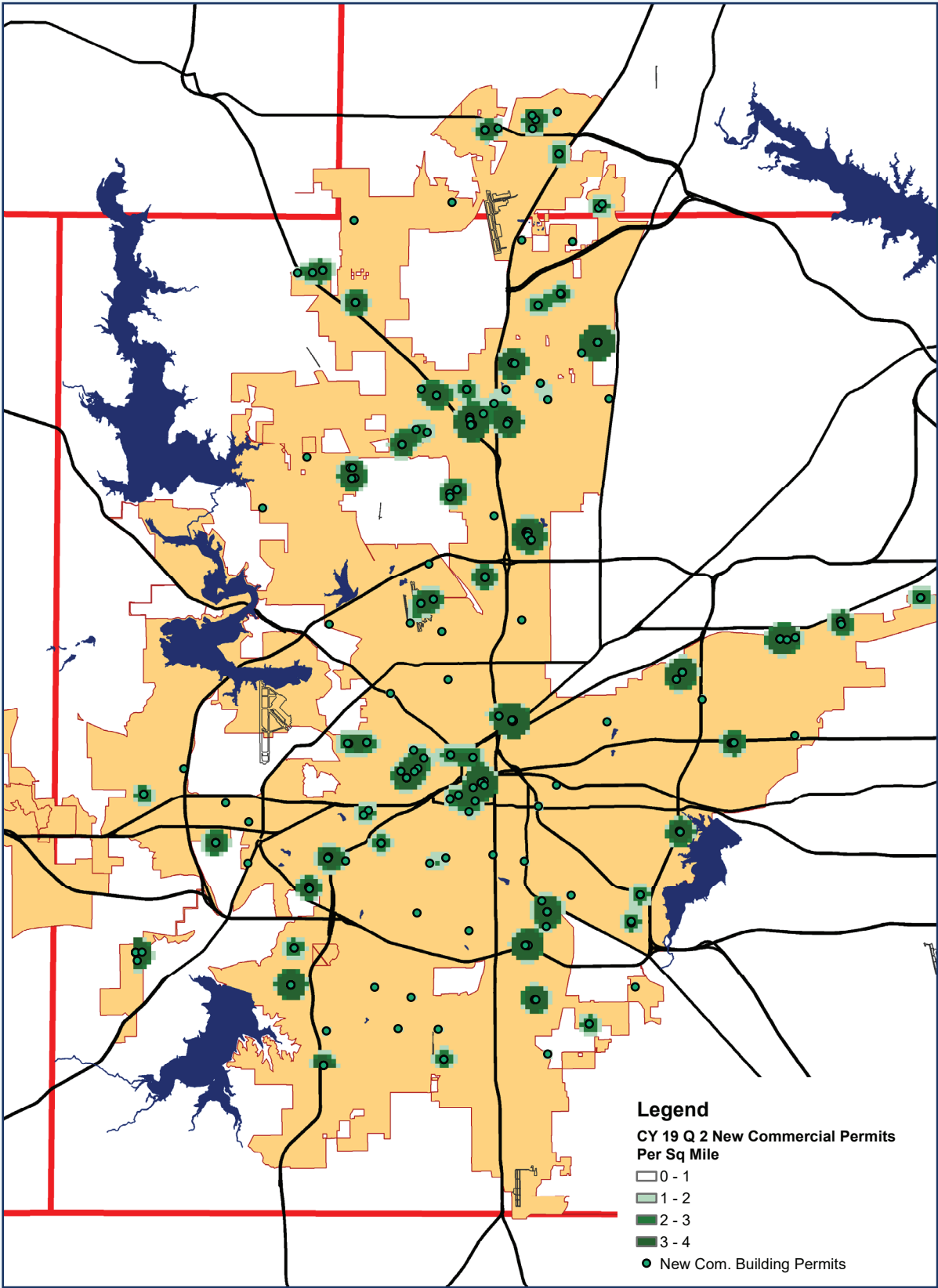
# BUILDING PERMITS

## Large Commercial Projects

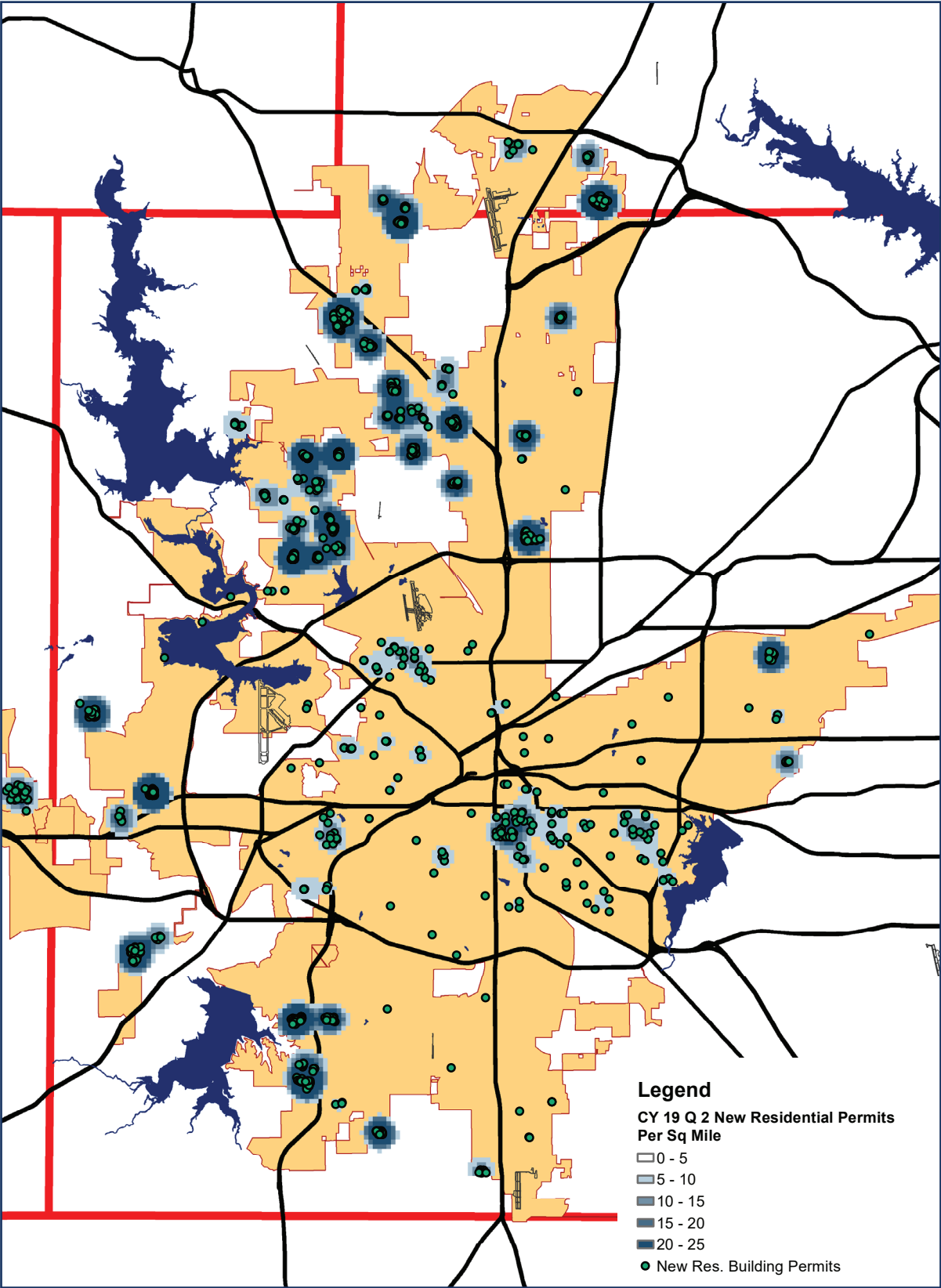
### August Large Commercial Projects

<u>Address</u>	<u>Project Name</u>	<u>Work Desc</u>	<u>Valuation</u>
4500 LIKE WAY	FTW-2 F16 GEN4	RENOVATION OF DATA CENTER TO INCLUDE MEP AND GENERATORS	\$28,000,000
7600 WILL ROGERS BLVD	BEN E, KEITH FOODS	DRY STORAGE WAREHOUSE EXPANSION/ ADDITION	\$16,807,659
9760 BLUE MOUND RD BLDG A & B	ALL STORAGE ALLIANCE	NEW MULTI-STORY SELF STORAGE	\$11,926,062
6201 SOUTH FWY	ALCON - NOVARTIS GDD LAB	REMODEL OFFICE SPACE IN EXISTING BUILDING	\$9,000,000
3300 BASSWOOD BLVD	ALL STORAGE SANDSHELL	NEW SELF STORAGE FACILITY	\$7,659,000
5413 SIERRA SPRINGS LN	STUDIO MOVIE GRILL- CHISOLM TRAIL RANCH	NEW 12 SCREEN MOVIE THEATRE	\$6,500,000
1050 BRIDGEWOOD DR	FWISD - INNOVATION CENTER PHASE II	REMODEL FROM RETAIL TO TRAINING AND DATA CENTER	\$5,700,000
815 MAIN ST	HILTON FORT WORTH	REMODEL ALL BATHROOMS AND GUESTROOMS AND RESTURANT TO INCLUDE NEW BAR AND DATA CENTER	\$4,823,004
