



## Residential New Building Permit Plan Review Comments

**Application:** PB25-11298

**Date Submitted:** 08/07/2025

**Status:** Issued

**Date Issued:** 11/07/2025

**Address:** 9300 BELLA TERRA DR

**Parcel:** 331078

**Zoning:** A-43

**Subdivision:** MONTSEERRAT

**Lot/Block:** 1/2

**Description of Work:** \*\*RETAINING WALLS OVER 4 FEET IN HEIGHT REQUIRE SEPARATE PERMITS\*\*\*  
NEW SFR / 3RD PARTY PLAN REVIEW & INSPECTIONS / METRO CODE

**ADA TDLR:**

**Energy Code Compliant:**

**Applicant:** METRO CODE ANALYSIS

**Owner:** DORMAN, H PAUL

3880 Hulen St Suite 400

1300 SHADY OAKS LN

Fort Worth, TX 76107

FORT WORTH,, TX 76107

8173351497

**Building Classification:**

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	9990		LIVING SPACE
U	VB	4215		GARAGE/PORCH/PATIO

**Sprinkler Sys Req:**

**Comment:** Signs, Retaining Walls over 4', Fences, Dumpster Enclosures over 6', and Parkway Approaches and Sidewalks require separate permits and reviews.

**Required Corrections:**

**Approval Table:**

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	08/08/2025	Latrica Jelks
Water Development Review	Approved	11/03/2025	Maria Lopez
Transportation Impact Review	Approved	08/14/2025	Lamonica Smith
Urban Forestry Review	Approved	10/29/2025	Minden Ritz
Zoning Review	Approved	11/05/2025	Minden Ritz
PARD Review	Not Required	08/11/2025	Germaine Joseph
Building Plan Review	Approved	08/13/2025	3PTY METRO CODE

Planning Development Department



## Residential New Building Permit Plan Review Comments

Issue Permit	Issued	11/07/2025	Camille Henderson
Inspections			
Mechanical Plan Review	Approved	08/13/2025	3PTY METRO CODE
Plumbing Plan Review	Approved	08/13/2025	3PTY METRO CODE
Electrical Plan Review	Approved	08/13/2025	3PTY METRO CODE
Plan Distribution	Routed for Electronic Review	11/05/2025	Minden Ritz
Plans Coordination	Approved	11/05/2025	Minden Ritz

### General Comments and Additional Permit Information:

**Reviewer: Minden Ritz**  
**Email: [Minden.Ritz@fortworthtexas.gov](mailto:Minden.Ritz@fortworthtexas.gov)**  
**Phone:**

1 Retaining walls over 4 ft require separate permits.

**Reviewer: Minden Ritz**  
**Email: [Minden.Ritz@fortworthtexas.gov](mailto:Minden.Ritz@fortworthtexas.gov)**  
**Phone:**

4 Zoning Plans Exam  
Residential Zoning Review Notes PB25-11298 – 9300 Bella Terra Dr – Custom  
Home  
Planning and Development Department  
Zoning Review Notes: All reviews are pending stakeout inspection  
CFW Zoning Ordinance # 13896-22519

Permit data confirmed on: 08/12/2025  
By: Minden Ritz [817-392-2322]

Scope of project: New Single Family Residence

HOLD NOTES: All items labeled "HOLD" must be addressed

SUMMARY: Permit meets minimum standards Y  
Holds: \_\_\_\_

Zoning district: "A-43 to A-43" Type of layout: Single-Family Residence

Official Plat: Attached to plans lot/block number Lot 1/ Block 2 number verified Y  
Montserrat - Filling date: 05/21/2004

Building Square footage: R-3 9990 U: 4215

Planning Development Department



## Residential New Building Permit Plan Review Comments

Slab SF: 12776

Lot coverage: 30% maximum, including all structures (Provided \_approx. 22.05%\_)

Height: 35' maximum (Provided \_28'0"\_)

Lot Width: 125' minimum at building line (Provided \_267'\_)

Front yard driveway coverage: 50% maximum (Provided \_16.47%\_)

Setback restrictions: (The front yard setback in residential districts shall be the greatest of: The platted building line; The setback for the applicable zoning district; or the setback of the nearest building on either side that is the closest to the street, up to a maximum setback of 50 feet, provided that said setback is not the result of a variance granted by the Board of Adjustment)

Front: 35' minimum (Provided \_50'\_)

Houses on either side: \_50' / \_50' per 3rd party site plan (verify on aerial photo)

Sides: 25' minimum (Provided \_16.3'0" & \_19.7'0"\_)

Rear: 25' minimum (Provided \_64'1"\_)

Note: As applicable, any fence located within an easement will require permission of the easement holder(s) to encroach.

