

# Development Taskforce Monthly Meeting November 18, 2022





## Engineering Services

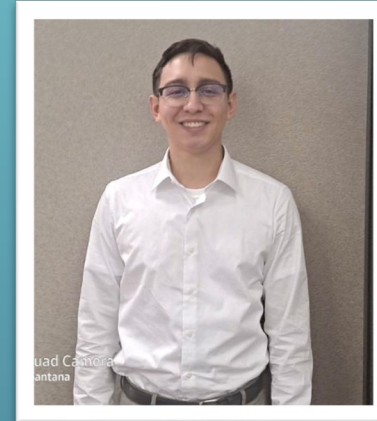
- **Jeff Edmonds**  
Director of Engineering Services
- IDM Update



# New Hires



**Dru Penland**  
Engineer IV



**Jacob Gonzalez**  
Permit Technician



**Bryan Salazar**  
Building Inspector II



**Wayne Bednorz**  
Electrical Inspector II



DSTAG Update



Plat Document(s)  
Standardization Rollout



Trust Fund Update & City  
Participation Fund Update

# LAND DEVELOPMENT

# Development Services Technical Advisory Group (DSTAG)



## Meetings:

- ✓ July 22<sup>nd</sup> - SF Districts, MF Districts, Uses
- ✓ July 29<sup>th</sup> - Commercial/Mixed Use and Industrial Districts
- ✓ August 5<sup>th</sup> - Special Base and Overlay Districts
- ✓ September 23<sup>rd</sup> - On-street Parking, Loading
- ✓ September 30<sup>th</sup> - Landscaping
- ✓ October 7<sup>th</sup> - Buffers, Accessory Structures
- November/December** - TBA - Review of changes

## Additional Meetings:

- November 11<sup>th</sup>**- DMD, Island Overlay stakeholders

## Zoning Open House:

- December 13** - 2:00pm – 4:00pm @ Lindale Senior Center  
(3135 Swantner St., Corpus Christi, TX 78404);
- December 13** - 6:00pm – 8:00pm @ Ethel Eyerly Senior Center  
(654 Graham Rd., Corpus Christi, TX 78418)
- December 14** - 2:00pm – 4:00pm @ City Hall 6<sup>th</sup> Floor conference room  
(1201 Leopard St., Corpus Christi, TX 78401)

# 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 1<sup>st</sup>, 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.**

North arrow & graphic scale →

**LOCATION MAP**

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 4205, 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 TCEQ HAS CLASSIFIED THE AQUATIC LIFE USE FOR THE [DRAINAGE BASIN] AS "\_\_\_\_\_" AND "\_\_\_\_\_" TCEQ 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 →

Most Common TRC Comments: <https://www.cctexas.com/sites/default/files/devser-most-common-trc-comments.pdf>

# CITY PARTICIPATION



## Available Balance Participation Funds as of 11/14/22

- Bond 18 - \$1,339,322.44
- *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:

### Pending:

London Towne Unit 7 – Oversize Drainage - \$479,200

Saratoga Downs Unit 4 – Oversize Drainage - \$81,472.10





# TRUST FUND BALANCE

▶ **Available Combined Trust Funds Balance as of 10.31.22 is:**  
**\$0.00**

▶ **Individual Trust Fund balance break down:**

<b>Water Arterial Transmission &amp; Grid Main Trust</b>	<b>Water Distribution Main Trust</b>	<b>Sanitary Sewer Trunk System Trust</b>	<b>Sanitary Sewer Collection Line Trust</b>
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Approved:

- River Ridge Unit 4 Amendment - Wastewater Lift Station - \$1,810,799 Approved 10/25/22 City Council
- Kings Landing Unit 2 - Water Arterial Grid Main - \$67,917.98 Approved 10/25/22 City Council

Pending:

- Caroline’s Heights (OCL) - Water Arterial/Grid Main - \$471,448.10 - scheduled 12/20/22 City Council
- Pozo-Flores-Cruz (OCL) - Water Arterial/Grid Main - \$1,267,032.80 Pending Annexation/Zoning
- Vision Twenty - Wastewater Collection Line - \$300,259 Pending Master Plan Amendment
- Oso Ranch Unit 1 - Wastewater Collection Line - \$768,402.11 EST. Pending Approved PIP’s