1116 HOUSTON ST	AT&T EDISON BUILDING	INSTALL STRUCTURAL STEEL TO SUPPORT COOLING TOWERS; TO BE SET ON ROOF TOP OF BUILDING	\$3,000,000
14800 FRYE RD	JP MORGAN	CAFETERIA EXPANSION TO EXSTING OFFICE BUILDING; TO INCLUDE KITCHEN	\$2,500,000
501 SAMUELS AVE	RECONSTRUCTION EXPERTS	EXTERIOR FACADE REMODEL/REMOVE AND REPLACE STUCCO & STONE/REPLACE ROOF/ADDING TRAFFIC COATING TO POOL DECK	\$2,400,000
1902 WINDSOR PL	SOUTH CENTRAL MOB SHELL	NEW SHELL BUILDING WILL HOUSE FUTURE MEDICAL OFFICES	\$2,360,000
333 THROCKMORTON ST	SUNDANCE WEST INTERIOR DEMOLITION	INTERIOR ONLY DEMOLITION ON 12 STORY APARTMENT BUILDING	\$2,250,000
15301 NORTH FWY	BOMBARDIER	FINISH OUT OF OFFICE/ WAREHOUSE/ ASSEMBLY IN EXISTING SHELL	\$1,700,000
777 MAIN ST, SUITE # 2700	MCDONALD SANDERS	REMODEL OFFICE SPACE IN EXISTING BUILDING	\$1,320,000
1640 ALTAMESA BLVD	IDEA SCHOOL	FOUNDATION ONLY FOR NEW K-8TH GRADE SCHOOL	\$1,300,000
6201 SOUTH FWY	EMPIRE ROOFING	COMMERCIAL ROOF REPLACEMENT TO MODIFIED ROOFING SYSTEM AND ENERGY CODE COMPLIANT INSULATION	\$1,190,606
500 THROCKMORTON ST 3601	CONDO UNITS	COMPLETE RENOVATION OF EXSTING 2 STORY RESIDENTIAL CONDO UNIT	\$1,125,000

