

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

July 2020 Highlights**Building Permits**

- Total commercial valuation (including remodels and additions) for July 2020 was \$188 million compared to:
 - \$220 million in June 2020, down 15%
 - \$221 million in July 2019, down 15%
- In July 2020, 81 new commercial permits were issued compared to:
 - 221 new commercial permits issued in June 2020, down 63%
 - 80 new commercial permits issued in July 2019, up 1%
- In July 2020, 39 new commercial permit applications were received.
- In July 2020, 612 new single-family permits were issued compared to:
 - 482 new single-family permits issued in June 2020, up 27%
 - 417 new single-family permits issued in July 2019, up 47%
- In July 2020, 611 new single-family residential applications were received.
- In July 2020, 693 new commercial and new single-family permits were issued.



To the Mayor and Members of the City Council

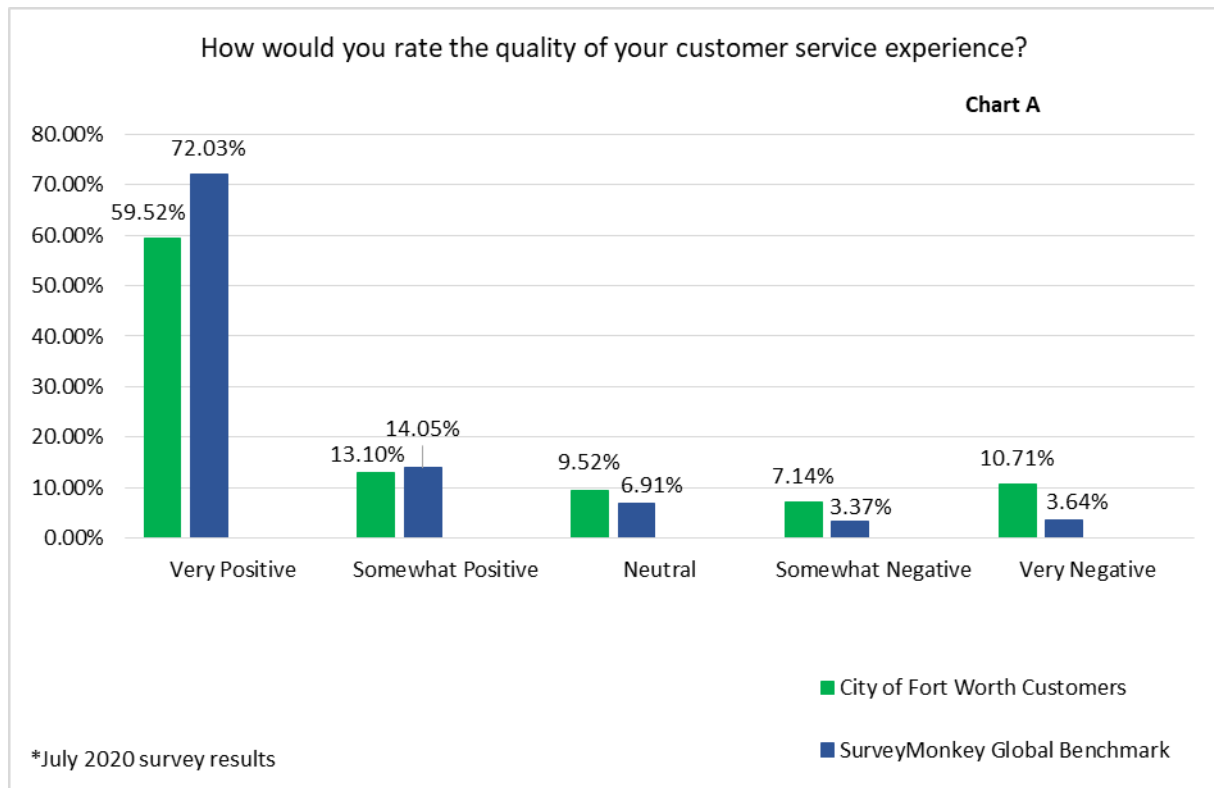
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Development Support Services

- The Overall Customer Service Satisfaction was 72.62% for either Very Positive or Somewhat Positive for July 2020, down from 77% in June 2020.
- Chart A shows survey responses for the month of July 2020.





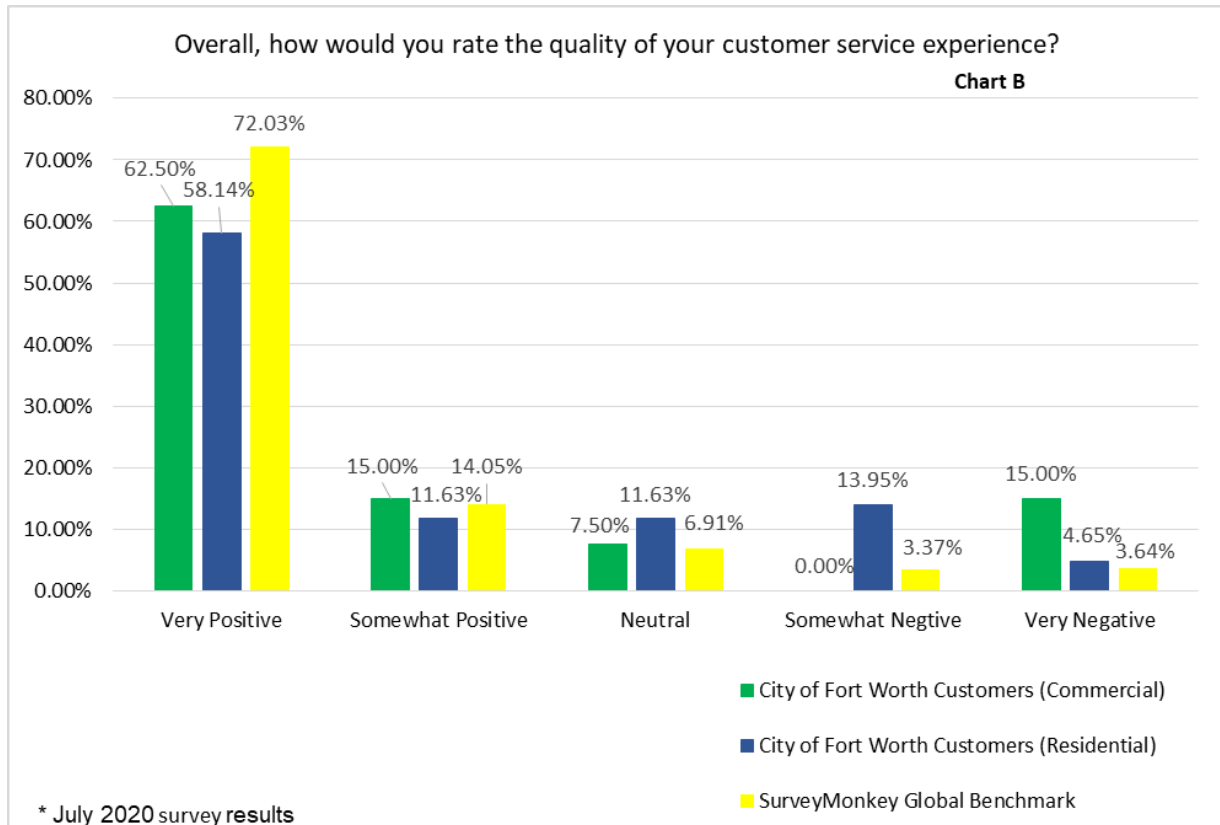
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- Chart B shows commercial vs residential survey responses for the month of July 2020.



- In July 2020, a total of 100% of 7 customers surveyed thought that our Inspections team was Extremely Helpful or Very Helpful, steady with 100% also reported in June 2020.



