



Residential New Building Permit Plan Review Comments

Application: PB25-16484

Date Submitted: 12/01/2025

Status: Plan Review

Date Issued:

Address: 4633 COMMACK DR

Parcel: 1633636

Zoning: A-5

Subdivision: MEADOW LAKES

Lot/Block: 33/7

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	2258		Living Area
U	VB	602		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

1.

Planning Development Department



Residential New Building Permit Plan Review Comments

Water

Reviewer: Ibeth Heatley

Email: 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 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 Electronic Review	12/02/2025	Latrica Jelks
Water Development Review	Corrections Required	12/11/2025	Ibeth Heatley
Transportation Impact Review	Approved	12/09/2025	Lamonica Smith
Urban Forestry Review	Approved	12/02/2025	Amber Brown
Zoning Review	Approved	12/02/2025	Amber Brown
PARD Review	Not Required	12/02/2025	Germaine Joseph
Building Plan Review	Approved	12/02/2025	3PTY NORTH TEXAS
Noise Contour Review	Approved	12/02/2025	Amber Brown
Mechanical Plan Review	Approved	12/02/2025	Latrica Jelks
Plumbing Plan Review	Approved	12/02/2025	Latrica Jelks
Electrical Plan Review	Approved	12/02/2025	Latrica Jelks
Plans Coordination			
TPW CFRA Review	Not Required	12/11/2025	Robin Stevens

General Comments and Additional Permit Information:

Reviewer: Amber Brown

Email: Amber.Brown2@fortworthtexas.gov

Phone:

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3 Zoning Plans Exam

Residential Zoning Review Notes
Planning and Development Department

PB25-16484 – 4633 COMMACK DR.
PLAN #: MAGNOLIA_MF

Zoning Review Notes: All reviews are pending stakeout inspection
CFW Zoning Ordinance # 13896-19602
Permit data confirmed on: 12/02/2025
By: Amber Brown [817-392-2827]

Scope of project: New Single-Family Home

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

SUMMARY: Permit meets minimum standards Y
Holds: Noise Contour Application Required

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

Official Plat: Attached to plans lot/block number verified Y (Meadow Lakes - Lt 33 Blk7)
FP-24-205 recorded: 04/09/2025

Building Square footage: R-3: 2,258 U: 602
Slab SF: 2,432
Lot Area: 5,000

Lot coverage: 60% maximum, including all structures (Provided 48.6%)

Height: 35' maximum (Provided: 24' 7½")

Lot Width: 50' minimum at building line (Provided 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: 20' platted setback (Provided _20')

Houses on either side: Vacant / R- 20' per 3rd party site plan (verify on aerial photo)

Sides: 5' minimum interior lot – (10' for corner lot) (Provided 5'1" & 5')

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.

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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 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: property is vested, infill, or has approved UFC permit: (letter or UFC # provided Y –

UFC23-0235 Planting Requirements:

1 large- and 1 small- canopy trees per residential lot up to 10,000 sf.
2 large- and 1 small- canopy trees for lots between 10,001 sf and 15,00sf.)

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.

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 habitat 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/> .

Planning Development Department

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

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

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

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

2 ****Transportation Impact Fees****

2025 rate with no adequate facilities discount.