CY 19 Q2 New Commercial Permits Heat Map



CY 19 Q2 New Residential Permits Heat Map



## IPRC Overview

IPRC Overview Report	2016	2017	2018	2019
Cycle Complete	52	52	52	36
Total Projects	157	170	148	121
Avg. Project Total Per Cycle	3.02	3.27	2.85	3.36
Total Accepted Projects	138	156	139	81
Plan Rev. & Ret w/n 14 days	93%	95%	98%	91%

\*All data is in calendar year

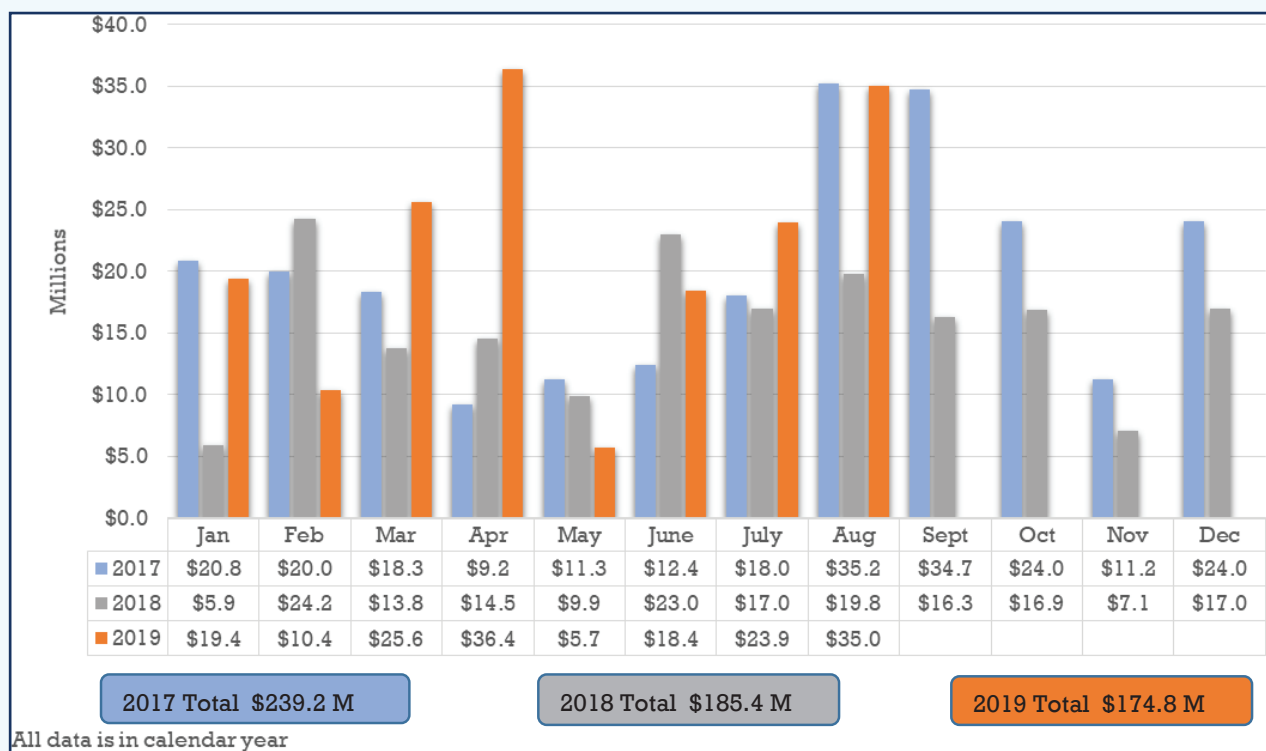
## IPRC Quarterly Details

	Q4 2018	Q1 2019	Q2 2019	Q3 2019
Cycles	13	13	13	10
Total Projects	35	38	45	38
Avg. Projects Total Per Cycle	2.70	2.92	3.46	3.80
Total Avg. Accepted Projects Per Cycle	2.15	2.08	2.31	2.30
Plan Rev. & Ret w/n 14 days	100%	97%	87%	90%

