



## Residential New Building Permit Plan Review Comments

**Application:** PB25-15154

**Date Submitted:** 10/29/2025

**Status:** Issued

**Date Issued:** 12/11/2025

**Address:** 2918 NW 20th ST

**Parcel:** 00186961

**Zoning:** undefined

**Subdivision:** BELMONT PARK ADDITION

**Lot/Block:** /

**Description of Work:** Residential New Construction Home

**ADA TDLR:**

**Energy Code Compliant:**

**Applicant:** Eric Arteaga

**Owner:**

3313 North Elm Street

Fort Worth, TX, TX 76106

6824024167

**Building Classification:**

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	1794		Living
U	VB	548		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:** Camille Henderson

**Email:** Camille.Henderson@fortworthtexas.gov

**Phone:**

1. 12/11/2025 customer is owed refund for 3rd party discount

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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.

### **Approval Table:**

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	11/03/2025	Jasmine Lujan
Water Development Review	Approved	12/10/2025	Michelle Canright
Historical Review	Not Required	11/03/2025	Inkah Reviere
Transportation Impact Review	Not Required	11/04/2025	Lamonica Smith
Urban Forestry Review	Approved	11/10/2025	Marybel Pina
Zoning Review	Approved	11/10/2025	Marybel Pina
PARD Review	Approved	11/03/2025	Germaine Joseph
Building Plan Review	Approved	11/04/2025	Amber Brown
Noise Contour Review	Not Required	11/04/2025	Amber Brown
Gas Well Review	Approved	11/05/2025	Marilyn Hernandez Ayala
Issue Permit	Issued	12/11/2025	Camille Henderson
Inspections			
Mechanical Plan Review	Approved	11/04/2025	Amber Brown
Plumbing Plan Review	Approved	11/04/2025	Amber Brown
Electrical Plan Review	Approved	11/13/2025	Amber Brown
TPW Floodplain Review	Not Required	11/12/2025	Robin Stevens

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Plan Distribution	Routed for Electronic Review	12/05/2025	Amber Brown
Plans Coordination	Approved	12/10/2025	Amber Brown
Parkway Review	Approved	11/11/2025	Jefferson Owens
TPW CFRA Review	Not Required	11/12/2025	Robin Stevens

### General Comments and Additional Permit Information:

**Reviewer: Amber Brown**

**Email: Amber.Brown2@fortworthtexas.gov**

**Phone:**

#### 3 \*\*\*\*\* Residential Code Review Comments \*\*\*\*\*

City Plans Examiner: Amber Brown

Phone # (817) 392-2827

Amber.brown2@fortworthtexas.gov

Date 11/04/2025

Development Services

Residential Review Notes

IRC 2021

Permit: PB25-15154

Address: 2918 NW 20th St.

Legal Desc: Belmont Park Addition Block 140 Lot 15

Contact: Eric Arteaga

Project Area: 2,342

Occupancy & Use: R-3 – 1794 U – 548

Zoning A-5

Setbacks: L- 5' R – 5' Rear – 53.42'

Lot Size: 7000

Lot Coverage: 33.46% Total of all Structures

Scope of Work: New SFR

Professional engineer

Certified foundation plans Matthew D. Vinson P.E. 98392

Professional engineer who certified structural plans: N/R

Braced wall plans: Matthew D. Vinson P.E. 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

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

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## Residential New Building Permit Plan Review Comments

### INSULATION

R-13+5h or R-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 operable. 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"

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.

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## Residential New Building Permit Plan Review Comments

### 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.

**Reviewer: Ibeth Heatley**

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

**Email: [Marybel.Pina@fortworthtexas.gov](mailto:Marybel.Pina@fortworthtexas.gov)**

**Phone: 817-392-8826**

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## Residential New Building Permit Plan Review Comments

2 Zoning Plan Review Performed on: 11/10/25

By: Marybel Pina - 817-392-8826 – Marybel.pina@fortworthtexas.gov

Permit #: PB25-15154

Physical Address: 2918 NW 20th St

Legal Description: Belmont Park Addition, Block 140, Lot 15

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.

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

Overlays: None

Building Square Footage: 2,342 sf

Height: 35' maximum – Provided: 18'5" mean height

Lot Width: 50' minimum at building line

Lot Coverage: 50% maximum – Provided 33.45%

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' – Provided: 25'

Interior Side Yard: 5' – Provided: 5' on both sides

Rear: 5' – Provided: 53.42'

Established: vacant on both sides

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: 4

Parking spaces required: 3

Parking spaces provided: 4; 2 in the garage; 2 on the driveway

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

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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.

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](mailto: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.

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