

The background features the official seal of the City of Galveston, Texas. The seal is circular with a blue outer ring containing the text "CITY OF GALVESTON TEXAS" in white. The inner circle depicts a coastal scene with a city skyline, a lighthouse, a sailboat with red and yellow sails, and a large fish.

**DEVELOPMENT TASKFORCE MONTHLY
MEETING FEBRUARY 17, 2023**



Departments w/ Standing Invites

- Parks & Recreation
- Engineering Services
- Solid Waste
- Public Works
- CCW
- Planning

DSD Certifications



➤ DSD has 61% of Team Members that possess ICC Certification, State Licensure and/or National Registration. DSD's Fiscal Year FY21/22 Goal was 50%...!!!

New Staff Certifications

William Wittliff

- Residential Electrical Inspector
- Residential Combination Inspector

Steven Karg

- Residential Energy Inspector
- Residential Mechanical Inspector

Loralie Bazan

- Permit Technician

Ruben Zamora

- Residential Energy Inspector

Ryan Edwards

- Commercial Building Inspector

LAND DEVELOPMENT



HPO (Historic Preservation Officer) Status

DSD Engineering

Public Improvements Updated Review Time from
25 days to 15 days!!!

Texas Historical Commission Grant - \$25,000

UDC Update (Article 8) Status

Reminder: New Plat Format effective 12/1/2022

Trust Fund Update & City Participation Fund Update

Texas Historical Commission grant - \$25,000

Upper Westside Historic Resource Survey

TEXAS HISTORICAL COMMISSION GRANT

- This survey area reflects the settlement and expansion of the city's Hispanic population.
- Area bound by IH37, Tanchua, Agnes, Baldwin Blvd, and Cantwell Dr.
 - Includes Leopard, Staples corridors
 - Ben Garza Park/Uptown, Saxet Heights, Oak Park, Up River Road, and other neighborhoods
- A consultant will be hired to undertake the survey, and the data, pictures and community history videos will be accessible through the City's "Landmark Commission Web Viewer (www.cctexas.com/landmark)."
- An ESRI Collector application of the Texas Historical Commission Survey Form was created for the survey. This platform, accessible through the internet, will facilitate the survey in the field via phone or laptop.
- This data will provide the basis for future local, state, or national designations, compatible infill, and potential incentives for preservation and rehabilitation efforts.

UDC (UNIFIED DEVELOPMENT CODE) UPDATE

UDC Update (Article 8) Status

February

- Draft being developed for staff review/comment
- Additional staff review as warranted

March/April

- DSTAC review

April/May

- Public Draft Prepared
- Public Comment
 - DS Task Force
 - Stakeholder comment opportunities
- Planning Commission Briefing



Plat Document(s) Standardization Rollout

- Amending or Minor Plat Template
- Final Plat/Replat Template
- Master Preliminary Plat Template
- Preliminary Plat Template
- Vacating Plat Template

****Effective December 1st, 2022***

PRELIMINARY PLAT TEMPLATE

PRELIMINARY PLAT OF _____ 1/8" min. text height
SUBDIVISION NAME ← 1/4" min. text height
BLOCK _____, LOT _____ ← 1/8" min. text height
 BEING A _____-ACRE TRACT OF LAND OUT OF LOT _____, BLOCK _____ OF [SUBDIVISION],
 AS SHOWN ON A MAP RECORDED IN VOLUME _____, PAGE _____ OF THE MAP RECORDS
 OF NUECES COUNTY, TEXAS.

***Plat description must include the type of plat, deed or map reference, and legal description.**

Owner and surveyor/engineer- name and contact information

Surveyor contact & project info

Plat Map
 a-Extent/context: 200 Feet of lot
 b-Scale: To fit 3/32" text annotations
 c- Spacing required around border and all map notes and features.

"An overall map/key map must be provided with match lines for maps spread across a number of sheets. Plat boundary must include all contiguous ownership or the Phased boundary of a Master Plat.