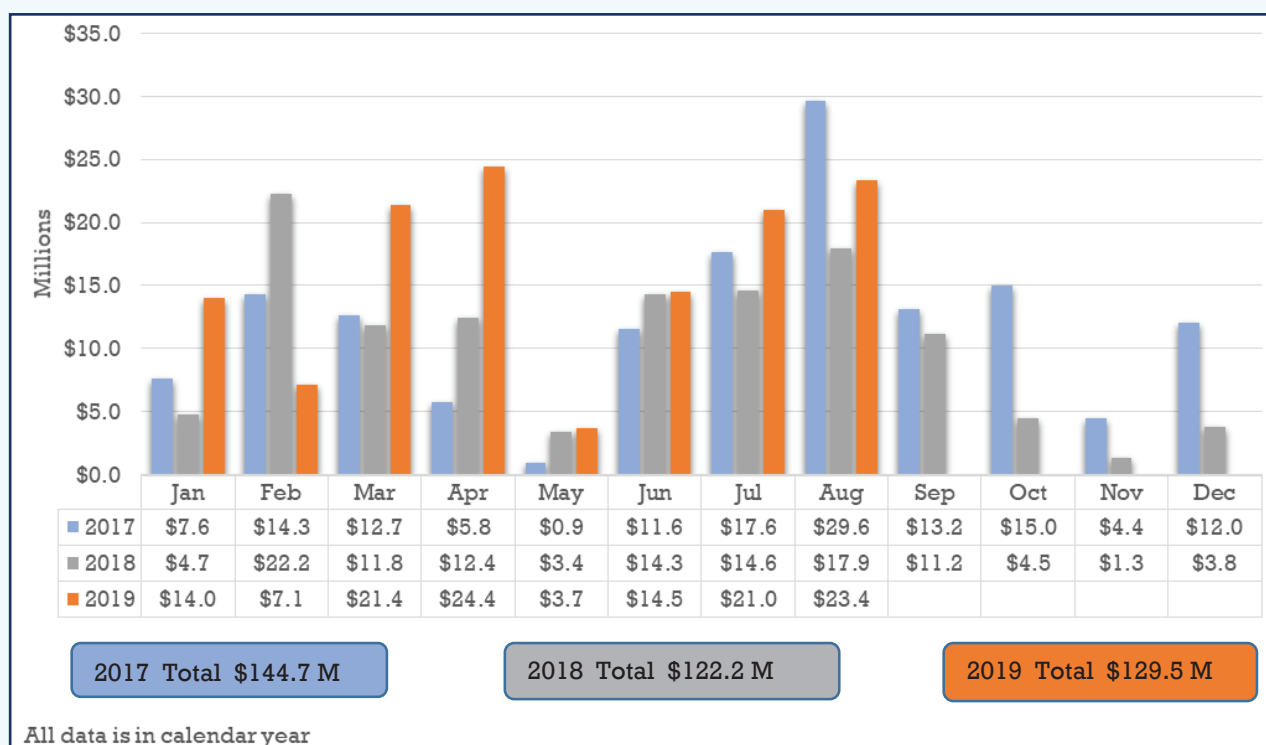
\*All data is in calendar year

# INFRASTRUCTURE

## CFA Project Overview

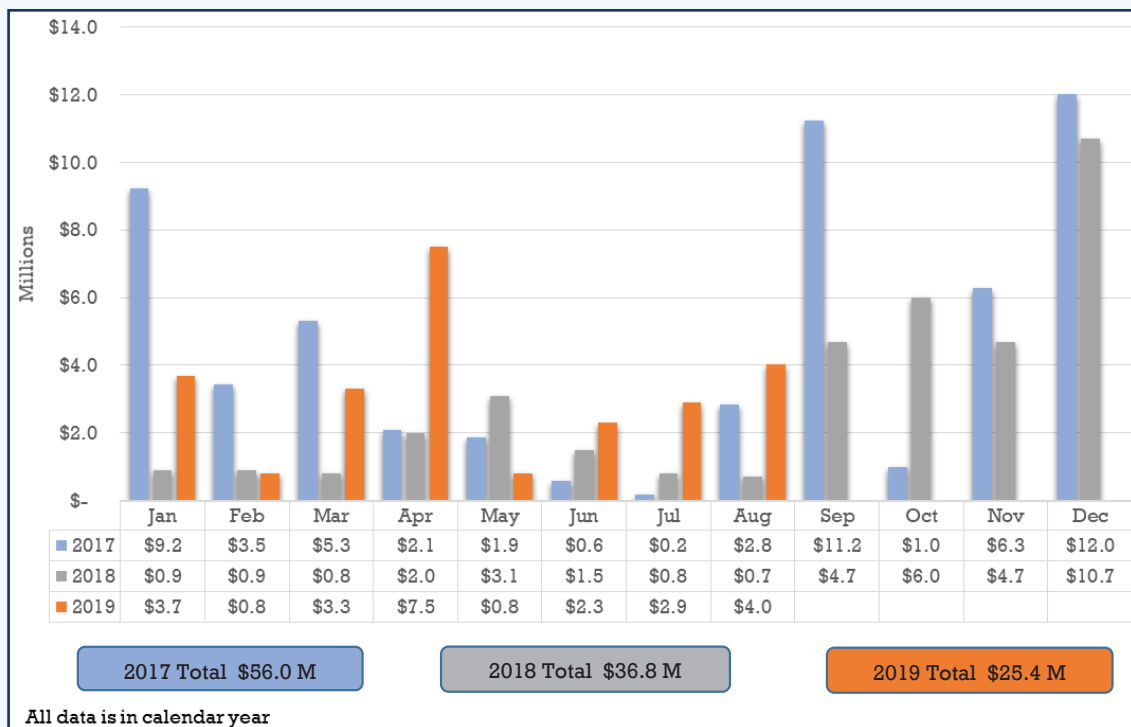