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X-Team Building Plan Review

2020 X-Team Activity Totals			
	X-Team Applications	Conferences Completed	Building Permits Issued
January	10	11	17
February	11	10	24
March	6	1	27
April	3	0	2
May	9	0	10
June	1	0	13
July	7	0	9
YTD 2020 TOTAL:	47	22	102
CY 2019 TOTAL:	88	70	106
GROSS:	135	92	208

- As of July 31st, there are 53 pending X-Team building permits.

Building Plan Review

- On June 30th, 2020 review times were as follows:

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

Days to first review Residential Plans Actual 1 Days Goal 7 Days

- All departmental reviews time to first comment were as follows:

Commercial Plans 6 Days

Residential Plans 5 Days



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	New Commercial Building Permits			
	BPI Project May 2017 - Apr. 2018	Annual Report CY 2019	Annual Report CY 2020 thru June	Current Month Jun-20
Total Time: from opened date to issued permit	96 days	64 days	114 days	105 days
City Time	63 days	31 days	34 days	43 days
Customer Time	33 days	33 days	80 days	62 days
Average Time to First Review	38 days	15 days	15 days	28 days
Total Number of Permits	60	76	48	4
	New Residential Building Permits			
		Annual Report CY 2019	Annual Report CY 2020 thru June	Current Month Jun-20
Total Time: from opened date to issued permit		31 days	32 days	33 days
City Time		19 days	13 days	11 days
Customer Time		12 days	19 days	22 days
Average Time to First Review		11 days	8 days	7 days
Total Number of Permits		394	285	28

**Data is reported in average business days and excludes the miscellaneous permits that are included in the building plan review section above. Miscellaneous permits are as follows: pools, spas, retaining walls, foundations, temporary construction, and fences. Additionally, the data excluded X-Team applications, walk-in permits and third-party review permits.*

- City time for new commercial building permits issued during this reporting period was 43 days compared to:
 - 63 days in the BPI Project, down 20 days
 - 31 days in the CY 2019 Annual Report, up 12 days
- Average time to complete first review for new commercial building permits issued during this reporting period was 28 days compared to:
 - 38 days in the BPI Project, down 10 days
 - 15 days in the CY 2019 Annual Report, up 13 days
- City time for new residential building permits during the current month was 11 days compared to 19 days in the CY 2019 Annual Report, down 8 days.
- Average time to complete first review for new residential building permits during the current month was 7 days compared to 11 days in the CY 2019 Annual Report, down 4 days.



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Plat/ Infrastructure Plan Review

- Infrastructure Plan Review Center (IPRC) reviewed 100% of the plans submitted within the 14-day goal timeframe in the month of July 2020.
- In July 2020, 14 CFA applications were received, compared to 10 in June 2020, up 40%
- In July 2020, 41 Plat applications were received, compared to 53 in June 2020, down 23%

Contract Management Services

- The Overall Customer Quality Experience with Contract Management was 100%, out of 8 customers surveyed, for either Very Positive or Somewhat Positive for July 2020 at permit issuance.
- The Overall Customer Project Satisfaction with Contract Management was 100%, out of 2 customers surveyed, for either Very Satisfied or Somewhat Satisfied for July 2020 at the close of their project.

Response to COVID-19 Pandemic

- In our efforts to reduce the risk to staff and our development partners due to the COVID-19 pandemic, the Development Services Department has made all required applications/permits available online: In the month of July, we have added the following:
 - Batch scripts go out one to two months before expiring projects for building permits to prompt applicant to continue the process.
 - New permit has been added in Accela for Drainage Study, it is currently in testing with the Stormwater group.
- In order to accommodate Governor Abbott's disaster declaration extension, Fort Worth's Development Services Department will still hold virtual Boards and Commissions meetings. This will continue to provide a high level of transparency of city business while encouraging citizen participation and engagement.
- Staff has initiated a Permit Resource Library. On this new webpage, the customer will find all permit definitions, videos and PDF's on how to apply for a permit. The Residential section has been released and is currently available.

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- Automatic emails are now going out on CFA, Encroachments, Maintenance Agreements, Unified Sign Agreements, and Storm Water Facility Maintenance Agreements are Issued or Closed.
- Council approved the M&C to acquire Open Counter software on August 4th. Staff submitted permit data and GIS layers to Open Counter on August 7th.
- Development Support Services is extensively reviewing and updating permit requirements and descriptions to assist customers with applying for permits online. Each week we are pushing to add online access to more permits, applications and fees. We are continuously monitoring operations to improve and provide additional virtual availability where needed.

Please contact D.J. Harrell, 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