Draft IB –  
At-Risk Permits  
Conditional  
Permits

IB –  
Submittals &  
Revisions

Coastal Bend  
Building Official  
Collaboration

**BUILDING DEPARTMENT**



# Coastal Bend Building Official Collaboration



# Directors Report

- Upcoming CIAC Meetings
- Winter Break Schedule
- Revenue / Expenses – FY 21/22 & October 2022
- Vacancy Rate – FY 21/22 & October 2022
- Performance Metrics – FY 21/22 & October 2022
- Questions, Comments, Suggestions



# UPCOMING CIAC MEETINGS



▶ December 8<sup>th</sup>, 2022 (11:30am to 3:00pm)

**Wastewater Master Plan Review**

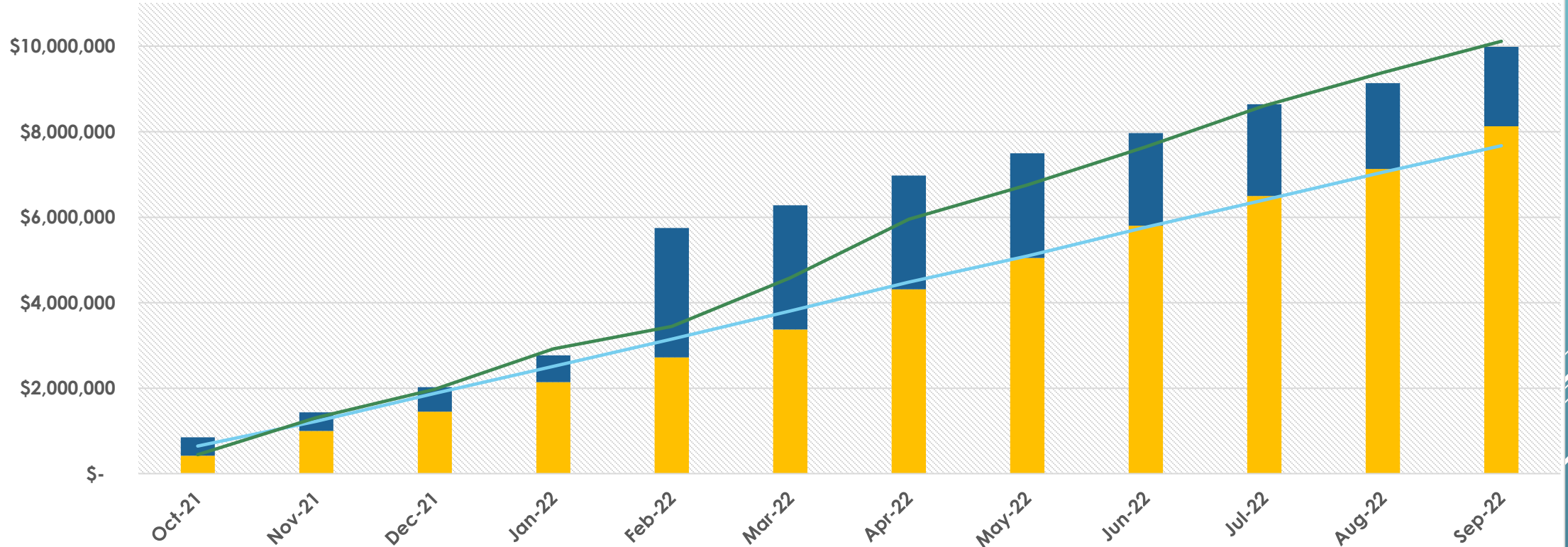
▶ January 19<sup>th</sup>, 2023 (11:30am to 3:00pm)