Legend & Notes Format:
 a-Title: Bold, 3/16" min. text height
 b-Body: Regular, 3/32" min. text height

Typical Plat Notes.
 Refer to The Most Common Technical Review Committee comments on the website

North arrow & graphic scale or at top left
 Scale: 1:200 and larger 1:100

LEGEND:

— PLAT BOUNDARY	Y.R.	YARD REQUIREMENT
— ROAD CENTERLINE	B.L.	BUILDING LINE
— ADJACENT LOT LINE	U.E.	UTILITY EASEMENT
— YARD REQUIREMENT	E.E.	ELECTRICAL EASEMENT
— EASEMENT	D.R.N.C.T.	DEED RECORDS OF NUECES COUNTY, TX
● FOUND PROPERTY CORNER	M.R.N.C.T.	MAP RECORDS OF NUECES COUNTY, TX
● SET PROPERTY CORNER	O.P.N.C.T.	OFFICIAL RECORDS OF NUECES COUNTY, TX

NOTES:

1. THE ENTIRE PROPERTY LIES WITHIN THE CITY LIMITS OF THE CITY OF CORPUS CHRISTI.
2. THE TOTAL AREA CONTAINS X.XX ACRE(S) OF LAND INCLUDING ANY PEDIGATION.
3. THE YARD REQUIREMENT, AS DEPICTED ON THE PLAT, IS A REQUIREMENT OF THE UNIFIED DEVELOPMENT CODE (UDC) AND IS SUBJECT TO CHANGE AS THE ZONING MAY CHANGE.
4. FOUND 5/8" IRON RODS WITH [COLOR] PLASTIC CAPS STAMPED [XXXXXX] AT ALL LOT CORNERS EXCEPT WHERE NOTED.
5. GRID BEARINGS AND DISTANCES SHOWN HEREON ARE REFERENCED TO THE TEXAS COORDINATE SYSTEM OF 1983, TEXAS SOUTH ZONE '20S, AND ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (2011) EPOCH 01/01/00 (RECORD BEARING/DISTANCE).
6. THE RECEIVING WATER FOR THE STORM WATER RUNOFF FROM THIS PROPERTY IS THE [DRAINAGE BASIN]. THE TCOD HAS CLASSIFIED THE AQUATIC LIFE USE FOR THE [DRAINAGE BASIN] AS "_____" AND "_____" TCOD ALSO CATEGORIZED THE [DRAINAGE BASIN] AS "_____" USE.
7. BY GRAPHIC PLOTTING, THIS PROPERTY IS IN ZONE "XX" ON FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. XXXXXX XXXX, X CITY OF CORPUS CHRISTI, TEXAS, WHICH BEARS AN EFFECTIVE DATE OF JULY 18, 1995.

Existing/Proposed Street sections, details, and/or schedule

LOCATION MAP

North arrow & graphic scale

Surveyor contact & project info

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— PLAT BOUNDARY	Y.R.	YARD REQUIREMENT
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Most Common TRC Comments: <https://www.cctexas.com/sites/default/files/devser-most-common-trc-comments.pdf>

TRUST FUND BALANCE

• **Available Combined Trust Funds Balance as of 12.31.2022 (Unaudited) was (\$330,467.42)**

• **Individual Trust Fund Balance Break Down:**

Water Arterial Transmission & Grid Main Trust	Water Distribution Main Trust	Sanitary Sewer Trunk System Trust	Sanitary Sewer Collection Line Trust
(\$370,069.04)	\$25,434.66	(\$8,619.42)	\$22,786.38

Approved:

• Caroline’s Heights Unit 1 - Water Arterial/Grid Main - \$471,448.10 Approved 12/20/22 City Council

Pending:

- Westwood Heights Unit 4C - Water Arterial/Grid Main and Wastewater Collection - \$113,011.21
- Pozo-Flores-Cruz (OCL) - Water Arterial/Grid Main - \$1,267,032.80 Pending Annexation/Zoning
- Charlotte Estates (OCL) - Water Arterial/Grid Main - \$1,467,000.00 EST. Pending Annexation
- Oso Ranch Unit 1 - Wastewater Collection Line - \$1,732,203.82 EST. Pending Approved PIP’s