Parking spaces:

Ord. 21528 Single Family Home: Two spaces located behind the front building wall for dwelling units with three or fewer bedrooms, plus one space located behind the front building wall or in the driveway for each bedroom above three.

# Bedrooms: \_4\_ Parking spaces required \_3\_ provided \_4\_

Required parking spaces must be hard surface and dust free (asphalt or concrete). All maneuvering space must be located off of the public right of way.

Single Family Design Standards:

The same elevation shall not be permitted within a six lot pattern, on an adjacent lot or on a lot directly across the street.

No attached garage facing a public or private street may project greater than eight (8) feet in front of the front wall of the house in all Single-Family Districts.

Additional Comments:

Sec. 22-176. Curb cuts and laid-down curb permit procedures.

The location of ingress and egress driveways shall be subject to approval of the city traffic engineer under curb cut or laid-down curb permit procedures. Driveways shall not exceed sixty-five (65) per cent of the property frontage. There shall be a minimum of twenty (20) feet of curb along the street between driveways where there is more than one driveway on

Planning Development Department



## Residential New Building Permit Plan Review Comments

property under unified ownership or control and used as one premise. The decision of the city traffic engineer may be appealed to the city council. (Code 1964, § 26-102.3; Ord. No. 8288, § 1, 3-10-81)

**SINGLE FAMILY HOME: DWELLING UNIT:** A building, or any portion thereof, containing a complete set of independent living facilities for occupancy and use by one family, including permanent provisions for living, sleeping, eating, sanitation, and cooking within a kitchen for the exclusive use of the occupants whose intent is to inhabit the dwelling unit.

**COOKING EQUIPMENT:** A stove, range or other such appliances, which requires a 220V or gas connection that is used, designed, or intended to be used for the cook and preparing of food.

No parking for one- and two-family uses shall be permitted within the front yard, as measured between the front property line and the closest location on the structure, other than as provided on the driveway. Driveway coverage, including ribbon drives, shall not exceed 50% of the front yard, and any additional parking on the property shall be provided on the driveway. Circular drives shall not exceed 65% maximum coverage. Parking pads are permitted if they are attached to the primary driveway and constructed of the same material, and shall be included in the calculation of driveway coverage.

**Reviewer: Elizabeth Armendariz**  
**Email: [WaterApps@FortWorthTexas.gov](mailto:WaterApps@FortWorthTexas.gov)**  
**Phone: 817-392-8250**

### 2 WATER APPLICATIONS

\*\*\* IMPORTANT\*\*\* PLEASE READ WATER AND SEWER SERVICE LOCATION REQUIREMENTS \*\*\*

---

Sec 5.18.2.1 Meter boxes can only be installed in non-paved areas. Water service and meter box must be installed 1-foot offset from the property line in the parkway and have a 9-foot horizontal separation from the sewer service. The normal location for meter boxes is 2.5 feet behind the back of curb.

In no case shall the water meter box (and meter) be outside of the public right-of-way or water easement.

Sec 6.4.1.3 Wastewater service should avoid placement in driveways and have a 9-foot horizontal separation from the water service.

Service should be installed South or West of the proposed driveway location.

To prevent delays for a meter set, ensure the following criteria is met:

- Address must be clearly posted, i.e., visible and big enough to see
- No debris or material over the meter box
- Meter box must be in the ground to grade per city specification

Planning Development Department



## Residential New Building Permit Plan Review Comments

**Reviewer: Lamonica Smith**  
**Email: Lamonica.Smith@fortworthtexas.gov**  
**Phone:**

3 \*\*\*\*Transportation Impact Fees\*\*\*\*

2025 rate with no adequate facilities discount.

