



Residential New Building Permit Plan Review Comments

Application: PB25-12732

Date Submitted: 09/09/2025

Status: Awaiting Client
Reply

Date Issued:

Address: 429 RAYNER AVE

Parcel: 1306729

Zoning: PD

Subdivision: BASSETT ADDITION

Lot/Block: 4/3

Description of Work: 3 STORY TOWNHOUSE WITH 4 UNITS / ZONED R2 - // 4.709 TOWNHOUSE/CLUSTER ("R2") DISTRICT.

ADA TDLR:

Energy Code Compliant:

Applicant: Muhammad Memon

Owner: ROOTS CONSTRUCTION LLC

4008 shady forge trl

4008 SHADY FORGE TRL

Arlington, TX 76005

EULESS, TX 76040

4692139562

Building Classification:

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: Jose Flores Lopez

Email: Jose.FloresLopez@fortworthtexas.gov

Phone: 817-392-8093

1. 09-19-2025 Corrections Required-Penetrations

The provided plans show penetrations in the fire rated assembly and the provided plans did not show penetration details to show compliance with section R302.4 of the 2021 International Residential Code. Please provide a revised set of plans showing compliance with R302.4 of the 2021 IRC.

2. 09-19-2025 Corrections Required-Parapet Construction

Parapet details showing compliance with section R302.2.4 and R302.2.5 of the 2021 International Residential Code were not provided. Please provide a revised of parapet details showing compliance with R302.2.4 and R302.2.5 of the 2021 IRC.

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3. 09-19-2025 Corrections Required-Fire Resistive Construction

The provide plans did not provide sufficient details for the fire resistive construction required between townhouses to show compliance with R302.2.1, R302.2.2 and R302.2.3 of the 2021 International Residential Code. Please provide a revised set of plans to show compliance with the 2021 IRC.

4. 09-19-2025 Corrections Required-Openings

No openings are allowed to be on exterior walls less than 3feet from the property line per Table R302.1(1). The provided plans are proposing an exterior wall less 3 ft from the property line to have openings which is not allowed. Please provide a revised set of plans showing compliance with Table R302.1(1).

5. 09-19-2025 Corrections Required-Occupied Rooftop and rooftop access do not comply with City of Fort Worth amendment to Section 310.3.1 of the 2021 IBC.

Please provide a revised design that complies with the CFW amendment to Section 310.3.1 of the 2021 IBC.

6. 09-18-2025 Corrections Required-Climate Zone

The provided plans(sheet G0.00) show the incorrect climate zone per the 2015 International Energy Conservation Code. Please provide a revised cover sheet showing the correct climate zone per the 2015 IECC.

General

Reviewer: Jose Flores Lopez

Email: Jose.FloresLopez@fortworthtexas.gov

Phone: 817-392-8093

1. SUBMISSION FORMAT FOR REVISIONS: To address plan review deficiencies, applicants must resubmit a complete set of plans in PDF format through the ACA portal. A partial submittal of individual sheets is not permitted and will delay the review process. A complete set is required to ensure that both the field drawing set and the City's record set remain current and identical throughout the process. Resubmittals, if necessary, must be submitted in the same format (PDF) and scale as the original submission. All revisions shall be clouded and detailed with an explanation from the professional in a response letter which addresses all holds identified by the plan's examiner.
2. CORRECTIONS REQUIRE - SUBMISSION FOR REVISIONS
A correction should not be submitted at this time. Corrections can only be submitted once the permit is in "Awaiting Client Reply" status. This permit is in plan review status. Once the permit status is in awaiting client reply, only then should corrections be uploaded. Please be sure that you upload with the category "Plan Revision" so the system routes the permit for review to the building plans examiner for routing. If done incorrectly the building reviewer is not aware that the permit needs to be routed. Please let me know if you have any other questions.

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Mechanical

Reviewer: Jose Flores Lopez

Email: Jose.FloresLopez@fortworthtexas.gov

Phone: 817-392-8093

1. 09-19-2025 Corrections Required-Exhaust Locations

The provided plans (sheet M1.01 and M1.02) show exhaust termination locations less than 3 from the property line are not in compliance with section M1504.3 of the 2021 IRC. Please provide revised plans showing compliance with section M1504.3 of the 2021 IRC.

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.

Water

Reviewer: Michelle Canright

Email: Michelle.Canright@fortworthtexas.gov

Phone:

1. 9/22/25 CORRECTIONS REQUIRED - Need customer billing information:
 1. Customer Name (for the account)
 2. Customer's Mailing Address
 3. Customer's Tax ID Number
 4. Contact Name (if different from customer name)
 5. Customer's Phone number
 6. Customer's Email address

Please provide customer billing information to WaterApps@FortWorthTexas.Gov and be sure to add the permit number and address in the subject title.