CITY PARTICIPATION

Available Balance Participation Funds as of 02/08/23

- Bond 18 - \$1,324,078.11
- *Note: There were no City Participation Funds allocated in the 2020 Bond initiative*
- *Note: There are no City Participation Funds proposed for the 2022 Bond Initiative*

City Participation Activity FY 2022-2023:

Approved:

- Kings Landing Unit 2 - Street Participation - \$192,253.75 - Approved 12.20.2022

BUILDING DEPARTMENT

INFOR Update

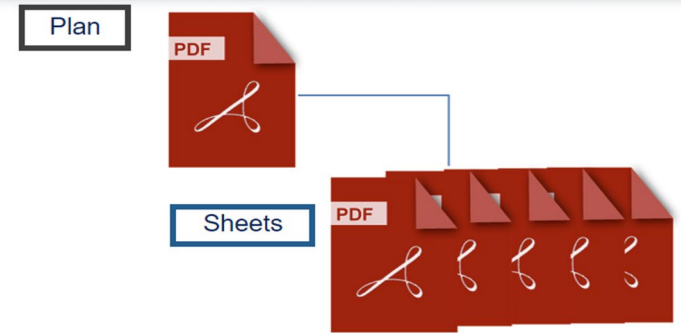
Newly Adopted
2021 Intl. Codes
Effective Aug.
1, 2023

Launch of the
STAR Program
Feb. 20, 2023

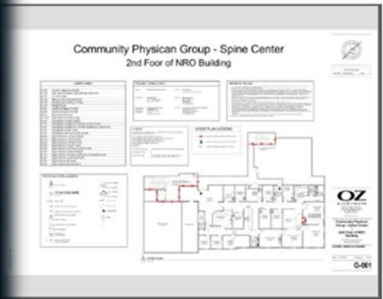
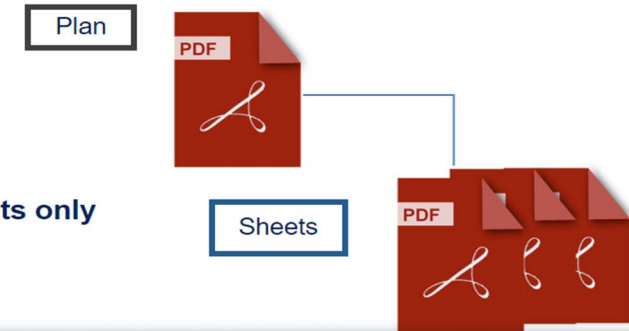
Legislative
Update

Standardized Naming Conventions for ease of review and resubmission

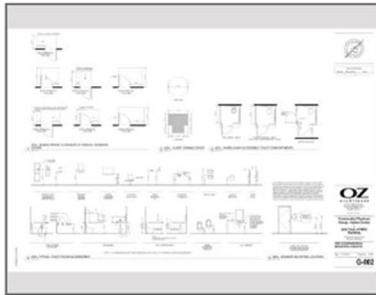
All sheets resubmission



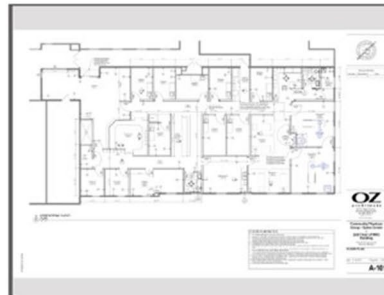
Revision required sheets only resubmission



G-001 - COVER, INDEX &



G-002 - ADA CLEARANC



A-101 - FLOOR PLAN



A-102 - REFLECTED CEIL



A-104 - FINISH PLAN



A-104 - FINISH PLAN

A1.0 - V1

A1.1 - V2

A1.2 - V3

A1.3 - V2

A1.4 - V2

S1.0 - V2

- Align
- Rotate
- Scale
- Overlay
- Compare

DigEplan

Compare Overlay

Plans SM Cycle 1 Prop... Plans SM Cycle 2 Res...

