

**To the Mayor and Members of the City Council****September 15, 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.

August 2020 Highlights**Building Permits**

- Total commercial valuation (including remodels and additions) for August 2020 was \$130 million compared to:
 - \$188 million in July 2020, down 31%
 - \$121 million in August 2019, up 7%
- In August 2020, 84 new commercial permits were issued compared to:
 - 81 new commercial permits issued in July 2020, up 4%
 - 45 new commercial permits issued in August 2019, up 87%
- In August 2020, 32 new commercial permit applications were received.
- In August 2020, 626 new single-family permits were issued compared to:
 - 612 new single-family permits issued in July 2020, up 2%
 - 504 new single-family permits issued in August 2019, up 24%
- In August 2020, 652 new single-family residential applications were received.
- In August 2020, 710 new commercial and new single-family permits were issued.



To the Mayor and Members of the City Council

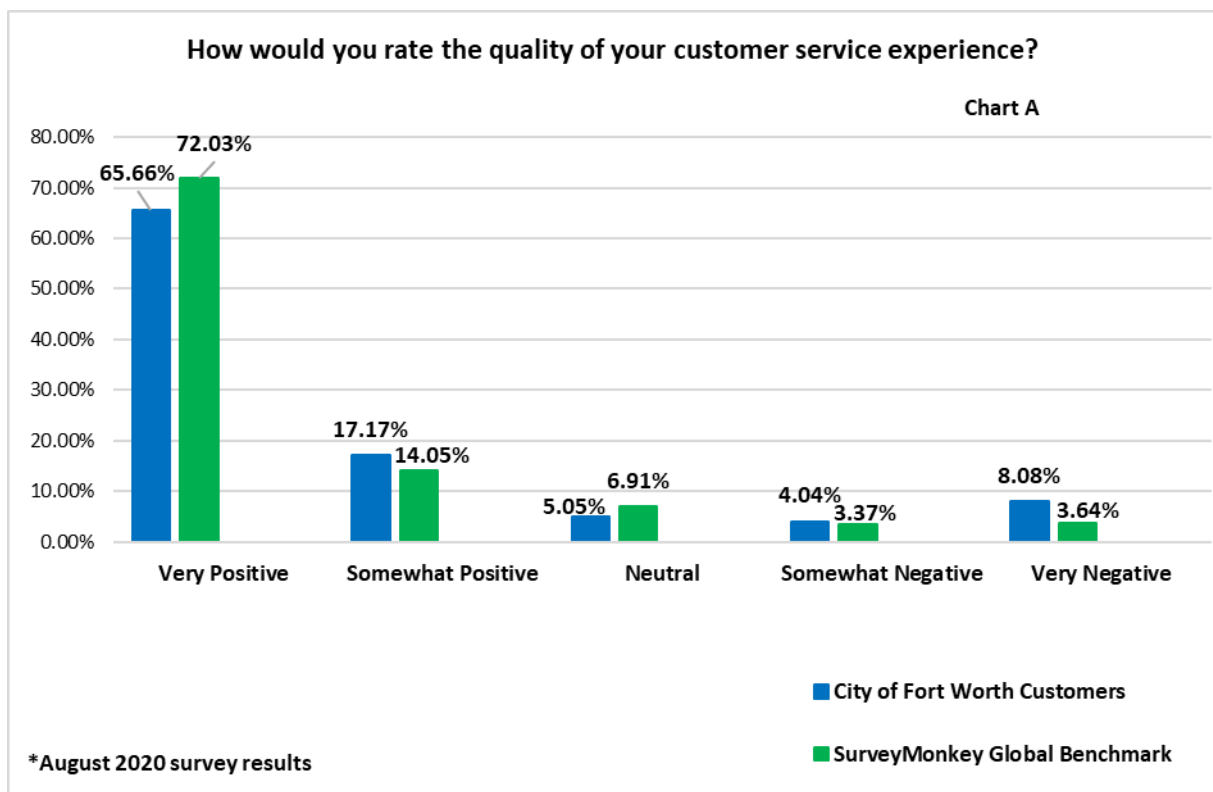
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Development Support Services

- The Overall Customer Service Satisfaction was 82.83% for either Very Positive or Somewhat Positive for August 2020, up from 72.62% in July 2020.
- Chart A shows survey responses for the month of August 2020.





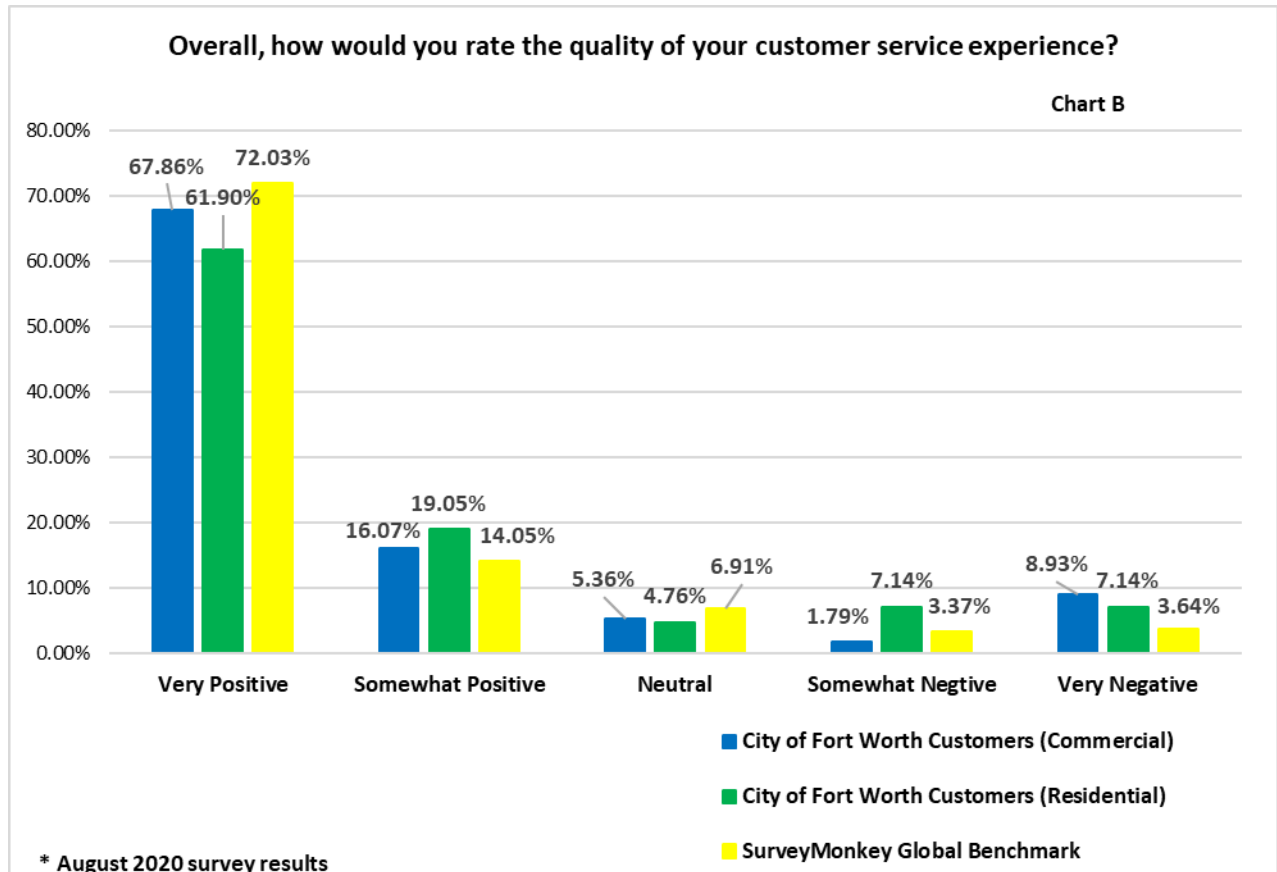
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- Chart B shows commercial vs residential survey responses for the month of August 2020.





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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 |
| August | 8 | 2 | 8 |
| YTD 2020 TOTAL: | 55 | 24 | 110 |
| CY 2019 TOTAL: | 88 | 70 | 106 |
| GROSS: | 143 | 94 | 216 |

- As of August 31st, there are 5 pending X-Team building permits.