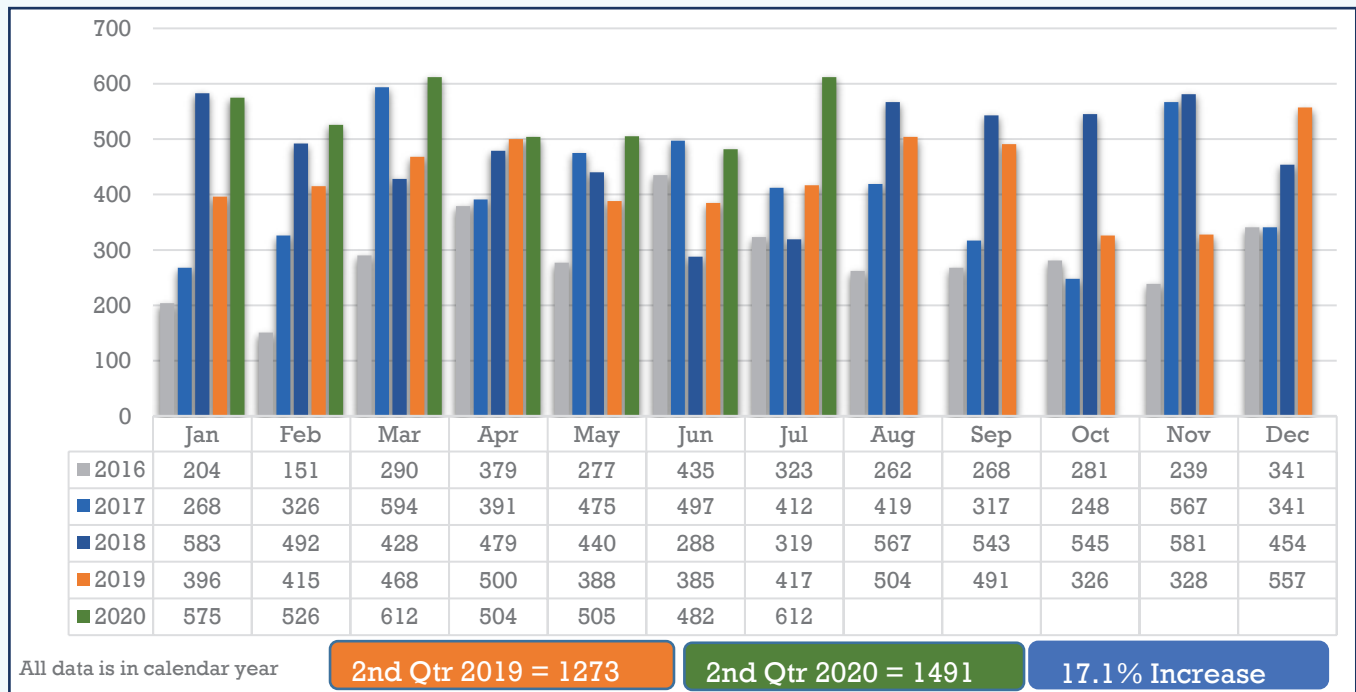
JULY 2020

INSIDE THIS EDITION

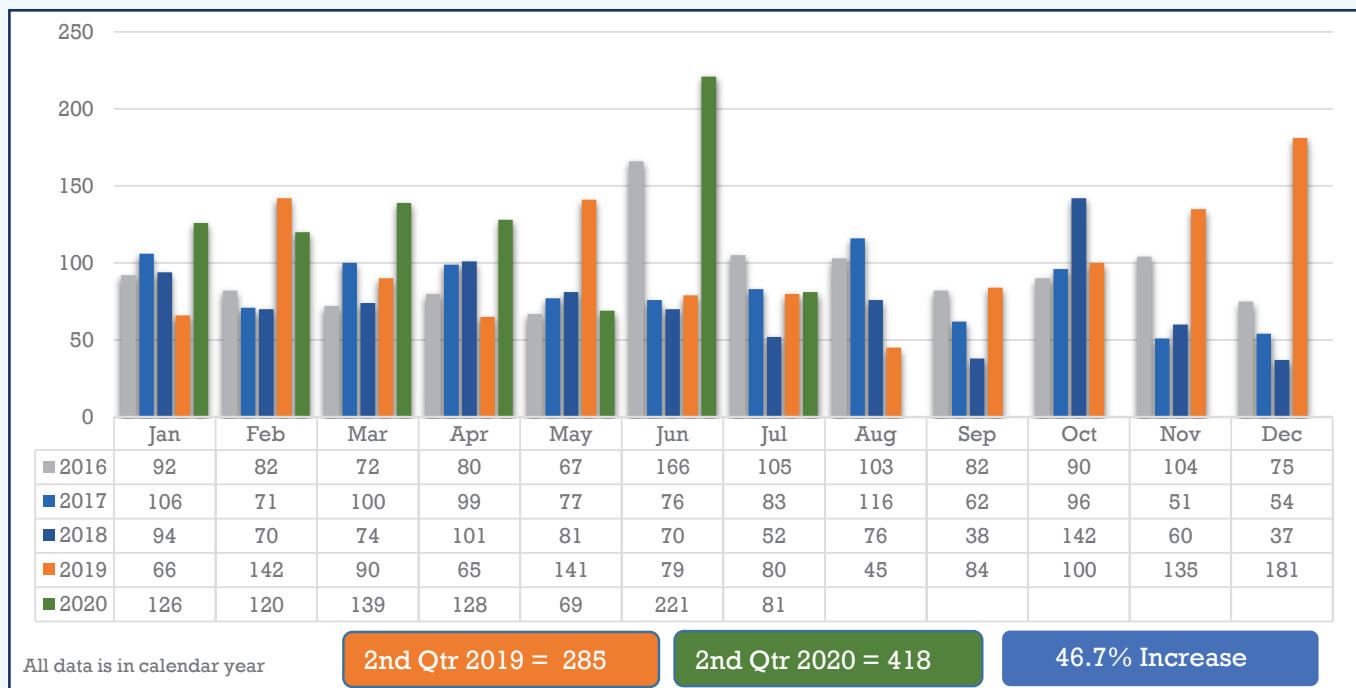
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BUILDING PERMITS

