



## Residential New Building Permit Plan Review Comments

**Application:** PB25-14691

**Date Submitted:** 10/21/2025

**Status:** Plan Review

**Date Issued:**

**Address:** 2212 CARLETON AVE

**Parcel:** 119636

**Zoning:** A-5

**Subdivision:** HILLCREST ADDITION-FORT WORTH

**Lot/Block:** 10/5

**Description of Work:** NEW SFR/ 3RD PTY PLAN REVIEW AND INSPECTIONS - ROSS INSPECTIONS

**ADA TDLR:**

**Energy Code Compliant:**

**Applicant:** Diana Carter

**Owner:** ARCHER, ZACHARY T

10401 Prairie Heights Ct

2212 CARLETON AVE

Fort Worth, TX 76108

FORT WORTH,, TX 76107

6823092189

**Building Classification:**

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	3567		
U	VB	654		

**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:**

**Flood Plain**

**Reviewer:** Robin Stevens

**Email:** Robin.Stevens@fortworthtexas.gov

**Phone:**

1. Contact: sds@fortworthtexas.gov

Reviewer: Robin Stevens; robin.stevens@fortworthtexas.gov; 817-392-8035

CLEARED: A Floodplain Pre-Development Meeting is required prior to demo permit issuance. This lot is located in the Central Arlington Heights warranty deed restriction area. Please have the owner contact sds@fortworthtexas.gov to schedule a pre-development conference to discuss the warranty deed restriction for D225117276.  
<https://tarrant.tx.publicsearch.us/doc/260265582>

CLEARED: This lot is located within the City Flood Risk Area per the Central Arlington Heights Watershed, City Study 00080. This project is subject to the Code of the City of Fort Worth, Chapter 7-Buildings, Article VIII-Floodplain Provisions, Division 7-Development Within the City

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Flood Risk Areas.

[https://www.fortworthtexas.gov/files/assets/public/v/1/development-services/documents/stormwater/ordinance-no\\_26962-06-2024.pdf](https://www.fortworthtexas.gov/files/assets/public/v/1/development-services/documents/stormwater/ordinance-no_26962-06-2024.pdf)

CLEARED: A Signed and Sealed Certificate of Compliance is required. The CFRA Certificate of Compliance Form can be obtained at the URL link below.

[https://www.fortworthtexas.gov/files/assets/public/v/1/development-services/documents/stormwater/cfra\\_certificateofcompliance\\_july-2024.pdf](https://www.fortworthtexas.gov/files/assets/public/v/1/development-services/documents/stormwater/cfra_certificateofcompliance_july-2024.pdf)

CLEARED: A Signed and Sealed detailed grading plan showing existing grading is required. The plans provided have not been signed and sealed.

CLEARED: A Signed and Sealed detailed grading plan showing proposed grading is required. The plans provided have not been signed and sealed.

HOLD: Garages/driveways - locate garages or carports at rear of lots to reflect traditional placement of accessory structures within the neighborhood; no front facing garages or garage doors. No carports or large parking aprons in front of home.

The current garage appears to be below the MFF/DFE per the revised site plan. The garage must be elevated at or above the MFF/DFE or constructed with water resistant materials and vented to allow for floodwaters to flow out of the structure. Contact [sds@fortworthtexas.gov](mailto:sds@fortworthtexas.gov) to discuss the garage elevation. RNS 12/1/25

CLEARED: Roofs - maintain established roofline patterns, forms, and materials to maintain consistent drainage patterns.

CLEARED: All electrical and mechanical equipment must be at least two (2) feet above the 100-year non-FEMA base flood elevation. Provide electrical sheet showing all electrical or mechanical equipment that will be located outside of the finished main structure pad with the MFF labeled.

CLEARED: Minimum Finished Floor (MFF) must be shown and labeled on the following items:  
MFF = 662.75 ft MSL

1. Site Plan
2. Building Elevations
3. Building Frame Specs Sheet

CLEARED: Provide a Signed and Sealed Survey of the lot showing the Drainage Easement & Minimum Finished Floor. Survey attached shows the storm pipe, but not the drainage easement. The document is not readable to determine if the MFF is on the survey. The site plan is good. Please update the survey. RNS 12/1/25

FYI: An As-Built Survey is required upon completion on construction. Please email the Signed and Sealed As-Built Survey to [sds@fortworthtexas.gov](mailto:sds@fortworthtexas.gov)

FYI: A Post-Construction Elevation Certificate is required upon completion of construction. Please email the Signed and Sealed Elevation Certificate to [sds@fortworthtexas.gov](mailto:sds@fortworthtexas.gov)