Building Plan Review

- On August 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 July | Current Month Jul-20 |
| Total Time: from opened date to issued permit | 96 days | 64 days | 113 days | 107 days |
| City Time | 63 days | 31 days | 34 days | 37 days |
| Customer Time | 33 days | 33 days | 79 days | 70 days |
| Average Time to First Review | 38 days | 15 days | 14 days | 11 days |
| Total Number of Permits | 60 | 76 | 56 | 9 |
| | New Residential Building Permits | | | |
| | | Annual Report CY 2019 | Annual Report CY 2020 thru July | Current Month Jul-20 |
| Total Time: from opened date to issued permit | | 31 days | 33 days | 33 days |
| City Time | | 19 days | 13 days | 12 days |
| Customer Time | | 12 days | 20 days | 21 days |
| Average Time to First Review | | 11 days | 8 days | 7 days |
| Total Number of Permits | | 394 | 325 | 40 |

**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 37 days compared to:
 - 63 days in the BPI Project, down 26 days
 - 31 days in the CY 2019 Annual Report, up 6 days
- Average time to complete first review for new commercial building permits issued during this reporting period was 11 days compared to:
 - 38 days in the BPI Project, down 27 days
 - 15 days in the CY 2019 Annual Report, down 4 days
- City time for new residential building permits during the Current Month was 12 days compared to 19 days in the CY 2019 Annual Report, down 7 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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SUBJECT: Monthly Development Activity ReportPlat/ Infrastructure Plan Review

- Infrastructure Plan Review Center (IPRC) reviewed 100% of the plans submitted within the 14-day goal timeframe in the month of August 2020.
- In August 2020, 12 CFA applications were received, compared to 14 in July 2020, down 14%
- In August 2020, 34 Plat applications were received, compared to 41 in July 2020, down 17%

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: We continue working with staff to streamline our processes and applications online.
- 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.
- Council approved the M&C to acquire Open Counter software on August 4th. Staff has submitted all upfront data to the Open Counter project team and the Kick-Off Meeting was held Thursday September 3, 2020. The next milestone is to have the Zoning test site ready for staff to review and test by first week of October. Once testing is completed and the Zoning Module is approved, it will be made available to the public.
- 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.
- Contract Management and Platting sections are participating in a pilot program for electronically recording documents in Tarrant County. In September, the new software will launch and make it easier and more efficient for documents to be recorded with the county. In comparison to the old system, the new software will guarantee a more effective system for electronic recording. Some of the documents that can be electronically recorded include: Encroachment Agreements, Unified Sign Agreements, Maintenance Agreements, Storm Water Facilities Maintenance Agreements, and Plats.

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These improvements will allow customers and City staff to record documents online instead of in-person, which is a great benefit in the midst of the COVID-19 pandemic.

Software enhancements will include the following:

- PDF documents now accepted for electronic recording so City staff is no longer required to convert documents to a TIFF format
 - New system automates steps that were previously handled manually, such as notification of documents uploaded for recording and trailer pages received by the City
 - Manually authorizing escrow payments for service has been eliminated as this process is automated through the new system
 - Reduction in email communications with Tarrant County due to new system automations
- The Strategic Operations team gave a formal presentation to communicate to all Development Services staff on the importance of the innovations and progressions that have taken place since the COVID epidemic and the future innovation and progression that our department is working to implement. The “think tank” was announced as a go-to source for all ideas and issues that need assessing in order to provide consistent forward movement within our processes, services for the public, and internal staff efficiencies.

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



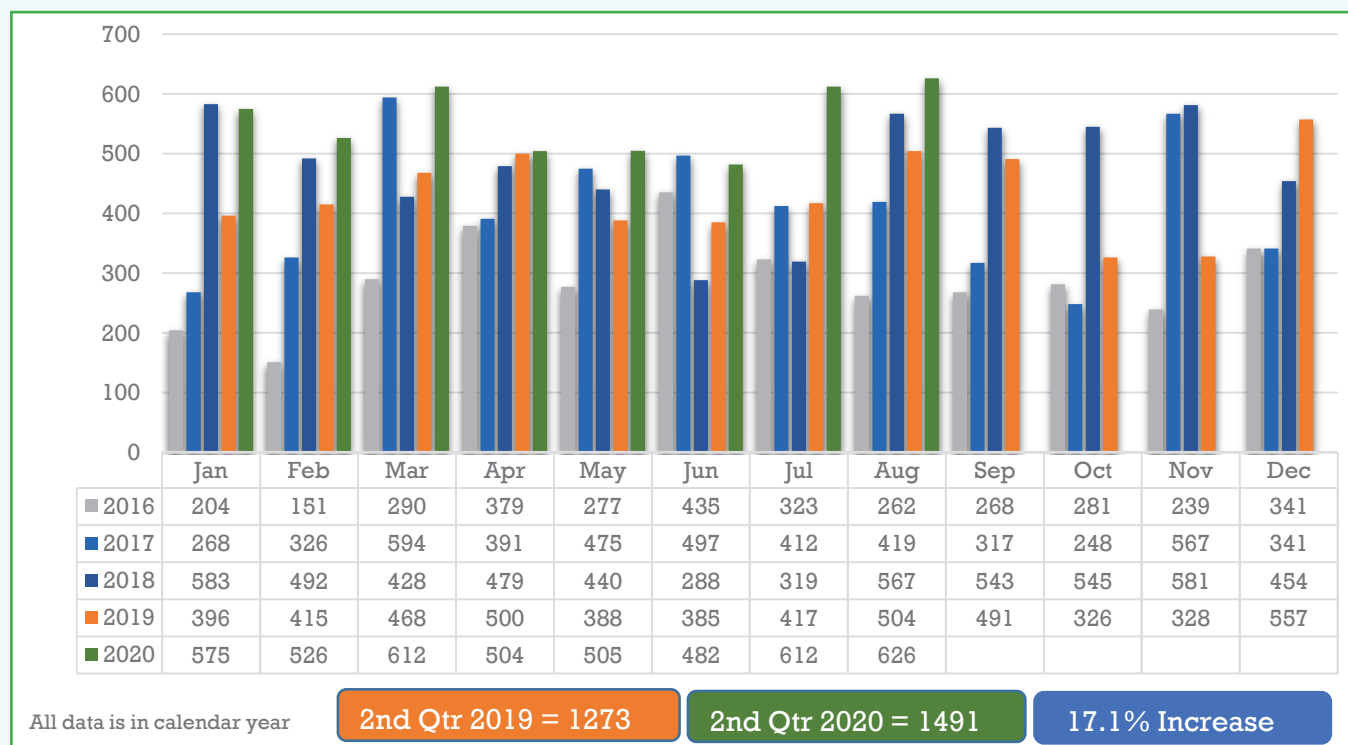
AUGUST 2020

INSIDE THIS EDITION

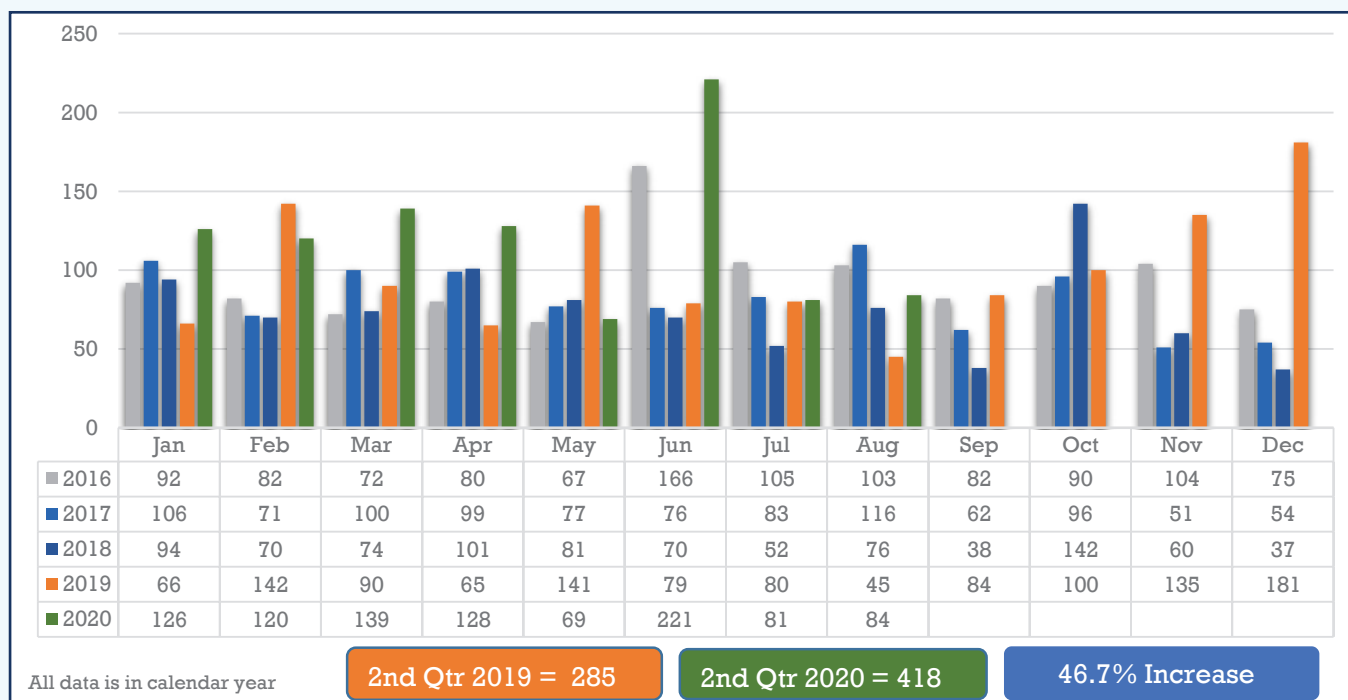
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BUILDING PERMITS

