



## Residential New Building Permit Plan Review Comments

**Application:** PB25-11362

**Date Submitted:** 08/08/2025

**Status:** Issued

**Date Issued:** 10/17/2025

**Address:** 3653 E 4TH ST

**Parcel:** 85331

**Zoning:** B

**Subdivision:** RIVERSIDE ADDITION-FT WORTH

**Lot/Block:** 28/14

**Description of Work:** Building new single family house

**ADA TDLR:**

**Energy Code Compliant:**

**Applicant:** Francisco Aguilar

**Owner:** AGUILAR, FRANCISCO

3712 Chenault St

3712 CHENAULT ST

Fort Worth, TX 76111

FORT WORTH,, TX 76111

6825570644

### Building Classification:

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	4505	23	LIVING SPACE
U	VB	1111	6	GA/PORCH/PATIO/BAL

### 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:

#### 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.

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## Residential New Building Permit Plan Review Comments

### **Parkway**

**Reviewer:** Jeffrey Wolff

**Email:** Jeffrey.Wolff@fortworthtexas.gov

**Phone:**

1. New construction requires city sidewalk and ADA ramp at intersection (type R-1). You can apply for a sidewalk waiver.

### **Zoning**

**Reviewer:** Rosalee Rivera

**Email:** Rosalee.Rivera@fortworthtexas.gov

**Phone:** 817-392-2222

1. 09/16/2025 - OPENED PARKWAY REVIEW

Sent email to parkway requesting parkway review. Workflow for parkway was not originally opened. Delay in review is error on plan reviewer not parkway reviewer.

2. 09/16/2025 - (INFORMATIONAL) - Only a revised site plan to address the zoning hold(s) was uploaded. The complete set of plans to include the site plan uploaded on 09/12/2025 @ 3:24 pm showing two 3" caliper trees, district A-10 building to, and provides the adjacent home (3645) front yard setback. "This is the site plan zoning review and hold removal was based off."

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..

### **Approval Table:**

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	08/08/2025	Deshia Hawkins
Water Development Review	Approved	09/17/2025	Michelle Canright
NEZ Certification Review	Opt-Out	08/12/2025	Sanchez Collins
Transportation Impact Review	Not Required	08/14/2025	Lamonica Smith
Urban Forestry Review	Approved	09/16/2025	Rosalee Rivera
Zoning Review	Approved	09/16/2025	Rosalee Rivera

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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 Review	Approved	08/11/2025	Germaine Joseph
Building Plan Review	Approved	08/19/2025	Scott Edwardson
Issue Permit	Issued	10/17/2025	Karen Block
Inspections			
Mechanical Plan Review	Approved	08/19/2025	Scott Edwardson
Plumbing Plan Review	Approved	08/19/2025	Scott Edwardson
Electrical Plan Review	Approved	08/19/2025	Scott Edwardson
Plan Distribution	Routed for Electronic Review	10/14/2025	Scott Edwardson
Plans Coordination	Approved	10/14/2025	Scott Edwardson
NEZ Design Guidelines Review	Not Required	09/16/2025	Rosalee Rivera
Parkway Review	Approved	10/14/2025	Jeffrey Wolff

### General Comments and Additional Permit Information:

**Reviewer: Scott Edwardson**  
**Email: Scott.Edwardson@fortworthtexas.gov**  
**Phone: (817) 392-6288**

#### 2 \*\*\*\*\* Residential Code Review Comments \*\*\*\*\*

City Plans Examiner: Scott Edwardson  
Phone # (817) 392-6288  
Scott.Edwardson@fortworthtexas.gov  
Date 08/19/2025  
Development Services  
Residential Review Notes  
IRC 2021PB25-08578  
Permit: PB25-11362  
Address: 3653 4th St.  
Legal Desc: T. Worth Town Addition Block 14 Lot 27 & 28  
Contact: Francisco Aguilar

Construction type: VB  
Project Area: 3935  
Occupancy & Use: R-3 – 4505; U – 1111.25  
Zoning B  
Lot Size: 14,495.56  
Lot Coverage: 27.15%  
Scope of Work: New SFR

Professional engineer  
Certified foundation plans: Igor I. Teplitskiy P.E. 94973  
Professional engineer who certified structural plans: N/R

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## Residential New Building Permit Plan Review Comments

Braced wall plans: Igor I. Teplitskiy P.E. 94973

### 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

### 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 openable. Artificial light and mechanical ventilation may be provided.

