



**City Council
Development Services Department
Monthly Report – December 2021**

Date Submitted: December 7, 2021	Submitted By: Jessica Rodriguez Dir. Development Services
Department: Development Services	

During the month of November 2021, the Development Services Department completed work as described in Table 1: *Development Services Department Monthly Report – November 2021*. This Table captures work processed and completed from the beginning of Fiscal Year 21-22 and between November 1, 2021 to November 30, 2021.

The Department participated in 11 pre-development and development related meetings and six pre-construction meetings.

The 11 pre-development and/or development meetings included:

1. MUD 79 utilities
2. Litigation with Rise Communities
3. Commercial development
4. Alvin ISD
5. Pomona
6. Maverick Crossing II
7. Annexation into MUD 39

The pre-construction meetings were held for Manvel Town Center, Del Bello Lakes, Meridiana, and a commercial development.

The Planning, Development & Zoning Commission held a meeting on November 8, 2021, where they heard one rezoning, one right-of-way abandonment applications, and two public hearings. A second Planning, Development & Zoning Commission meeting was held on November 22, 2021, where they heard one general development plan and five plats. The Commission also had an executive session to discuss Rise Communities litigation.

We continue to hold weekly staff meetings with the GIS Division, and bi-weekly staff meetings Capital Projects Divisions. An Administrative Assistant and Permits Specialist were hired during the month of November. We continue to hold the Assistant Planner and Assistant City Engineer positions open for applications. The City's pre-development meetings and pre-construction meetings continue to be held via Microsoft Teams unless a request is made to meet in person. Requests for in person meetings are becoming more frequent.

Table 1: Development Services Department Monthly Report – November 2021

Department Activity	Fiscal Year 2021-22	November 2021
<u>Permits and Inspections</u>		
Residential Home Permits Issued	134	78
Commercial Permits Issued	1	0
Other Permits Issued	257	132
Inspections Completed	3,973	1,929
Change of Occupancy Permits Completed	2	1
Certificates of Occupancy Issued	137	63
Infrastructure (Civil) Plans Processed	9	5
Sign Permits Processed	5	0
<u>Zonings</u>		
Code of Ordinance Text Amendments Completed	0	0
Rezoning Processed	1	1
SUPs Processed	0	0
New/Amended PUDs Processed	0	0
<u>Plats</u>		
Plats Processed	12	4
New Master Plans Processed	0	0
Amended Master Plans Processed	1	1
<u>Development Agreements</u>		
Development Agreements Processed	1	1
<u>Variances</u>		
Subdivision Variances Processed	1	1
Zoning Variances Processed	0	0
<u>Meetings</u>		
Pre-Development & Development Meetings Held	17	11
Pre-Construction Meetings Held	7	6