New Single Family Permits

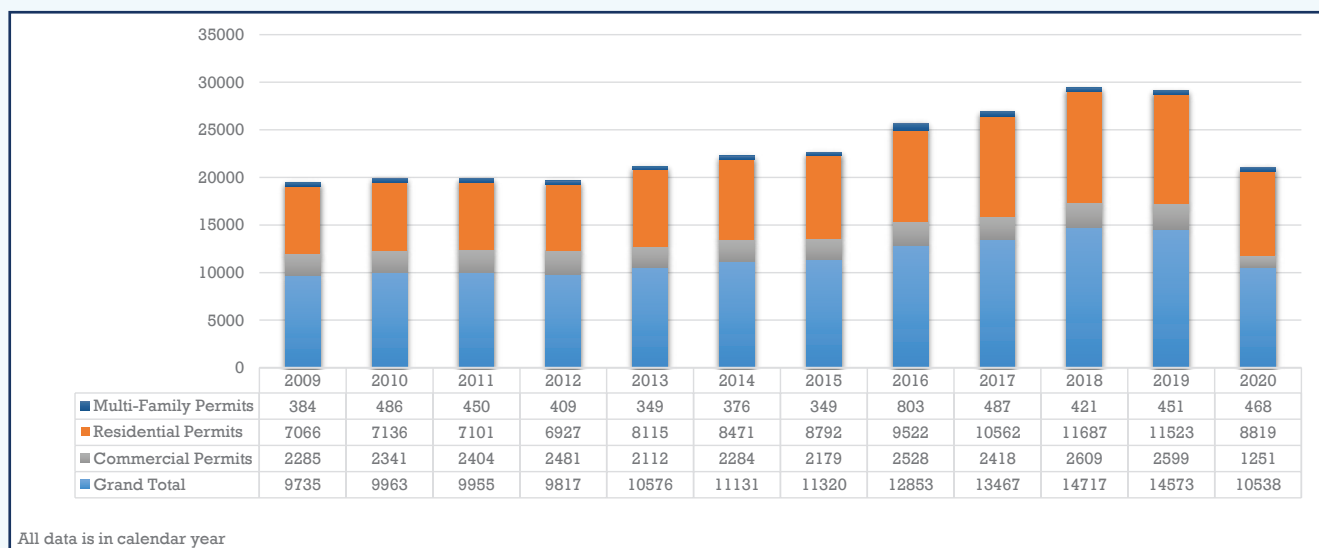


New Commercial Permits

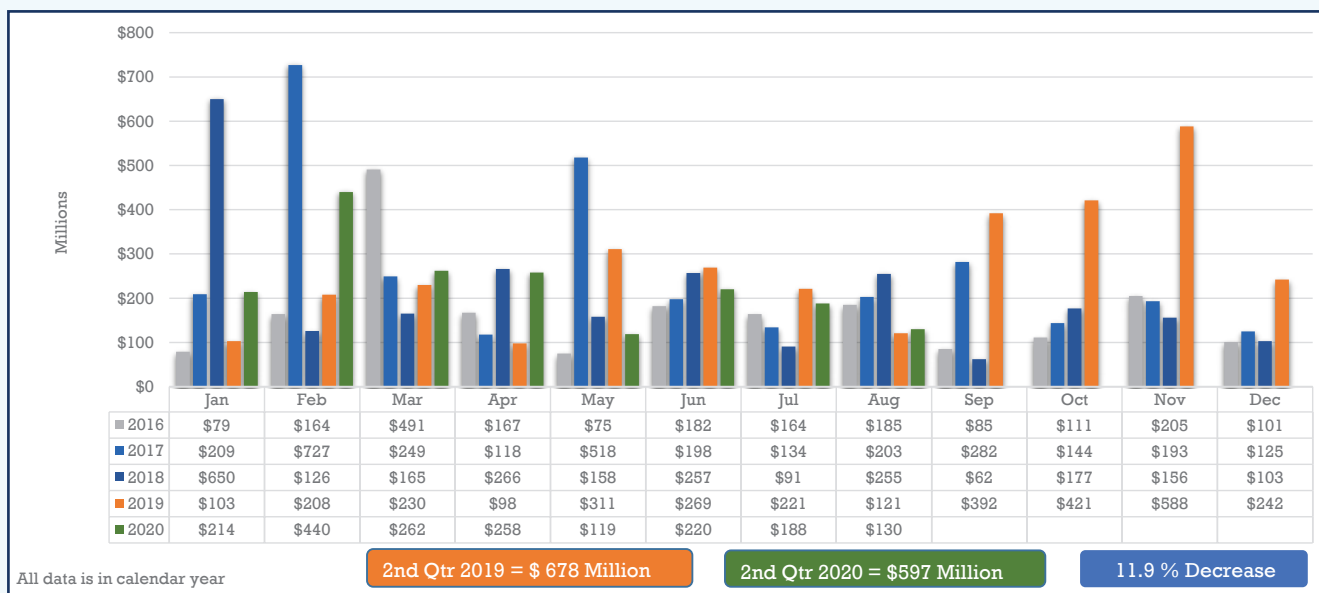


BUILDING PERMITS

Building Permit Comparison

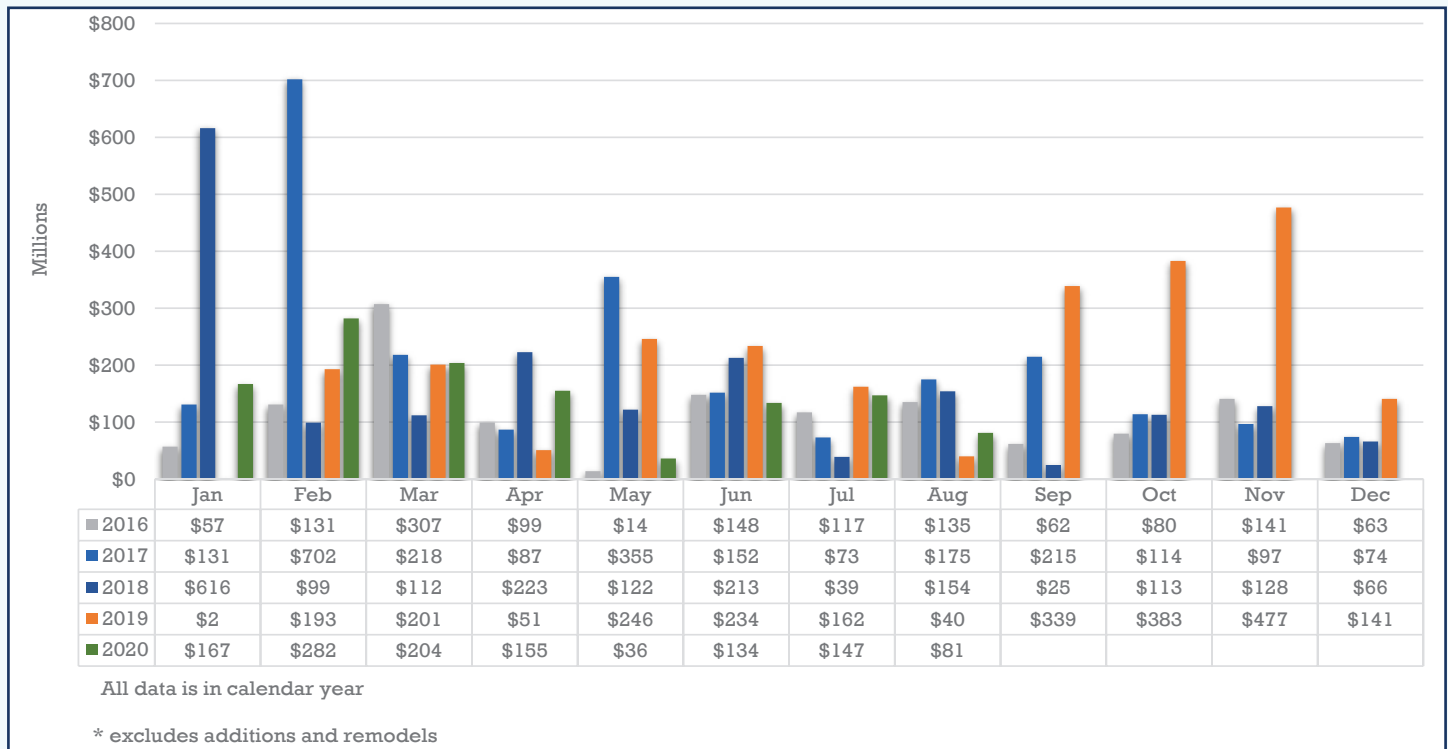


Total Commercial Valuation



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 % | |
|------------------|---------------|---------------|-----------------------|--------------|----------------------|-----------------|-----------------|
| | Aug '20 | July '20 | % | Aug '19 | Aug '19 vs Aug '20 | Jan - Dec 2019 | Jan- Dec 2020 |
| New SF Permits | 626 | 612 | 14 2% | 504 | 122 24% | 5175 | 4,442 |
| | | | | | | 86% | |
| New SF Value | \$114,627,727 | \$111,325,667 | \$3,302,060 3% | \$92,117,540 | \$22,510,187 24% | \$937,688,297 | \$777,481,639 |
| | | | | | | 83% | |
| New Comm Permits | 84 | 81 | 3 4% | 45 | 39 87% | 1208 | 968 |
| | | | | | | 80% | |
| New Comm Value | \$81,305,471 | \$147,128,241 | -\$65,822,770 -45% | \$40,201,549 | \$41,103,922 102% | \$2,537,698,790 | \$1,207,028,205 |
| | | | | | | 48% | |

