

# Memorandum



CITY OF DALLAS

DATE September 16, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **Development Services Updates**

This memorandum is to provide you with an update on Development Services Department (DSD) activities and progress.

## **CUSTOMER INITIATIVES**

DSD successfully hosted its first Lunch and Learn training series on August 31, 2022. Only 40 seats were available and a total of 38 professional surveyors, developers, and contractors attended. Subdivision and Survey staff presented general information regarding preliminary and final platting submittals. The presentation can be found on the DSD website by clicking [this link](#). The next scheduled training will be on September 30, 2022 at the Development Services Training Center located at 400 S. Zang Blvd. Dallas, TX 75208, and will cover best practices for Construction Management.

The first phase of training for the updated electronic plan review system is complete. A total of 105 individuals registered for the training, but 50 attended. DSD is considering offering monthly training classes going forward.

## **TECHNOLOGY**

DSD continues to partner with ITS and Gartner, City's consultant, to finalize the Statement of Work (SOW) with the preferred vendor for the new land management system. An aggressive schedule has been created to facilitate completion of the process by October 1, 2022.

## **NEW SINGLE-FAMILY RESIDENCES, REMODELS/ADDITIONS PERMITTING**


The Residential Plan Review Team received 232 new residential permit applications for the month of August 2022, which is a 50% increase from the 154 permits received in July 2022. The team issued 145 permits in August, resulting in a 7% decrease from the 157 permits issued in July. This slight decrease can be attributed to the four days the electronic plan review system was offline due to software upgrade. The average turnaround time for August was 32 days compared to 33 days in July. DSD staff continues to streamline its processes to lower review times even further.

To date, eight appointments have been made for the Rapid Single-Family VIP program. This program is an expedited plan review service designed to service qualifying new single-family projects. The intent of the program is to provide a quality, personalized, and expeditious plan review service delivery, while partnering City staff with applicants. The

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program is designed to facilitate the issuance of new single-family permits the same day the permit application is submitted and paid.

Should you have any questions, please contact Andrew Espinoza, Director/Chief Building Official, at (214) 542-1227 or [andres.espinoza@dallas.gov](mailto:andres.espinoza@dallas.gov).



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Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
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Jon Fortune, Deputy City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager  
Dr. Robert Perez, Assistant City Manager  
Carl Simpson, Assistant City Manager  
Jack Ireland, Chief Financial Officer  
Genesis D. Gavino, Chief of Staff to the City Manager  
Directors and Assistant Directors