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## Residential New Building Permit Plan Review Comments

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.

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: Scott Edwardson**

**Email: Scott.Edwardson@fortworthtexas.gov**

**Phone: (817) 392-6288**

3 Residential Razing Permit PV24-00092  
Accessory Razing Permit PV24-00156

**Reviewer: Karen Block**

**Email: Karen.Block@fortworthtexas.gov**

**Phone: 817-392-2366**

1 printed invoice it was paid permit printed

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## Residential New Building Permit Plan Review Comments

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

### 4 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 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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### EXISTING SERVICE LOCATIONS

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Water Tap – center property line - See water service requirements listed above

Sewer tap – 27 feet West of East property line in alley – See wastewater service requirements listed above

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

5 Zoning Plan Review Performed On: 08/11/2025

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

Zoning Review Notes: All reviews are pending stakeout inspection

Permit: PB25-11362 // Related PV24-00156 – finalized – home and storage shed

Physical Address: 3653 E 4th St

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## Residential New Building Permit Plan Review Comments

Legal Description: RIVERSIDE ADDITION-FT WORTH – Block 14 – Lots 27 & 28

Plat: RIVERSIDE ADDITION-FT WORTH

Zoning district: B / Building to? - Hold placed

Scope of project: Single Family Residence

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)

Overlays: N/A

Minimum Lot Size 5000 sq ft: Provided: 14,000 sf.

Building Square Footage: 3935 sf.

Maximum Height 35': Provided: 33.3' top ridge

Lot Width: 50' minimum / Provided: 100' / Includes two lots 27 & 28

Lot Coverage: 50% maximum; Provided: 28%

Front yard driveway coverage: 50% maximum; Provided: 18% // side entry garage

Monotony: Custom home unique to the block

Trees: Missing

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)

Established Setbacks Provided: Missing - hold placed

Front: 20' minimum – Provided: 30' - TBD upon revision of site plan with adjacent homes setbacks

Interior Side Yard: 5' minimum – Provided: 19'L, (10'R- Corner)

Rear: 5' minimum – Provided: 41'

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## Residential New Building Permit Plan Review Comments

No. of bedrooms: 5

Parking spaces required: 4

Parking spaces provided: 4 – Two within garage and two on driveway manoeuvre – behind front wall of home

Additional Comments:

### 6.507.2 (c) ONE-FAMILY DWELLING UNIT DESIGN STANDARDS.

One-family dwellings must comply with the following standards.

Parking. Section 4.705.D.2 Single Family Home: (2) Parking. 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. 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.

(a) Elevation. The intent of this subsection is to promote the health, safety, and general welfare of the City of Fort Worth and its citizens through the adoption and enforcement of one-family dwelling unit design standards that limit the effects of repetition and uniformity by requiring substantive variation and diversity in front elevations within a certain lot pattern. The elevations for one-family dwelling units within a six (6) lot pattern must be sufficiently differentiated from each other and from any one-family dwelling unit that is two (2) lots removed on either side of the subject property on the same side of the street, as generally depicted below and otherwise set forth herein.

(c) Attached garages. No attached garage facing a public or private street may project greater than eight feet in front of the front wall of the house in all single-family districts.

(7) 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 cochères are an integral part of the main residential structure with the same roofline and driveway as the residential structure.

(8) Side and rear yard setbacks. The side and rear yard setback for detached garages located behind the rear wall of the house may be reduced to three feet. The side yard of an attached garage may be located within three feet of the property line when located a minimum of 18 feet back of the front wall of the house.

### 6.302(1) URBAN FORESTRY.

(1) One- and two-family residential land uses.  
a. Minimum retained or planted canopy coverage shall be 40%.

(d) Infill house. An infill house shall be required to have one minimum three-inch caliper

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front yard tree of choice, and one minimum three-foot 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 § 6.302.

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.

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.

\*\*\*\*\* end ZONING PLANS EXAM COMMENTS\*\*\*\*\*