Page References

Search

Thumbnails	Reference	Page Number
Plans SM Cycle 1 Proposal - 003.pdf		
	A2.0	Page 1
	A2.1	Page 2
	A2.2	Page 3
Plans SM Cycle 2 Resubmission - 003.pdf		
	A2.1	Page 1
	A2.2	Page 2
	A2.3	Page 3

2,743 S.F.	MAIN FLOOR
347 S.F.	GUEST HOUSE
525 S.F.	GARAGE
3,615 S.F.	TOTAL

2,743 S.F.	MA
1,896 S.F.	S.F. LOWER
1,896 S.F.	S.F. TOTAL
3,639 S.F.	TOTAL

1/5 A2.0 1/4 A2.1

Comment Reporting

- Combines all comment made within the plans on a single report with page reference for editing and resubmittal.
- Adobe output report for ease of consumption.

Permit Type: Construction Permit
 Project Description: Grading for SFR
 Document Name: Civil - 01
 Report Date: 11/06/2018

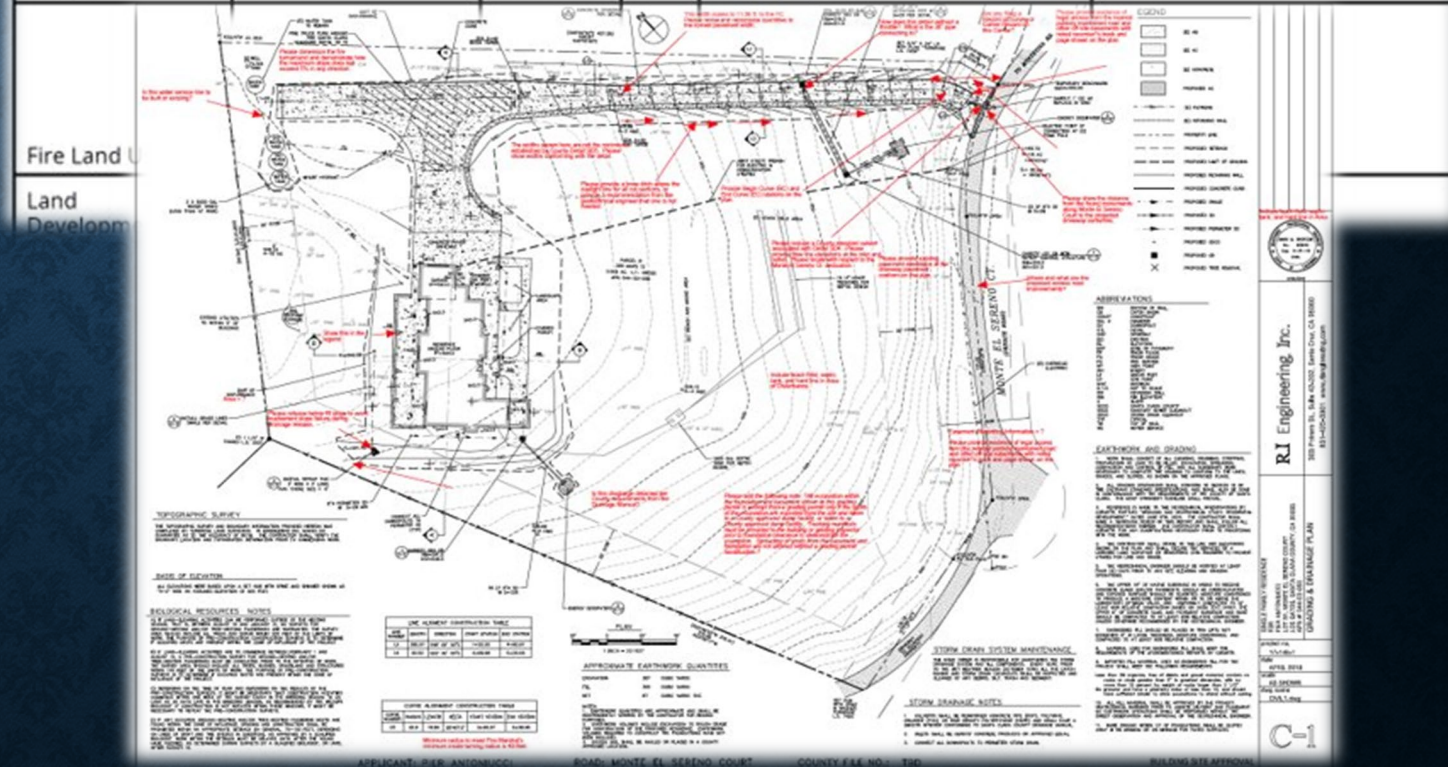
Application Number: DEV18-00012
 Owner / Applicant / Contractor Name: Antoniucci Pier G Trustee
 Site Address:
 Monte Sereno
 Los Gatos
 CA 95030