New Single Family Permits

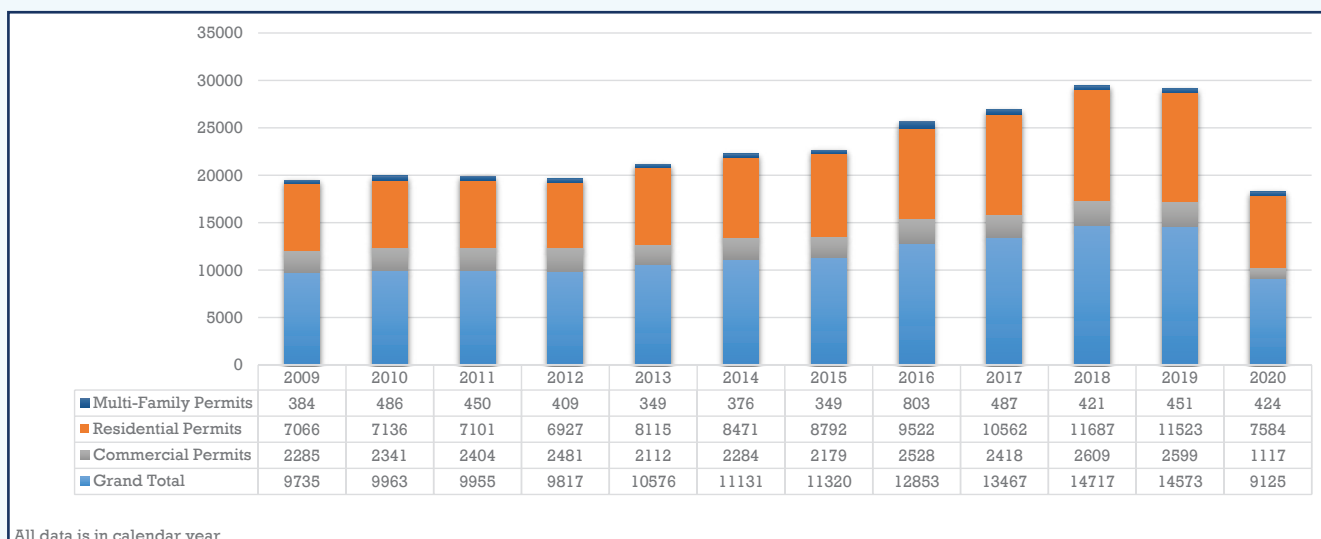


New Commercial Permits

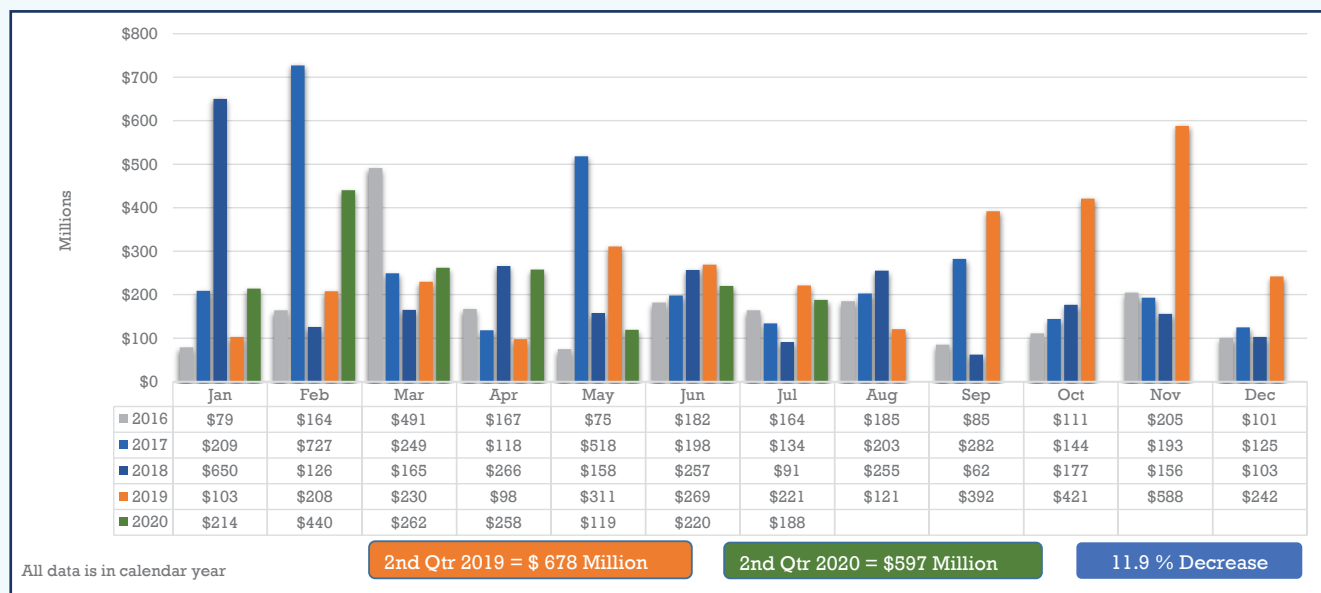


BUILDING PERMITS

Building Permit Comparison

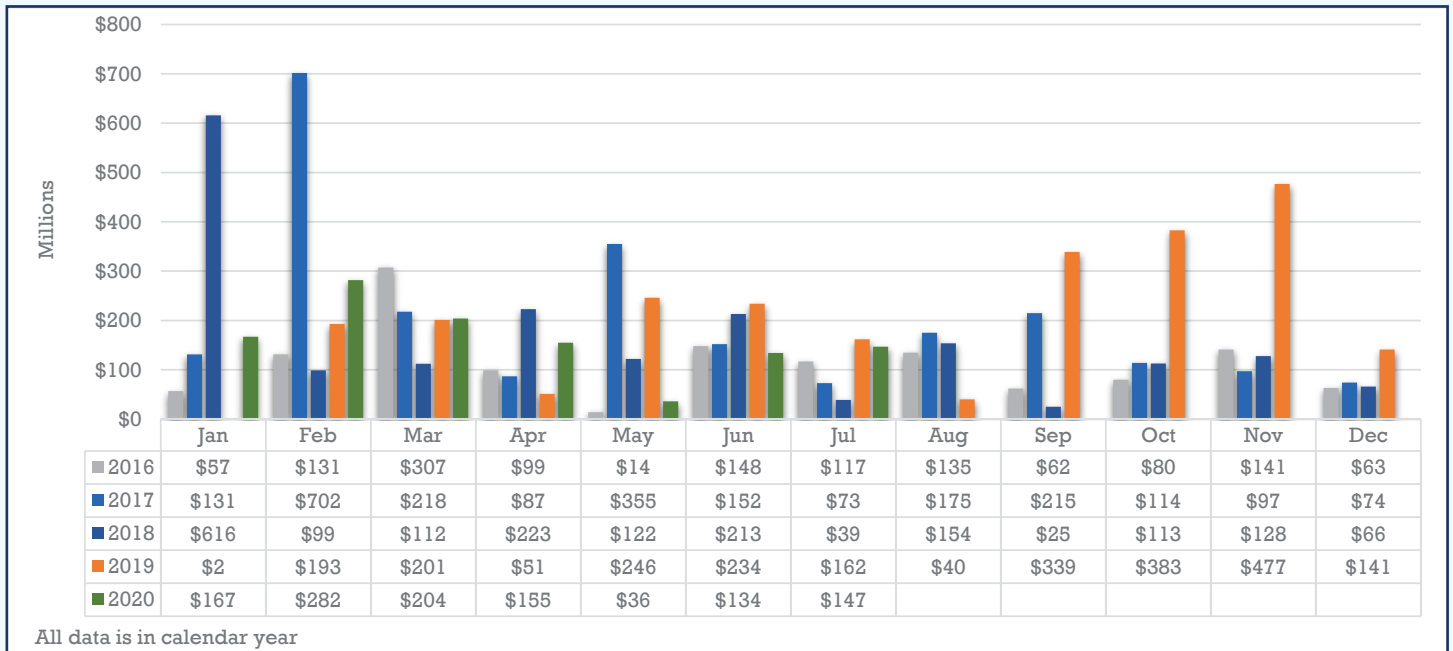


Total Commercial Valuation



BUILDING PERMITS

New Commercial Permits Valuation



Permit Valuation Comparison

Category	Current Month	Prev. Month	Difference M-M	Prev. Year	Difference Y-Y %	CY19 vs CY20 %	
	July '20	June '20	%	July '19	July '19 vs July '20	Jan - Dec 2019	Jan- Dec 2020
New SF Permits	612	482	130 27%	417	195 47%	5175	3,816
						74%	
New SF Value	\$111,325,667	\$87,920,956	\$23,404,711 27%	\$85,491,843	\$25,833,824 30%	\$937,688,297	\$662,853,912
						71%	
New Comm Permits	81	221	-140 -63%	80	1 1%	1208	884
						73%	
New Comm Value	\$147,128,241	\$134,461,474	\$12,666,767 9%	\$161,956,312	-\$14,828,071 -9%	\$2,537,698,790	\$1,125,722,734
						44%	