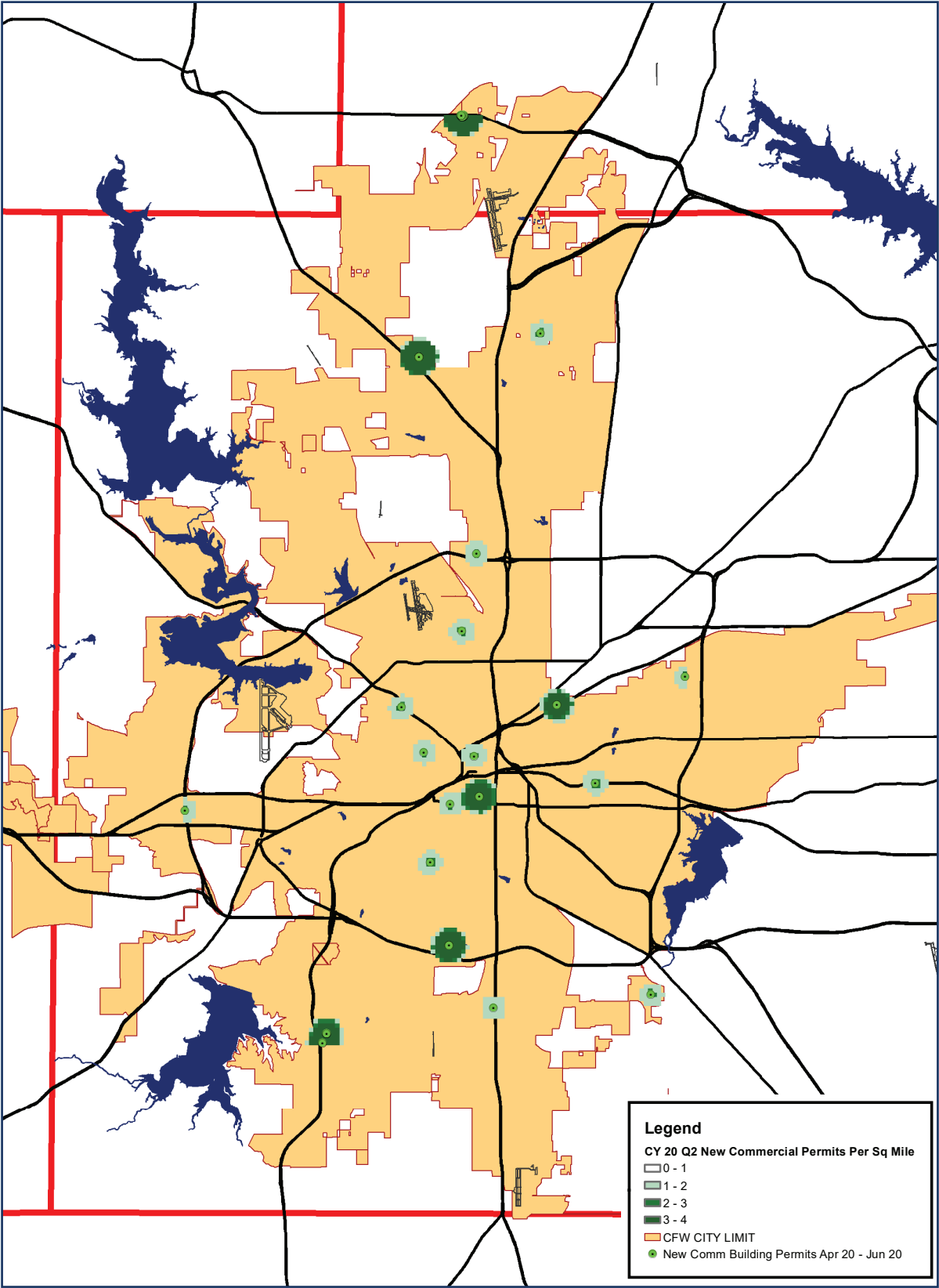
BUILDING PERMITS

Large Commercial Projects

August Large Commercial Projects

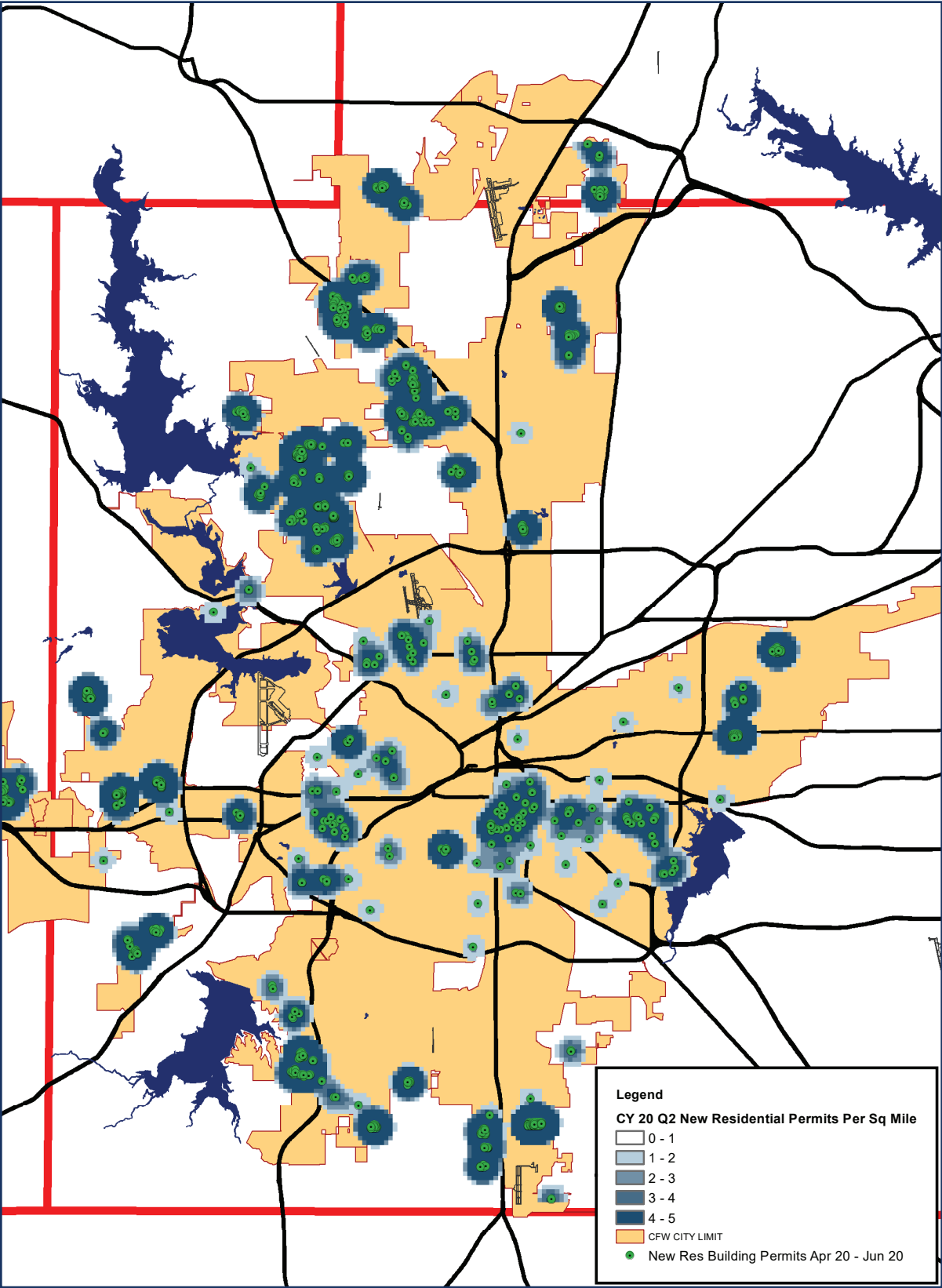
| <u>Address</u> | <u>Council District</u> | <u>Project Name</u> | <u>Work Description</u> | <u>Valuation</u> |
|---------------------------|-------------------------|---|---|------------------|
| 7151 LAKE COUNTRY DR | 7 | EAGLE MOUNTAIN-SAGINAW ISD - NEW LAKE COUNTRY ELEMENTARY SCHOOL | NEW CONSTRUCTION OF AN ELEMENTARY SCHOOL | \$26,900,000 |
| 4400 PANOLA AVE | 8 | TRINITY BASIN PREPARATORY | NEW COSNSTRUCTION OF MAIN SCHOOL BUILDING | \$13,000,000 |
| 12512 NW HIGHWAY 287 | 7 | COMPASS CHIRSTAIN CHURCH NW FW CAMPUS | NEW CONSTRUCTION OF 44,764 sq. ft SQ FT CHURCH ASSEMBLY BUILDING WITH EDUCATION FACILITY | \$12,000,000 |
| 3737 MEACHAM BLVD | 4 | TTI ADDITION | NEW ADDITION TO WAREHOUSE | \$9,384,259 |
| 9228 S HULEN ST | 6 | NORTH CROWLEY HS- INDOOR PRACTICE FACILITY | NEW CONSTRUCTION OF INDOOR PRACTICE FACILITY | \$8,000,000 |
| 10537 NW HIGHWAY 287 | 7 | IL TEXAS KELLER SAGINAW HIGH SCHOOL | NEW ADDITION OF 2,540 SQ FT TO EXISTING HIGH SCHOOL, 26 CLASSROOMS, RESTROOMS, STORAGE AND TEACHERS LOUNGE, WITH SITE IMPROVEMENTS AND PARKING | \$6,945,258 |
| 8200 WILL ROGERS BLVD | 8 | LINEAGE LOGISTICS -COLD STORAGE | REMODEL OFFICE/WAREHOUSE SHELL TO OFFICE WAREHOUSE | \$3,495,000 |
| 2301 HORIZON DR | 7 | OC OWTL WELDING LAB | RENOVATIONS OF AN UNIVERSITY EDUCATION WELDING, SHEET METAL AND COMPOSITES LAB, DEMO EXISTING PAINT BOOTH AND INSTALL NEW PAINT BOOTH, EQUIPMENT PLATFORMS, EXIT DOORS, LOUVERS, NEW ROOT TOP EQUIPMENT | \$2,641,222 |
| 4801 MARINE CREEK PKWY | 2 | TCCD - WSTU Renovations | RENOVATIONS TO THE STUDENT BUILDING | \$2,630,000 |
| 2001 TEXAN DR | 7 | NORTHWEAT ISD- NETWORK OPERATIONS CENTER | NEW CONSTRUCTION OF NETWORK OPERATIONS CENTER IN EXISTING ADMINISTRATION BUILDING | \$2,250,000 |
| 14100 PARK VISTA BLVD | 7 | QTS – TRIDENT UPFIT | REMODEL TO ACCOMMODATE ADDITIONAL DATA CENTER EQUIPMENT | \$1,933,802 |
| 3200 BASSWOOD BLVD | 4 | GOODWILL BASSWOOD | NEW CONSTRUCTION BUILDING | \$1,800,000 |
| 4801 MARINE CREEK PKWY | 2 | TCCD NWCR - WACB Renovation | RENOVATION TO THE ACADEMIC BUILDING AT NW CAMPUS TCCD | \$1,600,000 |
| 15201 BLUE MOUND RD | 7 | NP-OV | NEW INSTALLATION OF BULK STORAGE RACKING | \$1,600,000 |
| 12264 NW HIGHWAY 287 | 7 | OASIS CHURCH | NEW CONSTRUCTION OF A CHURCH | \$1,600,000 |
| 4741 GOLDEN TRIANGLE BLVD | 7 | WENDY'S | NEW CONSTRUCTION OF A WENDY'S RESTAURANT | \$1,600,000 |
| 600 E HURST BLVD | 5 | BELL HELICOPTER | CLEAN EXISTING SURFACE OF ROCK DEBRIS, INSTALL DURASTORM RIGID RECOVERY BOARD INTO STEEL DESK, ADHERE FLEECE BACKED TPO WITH DASH FLEX FOAM | \$1,260,224 |
| 1400 8TH AVE | 9 | BAYLOR SCOTT AND WHITE ALL SAINTS GME | RENOVATION OF EXISTING 6.300 SQ FT OFFICE SPACE INTO A GRADUATE MEDICAL EDUCATION SPACE | \$1,100,753 |
| 14200 FAA BLVD | 5 | SCHUMACHER OFFICE | REMODEL TO ADD OFFICE SPACE IN EXISTING WAREHOUSE | \$1,098,255 |
| 500 W 7TH ST | 9 | FIRST ON 7TH- SCULPTURE PLAZA | NEW ADDITION TO EXISTING PATIO | \$1,005,886 |

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 | 35 |
| Total Projects | 170 | 148 | 181 | 111 |
| Avg. Project Total Per Cycle | 3.27 | 2.85 | 3.48 | 3.17 |
| Total Accepted Projects | 156 | 139 | 143 | 93 |
| Plan Rev. & Ret w/n 14 days | 95% | 98% | 94% | 100% |