Refer to Deed: D225118020; <https://tarrant.tx.publicsearch.us/doc/260276933>

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### **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 Paper Review	10/24/2025	Latrica Jelks
Water Development Review	Approved	12/05/2025	Michelle Canright
Transportation Impact Review	Not Required	10/31/2025	Lamonica Smith
Urban Forestry Review	Approved	12/11/2025	Gustavo Ramirez
Zoning Review	Approved	12/11/2025	Gustavo Ramirez
PARD Review	Not Required	10/24/2025	Germaine Joseph
Building Plan Review	Approved	12/11/2025	Gustavo Ramirez
DDRB Review	Not Required	11/20/2025	Inkah Reviere
Mechanical Plan Review	Approved	12/11/2025	3PTY ROSS INSPECTION SERVICES
Plumbing Plan Review	Approved	12/11/2025	3PTY ROSS INSPECTION SERVICES
Electrical Plan Review	Approved	12/11/2025	3PTY ROSS INSPECTION SERVICES
Plan Distribution	Routed for Electronic Review	12/09/2025	Gustavo Ramirez
Plans Coordination	Corrections Required	12/08/2025	Gustavo Ramirez
TPW CFRA Review	Corrections Required	12/11/2025	Robin Stevens

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## Residential New Building Permit Plan Review Comments

### General Comments and Additional Permit Information:

**Reviewer: Gustavo Ramirez**  
**Email: Gustavo.Ramirez@fortworthtexas.gov**  
**Phone:**

#### 1 Zoning Plans Exam

Residential Zoning Review Notes PB25-14691 – 2212 CARLETON AVE  
Plan# CUSTOM  
Planning and Development Department  
Zoning Review Notes: All reviews are pending stakeout inspection  
CFW Zoning Ordinance # 13896-19602

Permit data confirmed on: 12/11/2025  
By: Gustavo Ramirez [817-392-7849]

Scope of project: new single-family home

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

SUMMARY: permit meets minimum standards Y/N Holds: \_\_\_\_

Zoning district: A-5 builder has chosen to build to A-5

HILLCREST ADDITION-FORT WORTH Block 11 Lot 13

Building Square footage: R-3: 3567 U: 654  
Slab SF: 2590  
Lot Area SF: 8250

Lot coverage: 50% maximum: Coverage calculation is at 31.39%,  
coverage cannot exceed 50% for A-5

Lot Width: 50' minimum at building line: \_\_50'\_\_

Front yard driveway coverage: 50% maximum 37.1%  
Height: 35' maximum " Provided 29.76'  
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 : 45'  
Sides: 5' minimum (10' minimum adjacent to a side street) Left: 10.42' / Right 5'  
Rear: 5' minimum: 38.42'  
Houses on either side: left: 39' right: 38'

No attached garage facing a public or private street may project greater than eight (8) feet

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in front of the front wall of the house in all Single-Family Districts.

### 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: 5 # parking spaces required 4 parking spaces 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: 2 EXISTING TREES

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? Y

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

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. Complies? 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, 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.

A sidewalk is required for all frontages facing a street

<http://fortworthtexas.gov/planninganddevelopment/permits/streets/>

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**Reviewer: Tina Green**  
**Email: Tina.Green@fortworthtexas.gov**  
**Phone: 817-392-2222**

2 12/09/2025

PARD fee waived previous structure, see PV25-00478.

**Reviewer: Diana Carter**  
**Email: Diana.Carter@fortworthtexas.gov**  
**Phone: (817) 713-8619**

### 3 BUILDING - SHALL COMPLY WITH THE CITY'S CURRENT ADOPTION OF THE 2021 IRC INCLUDING BUT NOT LIMITED TO:

- Address shall be posted and visible at all times from street. SEC.R319
- Steel lintels or engineer's design required for low eyebrow arches, refer to City of Fort Worth lintel schedule. SEC606.9
- New construction and additions greater than 500 square feet must have engineered foundation plans
- 5/8" gypsum board required for storage under stairs. SEC. R302.7
- Bedroom fire egress window/ door 5.7 SQFT minimum openable space (grade floor openings 5 sq ft) SEC. R310
- A flight of stairs shall not have a vertical rise greater than 147 in. between floor levels or landings SEC. R311.7.3
- All staircases need to meet the requirements set forth in SEC. R311
- Attic access required with minimum dimension of 22" by 30" SEC.R807.1
- Garage/Dwelling separation shall comply with Table R302.6
- Doors separating garage and dwelling must comply with R302.5.1. (equipped with a self-closing device)
- Driveway approach (es) shall meet City of Fort Worth standard drawings and separate permit from T&PW construction division required. Regardless of whether the approach and/or sidewalks will be new or not T&PW will still need to be contacted for a site inspection
- Window sills located greater than 72" above the outside grade must be a minimum 24" above the finished floor level or have an approved child safety lock that comply with ASTM-F2090. R312.2.1.
- Lots shall be graded to drain away from foundations at a min. 6" in the first 10'. (slope must be 1:20) SEC R401.3
- Termite control: foundations must be exposed a minimum 6" for siding and 4" for brick veneer with brick ledge
- Doors between the garage and residence shall be equipped with solid wood doors not less than 1-3/8 inches (35 mm) in thickness, solid or honeycomb core steel doors not less than 1-3/8 inches (35 mm) thick, or 20-minute fire-rated doors, equipped with a self-closing or automatic-closing device per R302.5
- Walls shall comply with all specifications of Fort Worth Residential Code, IRC 2021 Chapter 6. Wall construction shall be capable of accommodating all loads imposed according to Section R301 and of transmitting the resulting loads to the supporting structural elements.
- Roofs and Ceiling Construction shall comply with all specifications of Fort Worth

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Residential Code, IRC 2021 Chapter 8. Roof and ceiling construction shall be capable of accommodating all loads imposed according to Section R301 and of transmitting the resulting loads to the supporting structural elements. All roof coverings shall be a minimum of Class C.