Comment Author Contact Information:

Author Name	Author's Email	Author Phone No.:
CFreitas	chris.Freitas@pln.sccgov.org	

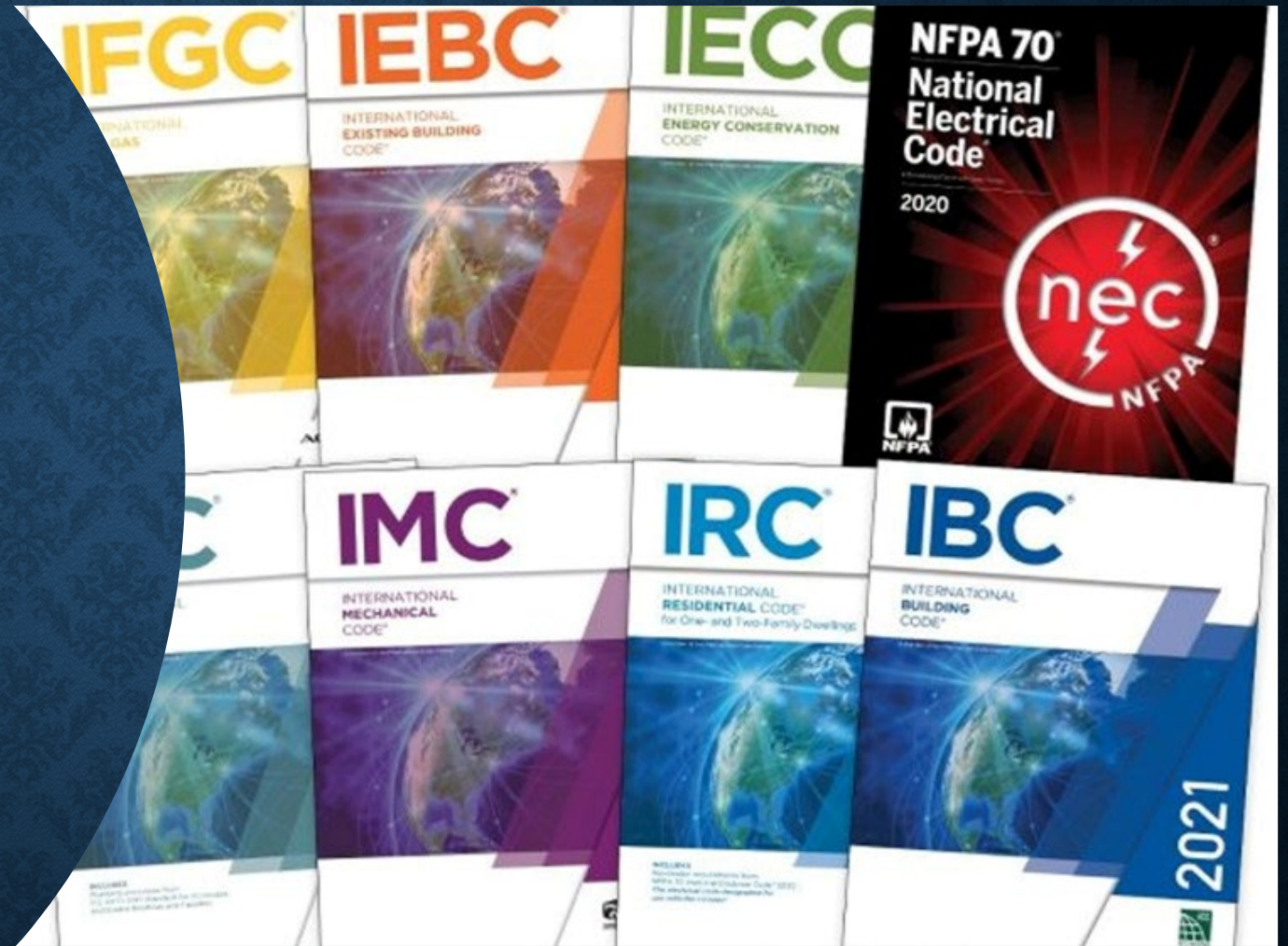
Corrections in the following table need to be applied before a permit can be issued

