



## Residential New Building Permit Plan Review Comments

**Application:** PB25-16478

**Date Submitted:** 12/01/2025

**Status:** Plan Review

**Date Issued:**

**Address:** 4628 COMMACK DR

**Parcel:** 1633628

**Zoning:** A-5

**Subdivision:** MEADOW LAKES

**Lot/Block:** 7/8

**Description of Work:** Construction of new single-family residence  
3rd Party Plan Review & Inspections  
North Texas Inspection Services

**ADA TDLR:**

**Energy Code Compliant:**

**Applicant:** Stacie Hamby

**Owner:** ELITE DEVELOPMENT AND CONSTRUCTION LLC

8220 Clifford St

1521 WAGONWHEEL TR

White Settlement, TX 76108

KELLER,, TX 76248

8172467780

**Building Classification:**

| Occ Class | Const Type | Square Feet | Occ Load | Use Description    |
|-----------|------------|-------------|----------|--------------------|
| R-3       | VB         | 1783        |          | Living Area        |
| U         | VB         | 561         |          | 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:**

**Building**

**Reviewer:** Stacie Hamby

**Email:** stacie@ntispros.com

**Phone:** (817) 246-7780

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## Residential New Building Permit Plan Review Comments

### Water

**Reviewer:** Ibeth Heatley

**Email:** [Ibeth.Heatley@fortworthtexas.gov](mailto:Ibeth.Heatley@fortworthtexas.gov)

**Phone:**

1. 12/11/25 -- CORRECTIONS REQUIRED -- Fees Due.

Water/sewer impact + reducer fees due. Contact Water Applications at 817-392-8250 or [WaterApps@fortworthtexas.gov](mailto:WaterApps@fortworthtexas.gov) to provide proposed water meter and sewer information in addition to customer billing information.

**\*\*\*NOTE\*\*\***

It is the responsibility of the builder to uncover the water and sewer services. Water service must be exposed before meter can be set.

### Approval Table:

| Task Name                    | Task Status             | Completed Date | Task Rev Name           |
|------------------------------|-------------------------|----------------|-------------------------|
| Application Submittal        | Routed for Paper Review | 12/02/2025     | Janice Arnett           |
| Water Development Review     | Corrections Required    | 12/11/2025     | Ibeth Heatley           |
| Transportation Impact Review | Approved                | 12/09/2025     | Lamonica Smith          |
| Urban Forestry Review        | Approved                | 12/03/2025     | Jesus Olmos             |
| Zoning Review                | Approved                | 12/03/2025     | Jesus Olmos             |
| PARD Review                  | Not Required            | 12/03/2025     | Germaine Joseph         |
| Building Plan Review         | Approved                | 12/03/2025     | 3PTY NORTH TEXAS        |
| Noise Contour Review         | Approved                | 12/03/2025     | Jesus Olmos             |
| Gas Well Review              | Approved                | 12/02/2025     | Marilyn Hernandez Ayala |
| Mechanical Plan Review       | Approved                | 12/02/2025     | Janice Arnett           |
| Plumbing Plan Review         | Approved                | 12/02/2025     | Janice Arnett           |
| Electrical Plan Review       | Approved                | 12/02/2025     | Janice Arnett           |
| Plans Coordination           |                         |                |                         |
| TPW CFRA Review              | Not Required            | 12/11/2025     | Robin Stevens           |

### General Comments and Additional Permit Information:

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## Residential New Building Permit Plan Review Comments

**Reviewer:** Jesus Olmos

**Email:** Jesus.Olmos@fortworthtexas.gov

**Phone:**

### 3 Zoning Plans Exam

Residential Zoning Review Notes PB25-16478 – 4628 Commack Dr

Planning and Development Department Plan #: Edgewood MF L

Zoning Review Notes: All reviews are pending stakeout inspection

CFW Zoning Ordinance # 13896-22519

Permit data confirmed on: 12/3/2025

By: Jesus Olmos Jr. [817-392-7858]

Scope of project: New Single Family Home

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

SUMMARY: Permit meets minimum standards Y

Holds: \_\_\_\_

Zoning district: "A-5 to A-5" Type of layout: Single-Family Residence

Official Plat: Attached to plans lot/block number verified Y (Meadow Lakes Block 8 Lot 7)

FP-24-205 approved/filed 4/9/2025

Building Square footage: R-3: 1783 U: 561

Slab SF: 2344

Lot Area: 5000

Lot coverage: 45% maximum, including all structures (Provided \_47%)

Height: 36' maximum (Provided \_21' 7 $\frac{3}{4}$ "\_)

Lot Width: 50' minimum at building line (Provided approx. \_50'\_)

Front yard driveway coverage: 50% maximum (Provided \_36%)

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: front yard setback 20' minimum (Provided \_20')

Houses on either side: L \_22'\_ R \_20'\_ per 3rd party site plan (verify on aerial photo)

Sides: 5' minimum (Provided \_5' 1" & 5' 0")

Rear: 5' minimum (Provided \_20' 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: \_3\_ Parking

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spaces required   2   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.

Urban Forestry: UFC23-0235 Approved Y

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 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.

A sidewalk is required for all frontages facing a street

<http://fortworthtexas.gov/planninganddevelopment/permits/streets/> .

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**Reviewer: Ibeth Heatley**  
**Email: Ibeth.Heatley@fortworthtexas.gov**  
**Phone:**

## 1 WATER APPLICATIONS

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

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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

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

## 2 \*\*\*\*Transportation Impact Fees\*\*\*\*

2025 rate with no adequate facilities discount.

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