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2. 9/22/25 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.

Please provide billing information through third party standard process

Zoning

Reviewer: Rosalee Rivera

Email: Rosalee.Rivera@fortworthtexas.gov

Phone: 817-392-2222

1. 09/22/2025 – CORRECTIONS REQUIRED – BUILDING SEPERATION

Per the 4.709 TOWNHOUSE/CLUSTER ("R2") DISTRICT

****There must be a 10-foot minimum building separation.**

Please revise the site plan to show the other two already built structures on the same block face, and show this project is 10 feet away on both sides from both buildings.

-Any plan sheet that is required to be revised must be resubmitted as part of one file that is a complete set of plans as each resubmittal is required to be a complete set. Resubmitted Plans file is to be named (address SUB 2 Plan Revision), (address SUB 2 Plan Revision), etc.

Additional HOLDS may be placed upon review of revision

2. 09/22/2025 – CORRECTIONS REQUIRED – HEIGHT OF BUILDING

Per the § 4.709 TOWNHOUSE/CLUSTER ("R2") DISTRICT

***Height - 35 feet maximum: Provided – 44.11 $\frac{3}{4}$ ' Roof Height**

This has been exceeded.

Please revise the elevation drawings to show the building height does not exceed 35 feet.

-Any plan sheet that is required to be revised must be resubmitted as part of one file that is a complete set of plans as each resubmittal is required to be a complete set. Resubmitted Plans file is to be named (address SUB 2 Plan Revision), (address SUB 2 Plan Revision), etc.

Additional HOLDS may be placed upon review of revision

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3. 09/22/2025 – CORRECTIONS REQUIRED – OPEN SPACE

The open space must not be less than 15% of the total lot area.
Please revise the plan set to show the open space is not less than 15% of the lot area.

Calculation:

$774 \text{ sf.} / 891.955 \text{ sf. (Per Plat FP-18-066)} = 0.8677 * .15 = 13\%$

Per the 4.709(3)(c) –

c. Open space.

1. The open space, exclusively of paved areas, parking spaces and patios, must be not less than 15 percent of the total lot area.

-Any plan sheet that is required to be revised must be resubmitted as part of one file that is a complete set of plans as each resubmittal is required to be a complete set. Resubmitted Plans file is to be named (address SUB 2 Plan Revision), (address SUB 2 Plan Revision), etc.

Additional HOLDS may be placed upon review of revision

4. 09/22/2025 – CORRECTIONS REQUIRED – INCORRECT PLAT UPLOADED

The plat uploaded FS-21-203 is for blocks 1 & 2. Please upload the correct plat showing for (Block 3 – Lot 4).

There is a plat registered (FP-18-066), if this block and lot have not been replated, then I believe the FP-18-066 is the most current plat for Block 3.

You may request a copy from the Tarrant County Courthouse located at 100 W Weatherford St - Or by phone (817) 884-1195.

Correction(s) should only be submitted once the permit is in “Awaiting Client Reply” status.

Additional HOLDS may be placed upon review of revision

5. 09/24/2025 – INFORMATIONAL - AWAITING CLIENT REPLY –

Correction(s) should only be submitted once the permit is in “Awaiting Client Reply” status. Once the permit has one completed review from all departments the permit will go into “Awaiting Client Reply” status and email will be sent to whomever applied for the permit. At that time the Client (customer/applicant) will reply with the corrections requested by each department.

Please do not upload before that time.

-Any plan sheet that is required to be revised must be resubmitted as part of one file that is a complete set of plans as each resubmittal is required to be a complete set. Resubmitted Plans file is to be named (address SUB 2 Plan Revision), (address SUB 2 Plan Revision), etc.

Additional HOLDS may be placed upon review of revision

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6. 09/22/2025– CORRECTIONS REQUIRED – URBAN FORESTRY

There is an Urban Forestry permit UFC17-0152. Please upload the UFC approved plan set and make sure that your site plan adheres to whichever forestry is required for the lot of this permit, if applicable.

-Any plan sheet that is required to be revised must be resubmitted as part of one file that is a complete set of plans as each resubmittal is required to be a complete set. Resubmitted Plans file is to be named (address SUB 2 Plan Revision), (address SUB 2 Plan Revision), etc.

Additional HOLDS may be placed upon review of revision

7. 10/03/2025 – CORRECTIONS REQUIRED – URBAN FORESTRY

There is an Urban Forestry permit UFC17-0152. Please upload the UFC approved plan set and make sure that your site plan adheres to whichever forestry is required for the lot of this permit, if applicable.