*All data is in calendar year

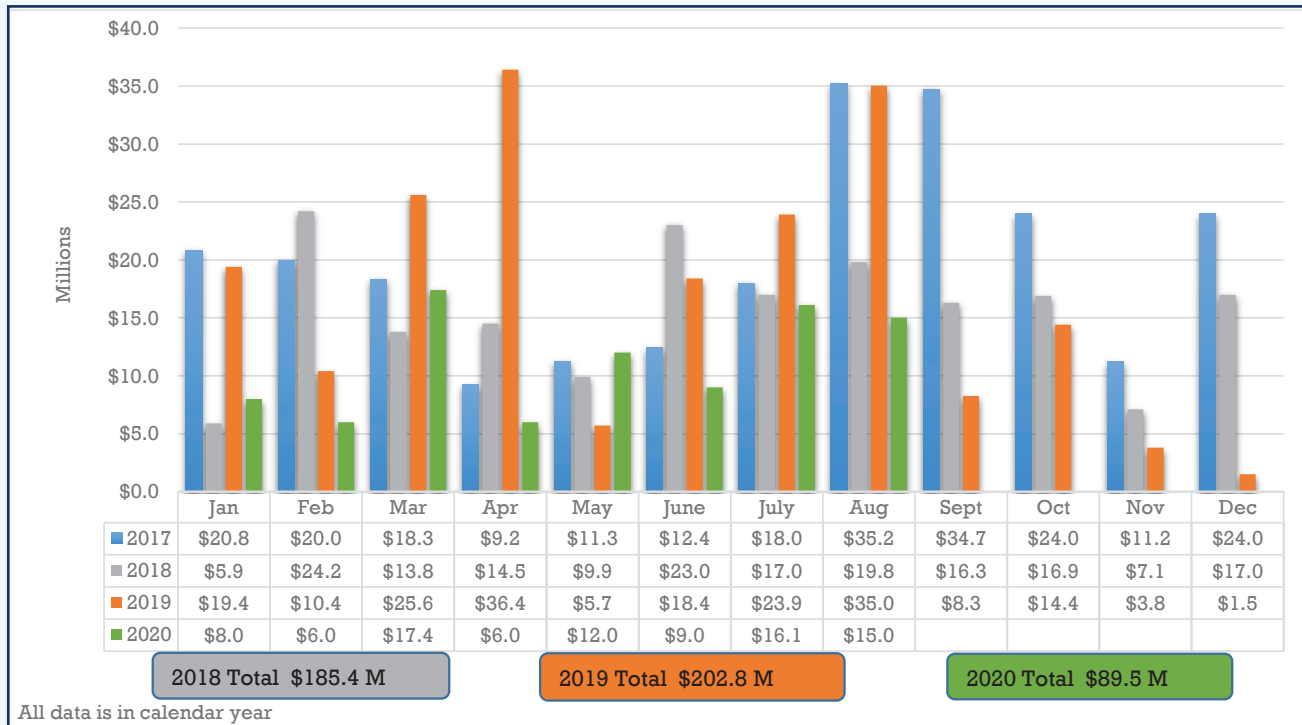
IPRC Quarterly Details

| | Q4 2019 | Q1 2020 | Q2 2020 | Q3 2020 |
|--|---------|---------|---------|---------|
| Cycles | 13 | 14 | 13 | 9 |
| Total Projects | 41 | 36 | 35 | 35 |
| Avg. Projects Total Per Cycle | 3.15 | 2.57 | 2.70 | 3.89 |
| Total Avg. Accepted Projects Per Cycle | 3.10 | 2.20 | 1.54 | 3.22 |
| Plan Rev. & Ret w/n 14 days | 100% | 100% | 100% | 100% |