## Public Infrastructure Residential Projects

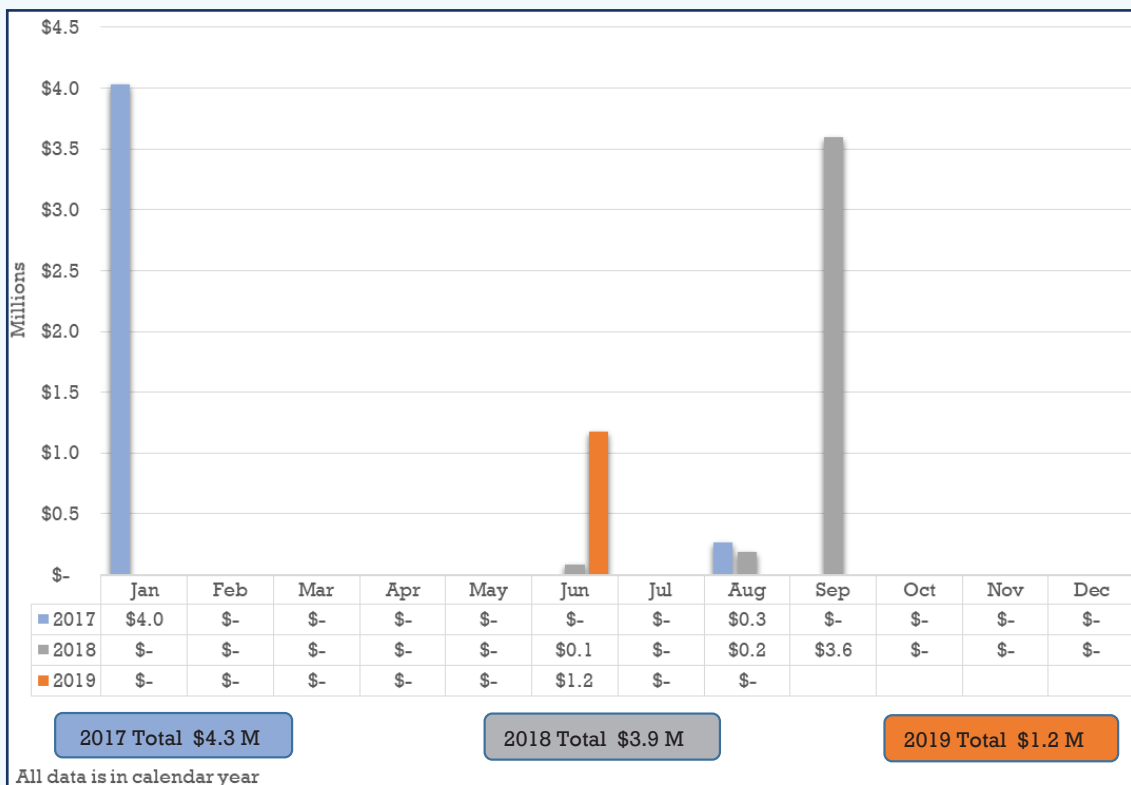


# INFRASTRUCTURE

## Public Infrastructure Commercial Projects

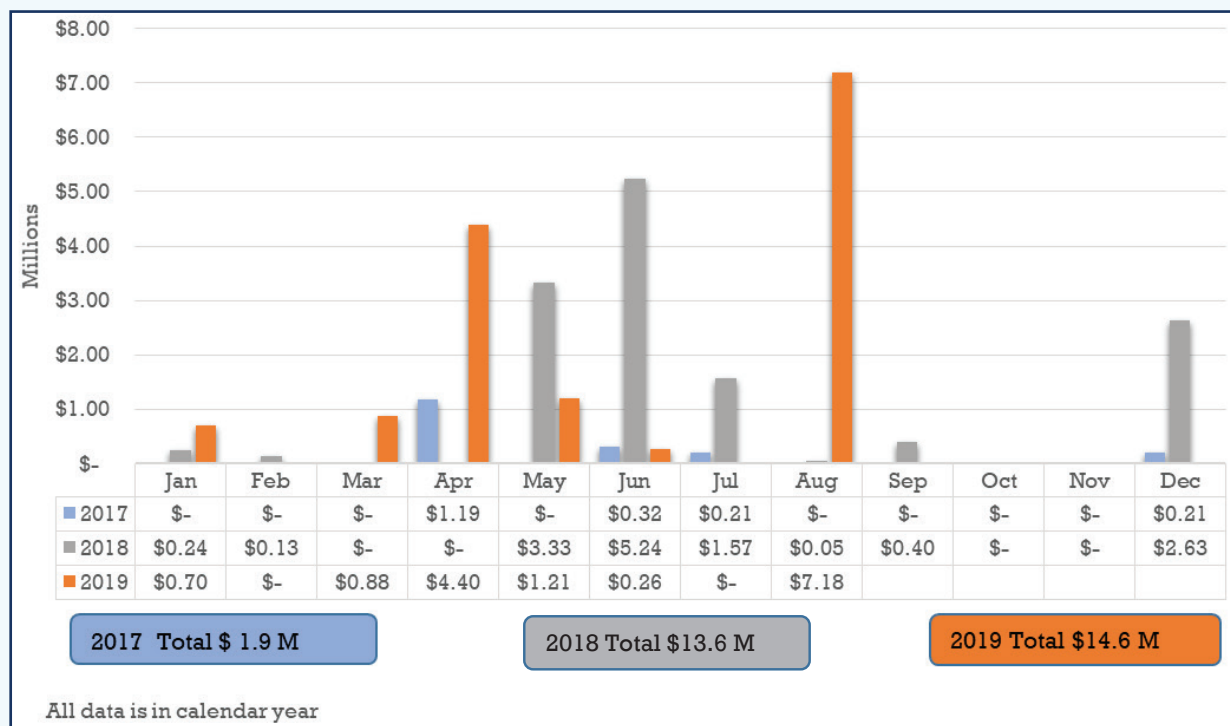