Author Discipline	Author Name	Comment Status	Page No	Comments	Response Comments
Environmental Health	CFreitas	Open	2	Redesign to avoid the crossing.	



2021 ICC CODES

- Subcommittees created to review:
 - Building
 - Existing Building
 - Residential
 - Fire
 - Mechanical
 - Plumbing
 - Fuel Gas
 - Swimming Pool and Spa
- 2020 National Electrical Code



*Staff Training Available on New Codes – Community Welcome

STAR Program

Launching February 20, 2023

Contractor Requirements	Bronze STAR	Silver STAR	Gold STAR
Application	√	√	√
Code of Ethics Acknowledgement	√	√	√
General Proof of Insurance	√	√	√
Completed and Approved Background Check	√	√	√
No Construction Related Contractor Infractions/Complaints		√	√
DSD Approved Trainings (2 events per year)		√	√
Current on all DSD Permitting Fees		√	√
Minimum 5 Year Registration with DSD Corpus Christi			√
At Least One Agent of the Contractor maintains any International Code Council (ICC) Certification or Other Certifications Approved by the Building Official			√
Membership to a Local Professional Organization			√

Directors Report

- **One Stop Shop Discussion**
- **CIAC Meetings Update**
- **Review of FY2022 Annual Report**
- **Performance & Metrics**
- **Financials – January 2023**
- **Vacancy Rate – January 2023**
- **Questions, Comments, Suggestions**



UPCOMING (CIAC) CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETINGS

February 23rd 2023 (11:30am to 3:00pm)

- *Water Master Plan Update*

March 16th 2023 (11:30am to 3:00pm)

- *Wastewater Master Plan Review*

April 20th 2023 (11:30am to 3:00pm)

- *Roadway Master Plan Review*

May 18th 2023 (11:30am to 3:00pm)

- *Roadway Master Plan Review*

June 22nd 2023 (11:30am to 3:00pm)

- *Storm Water Master Plan Review*

July 20th 2023 (11:30am to 3:00pm)