-Any plan sheet that is required to be revised must be resubmitted as part of one file that is a complete set of plans as each resubmittal is required to be a complete set. Resubmitted Plans file is to be named (address SUB 2 Plan Revision), (address SUB 2 Plan Revision), etc.

Additional HOLDS may be placed upon review of revision

8. 09/22/2025 – CORRECTIONS REQUIRED – RIGHT ELEVATION MISSING

Elevations on page 22 are missing the right elevation with its measurements. All elevations need to show the complete building length for each side along with its measurements.

Please revise the elevations to show for all four sides and to show the complete building length on each side. Not only one unit.

9. 09/22/2025 – CORRECTIONS REQUIRED – BUILDING FACADE LENGTH

Per the 4.709 TOWNHOUSE/CLUSTER ("R2") DISTRICT

Building façade length is 250 feet maximum. Please revise the plan set front elevation to show the entire front building / façade length, not just one unit.

Additional HOLDS may be placed upon review of revision

Approval Table:

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	09/10/2025	Jasmine Lujan
Water Development Review	Corrections Required	09/22/2025	Michelle Canright
NEZ Certification Review	Opt-Out	09/10/2025	Jasmine Lujan

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Transportation Impact Review	Not Required	09/18/2025	Lamonica Smith
Urban Forestry Review	Corrections Required	09/22/2025	Rosalee Rivera
Zoning Review	Corrections Required	09/22/2025	Rosalee Rivera
PARD Review	Approved	09/19/2025	Germaine Joseph
Building Plan Review	Corrections Required	09/19/2025	Jose Flores Lopez
Mechanical Plan Review	Corrections Required	09/19/2025	Jose Flores Lopez
Plumbing Plan Review	Corrections Required	09/19/2025	Jose Flores Lopez
Electrical Plan Review	Corrections Required	09/22/2025	Jose Flores Lopez
Plan Distribution			
Plans Coordination	Corrections Required	09/23/2025	Jose Flores Lopez
NEZ Design Guidelines Review	Not Required	09/22/2025	Rosalee Rivera

General Comments and Additional Permit Information:

Reviewer: Rosalee Rivera
Email: Rosalee.Rivera@fortworthtexas.gov
Phone: 817-392-2222

1 Zoning Plan Review Performed On: 09/22/2025

By: Rosalee Rivera — rosalee.rivera@fortworthtexas.gov

Zoning Review Notes: All reviews are pending stakeout inspection

Permit #: PB25-12732

Physical Address: 429 Rayner Ave

*ZC-17-20 - FROM "A-5, B, & J" TO "PD/R2"/ 409, 413 S RAYNER, 412 S SYLVANIA, & 2521 LAWNWOOD

Legal Description: BASSETT ADDITION Block 3 Lot 4

Plat: FP-18-066

*Zoning district: PD1138 / R2

*PD_DESCRIPTION

PD/R2 Planned Development for all uses in "R2" Townhouse/Cluster units facing the Trinity River, South Sylvania, Galvez and Fisher not to exceed four units per building and

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the interior units not to exceed five units per building

*ZC-17-220 - Amend PD 1138 "PD/R2" Planned Development for all uses in "R2" Townhouse/Cluster to reconfigure and add property; units facing the Trinity River, South Sylvania, Galvez and Fisher Streets not to exceed four units per building and the interior units not to exceed five units per building, not to exceed a total of 100 units, site plan included.

Scope of project: TOWNHOUSE

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

***Please do not upload revised combined plans until the permit is in (Awaiting Client Reply)

Zoning Review Comments:

Open space: 15% minimum: Provided – 13%

*Units per acre: Provided – This is one building with four units on a single platted lot (0.020 acres). Not applicable. Density is sufficient.

*Maximum number of 24 units per acre on average, unless located in a "C" or "D" district where authorized density shall apply.

Maximum façade length of 250 feet: Provided – TBD – Hold placed

Front yard* 20-foot width and a 3' U.E are showing on the site plan (per the plat)

* May be subject to projected front yard (see Chapter 6, Development Standards, § 6.101(f), Yards).

Side yard* - 10' minimum separation between buildings required – Hold placed

* May be subject to projected front yard (see Chapter 6, Development Standards, § 6.101(f), Yards).

*No buildings directly behind this project for a projected side yard requirement.

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Interior lot 5 feet minimum adjacent to street: Provided – TBD

Corner lot** 10 feet minimum adjacent to both streets: Provided – Not Applicable

** May be subject to other front, side and rear yard setback requirements (see Chapter 6, Development Standards, § 6.101(d), Yards).

Height 35 feet maximum (refer to Development Standards, § 6.100, Height): Provided –
44.11 ¾' Roof Height – Hold Placed

Bldg. separation 10 feet minimum: Provided – TBD – Hold placed

Additional Comments:

§ 4.709 TOWNHOUSE/CLUSTER ("R2") DISTRICT.

(a) Purpose and intent. It is the purpose of the townhouse/cluster ("R2") district to provide a specific zone for the development of row houses and townhouses on unique patterned lots clustered around a common access road or cul-de-sac.

(b) Uses. In the townhouse/cluster ("R2") district, no building or land shall be used and no building shall be hereafter erected, reconstructed, altered or enlarged, nor shall a certificate of occupancy be issued, except in accordance with the use tables in Chapter 4, Articles 6 and 8 and the supplemental use standards of Chapter 5.

(c) Property development standards. Property in R2 may be developed to the property development standards defined in the "R1" district.

Commentary.

(1) Carports/porte cocheres – allowed in side, rear and front yard in certain circumstances. (See Chapter 5, Supplemental Use Standards, § 5.301 Accessory Buildings on Residential Lots, and § 6.101 Yards.)

(2) Fences – Two feet high in public open space easement, eight feet high behind front yard. (See Chapter 6 Supplemental Use Standards Fences for fence requirements for fences allowed for residential dwellings.)

(3) Facade – materials and appearance. See Chapter 6 Development Standards, § 6.507 Single-Family Residential Design Districts.

(d) Other development standards. Development in the townhouse/cluster ("R2") district

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may be subject to a variety of general development standards in Chapter 6 , and the following provisions:

- (1) Signs. On-premises signs subject to the following:
 - a. An unilluminated nameplate bearing the family name of the occupants residing in the residence not to exceed one square foot in area.
 - b. An unilluminated sign for those uses permitted that are not residential. The sign shall not exceed 30 square feet in area, shall be no higher than six feet above grade, and shall be placed a minimum of ten feet behind the property line. Such sign shall not be placed within 20 feet of drives providing ingress and egress to the property.

- (2) Parking. Two spaces per dwelling unit, located behind the front building line, except for limited local streets or private access easements, where four spaces shall be required, located behind the front building line or may be provided within the development. For nonresidential uses, see Chapter 6 Development Standards, Article 2 Off Street Parking and Loading, § 6.200.

- (3) Residential design standards. A site plan for residential development is required.
 - a. General. Under this provision, townhouses, rowhouses or the clustering of residential units may be permitted where such units cluster around a common access road or feed from a loop or cul-de-sac and provided that such development shall conform to the following regulations regarding buildings and structures.
 - b. Plat required. Such properties shall be platted showing the following, if applicable:
 1. Public streets.
 2. Private streets and private access.
 3. Private open space and open space easements.
 4. Utility easements.
 5. Public parks.
 6. Pedestrian walkways and bicycle trails.
 7. Lot, block and addition name.
 - c. Open space.
 1. The open space, exclusively of paved areas, parking spaces and patios, must be not less than 15 percent of the total lot area.
 2. Provisions, such as a homeowner's association, shall be instituted to provide maintenance for all common open space.
 - d. One building per lot. Each residential building shall be located on a separately platted lot.
 - e. Maximum building façade length. Building face shall not exceed a maximum of 250 feet.
 - f. Development plan.

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1. Unless setbacks are shown or described on the plat, a development plan must be submitted showing the proposed setbacks on each lot.

2. Adjustments in the development plan that change the setbacks from one lot to another will not be accepted without a written release from all property owners involved in the adjustment. When amendments are accepted, the original development plan must be withdrawn in its entirety.

3. A development plan shall be reviewed as a site plan.

(4) Landscaping and buffers. Nonresidential uses may require landscaping or buffers. See Chapter 6 Development Standards, Article 3 Landscaping, Buffers, and Urban Forestry, § 6.300.

(5) Reconstruction of nonconforming accessory buildings. A nonconforming accessory building that is damaged by fire, the elements, or other cause beyond the control of the owner may be repaired or reconstructed in the same rear and side yard setbacks provided the construction is limited to the identical footprint (replacement of the foundation is allowed); the building is the same design, height and roof pitch (use of different material is allowed) and the owner or an agent obtains a building permit to repair the structure within six months after the damage date. The owner shall have the burden of proof to establish the damage date.

(6) Garage/carport. No more than one garage and one carport or porte cochere shall be allowed per residential unit on a single residential lot, unless the additional garages or porte cocheres are an integral part of the main residential structure with the same roofline and driveway as the residential structure.

*****End of Plan Review *****

Planning Development Department

Reviewer: Michelle Canright
Email: Michelle.Canright@fortworthtexas.gov
Phone:

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 avoid delays and additional meter installation fees, please ensure the following requirements are met:

- Address must be clearly posted
- No debris or material over the meter box
- Meter box must be in the ground to grade per city specification

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