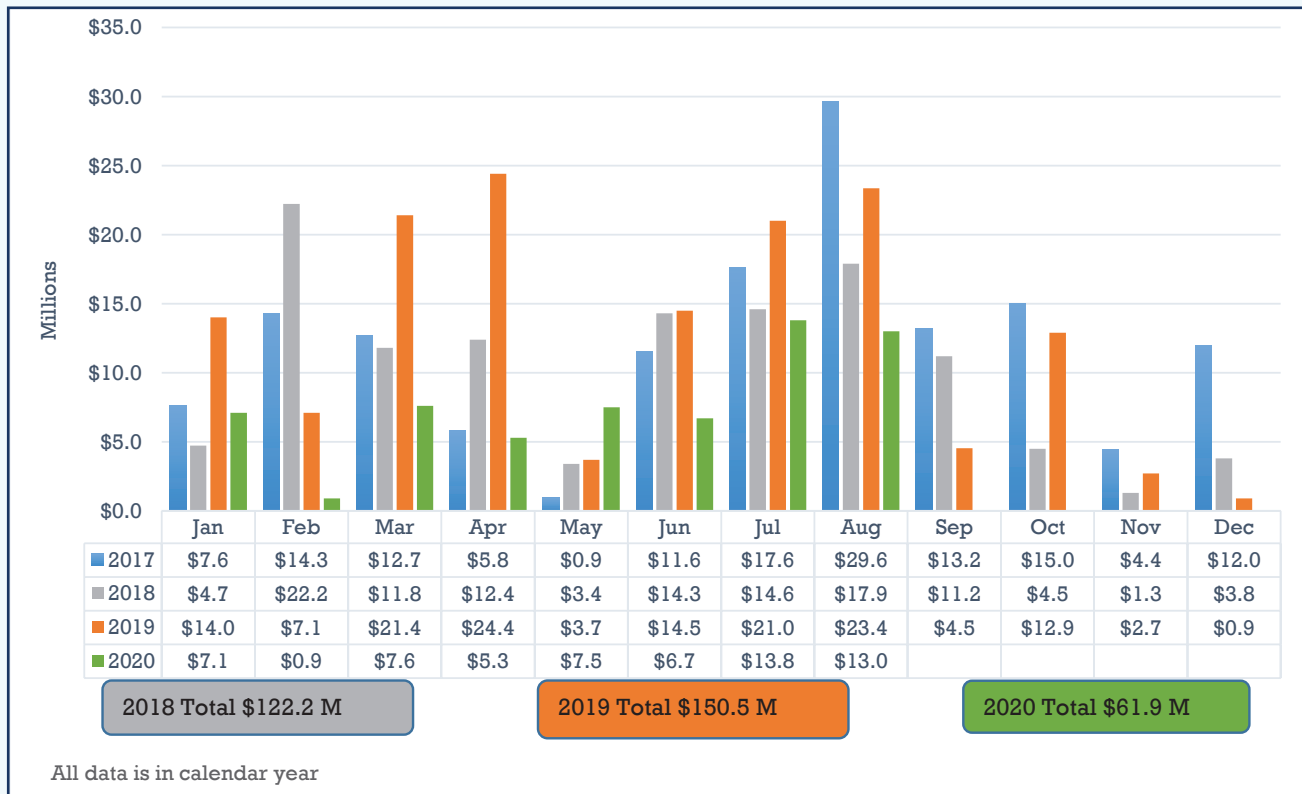
*All data is in calendar year

INFRASTRUCTURE

CFA Project Overview

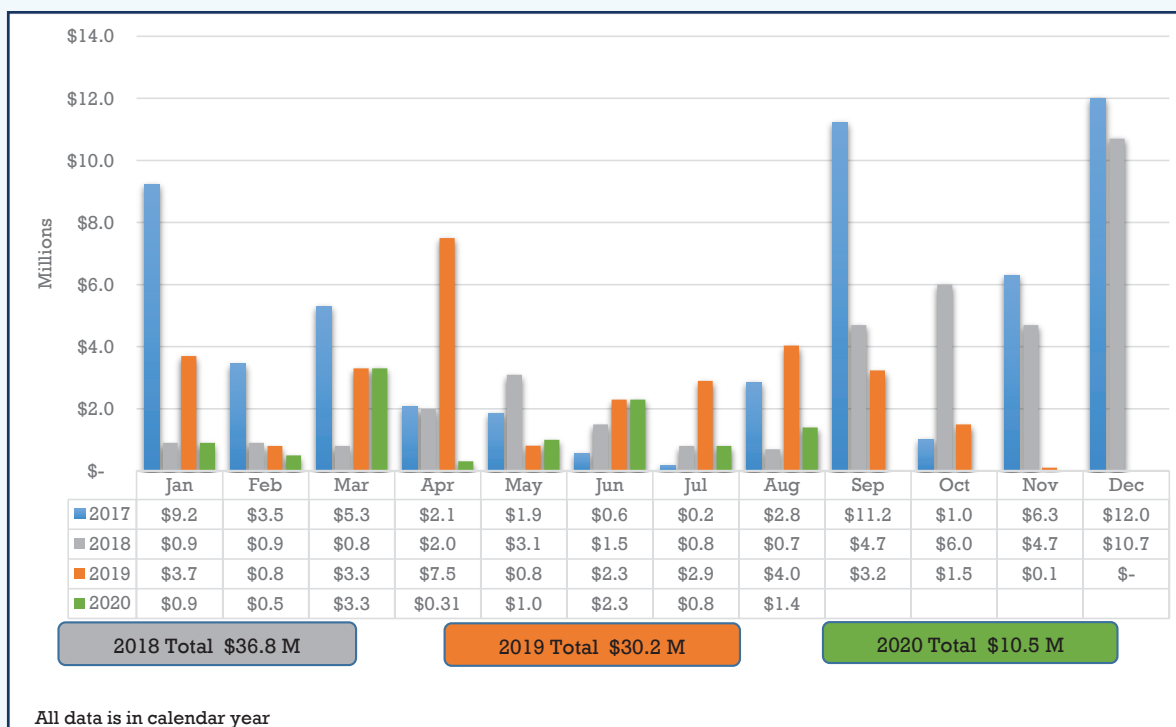


Public Infrastructure Residential Projects



INFRASTRUCTURE

Public Infrastructure Commercial Projects

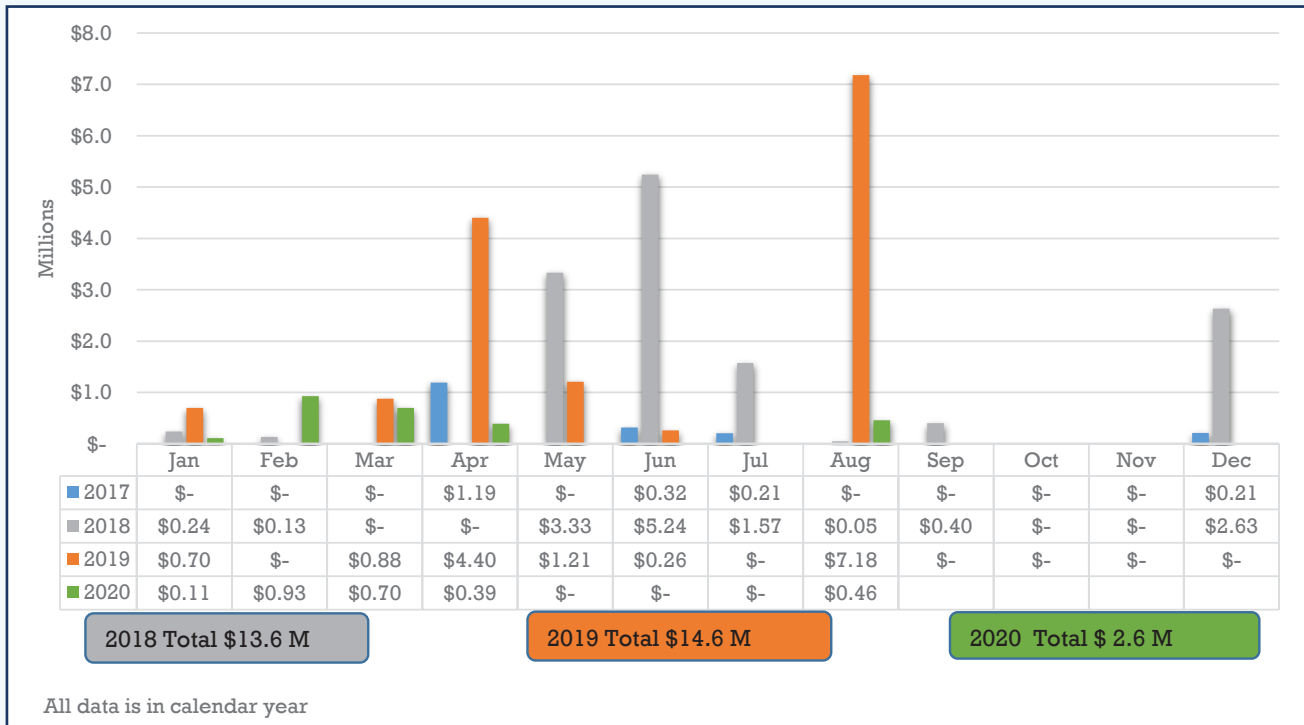


Public Infrastructure Industrial Projects



INFRASTRUCTURE

Public Infrastructure Multi-Family Projects



Public Infrastructure Institutional Projects



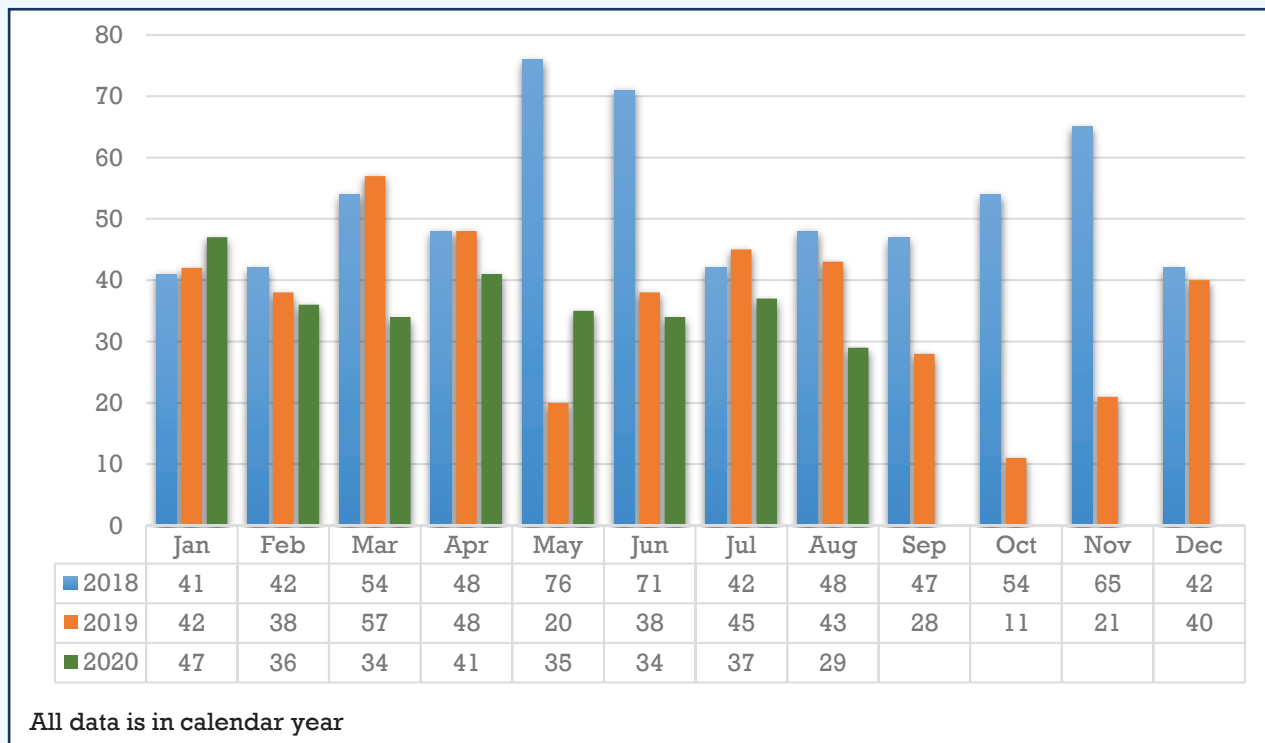
STORMWATER

Stormwater Review Performance

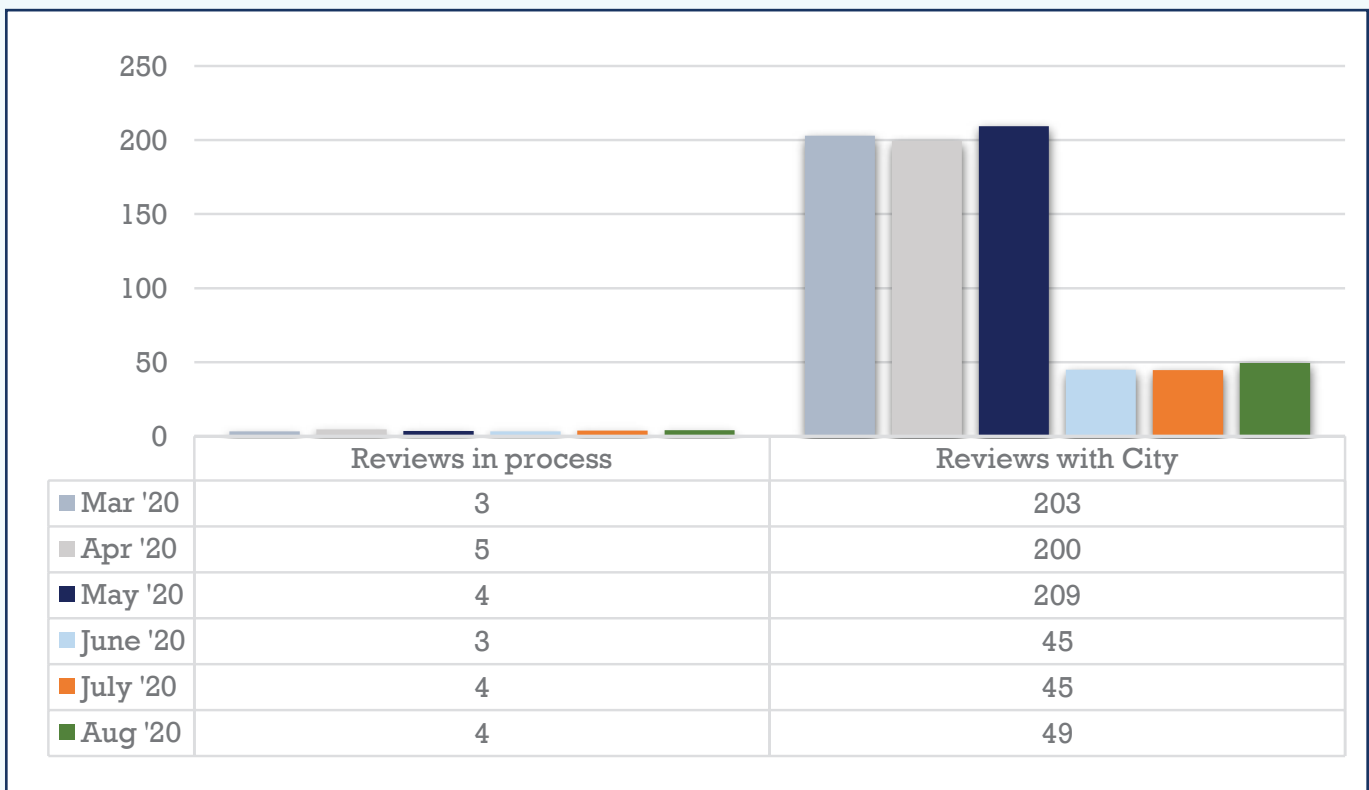
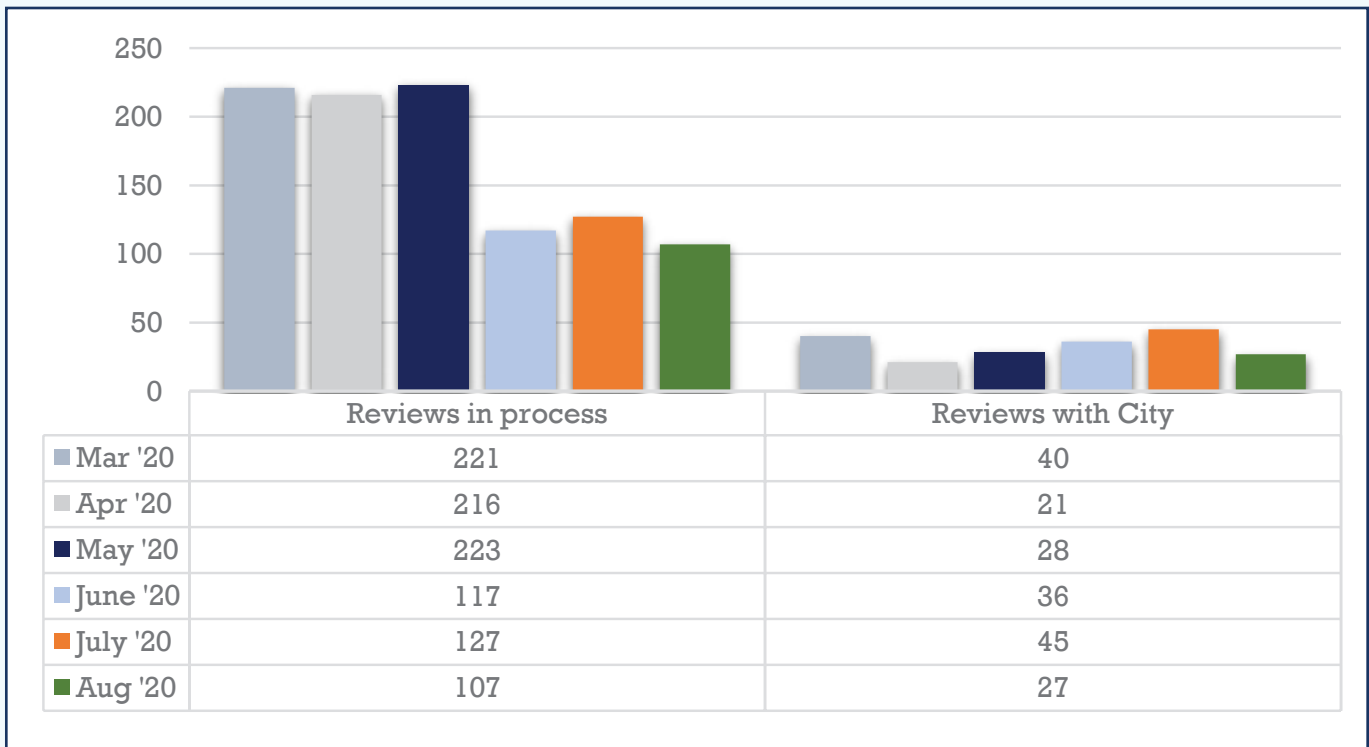
| Stormwater Review Performance | CY '19 | CY '20 | Aug '20 |
|--|--------|--------|---------|
| Avg. Review Time (days) | 7.1 | 6.8 | 7.2 |
| Num. Review Completed | 1,567 | 838 | 110 |
| % completed in 10 business days or less | 92.0 | 97.7 | 97.2 |
| Avg. PiSWM Review Iterations (City) | 2.6 | 3.3 | 0.0 |
| Avg. FiSWM Review Iterations (City) | 3.1 | 4.5 | 4.7 |
| Avg. IPRC Review Iterations (City) | 3.2 | 2.4 | 1.9 |
| Avg. SWMP Review Iterations (City)* | 1.6 | 2.5 | 3.7 |
| Avg. Drainage Studies Iterations (City)* | 0.0 | 2.1 | 2.6 |
| Overall Customer Satisfaction Rating (1-5 scale) | 4.6 | 4.7 | 4.0 |
| Num. of Surveys Taken | 64 | 33 | 2 |

* New item tracked as a result of HB 3167

New Stormwater Submissions



Stormwater Pipeline Snapshot



Newly Submitted Water/Sewer Studies

| Water | Apr '20 | May '20 | June '20 | July '20 | Aug '20 |
|---------------------------------|---------|---------|----------|----------|---------|
