

Memorandum



CITY OF DALLAS

DATE April 15, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **Permitting Delays**

While the Department produced improved performance during the First Quarter of the Calendar year, due to the heavy current volume of permit applications, we are experiencing significant delays. This in part, has been the cause of the rise of complaints and questions of permit status, as there were 283 more permit applications submitted during the first quarter of 2022 than the last quarter of 2021.

This amount is effectively more than a normal month of business added to the volume of application for permits during the first quarter. When added to our existing cue of business, we have 391 permits in review. This means our target times for approval of 6 to 8 weeks will increase to 10 to 12 weeks.

We have 3 new hires who are now on board and we are drafting existing teammates in other divisions with zoning and plan review skills to help work down this volume. Additionally, our third-party provider partners have ramped up and will also contribute to expediting reviews.

We will issue an update on this situation on April 29, 2022.

Should you have any questions, please contact William Munding, Executive in Residence, Department of Development Services at (214) 671-9293 or william.munding@dallascityhall.com

A handwritten signature in black ink, appearing to read 'William Munding', written over a white background.

William Munding
Executive in Residence, Development Services

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Robert Perez, Interim Assistant City Manager
Carl Simpson, Interim Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors