



Residential New Building Permit Plan Review Comments

Application: PB25-16145

Date Submitted: 11/19/2025

Status: Awaiting Client
Reply

Date Issued:

Address: 3023 PROSPECT AVE

Parcel: 54586

Zoning: A-5

Subdivision: ELLIS, M G ADDITION

Lot/Block: 9/76

Description of Work: New Home Construction

ADA TDLR:

Energy Code Compliant:

Applicant: Jordy Serrato

Owner: ARELLANO, ANTONIO

3027 N Terry St.

3023 PROSPECT AVE

Fort Worth, TX 76106

FORT WORTH,, TX 76106

6828033678

Building Classification:

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	1833		Living
U	VB	652		Garage/Porch/Patio

Sprinkler Sys Req: No

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

Required Corrections:

Customer Service

Reviewer: LaTonda Johnson

Email: LaTonda.Johnson@fortworthtexas.gov

Phone:

1. 11/19/2025

Incomplete Status....Holding for NEZ Packet

Planning Development Department



Residential New Building Permit Plan Review Comments

Building

Reviewer: Amber Brown

Email: Amber.Brown2@fortworthtexas.gov

Phone:

1. 11/26/2025 - CORRECTIONS REQUIRED - No side door details.

Please upload a complete and combined set of plans with door details on right elevation.

2. 11/26/2025 - CORRECTIONS REQUIRED -Energy Code Compliance

Please upload an Approved Energy Report.

Required when (adding or altering conditioned/heated space, or lighting) Future holds may still apply.

PARD

Reviewer: Germaine Joseph

Email: 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: Michelle Canright

Email: Michelle.Canright@fortworthtexas.gov

Phone:

1. 12/8/25 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.
2. 12/8/25 - CORRECTIONS REQUIRED - Revise site plan to show how private sewer will connect to public sewer. Currently this shows to be connecting in the back. Public sewer main is located in the street.



Residential New Building Permit Plan Review Comments

Zoning

Reviewer: Amber Brown

Email: Amber.Brown2@fortworthtexas.gov

Phone:

1. 12/9/2025 - CORRECTIONS REQUIRED - Noise contour packet was not provided.

Per the submittal requirements, a noise contour packet must be provided when the property is located in the Joint Reserve Base Noise Impact Area. Please follow the link below to fill out the packet for submittal.

<https://www.fortworthtexas.gov/departments/development-services/nasjrb-regulations>

Please fill out the packet for submittal and upload to the record to clear the noise contour hold. Future holds may still apply.

Joint Reserve Base Noise Impact Area

The City Council has adopted development regulations that apply to the new construction of residences and other noise-sensitive uses within the noise impact area of the Naval Air Station Joint Reserve.

2. 12/3/2025- Hold – Plat Missing

Please upload the recorded plat for this lot and block for the proposed house. To obtain a copy of the plat please contact the Tarrant County office for further assistance. *Additional holds may apply. Reminder, all revised files need to be combined and uploaded as one PDF to Accela addressing all permit holdsf

Approval Table:

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	11/25/2025	Christopher Gates
Water Development Review	Corrections Required	12/08/2025	Michelle Canright
NEZ Certification Review	Opt-Out	11/25/2025	Christopher Gates
Transportation Impact Review	Not Required	11/25/2025	Lamonica Smith
Urban Forestry Review	Approved	12/03/2025	Cynthia Flores-Frausto
Zoning Review	Corrections Required	12/03/2025	Cynthia Flores-Frausto
PARD Review	Approved	11/25/2025	Germaine Joseph
Building Plan Review	Corrections Required	11/26/2025	Amber Brown
Noise Contour Review	Corrections Required	12/09/2025	Amber Brown
Mechanical Plan Review	Approved	11/26/2025	Amber Brown
Plumbing Plan Review	Approved	11/26/2025	Amber Brown

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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

Electrical Plan Review	Approved	11/26/2025	Amber Brown
Plan Distribution	Awaiting Client Reply	12/09/2025	Amber Brown
Plans Coordination	Corrections Required	12/09/2025	Amber Brown
NEZ Design Guidelines Review	Not Required	12/03/2025	Cynthia Flores-Frausto
Parkway Review	Approved	12/03/2025	Joseph Manry

General Comments and Additional Permit Information:

Reviewer: Amber Brown

Email: Amber.Brown2@fortworthtexas.gov

Phone:

2 ` ***** Residential Code Review Comments *****
City Plans Examiner: Amber Brown
Phone # (817) 392- 2827
@fortworthtexas.gov
Date 11/26/2025
Development Services
Residential Review Notes
IRC 2021 / CFW ORD. # 25383

Permit #: PB25-16145
Address: 3023 Prospect Ave.