**Water Master Plan Review**





## Development Services Budget Vs. Actual Analysis (As Of September 30, 2022)



	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22
<span style="color: blue;">■</span> Outstanding PO's	\$430,084	\$435,217	\$569,555	\$625,830	\$3,024,065	\$2,904,763	\$2,661,221	\$2,449,053	\$2,170,733	\$2,147,521	\$2,009,785	\$1,861,134
<span style="color: yellow;">■</span> Actual Expenses	\$423,480	\$1,001,606	\$1,453,211	\$2,143,094	\$2,723,397	\$3,376,376	\$4,312,130	\$5,045,271	\$5,799,495	\$6,496,744	\$7,127,369	\$8,127,075
<span style="color: lightblue;">—</span> Planned Revenue	\$649,291	\$1,227,110	\$1,881,030	\$2,512,363	\$3,149,970	\$3,809,249	\$4,481,453	\$5,093,047	\$5,764,954	\$6,404,770	\$7,052,736	\$7,671,819
<span style="color: green;">—</span> Actual Revenue	\$442,424	\$1,308,591	\$1,977,125	\$2,917,926	\$3,444,269	\$4,580,886	\$5,953,384	\$6,752,039	\$7,645,410	\$8,606,337	\$9,382,197	\$10,116,183

■ Actual Expenses   
 ■ Outstanding PO's   
 — Planned Revenue   
 — Actual Revenue

# Vacancy Rate

## FY 21/22

<b>Vacancy Report</b>				
<b>Division</b>	<b>Quarter 1 Vacancy Rate</b>	<b>Quarter 2 Vacancy Rate</b>	<b>Quarter 3 Vacancy Rate</b>	<b>Quarter 4 Vacancy Rate</b>
<b>Land Development</b>	<b>36.67%</b>	<b>20.00%</b>	<b>26.67%</b>	<b>20.00%</b>
<b>Administration</b>	<b>14.29%</b>	<b>14.29%</b>	<b>14.29%</b>	<b>14.29%</b>
<b>Inspection Operations</b>	<b>18.48%</b>	<b>13.04%</b>	<b>4.35%</b>	<b>10.87%</b>
<b>Totals:</b>	<b>22.43%</b>	<b>14.71%</b>	<b>10.29%</b>	<b>13.24%</b>