## Public Infrastructure Industrial Projects



# INFRASTRUCTURE

## Public Infrastructure Multi-Family Projects



## Public Infrastructure Institutional Projects



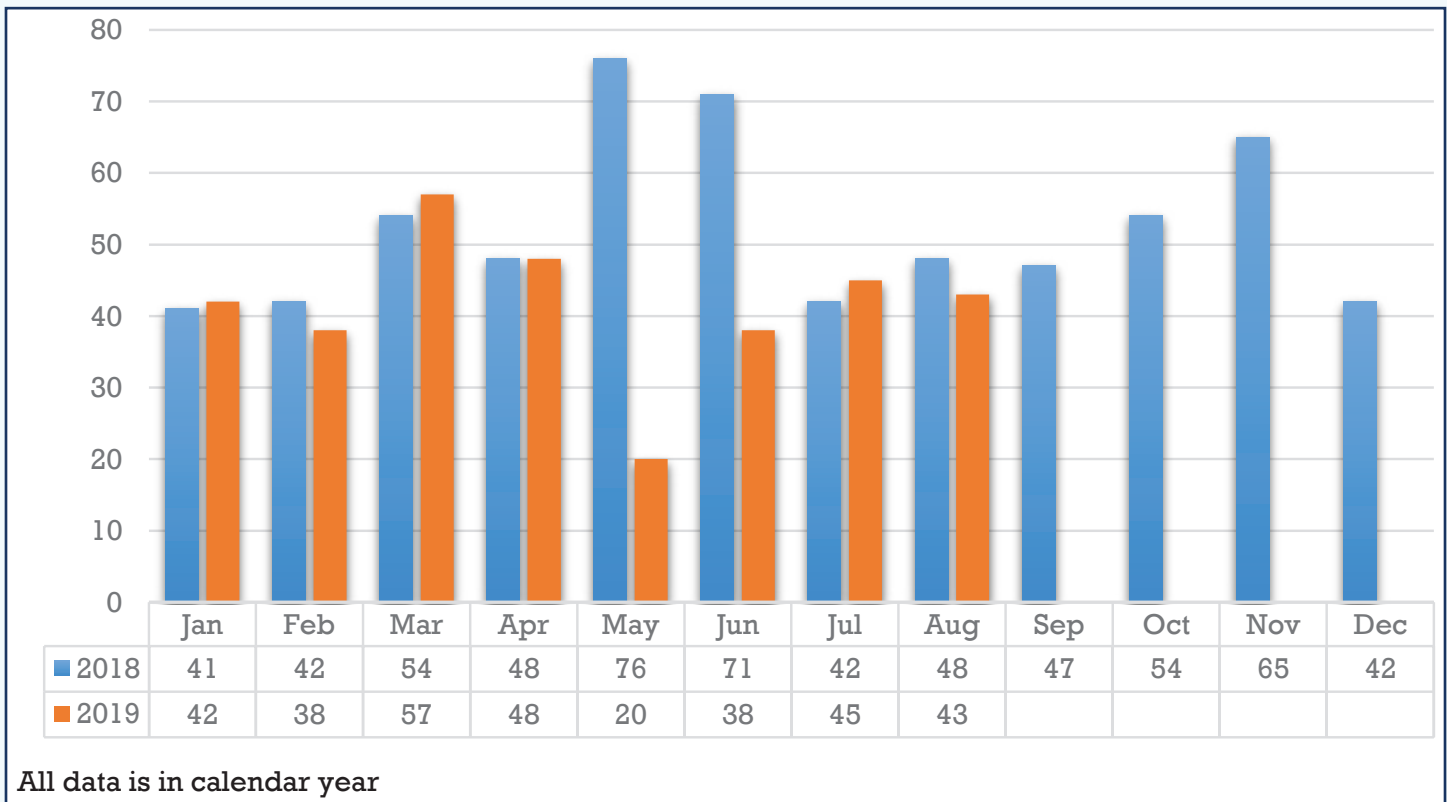


# STORMWATER

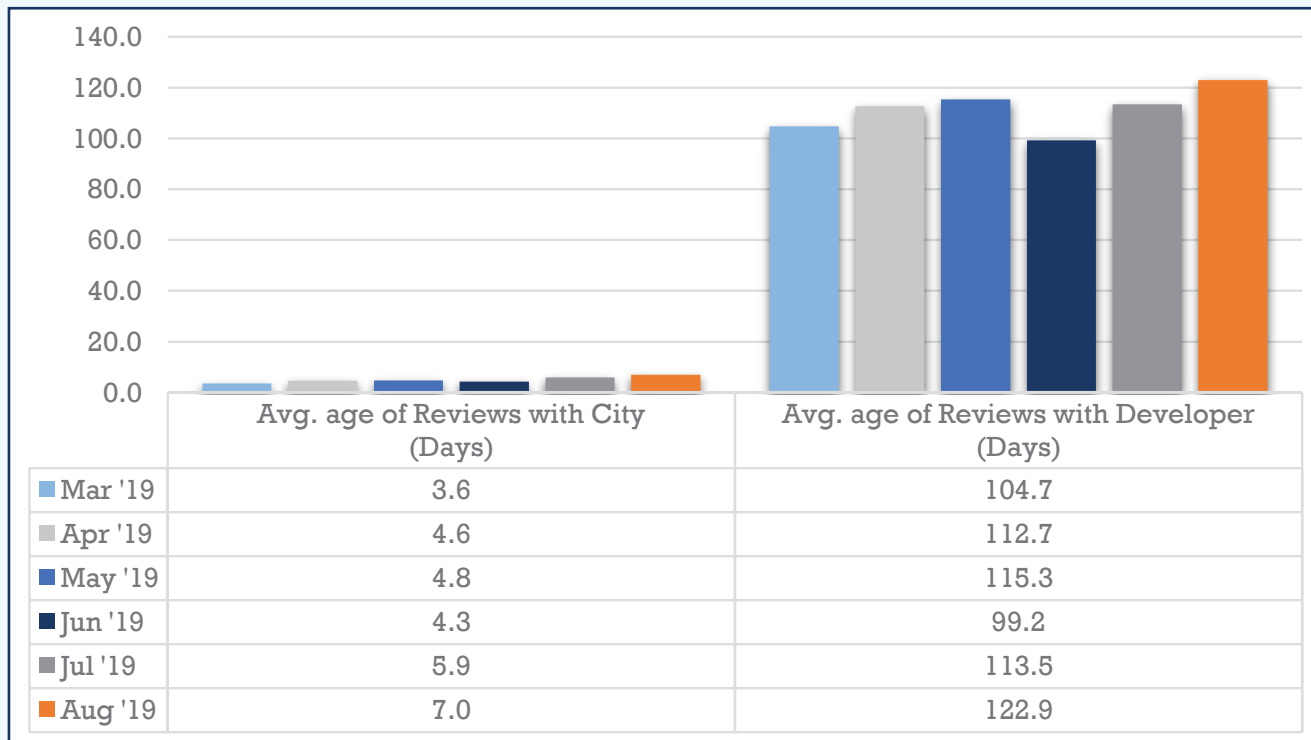
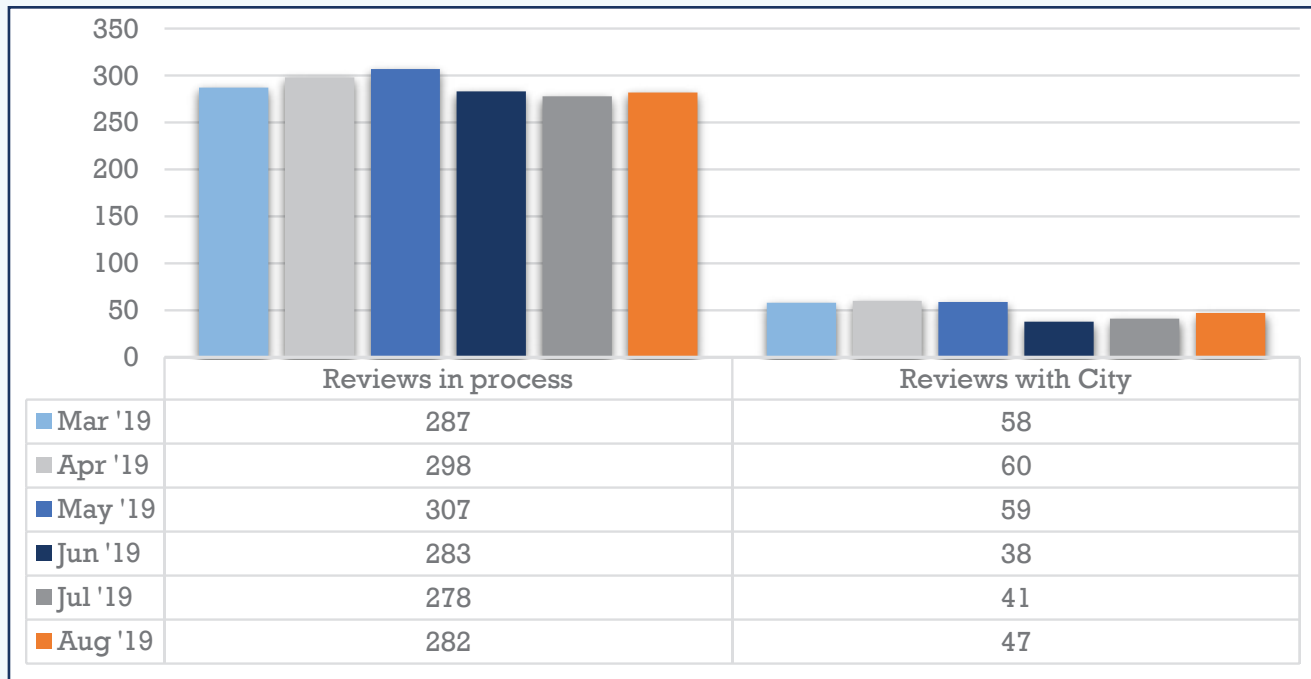
## Stormwater Review Performance