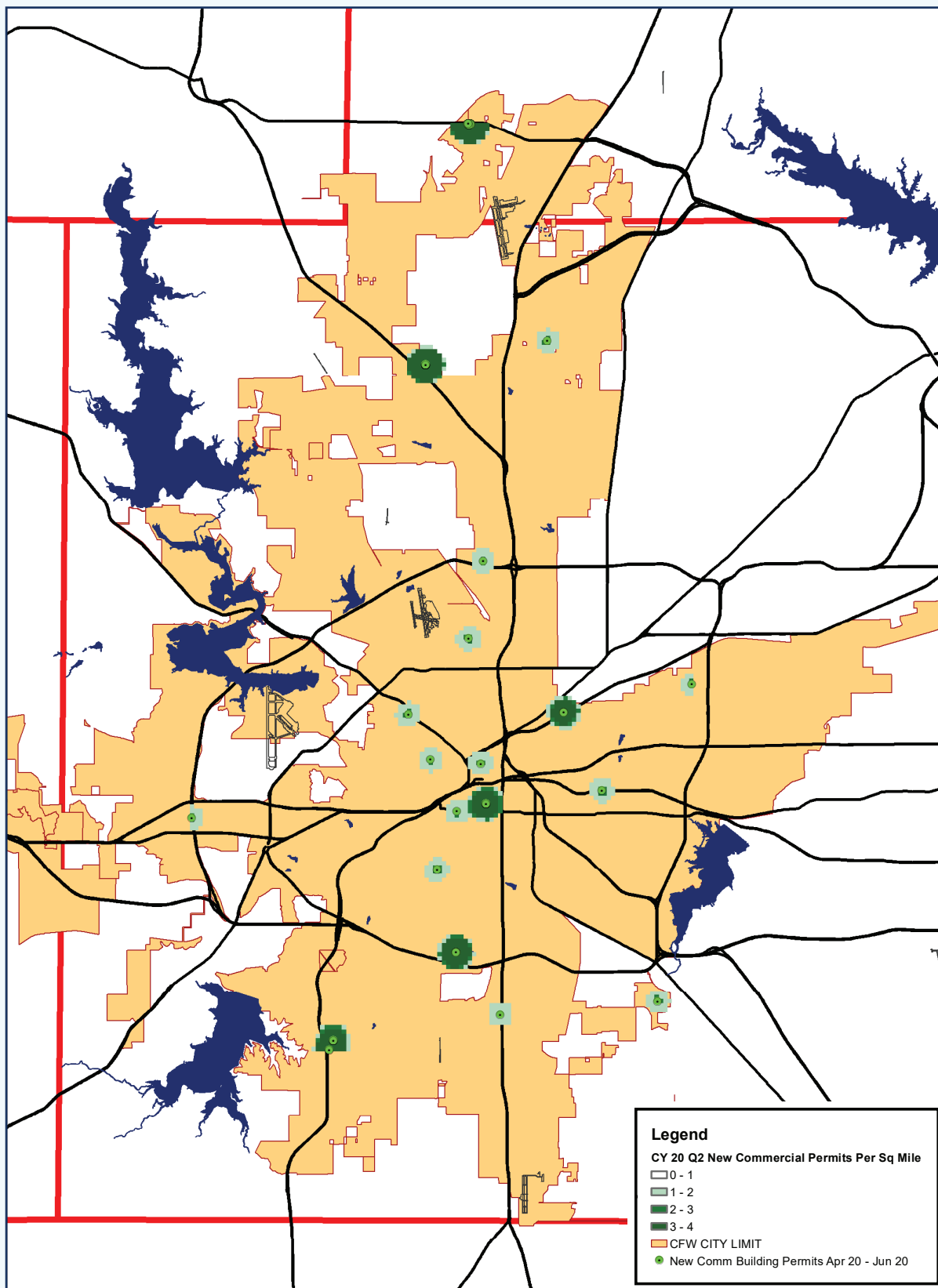
BUILDING PERMITS

Large Commercial Projects

July Large Commercial Projects				
Address	Council District	Project Name	Work Description	Valuation
10301 BERKSHIRE LAKE BLVD	7	BERKSHIRE ELEMENTARY SCHOOL	NEW CONSTRUCTION ELEMENTARY SCHOOL FOR NORTHWEST ISD	\$27,800,000
11301 NORTH FWY	7	SYNERGY CROSSING	NEW CONSTRUCTION OFFICE/WAREHOUSE BUILDING	\$24,690,000
2501 GREENBELT RD	5	VILLAGE CREEK WATER RECLAMATION FACILITY BIOSOLIDS MANAGEMENT AND BENEFICIAL RESUSE	PEIRS & FOUNDATION ONLY PERMIT FOR NEW CITY OWNED AND OPERATED WATER RECLAMATION FACILITY	\$12,200,000
732 N CHANDLER DR	9	CIELO PLACE	NEW CONSTRUCTION AND REMODEL, 91 UNIT APARTMENT BUILDING, NEW CONSTRUCTION ON BLDG. 3, HISTORIC PRESERVATION AND ADAPTIVE REUSE OF THE CURRENT BUILDING FOR REMODEL ON BLDG 1 AND BLDG 2, (NEZ)	\$11,300,000
11801 SOUTH FWY	6	TEXAS HEALTH HUGULEY	REMODEL OF PATIENT ROOMS IN EXISTING SPACE	\$10,500,000
2901 NORTHWEST CENTRE DR BUILDINGS A, B, & C	7	LONESTAR COMMERCE CENTER	NEW CONSTRUCTION OF OFFICE/WAREHOUSE, BUILDINGS A, B, & C	\$9,444,115
5401 SANDSHELL DR	4	BELL MANUFACTURING TECHNOLOGY CENTER	REMODEL FOR OFFICE SPACE IN EXISTING WAREHOUSE/OFFICE SHELL	\$7,000,000
5200 SOUTH FWY	9	SYGMA	NEW CONSTRUCTION SHELL/WAREHOUSE	\$6,919,188
13233 JAKE CT	6	HOME 2	NEW CONSTRUCTION OF 207 UNIT HOTEL	\$3,900,000
2401 N MAIN ST	2	DOWNTOWN COWTOWN AT THE ISIS RESTORATION	REMODEL OF THEATRE INTERIOR	\$3,500,000
5805 W BAILEY BOSWELL RD	7	BOSWELL HIGH SCHOOL	NEW ADDITION AND RENOVATION TO THE ATHELETICS DEPARTMENT	\$2,770,000
8901 OAK GROVE RD	8	EVERMAN ISD	REROOF, REMOVE AND INSTALL NEW ROOF WITH IMPROVEMENTS TO A/C	\$2,295,843
4950 AMON CARTER BLVD	5	CO-OP FINANCIAL SERVICES	RENOVATION OF EXISTING OFFICE SPACE	\$2,000,000
2765 HIGHWAY 114	7	NUTRIBON DISTRIBUTION	REMODEL FOR OFFICE SPACE IN EXISTING WAREHOUSE/OFFICE SHELL	\$1,580,000
14700 BLUE MOUND RD	7	WESTPORT	REMODEL OFFICE/WAREHOUSE SPACE IN EXISTING SHELL BUILDING	\$1,250,000
3701 LITSEY RD	7	ALLIANCE CENTER NORTH	REMODEL FOR OFFICE SPACE IN EXISTING WAREHOUSE/OFFICE SHELL	\$1,250,000
2211 MC KINLEY AVE	2	NORTH SIDE HIGH SCHOOL UNIT E	NEW ADDITION, 1,400 SQ FT AUTO SHOP UNIT E, CONSISTING OF TWO AUTO SHOP BAYS	\$1,000,000

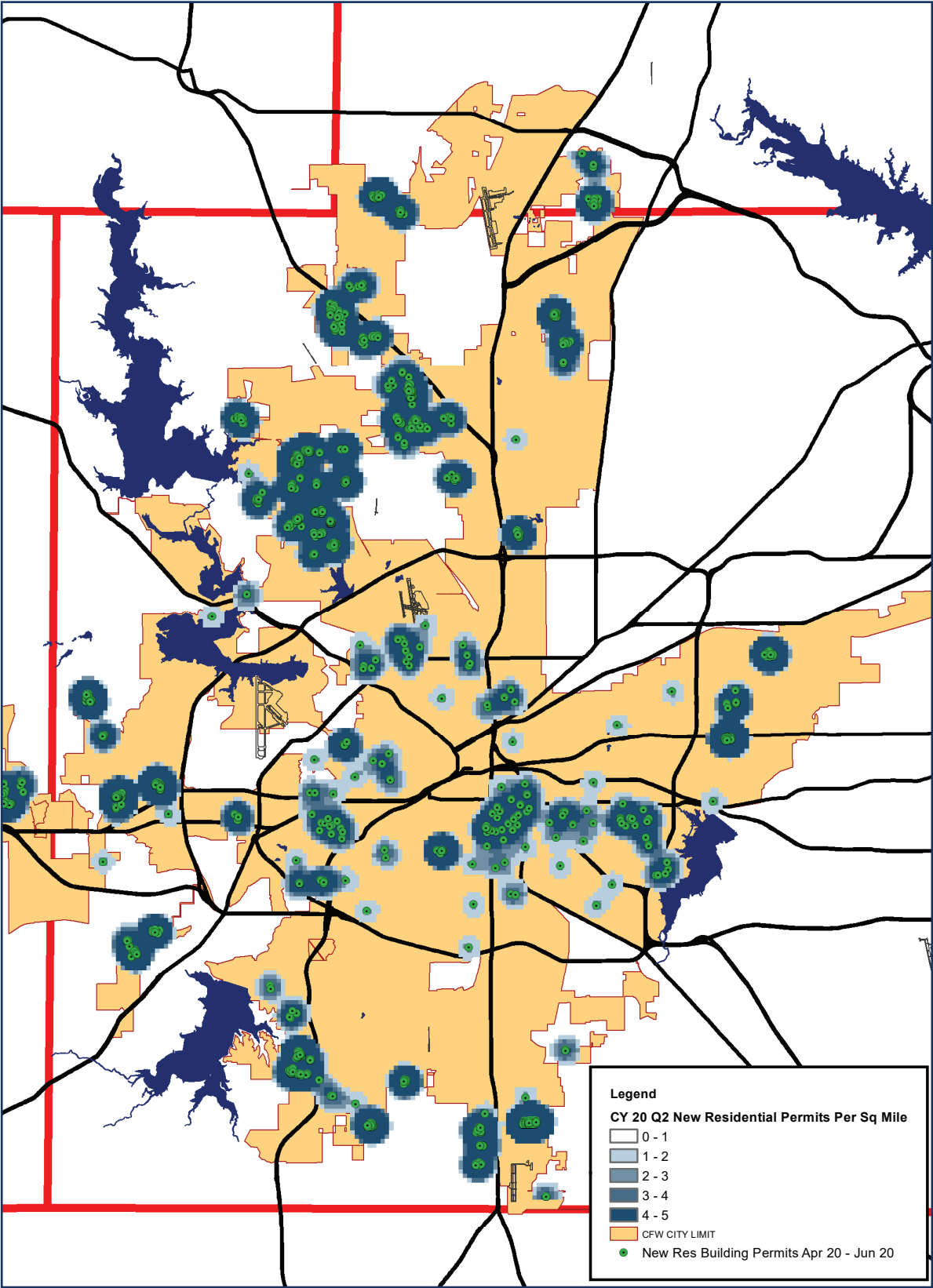
BUILDING PERMITS

CY 20 Q2 New Commercial Permits Heat Map



BUILDING PERMITS

CY 20 Q2 New Residential Permits Heat Map



IPRC Overview

IPRC Overview Report	2017	2018	2019	2020
Cycle Complete	52	52	52	31
Total Projects	170	148	181	94
Avg. Project Total Per Cycle	3.27	2.85	3.48	3.03
Total Accepted Projects	156	139	143	75
Plan Rev. & Ret w/n 14 days	95%	98%	94%	100%