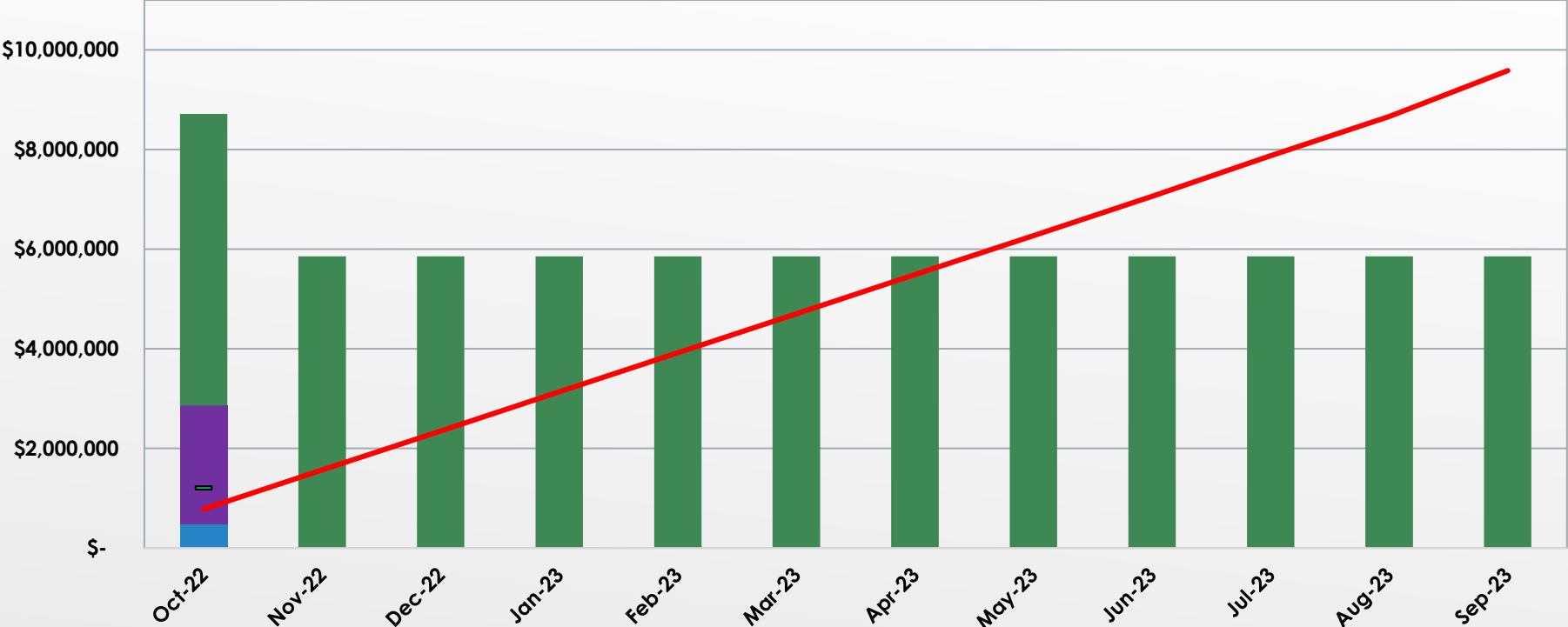
# Performance Metrics FY 2021/2022



Fiscal Year 2021/2022	
Metrics	#
1. Total number of residential plans reviewed	4,132
2. Total number of residential permits issued	3,806
3. Average review time for FY 21/22 - ??? (DSD Goal is 3 business days)	1.75
4. Total number or commercial plans reviewed	891
5. Total number of commercial permits issued	863
6. Average review time for FY 21/22 - ??? (DSD goal is 10 business days)	5.81
7. Total number of trade permits issued	13,031
8. Total number of inspections conducted	56,423
9. Total percentage of inspections conducted next day (DSD goal is 85%)	94.07%
10. Total number of zoning applications submitted in FY 21/22	49
11. Total number of zoning applications taken to Planning Commission and to City Council	50
12. Average time to get zoning cases to Planning Commission and City Council (DSD goal is 90 days or less)	81
13. Total number of plats submitted for FY 21/22	175
14. Total of plats taken to Planning Commission	140
15. Average time to get plats to Planning Commission (DSD goal is 45 days or less)	48
16. Total number of Public Improvements submitted in FY 21/22	100
17. Average time to complete to initial plan review (DSD goal is 25 days)	20
18. Total number of customers that visited DSD in FY 21/22	7,922
19. Average wait time for customers - *Qless began week of April 4, 2022	7.84
20. Total of calls into DSD for FY 21/22	8,000
21. Total number of dropped calls in FY 21/22	122



## Development Services Budget Vs. Actual Analysis (As Of October 31, 2022)



	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
<span style="color: green;">■</span> 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
<span style="color: purple;">■</span> Outstanding PO's	\$2,378,933											
<span style="color: blue;">■</span> Actual Expenses	\$484,184											
<span style="color: red;">—</span> 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
<span style="color: green;">—</span> Actual Revenue	\$1,210,396											

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

# VACANCY RATE

OCTOBER 2022

Vacancy Report	
Division	October Vacancy Rate
Land Development	26.67%
Administration	14.29%
Inspection Operations	6.52%
<b>Totals:</b>	<b>11.76%</b>

# PERFORMANCE METRICS

## OCTOBER 2022

- **917 Lobby Customers**
- **1,238 Permits Issued**
  - 90% Next Day Inspections (Goal = 85%)
  - 1.3 Residential Average Review Time (Goal = 3 Days)
  - 5.9 Commercial Average Review Time (Goal = 10 Days)
- **2 Zoning Applications Submitted**
  - 2 Applications taken to Planning Commission
  - 6 Applications taken to City Council
  - 50 Average days to City Council (Goal = Less than 90 days)
- **14 Platting Applications Submitted**
  - 11 Plats taken to Technical Review Committee (TRC)
  - 11 Plats taken to Planning Commission
  - 35 Average days to Planning Commission (Goal = Less than 45 days)
- **7 Public Improvement Plans (PIP) Submitted**
  - 7 *Public Improvement Plans Reviewed*
  - 12 *Average Review Time (Goal = 15 Days)*





HAPPY  
HOLIDAYS

QUESTIONS, COMMENTS,  
SUGGESTIONS...

*\*NEXT DEVELOPMENT TASK FORCE MEETING\*  
NEXT MEETING – JANUARY 20, 2023*