Construction type: VB
Project Area: 2,485
Occupancy & Use: R-3 – 1,833 U – 652

Scope of Work: New Single Family Residential

Professional engineer certified foundation plans: Matthew D. Vinson #98392
Professional engineer who certified structural plans: N/A
Braced wall plans: Matthew D. Vinson #98392

WINDOWS
Max U-factor is 0.35
Max SHGC is 0.25

DOORS – U-factor
Uninsulated metal: 1.2
Insulated metal: 0.6
Wood: 0.5

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Insulated, nonmetal edge, Max 45% glazing, any glazing double pane 0.35

INSULATION

R-13+5h or 20 insulation in exterior walls

R-38 insulation in the attic

R-19 insulation in the floor

**** General Notes ****

NOTE: The general notes listed below are an abbreviated version of the actual notes in the 2021 IRC and CFW Amendment. The builder is responsible for compliance with the full applicable IRC section and/or CFW Amendment.

This Plan is void without City Plan Review Notes.

1. See attached examiner's notes and City handouts as applicable to this permit.
2. See attached site and construction plans as applicable to permit.
3. All work shall conform to City of Fort Worth building code, energy code and zoning requirements.
4. SEPARATE PERMITS ARE REQUIRED for Electrical, Mechanical and Plumbing work.
5. R302.6 Dwelling/garage fire separation.

SEPARATION MATERIAL

From the residence and attics: Not less than 1/2-inch gypsum board or equivalent applied to the garage side

From all habitable rooms above the garage: Not less than 5/8-inch Type X gypsum board or equivalent

6. R302.11 Fireblocking.

In combustible construction, fireblocking shall be provided to cut off all concealed draft openings (both vertical and horizontal) and to form an effective fire barrier between stories, and between a top story and the roof space.

7. BATHROOMS – R303.3 Bathrooms, water closet compartments and other similar rooms shall be provided with aggregate glazing area in windows of not less than 3 square feet, one-half of which must be openable. Artificial light and mechanical ventilation may be provided.

8. EMERGENCY ESCAPE – R310 – basements, habitable attics and each sleeping room shall have at least one operable emergency and rescue opening.

R310.2.1 – All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 sq.ft. Openings on grade shall be a minimum of 5 sq.ft. net clear opening.

R310.2.1 – Minimum opening height is 24"

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R310.2.1 – Minimum opening width is 20"

R310.1.1 – Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys, tools or special knowledge.

9. MEANS OF EGRESS – R311

R311.6 – Minimum hallway width shall not be less than 36"

R311.2 – Each dwelling unit shall have not less than one exit door

10. SECTION R315 CARBON MONOXIDE ALARMS

R315.2.1 Carbon monoxide alarms and R315.3 Location. For new construction, an approved carbon monoxide alarm shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms in dwelling units within which fuel-fired appliances are installed and in dwelling units that have attached garages.

11. WATER HEATERS: M2005.2 – Fuel fired water heaters shall not be installed in a room used as a storage closet.

12. CLOTHES DRYER EXHAUST: 2021 IRC M1502 – Dryer exhaust systems shall be independent of all other systems, and shall terminate on the outside of the building. Exhaust ducts shall be equipped with a backdraft damper.

13. M1502.4.5.1 SPECIFIED LENGTH – The maximum length of a clothes dryer exhaust duct shall not exceed 35 feet from the connection to the transition duct from the dryer to the outlet terminal.- The maximum length of the duct shall be reduced 2.5 feet for every 45 degree bend and 5 feet for each 90 degree bend.

1 & 2 FAMILY ELECTRICAL

14. RECEPTACLE OUTLETS – Receptacles shall be installed so that no point measured horizontally along the floor line in any wall space is more than 6 feet from a receptacle outlet (E3901.2.1).

15. COUNTERTOP RECEPTACLES - E3901.4.1 Wall countertop space. A receptacle outlet shall be installed at each wall countertop space 12 inches (305 mm) or wider. Receptacle outlets shall be installed so that no point along the wall line is more than 24 inches (610 mm), measured horizontally from a receptacle outlet in that space.

16. E3901.4.2 Island countertop spaces. At least one receptacle outlet shall be installed at each island countertop space.

17. E3901.4.3 Peninsular countertop space. At least one receptacle outlet shall be installed at each peninsular countertop.