*All data is in calendar year

IPRC Quarterly Details

	Q4 2019	Q1 2020	Q2 2020	Q3 2020
Cycles	13	14	13	5
Total Projects	41	36	35	18
Avg. Projects Total Per Cycle	3.15	2.57	2.70	3.6
Total Avg. Accepted Projects Per Cycle	3.10	2.20	1.54	3.4
Plan Rev. & Ret w/n 14 days	100%	100%	100%	100%

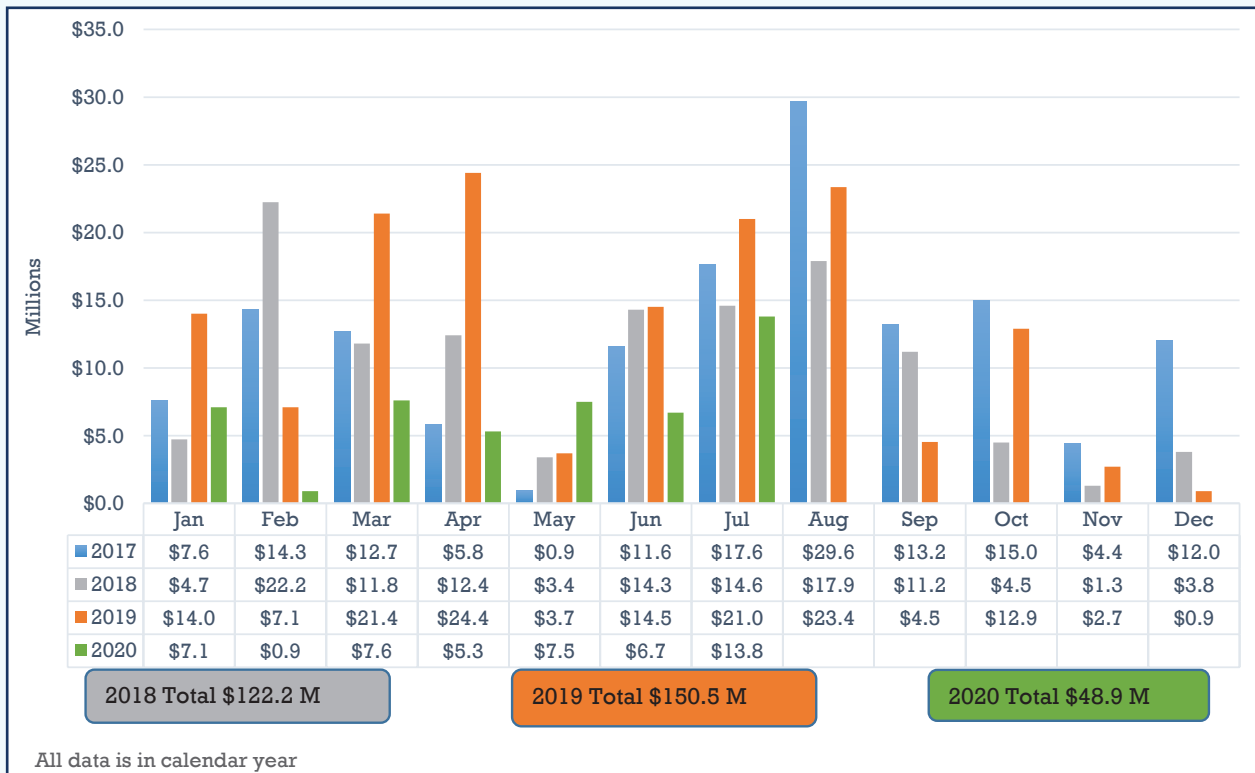
*All data is in calendar year

INFRASTRUCTURE

CFA Project Overview

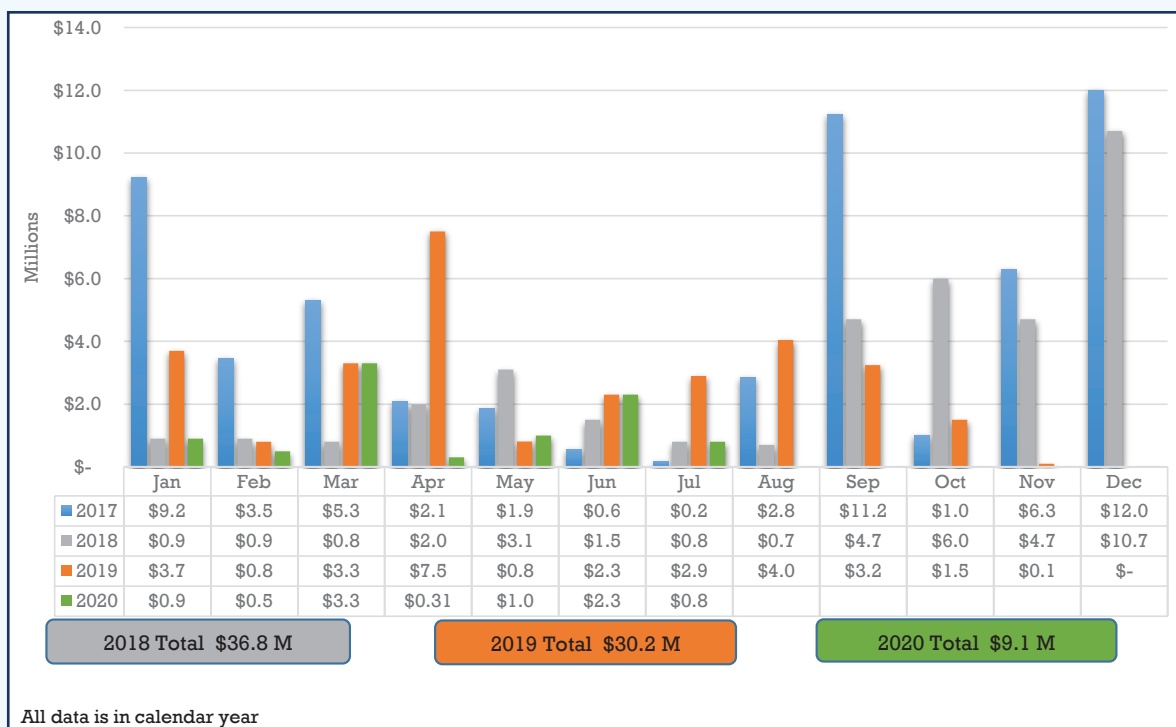


Public Infrastructure Residential Projects



INFRASTRUCTURE

Public Infrastructure Commercial Projects

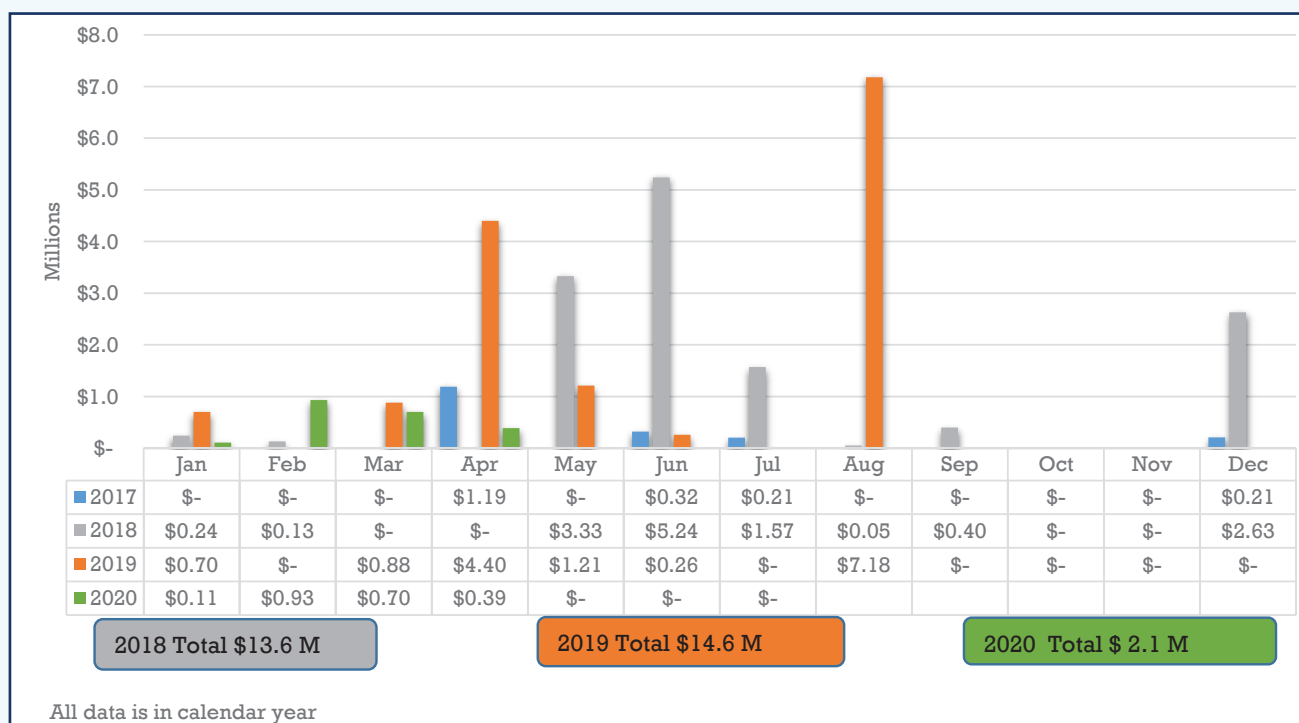


Public Infrastructure Industrial Projects



INFRASTRUCTURE