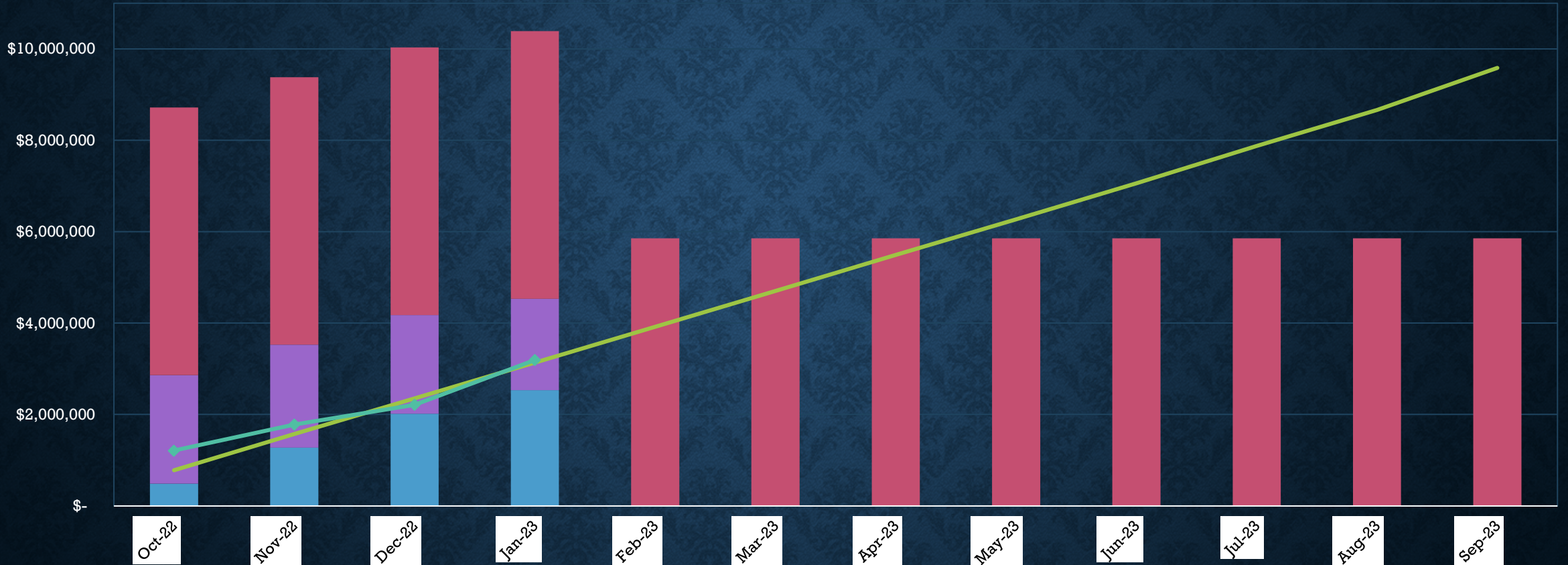
- *Storm Water Master Plan Review*

August 17th 2023 (11:30am to 3:00pm)

- *Water Master Plan Review*



Development Services Budget Vs. Actual Analysis (As Of January 31, 2023)



	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
Transfer to CIP - Building	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807	\$5,854,807
Outstanding PO's	\$2,378,933	\$2,250,000	\$2,160,401	\$1,997,600								
Actual Expenses	\$484,184	\$1,275,371	\$2,016,778	\$2,534,298								
Planned Revenue	\$780,016	\$1,570,843	\$2,351,569	\$3,137,635	\$3,920,266	\$4,703,934	\$5,489,187	\$6,272,429	\$7,058,438	\$7,875,558	\$8,661,782	\$9,581,948
Actual Revenue	\$1,210,396	\$1,781,556	\$2,211,709	\$3,193,133								

■ Actual Expenses
 ■ Outstanding PO's
 ■ Transfer to CIP - Building
 —◆— Planned Revenue
 —◆— Actual Revenue

Vacancy Report

Division	Quarter 1 Vacancy Rate	January Vacancy Rate
Land Development	26.67%	26.67%
Administration	12.50%	36.36%
Inspection Operations	6.67%	25.45%
Totals:	11.76%	28.40%

