



## Residential New Building Permit Plan Review Comments

**Application:** PB25-15239

**Date Submitted:** 10/30/2025

**Status:** Awaiting Client  
Reply

**Date Issued:**

**Address:** 924 E DASHWOOD ST

**Parcel:** 405544

**Zoning:** A-5

**Subdivision:** KRAUSE, A SUBDIVISION

**Lot/Block:** 5C/4

**Description of Work:** To accompany NZ25-00789  
Construction of new single-family residence  
3rd party plan review & inspections  
North Texas Inspection Services

**ADA TDLR:**

**Energy Code Compliant:**

**Applicant:** Stacie Hamby

**Owner:** MISSION STREET LLC

8220 Clifford St

5033 LOVELL AVE

White Settlement, TX 76108

FORT WORTH,, TX 76107

8172467780

**Building Classification:**

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	1684		Living Area
U	VB	0		

**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

1.

Planning Development Department

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The City of Fort Worth \* 100 Fort Worth Trail \* Fort Worth, TX, 76102  
817-392-2222 \* Fax 817-392-8105



## Residential New Building Permit Plan Review Comments

### **PARD**

**Reviewer: Germaine Joseph**

**Email: [Germaine.Joseph@fortworthtexas.gov](mailto:Germaine.Joseph@fortworthtexas.gov)**

**Phone:**

1. PARD/PDP: This development is within the boundaries of Park Planning District 4; the Neighborhood & Community Park Dedication Policy applies. There is a required \$1,393.58 due for each single-family residential unit or duplex on an undeveloped lot. On a lot with a teardown, there is a required \$1,393.58 due for each additional residential unit (duplex). Please upload the demolition/razing permit. Tear down and replace in-kind, no PARD-PDP fee is due. Call Development Services @ 817-392-2222, if you need assistance on making a payment. Call Lori Gordon @ 817-392-5743 for information regarding the fee and to what it is applied. All fees must be paid in full for single-family residential or duplex, at or before building permit issue. No city permits will be issued until the PDP fees have been paid. Starting Oct 1, 2025, customers who choose to pay by Credit Card or Debit Card will incur a service fee of 2.5%. There is no service fee to pay by check, ACH, cash, or money order.

### **Water**

**Reviewer: Maria Lopez**

**Email: [WaterApps@FortWorthTexas.gov](mailto:WaterApps@FortWorthTexas.gov)**

**Phone: 817-392-8250**

1. 11/10/25 - CORRECTIONS REQUIRED - Need customer billing information:  
Customer Name (for the account)  
Customer's Mailing Address  
Customer's Tax ID Number  
Contact Name (if different from customer name)  
Customer's Phone number  
Customer's Email address

Please contact Water Applications at 817.392.8250 to provide customer billing information.

Please provided customer billing information to [waterapps@fortworthtexas.gov](mailto:waterapps@fortworthtexas.gov) and be sure to add the permit number and address in the subject title.

Additional holds may apply.

### **Zoning**

**Reviewer: Inkah Reviere**

**Email: [Inkah.Reviere@fortworthtexas.gov](mailto:Inkah.Reviere@fortworthtexas.gov)**

**Phone: 817-392-6138**

1. 11/3/2025 -- CORRECTIONS REQUIRED -- Infill Trees: Per Section 6.507.D: An infill house shall be required to have a minimum 3" caliper front yard tree of choice, and one minimum 3" caliper street parkway tree as approved by the City Forester. Please provide approval from city forester for tree in parkway. Contact for City Forester Melanie Migura  
[Melanie.Migura@fortworthtexas.gov](mailto:Melanie.Migura@fortworthtexas.gov)

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## Residential New Building Permit Plan Review Comments

2. 11/3/2025 -- CORRECTIONS REQUIRED -- Plat: Incorrect plat provided, site plan also does not match plat. Please provide either the corrected plat or an approval from platting. Additional holds may apply after correct plat is provided. For assistance with platting please contact platting at 817-392-8027 OR platbox2@fortworthtexas.gov
3. 11/3/2025 -- CORRECTIONS REQUIRED -- NEZ Approval: Description of work provides a NEZ number that is not approved. Please provide the approved plans and letter within combined set or provide opt-out and relate to building permit.
4. 11/3/2025 -- CORRECTIONS REQUIRED -- Established Front Yard Setback: Per Section 6.101. D.1.: The front yard setback in residential districts shall be the greatest of: the following prescribed setbacks:
  - a. The platted building line;
  - b. The setback for the applicable zoning district; or
  - c. The setback of the nearest building on either side that is the closest to the street

Please provide residence on the adjacent lot established setback for review. Revised site plan must be within combined set. If not combined permit will be placed back on hold.