Public Infrastructure Multi-Family Projects



Public Infrastructure Institutional Projects



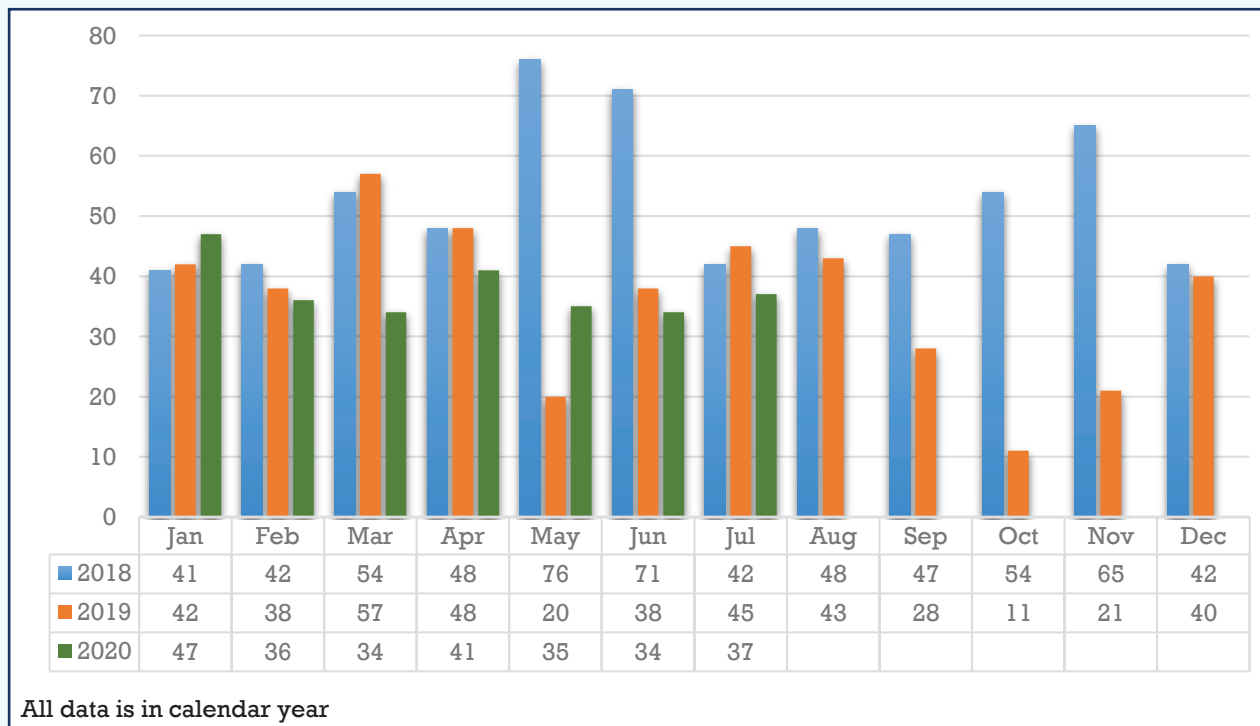
STORMWATER

Stormwater Review Performance

Stormwater Review Performance	CY '19	CY '20	July '20
Avg. Review Time (days)	7.1	6.8	6.6
Num. Review Completed	1,567	728	99
% completed in 10 business days or less	92.0	97.8	96.9
Avg. PiSWM Review Iterations (City)	2.6	3.3	4.0
Avg. FiSWM Review Iterations (City)	3.1	4.4	6.0
Avg. IPRC Review Iterations (City)	3.2	2.5	2.6
Avg. SWMP Review Iterations (City)*	1.6	2.5	2.3
Avg. Drainage Studies Iterations (City)*	0.0	2.0	2.6
Overall Customer Satisfaction Rating (1-5 scale)	4.6	4.8	4.0
Num. of Surveys Taken	64	31	1