**Reviewer: April Wheeler**  
**Email: awheeler@metrocode.com**  
**Phone: (817) 335-1497**

### 5 INFORMATION BLOCK

Plan Review Performed On: 8/7/2025  
By: Jimmy Baisden 817-335-1497

Name of Tenant: WINDMILLER CUSTOM HOMES  
Scope of Work: NEW SINGLE-FAMILY RESIDENCE

### BUILDING

1. Address posted and visible at all times from street. 2021 IRC. SEC.R319.
2. Steel lintels or engineer's design required for low eyebrow arches, refer to City of Fort Worth lintel schedule. 2021 IRC. SEC606.9.
3. New construction and additions greater than 500 square feet must have engineered foundation plans.
4. 5/8" type X gypsum board required for storage under stairs. 2021 IRC. SEC. R302.7 City of Fort Worth amendments.
5. Bedroom fire egress window/ door 5.7 SQFT minimum openable space (grade floor openings 5SQFT). 2021 IRC. SEC. R310.
6. A flight of stairs shall not have a vertical rise greater than 151 in. between floor levels or landings. 2021 IRC. SEC. R311.7.3.
7. All staircases need to meet the requirements set forth in SEC. R311 of the 2021 IRC.
8. Attic access required with minimum dimension of 22" by 30". 2021 IRC. SEC.R807.1
9. Garage/Dwelling separation shall comply with Table R302.6. 2021 IRC
10. Doors separating garage and dwelling must comply with R302.5.1. 2021 IRC. (Equipped with a self-closing and self-latching device)
11. Driveway approach (es) shall meet City of Fort Worth standard drawings and separate permit from T&PW construction division required. Regardless of whether the approach and/or sidewalks will be new or not T&PW will still need to be contacted for a site inspection.
12. Smoke detector locations required per 2021 IRC. SEC.R314.3.
13. Smoke detectors required hard-wired w/battery backup per 2021 IRC. SEC.R314.6.
14. Carbon monoxide detector locations required per 2021 IRC SEC R315.3
15. Chimney veneer shall extend completely to the foundation. It may not be wood but supported per 2021 IRC. SEC.R1001.
16. The lowest portion of window openings located greater than 72" above the outside grade must be a minimum 24" above the finished floor level. 2021 IRC R312.2.1.

Planning Development Department

17. Lots shall be graded to drain away from foundations at a min. 6" in the first 10'. (Slope must be 1:20) 2021 IRC SEC R401.3.
18. Termite control: foundations must be exposed a minimum 6" for siding and 4" for brick veneer with brick ledge.

## ELECTRICAL

1. Emergency disconnects required per 2023 NEC Article 230.85.
2. Surge protection devices required for all services supplying dwelling units per 2023 NEC Article 230.67.
3. All receptacles installed in bathrooms, garages, outdoors, crawl spaces, basements, kitchen countertops, within 6' of a sink, within 6' of a bathtub or shower stall, laundry areas and indoor damp and wet locations. Exterior outlets to be GFCI & weather protected 2023 NEC, Article 210.8 (A).
4. Hydro massage bathtub, spa and hot tub locations must be GFCI protected 2023 NEC, Article 680.43 (A).
5. Service outlets required within 25 feet of mechanical equipment in the attic per 2023 NEC, Article 210.63.
6. Electrical panels labeled and marked for use per 2023 NEC, Article 408.58.
7. Branch circuits to AC condensing units shall be minimum of 10 AWG copper conductors. 2023 NEC, Article 440.6 see FWEC Ordinance No. 18358-11-2008.
8. Receptacles shall be properly spaced per 2023 NEC, Article 210.50.
9. Tamper resistance rec. req. per 2023 NEC 406.12.
10. At least one receptacle outlet shall be installed in each vehicle bay and not more than 5.5' above floor per 2023 NEC 210.52 (G) (1).

## MECHANICAL

1. Mechanical equipment in the garage area must be 18" above the finished floor. 2021 IRC.SEC.2408.2.
2. A level service space not less than 30" deep by 30" wide shall be placed on the service side of the mechanical units placed in attics. 2021 IRC. SEC.M1305.1.
3. A 125-volt receptacle shall be located within 25' of mechanical equipment in the attic for service and maintenance. 2021 IRC. SEC.E3901.12.
4. Attics containing appliances require one of three access entrances 1) permanent stairs, 2)300 lb. pull down stair, 3) access door from an upper floor level. 2021 IRC SEC M1305.1.3amendments.

## PLUMBING

1. Water heaters in the garage required 18" above the finish floor. 2021 IRC.SEC.G2408.2 (305.2)
2. Water heaters are not allowed in attic-single family, duplex, or multi-family. 2021 IRC.SEC. M1305.1.3 (EXCEPTION: Tankless water heaters)
3. Vacuum breakers are required on all hose bibs. 2021 IRC.SEC.P2903.8.5.
4. When water pressure exceeds 80 psi, pressure reducing valve is required. 2021 IRC SEC.P2903.3.2.
5. Water main shutoff valve required near the entrance of the building. 2021 IRC SECP2903.9