18. E3901.4.4 Separate spaces. Countertop spaces separated by range tops, refrigerators, or sinks shall be considered as separate countertop spaces

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19. GFI CIRCUITS –2023 NEC 210.8 Ground Fault Interrupter Circuits shall be installed in dwelling units in the following locations:

210.8 (A)(1) - Bathrooms

210.8 (A)(2) - Garages and accessory buildings that have a floor at or below grade level

210.8 (A)(3) - Outdoor receptacles

210.8 (A)(6) - Kitchens where receptacles are installed to serve the countertop surfaces

210.8 (A)(7) - Laundry, utility and wet bar sink – where the receptacles are installed within 6 ft. of the outside edge of the sink

19. 210.52 (G) At least one receptacle outlet, in addition to those for specific equipment, shall be installed in each basement, in each attached garage, and in each detached garage with electric power.

20. Arc-Fault Circuit Interrupter Protection 2023 NEC 210.12(A)

All 120 volt, single phase, 15 and 20 ampere branch circuits supplying outlets installed in dwelling unit family rooms, dining rooms, living rooms, parlors, libraries, dens, bedrooms, sunrooms, recreation rooms, closets, hallways or similar rooms or areas shall be protected by a listed arc-fault circuit interrupter, combination type, installed to provide protection of the branch circuit.

21. Heating, Air-Conditioning and Refrigeration Equipment Outlet – 2023 NEC 210.63

A 125-volt, single-phase, 15 or 20 ampere rated receptacle outlet shall be installed at an accessible location for the servicing of heating, air-conditioning and refrigeration equipment. The receptacle shall be located on the same level and within 25 feet of the heating, air-conditioning and refrigeration equipment.+

22. Luminaries in Clothes Closet: Luminary Types and location must comply with 2023 NEC 410.16

23. Electricity will not be released until Transportation & Public Works (TPW) has approved sidewalk and drive approach inspections

Reviewer: Cynthia Flores-Frausto

Email: Cynthia.Flores-Frausto@fortworthtexas.gov

Phone:

1 Zoning Plan Review Performed on: 12/3/2025

By: Cynthia Flores-Frausto – 817 392 7867 – Cynthia.Flores-Frausto@fortworthtexas.gov

Permit #: PB25-16145

Physical Address: 3023 Prospect Ave

Legal Description: ELLIS, M G ADDITION Block 76 Lot 9

Scope of project: New single-family residence

HOLD NOTES: All items labeled “HOLD” must be addressed. Additional HOLDS may be placed upon review of revisions.

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Zoning district: A-5- Type of layout: Single family

Building Square Footage: 2,485 sf

Height: 35' maximum – Provided: 21.5'

Lot Width: 50' minimum at building line = 50'? Hold – missing plat

Lot Coverage: 50% maximum – Provided 35.5%

Front yard driveway coverage: 50% maximum - Provided 41.6%

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' – Provided: 25.5'

Interior Side Yard: 5' – Provided: L) 5' R) 5'

Rear: 5' – Provided: 49.19'

Monotony: Custom house

Infill Trees: 2

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.

No. of bedrooms: 3

Parking spaces required: 2

Parking spaces provided: 2

Section 4.705.D.2 Single Family Home: Two (2) spaces located behind the front building wall for dwelling units with three (3) or fewer bedrooms, plus one (1) space located behind the front building wall or in the driveway for each bedroom above three (3). 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.

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, sanitation and cooking within a kitchen for the exclusive use of the occupants whose intent is to habitat 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

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preparing of food.

Any detached single family residential dwelling constructed after the effective date of this ordinance April 26, 2007 shall be required to conform to the following architectural and tree planting requirements:

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

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.

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. In all instances, a minimum of 40% canopy cover per lot must be achieved in accordance with Section 6.302.D.

"A permit will not be issued until the Urban Forestry installation." Please contact the Urban Forestry Compliance staff to get the requirements to submit a UFC plan for review or to provide the UFC number for the Urban Forestry release of the building permit. These may be submitted to <http://fortworthtexas.gov/planninganddevelopment/urbanforestry/>

If your construction project includes alley access or paving in public right of way please email or call WPD@fortworthtexas.gov, 817-392-8428, so that the Water Department can determine if any public water or sewer mains will be paved over. Any identified public mains that the Water Department determines need to be replaced will be scheduled for rehab by the Water Dept. before paving activity can commence. This time line varies so it is critical that the assessment occurs as soon as possible to avoid delaying your project.

Any paving over public water or sewer mains will require a review by the Water Department to identify conflicts or encroachments. Exhibits must be drawn to scale, show cross streets, lot boundaries, address and legal description, easements, dimensioning and profile.

Alley will need to be paved from the farthest property line to the nearest street or existing alley paving if it is to be used as access.

A parkway permit is required for all new construction projects for sidewalk(s), if not currently existing.

Reviewer: LaTonda Johnson

Email: LaTonda.Johnson@fortworthtexas.gov

Phone:

3 11/19/2025

Added Building Fees

Planning Development Department

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