Stormwater Review Performance	CY '18	CY '19	Aug '19
Avg. Review Time (days)	8.1	7.4	6.1
Num. Review Completed	1,693	1,115	136
% completed in 10 business days or less	85.1	90.5	100.0
Avg. PiSWM Review Iterations (City)	2.2	2.5	2.7
Avg. FiSWM Review Iterations (City)	3.0	3.2	2.7
Avg. IPRC Review Iterations (City)	3.1	3.2	4.3
Overall Customer Satisfaction Rating (1-5 scale)	4.6	4.5	5.0
Num. of Surveys Taken	32	44	4

## New Stormwater Submissions



## Stormwater Pipeline Snapshot



## Newly Submitted Water/Sewer Studies

Water	Apr '19	May '19	Jun '19	Jul '19	Aug '19
Newly Submitted Water Studies	11	5	7	11	5
Water Studies Approved *	8	5	3	8	10
Total Submittals & Resubmittals	15	9	6	19	20
Avg. Water Study Cycle	1.9	1.8	2.0	2.4	2.0
Sewer	Apr '19	May '19	Jun '19	Jul '19	Aug '19
Newly Submitted Sewer Studies	9	4	8	8	4
Sewer Studies Approved *	8	6	4	8	5
Total Submittals & Resubmittals	14	11	5	16	10
Avg. Sewer Study Cycle	1.8	1.8	1.3	2.0	2.0

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

## Submitted Water/Sewer Studies

Water	Apr '19	May '19	Jun '19	Jul '19	Aug '19
Water Study Reviews in Process	5	6	10	12	7
Water Study Reviews in Process with City	0	2	4	7	3
Water Study Reviews in Process with Owner	5	4	6	5	4
Avg. Water Study Reviews in Process with City (Days)	4.6	5.0	9.3	15.6	15.6
Avg. Water Study Review in Process with Owner (Days)	1.1	3.0	1.0	30.1	7.3
Sewer	Apr '19	May '19	Jun '19	Jul '19	Aug '19
Sewer Study Reviews in Process	6	5	9	8	7
Sewer Study Reviews in Process with City	0	2	3	5	2
Sewer Study Reviews in Process with Owner	6	3	6	3	5
Avg. Sewer Study Reviews in Process with City (Days)	4.5	6.5	11.3	14.5	17.4
Avg. Sewer Study Review in Process with Owner (Days)	1.0	26.0	1.0	26.5	5.6

# DEVELOPMENT PROCESS IMPROVEMENTS

Active Development Process Improvements		
As of August 2019		
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.	P&D, TPW, ITS	The contract was amended to extend the term to December 31, 2019 and to expand the scope of the work to include revisions to the workflow, reports, and notifications to address H.B. 3167. The IPRC workflow and notifications were revised on August 29, 2019. On August 30, 2019, platting notifications were revised. The IPRC and platting records were taken off the Accela Citizen Access online system temporarily while staff works through the H. B. 3167 requirements.
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	P&D - D.J. Harrell, Arty Wheaton-Rodriguez & Mary Elliot	Staff continues to analyze H.B. 3167 and its full impact on Fort Worth's development process.
Permitting Review (1 in progress)		
Task	Department/Staff Assigned	Status
Complete lean process evaluation for commercial building permits.	P&D - Allison Gray, Rochell Thompson, D.J. Harrell, Douglas Bailey	The Executive Management and DAC subcommittee members of the NCBP process improvement project team met on August 7th to discuss the controls and implementation phase. Allison Gray will be managing the recommendations from the report. The Performance Office committed to overseeing the implementation phase to ensure it stays on track.
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. - Sheree Collins, Martin Phillips & Tim Schwartz	The Water Department is still in conversations with the City's IT Department regarding the feasibility of utilizing Accela for miscellaneous projects. We will keep DAC updated as we progress.

# CONTACT INFORMATION

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