* New positions were activated in January

January 2023 Performance Metrics

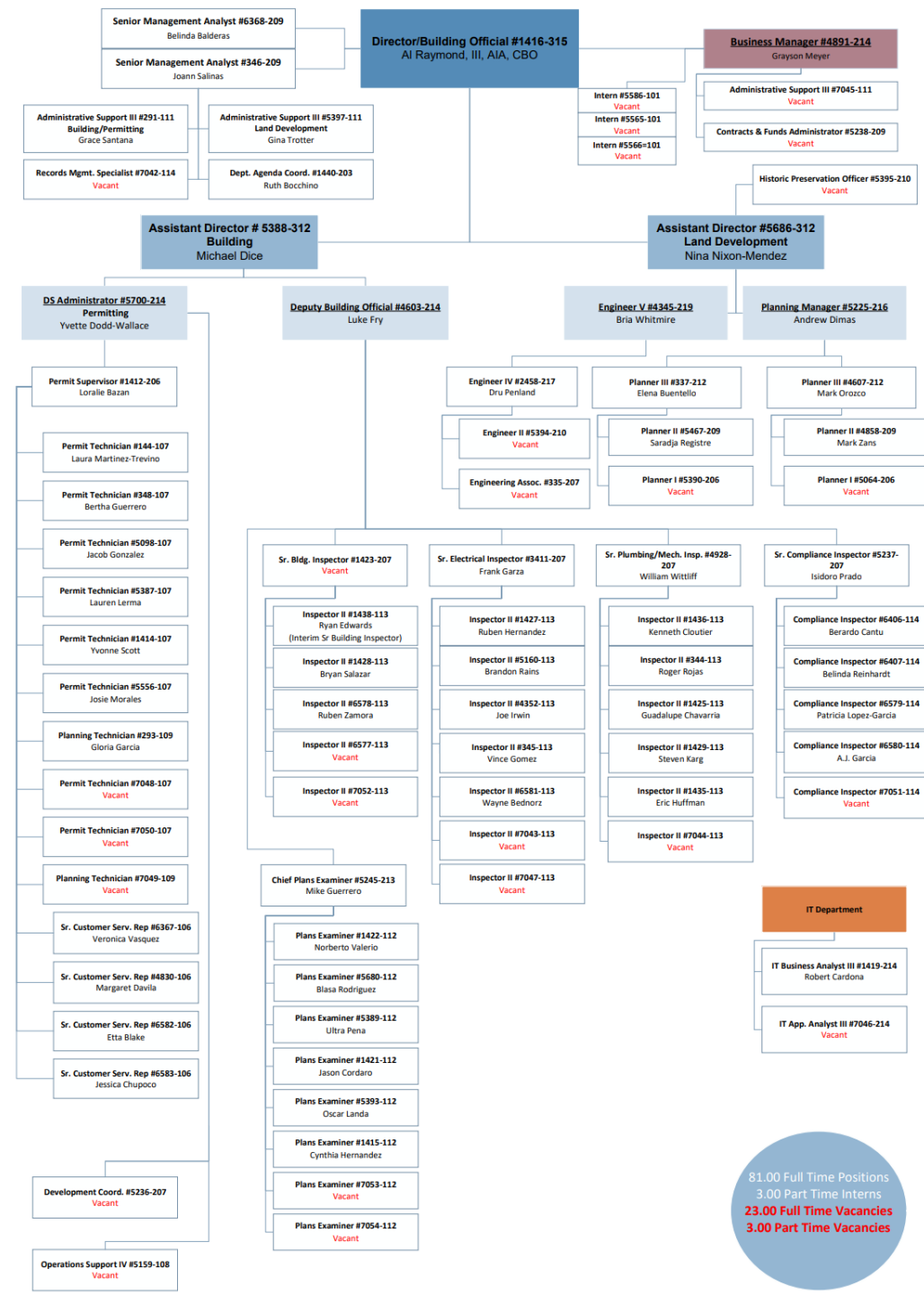
- **790 Lobby Customers**
- **1,131 Permits Issued**
 - 96% Next Day Inspections (Goal = 85%)
 - 2.2 Residential Average Review Time (Goal = 3 Days)
 - 5.2 Commercial Average Review Time (Goal = 10 Days)
- **4 Zoning Applications Submitted**
 - 2 Applications taken to Planning Commission
 - 4 Applications taken to City Council
 - 64 Average days to City Council (Goal = Less than 90 days)
- **8 Platting Applications Submitted**
 - 8 Plats taken to Technical Review Committee (TRC)
 - 9 Plats taken to Planning Commission
 - 81 Average days to Planning Commission (Goal = Less than 45 days)
- **3 Public Improvement Plans (PIP) Submitted**
 - 5 Public Improvement Plans Reviewed
 - 13 Average Review Time (Goal = 15 Days)

Development Services Organizational Chart

As of February 1, 2023

Also available:

[Development Services | City of Corpus Christi \(cctexas.com\)](http://City of Corpus Christi (cctexas.com))



81.00 Full Time Positions
3.00 Part Time Interns
23.00 Full Time Vacancies
3.00 Part Time Vacancies



QUESTIONS, COMMENTS, SUGGESTIONS...

Next Development Task Force Meeting
March 17, 2023