-Floors shall comply with all specifications of Fort Worth Residential Code, IRC 2021 Chapter 5. Floor construction shall be capable of accommodating all loads imposed according to Section R301 and of transmitting the resulting loads to the supporting structural elements.

-Foundation shall comply with all specifications of the Fort Worth Residential Code, IRC 2021 Chapter 4. Foundation construction shall be capable of accommodating all loads according to Section R301 and of transmitting the resulting loads to the supporting soil. Fill soils that support footings and foundations shall be designed, installed and tested in accordance with accepted engineering practices

**ELECTRICAL - SHALL COMPLY WITH THE CITY'S CURRENT ADOPTION OF THE 2023 NEC INCLUDING BUT NOT LIMITED TO:**

-Receptacles serving kitchen islands and peninsulas can not be mounted below the countertop work surface. Receptacles serving island and peninsulas countertops is optional, however if installed must be installed accordance to the rules in Section 210.52(C)(3)

-Emergency disconnects required per 2023 NEC Article 230.85

-Surge protection devices (SPD) required for all services supplying dwellings units per 2023 NEC Article 230.67. Minimum Type 1 or Type2

-Requires GFCI protection to include all kitchen 120 volt & 240 volt receptacles and service

receptacles in the attic NEC 210.8(E)

-Requires GFCI protection including all appliances such as ranges, wall ovens, counter mounted cooktops and microwave ovens whether hardwired or cord and plug connected NEC 210.8(D)

-Requires GFCI protection to all receptacles in the laundry rooms including 240 volt dryer receptacles NEC 210.8

-Requires GFCI protection for all exterior outlets for 125 volt through 250 volt excluding AC condensers and hardwired lighting NEC 210.8(F)

-All receptacles installed in bathrooms, garages, outdoors, crawl spaces, basements, kitchen countertops, within 6' of a sink, within 6' of a bathtub or shower stall, laundry areas and indoor damp and wet locations. Exterior receptacles to be GFCI & weather protected 2023 NEC, Article 210.8 (A)

-Carbon monoxide detector locations required per SEC R315.3

-Smoke detector locations required per SEC.R314.3. Smoke detectors required hard-wired w/battery backup per SEC.R314.6

-Hydro massage bathtub, spa and hot tub locations must be GFCI protected 2023 NEC, Article 680.43(A)

-Service outlets required within 25 feet of mechanical equipment in the attic per 2023 NEC, Article 210.63

-Electrical panels labeled and marked for use per 2023 NEC, Article 408.58

-Branch circuits to AC condensing units shall be minimum of 10 AWG copper conductors. 2023 NEC, Article 440.6 see FWEC Ordinance No. 18358-11-2008

-Receptacles shall be properly spaced per 2023 NEC Article 201.50

-Tamper resistance rec. req. per 2023 NEC 406.12

-At least one receptacle outlet shall be installed in each vehicle bay and not more than 5.5'

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above floor per 2023 NEC 210.52 (G)(1)

MECHANICAL: SHALL COMPLY WITH THE CITY'S CURRENT ADOPTION OF THE 2021 IMC

INCLUDING BUT NOT LIMITED TO:

- Attics containing appliances require one of three access entrances 1) permanent stair, 2) 300 lb pull-down stair, 3) access door from an upper floor level. SEC M1305.1.3 amendments.

- Mechanical equipment in garage area must be 18" above finished floor. SEC.2408.2

- A level service space not less than 30" deep by 30" wide shall be placed on the service side of the mechanical units placed in attics. SEC.M1305.1

- A 125-volt receptacle shall be located within 25' of mechanical equipment in the attic for service and maintenance. SEC.E3901.12

PLUMBING: SHALL COMPLY WITH THE CITY'S CURRENT ADOPTION OF THE 2021 IPC INCLUDING BUT NOT LIMITED TO

- Water heaters in garage required 18" above finish floor. SEC.G2408.2 (305.2)

- Water heater not allowed in attic-single family, duplex or multi-family. SEC. M1305.1.3 (EXCEPTION: Tankless water heaters)

- Vacuum breaker required on all hose bibs. SEC.P2903.8.5

- When water pressure exceeds 80 psi, pressure reducing valve is required. SEC.P2903.3.1

- Full-open shut-off valves to be installed at the home and a second water shut-off valve near the water meter per 2021 IPC 606.1

ENERGY: SHALL COMPLY WITH THE CITY'S CURRENT ADOPTION OF THE 2015 IECC INCLUDING BUT NOT LIMITED TO:

- Energy shall comply with the compliance path as the proposed energy report submitted for the building permit

- A fresh air intake system shall be installed on homes equipped with gas furnaces and the fresh air intake system shall be filtered before air is entered the home through the supply duct plenum

- High efficiency furnaces (min 90%) shall be installed in sealed foamed attics and with the combustible air taken from the exterior of the home

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