### Approval Table:

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	10/30/2025	Jasmine Lujan
Water Development Review	Corrections Required	11/10/2025	Maria Lopez
Historical Review	Approved	11/03/2025	Inkah Reviere
NEZ Certification Review	Awaiting NEZ Certification	11/03/2025	Inkah Reviere
Transportation Impact Review	Not Required	11/04/2025	Lamonica Smith
Urban Forestry Review	Corrections Required	11/03/2025	Inkah Reviere
Zoning Review	Corrections Required	11/03/2025	Inkah Reviere
PARD Review	Approved	10/31/2025	Germaine Joseph
Building Plan Review	Approved	11/03/2025	Stacie Hamby
Mechanical Plan Review	Approved	10/30/2025	Jasmine Lujan
Plumbing Plan Review	Approved	10/30/2025	Jasmine Lujan
Electrical Plan Review	Approved	10/30/2025	Jasmine Lujan
Plan Distribution			
Plans Coordination	Corrections Required	11/10/2025	Inkah Reviere
NEZ Design Guidelines Review	Corrections Required	11/03/2025	Inkah Reviere
Parkway Review	Approved	11/03/2025	Jefferson Owens

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## Residential New Building Permit Plan Review Comments

### General Comments and Additional Permit Information:

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

#### 1 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

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#### EXISTING SERVICE LOCATIONS

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Water Tap – Existing Water Service Location – See water service requirements listed above

Sewer Tap – Existing Sewer Service Location – See water service requirements listed above

**Reviewer: Inkah Reviere**  
**Email: [Inkah.Reviere@fortworthtexas.gov](mailto:Inkah.Reviere@fortworthtexas.gov)**  
**Phone: 817-392-6138**

#### 2 Zoning Plans Exam Residential Zoning Review Notes

Planning and Development Department  
Zoning Review Notes: All reviews are pending stakeout inspection  
CFW Zoning Ordinance # 13896 / Historical Terrell Heights

Permit data confirmed on: November 3rd, 2025

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## Residential New Building Permit Plan Review Comments

By: INKAH REVIERE [817-392-6138] Inkah.Reviere@fortworthtexas.gov

Scope of project: New Single-Family Home

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

SUMMARY: HOLDS PLACED

Zoning district: A-5" TERRELL HEIGHTS

Permit Number: PB25-15239

COA & HCLC: HCLC-25-137

Address: 924 E DASHWOOD STREET

Official Plat: A KRAUSE ADDITION BLK 4 LOT 5C

Total Lot Area Per Plat: INCORRECT PLAT PROVIDED square feet (SITE PLAN 5,241.5)

Building Square footage: 1,730 sqft. (Slab: 1,730 SF) # bedrooms: 4 (TOTAL)

Lot coverage: 50% maximum (Provided 34%)

ELEVATION: APPROVED PER HCLC-25-137

Lot Width: 50' minimum at building line (TBD) INCORRECT PLAT PROVIDED

Driveway Width: 12' Max Provided: 12'

Front yard driveway coverage: 24% maximum (24%)

Height: 35' maximum (Provided 17.27')

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: 20' minimum (Provided: 20')

Sides: 5' minimum (10' minimum adjacent to a side street) (Provided 5' ON LEFT / 15' ON RIGHT)

Rear: 5' minimum (Provided 25.33')

Houses on either side: LOT TO LEFT: TBD LOT TO RIGHT: TBD

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.

UFC #\_\_INFILL\_\_ HOLD APPROVAL NOT PROVIDED

Parking spaces: 3 required PROVIDED 2 IN DRIVEWAY 1 IN GARAGE

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. # Parking spaces provided \_\_3\_\_ 2 IN DRIVE PAD BEHIND FRONT WALL 1 IN GARAGE

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.

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Urban Forestry: property is vested, infill, or has approved UFC permit letter or UFC #  
provided NOT COMPLIANT

An infill house shall be required to have a minimum 3" caliper front yard tree of choice, and one minimum 3" caliper street parkway tree as approved by the City Forester.  
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. Provided and correct? IN COMPLIANCE  
Exterior walls shall consist of a minimum of 50% masonry. Exposures to a minor arterial or wider street shall require 100% masonry construction except where such building face is obscured by a minimum six (6) foot masonry wall. "Masonry" shall include brick, stone, cementitious fiber concrete products or stucco. Similar products made from such materials and/or durable recycled material shall be allowed as approved by the Building Official. Provided and correct? Y

Additional Comments:

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, and sanitation and cooking within a kitchen for the exclusive use of the occupants whose intent is to inhabit the dwelling unit.

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)

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.

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