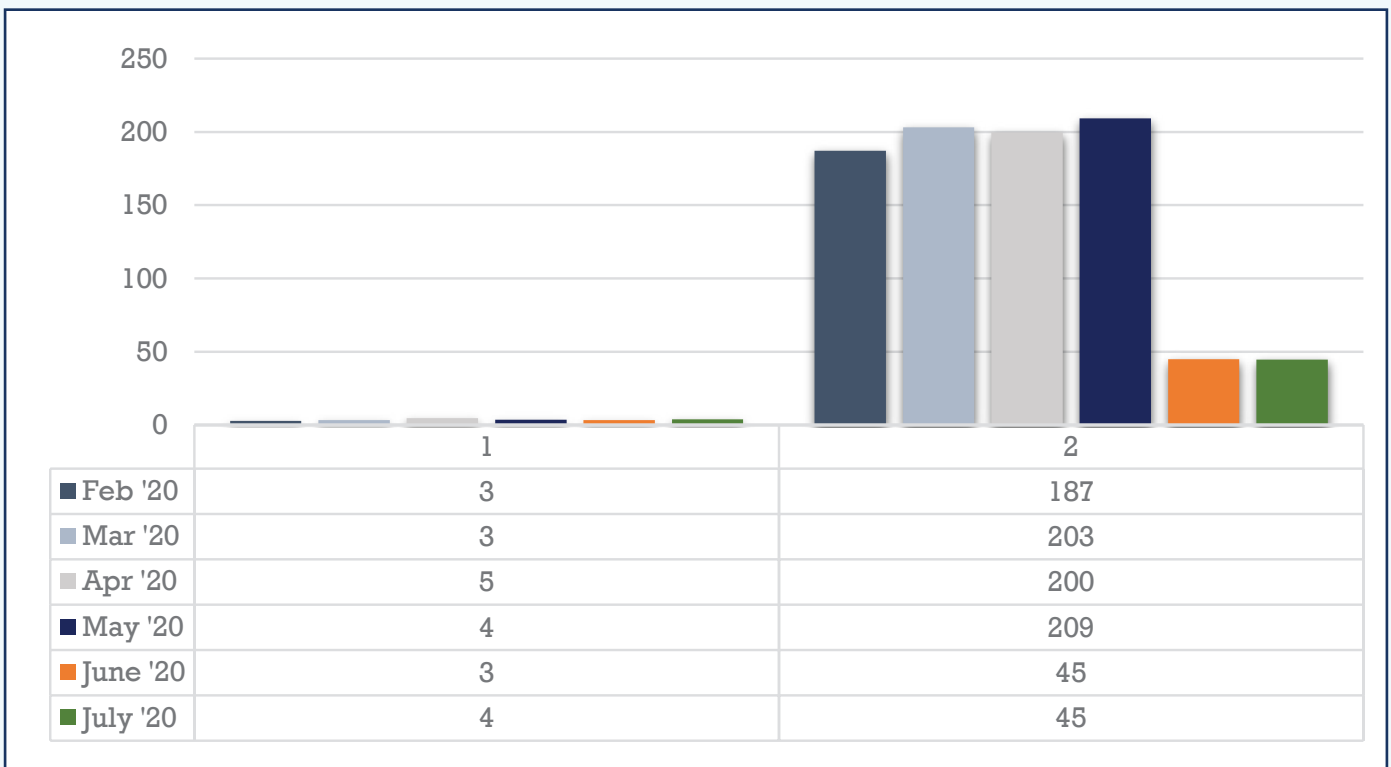
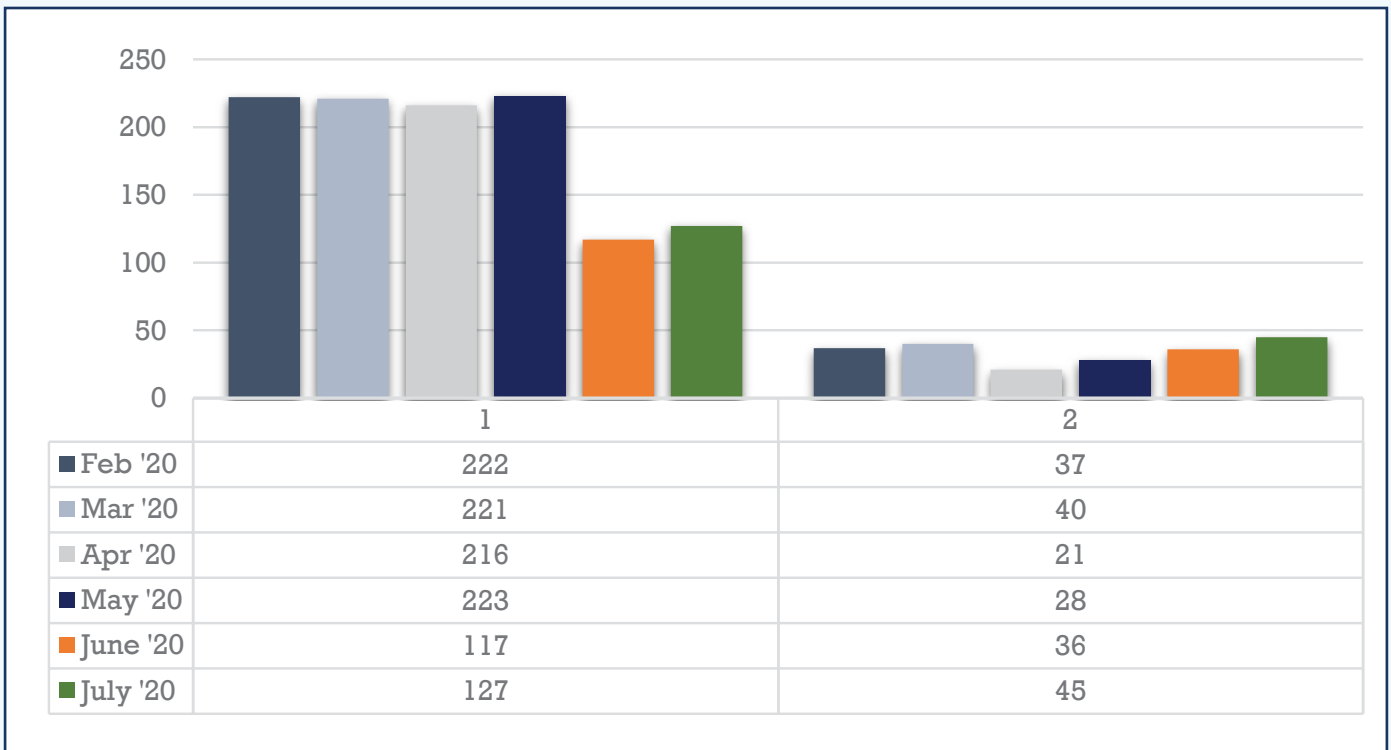
* New item tracked as a result of HB 3167

New Stormwater Submissions



STORMWATER

Stormwater Pipeline Snapshot



Newly Submitted Water/Sewer Studies

Water	Mar '20	Apr '20	May '20	June '20	July '20
Newly Submitted Water Studies	16	14	8	6	10
Water Studies Approved *	13	13	10	9	5
Total Submittals & Resubmittals	27	35	23	18	14
Avg. Water Study Cycle	2.1	2.7	2.3	2	2.8
Sewer	Mar '20	Apr '20	May '20	June '20	July '20
Newly Submitted Sewer Studies	17	14	7	9	9
Sewer Studies Approved *	16	12	9	11	5
Total Submittals & Resubmittals	31	24	23	23	18
Avg. Sewer Study Cycle	1.9	2	2.6	2.1	3.6

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

Submitted Water/Sewer Studies

Water	Mar '20	Apr '20	May '20	June '20	July '20
Water Study Reviews in Process	12	17	14	10	16
Water Study Reviews in Process with City	6	10	3	4	6
Water Study Reviews in Process with Owner	6	7	11	6	10
Avg. Water Study Reviews in Process with City (Days)	5.2	6.9	10.2	6.7	6.7
Avg. Water Study Review in Process with Owner (Days)	5.6	14.9	6.6	12	5.4
Sewer	Mar '20	Apr '20	May '20	June '20	July '20
Sewer Study Reviews in Process	14	19	16	12	17
Sewer Study Reviews in Process with City	6	10	2	3	4
Sewer Study Reviews in Process with Owner	8	9	14	9	13
Avg. Sewer Study Reviews in Process with City (Days)	7.9	8.6	7.6	5.9	5.9
Avg. Sewer Study Review in Process with Owner (Days)	11.7	18.2	4.1	16.5	3.4

DEVELOPMENT PROCESS IMPROVEMENTS

Active Development Process Improvements		
As of July 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	IPRC Reports are completed. Staff worked with consultant on the consolidated reports and has provided comments on draft reports.
Open Counter (1 in progress)		
Task	Department/Staff Assigned	Status
Implement the Open Counter software that will improve the developer permitting experience and process in the City	Development Services, ITS, Water, Fire, TPW, Neighborhood Services	Council approved the M&C to acquire Open Counter software on August 4th. Staff will submit data and GIS layers to Open Counter on August 7th.
Permitting Review (1 in progress)		
Task	Department/Staff Assigned	Status
Complete lean process evaluation for commercial building permits.	DS - Allison Gray, Rochell Thompson, D.J. Harrell	Several videos are uploaded on the Development Services webpage and can be found here https://fortworthtexas.gov/developmentservices/permits/how-to-apply-online/
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	The project is on schedule to be completed at the end of August and published first of September.
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.	P&D, PARD & TPW	Staff presented process improvements to DAC on June 18th. We will be setting up quarterly meetings with internal and external stakeholders to ensure the improvements are initiated in a timely manner.
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 will update DAC during the August 20th meeting regarding the interim items discussed between IPRC and Tarrant County.
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	The draft of the guide is scheduled to be completed by the end of August 2020 for staff review and revisions.
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	Configuration requirements to be delivered to ITS week of August 10. ITS will begin to develop design and implementation/configuration schedule.

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