



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

<b>Date Submitted:</b> August 6, 2021	<b>Submitted By:</b> Jessica Rodriguez Dir. Development Services
<b>Department:</b> Development Services	

During the month of July 2021, the Development Services Department completed work as described in Table 1: *Development Services Department Monthly Report – July 2021*. This Table captures work processed and completed between July 1, 2021 to July 31, 2021. The Table also provides data beginning from Fiscal Year 2021 to July 31, 2021.

The Department participated in 13 pre-development and development related meetings and three pre-construction meetings.

The 13 pre-development and/or development meetings included:

1. Non-residential development on Bissell
2. Residential development in City ETJ
3. Ashton Woods (Sedona)
4. Manvel Town Center platting coordination
5. Residential development
6. Exiting religious use build out
7. Two Valencia (Sowell Tract) PUD meetings
8. City-wide Drainage with Lentz Engineering
9. BC MUD No. 79
10. HGAC Regional Flood Meeting Committee
11. Non-residential platting in ETJ
12. AISD school site

The three pre-construction meetings were held for:

1. Non-residential development
2. Two residential developments

The Planning, Development & Zoning Commission held a meeting on July 12, 2021, where they heard five plats, an amendment to the Master Thoroughfare Plan, and the Valencia PUD. The first CIAC meeting took place prior to the Commission where City impact fees were presented by Freese and Nichols. A second Planning, Development & Zoning Commission held a meeting on July 26, 2021, where they heard four public hearings and five plats.

Code Enforcement continues to work a number of cases and has results in owner's obtaining permits or correcting violations on property. Code Enforcement continues inform property owners to mow their grass and commercial property owners to maintain their detention ponds. The Capital Projects Manager oversaw the completion of the new Police Department parking lot. He is continually working on process and checklist improvements with the Community Services Department. The City's GIS Specialist

continually updates the zoning map as needed and providing data points used for the Police Department's system.

Table 1: Development Services Department Monthly Report – July 2021

<b>Department Activity</b>	<b>Fiscal Year 2021</b>	<b>July 2021</b>
<u>Permits and Inspections</u>		
Residential Home Permits Issued	857	109
Commercial Permits Issued	8	2
Other Permits Issued	1,023	92
Inspections Completed	15,906	1,908
Change of Occupancy Permits Completed	8	0
Certificates of Occupancy Issued	524	58
Infrastructure (Civil) Plans Processed	66	9
Sign Permits Processed	33	2
<u>Zonings</u>		
Code of Ordinance Text Amendments Completed	2	0
Rezoning Processed	1	0
SUPs Processed	4	0
New/Amended PUDs Processed	3	1
<u>Plats</u>		
Plats Processed	152	13
New Master Plans Processed	1	1
Amended Master Plans Processed	6	1
<u>Development Agreements</u>		
Development Agreements Processed	1	0
<u>Variances</u>		
Subdivision Variances Processed	6	2
Zoning Variances Processed	1	0
<u>Meetings</u>		
Pre-Development & Development Meetings Held	107	13
Pre-Construction Meetings Held	45	3