| Newly Submitted Water Studies | 14 | 8 | 6 | 10 | 8 |
| Water Studies Approved * | 13 | 10 | 9 | 5 | 9 |
| Total Submittals & Resubmittals | 35 | 23 | 18 | 14 | 25 |
| Avg. Water Study Cycle | 2.7 | 2.3 | 2 | 2.8 | 2.8 |
| Sewer | Apr '20 | May '20 | June '20 | July '20 | Aug '20 |
| Newly Submitted Sewer Studies | 14 | 7 | 9 | 9 | 10 |
| Sewer Studies Approved * | 12 | 9 | 11 | 5 | 10 |
| Total Submittals & Resubmittals | 24 | 23 | 23 | 18 | 31 |
| Avg. Sewer Study Cycle | 2 | 2.6 | 2.1 | 3.6 | 3.1 |

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

Submitted Water/Sewer Studies

| Water | Apr '20 | May '20 | June '20 | July '20 | Aug '20 |
|--|---------|---------|----------|----------|---------|
| Water Study Reviews in Process | 17 | 14 | 10 | 16 | 15 |
| Water Study Reviews in Process with City | 10 | 3 | 4 | 6 | 6 |
| Water Study Reviews in Process with Owner | 7 | 11 | 6 | 10 | 9 |
| Avg. Water Study Reviews in Process with City (Days) | 6.9 | 10.2 | 6.7 | 6.7 | 7.5 |
| Avg. Water Study Review in Process with Owner (Days) | 14.9 | 6.6 | 12 | 5.4 | 4.3 |
| Sewer | Apr '20 | May '20 | June '20 | July '20 | Aug '20 |
| Sewer Study Reviews in Process | 19 | 16 | 12 | 17 | 17 |
| Sewer Study Reviews in Process with City | 10 | 2 | 3 | 4 | 7 |
| Sewer Study Reviews in Process with Owner | 9 | 14 | 9 | 13 | 10 |
| Avg. Sewer Study Reviews in Process with City (Days) | 8.6 | 7.6 | 5.9 | 5.9 | 7.8 |
| Avg. Sewer Study Review in Process with Owner (Days) | 18.2 | 4.1 | 16.5 | 3.4 | 4.2 |

DEVELOPMENT PROCESS IMPROVEMENTS

| Active Development Process Improvements | | |
|--|--|--|
| As of August 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 | Staff worked with consultant on the consolidated reports and an update was deployed to Accela. Staff provided second round of comments to consultant. |
| 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 | Contract has been executed by all parties. PO is being processed. Kick off Meeting to be scheduled in the first week of September and implementation for the Zoning module to start. |
| 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 in September 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. | P&D, PARD & TPW | Quarterly meeting is anticipated to be held in September to go over the improvements made since DAC presentation. |
| 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, Tarrant County, and DAC Chair met on August 27, 2020, to discuss updating the ILA. Staff is working on coordinating a meeting to discuss interim consolidated ETJ regulations until Tarrant County completes the process of updating its subdivision ordinance. |
| 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 first draft of the guide was submitted for comments on August 19, 2020, and being reviewed by staff. |
| 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 has been delivered to ITS. ITS will begin to develop design and implementation/configuration schedule. |

CONTACT INFORMATION

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