



Residential New Building Permit Plan Review Comments

Application: PB25-13168

Date Submitted: 09/18/2025

Status: Issued

Date Issued: 10/15/2025

Address: 8245 BUFFLEHEAD DR

Parcel: 1494338

Zoning: CR

Subdivision: RANCH AT DUCK CREEK

Lot/Block: 12/J

Description of Work: NEW SFR / 3RD PARTY PLAN REVIEW & INSPECTIONS / METRO CODE

ADA TDLR:

Energy Code Compliant:

Applicant: METRO CODE ANALYSIS

Owner: TFCC COBURN LLC

3880 Hulen St Suite 400

22 ST. CLAIR AVE E 200

Fort Worth, TX 76107

TORONTO ON M4T253, CAN, DA M4T25

8173351497

Building Classification:

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	2406		LIVING SPACE
U	VB	409		GARAGE/PORCH/PATIO

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:

Approval Table:

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	09/19/2025	Latrica Jelks
Water Development Review	Approved	09/29/2025	Maria Lopez
Transportation Impact Review	Approved	09/23/2025	Lamonica Smith
Urban Forestry Review	Approved	09/24/2025	Minden Ritz
Zoning Review	Approved Revision	10/23/2025	Minden Ritz
PARD Review	Not Required	09/19/2025	Germaine Joseph
Building Plan Review	Approved	09/24/2025	Minden Ritz

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DDRB Review		09/19/2025	
Issue Permit	Issued Revision	10/24/2025	Camille Henderson
Inspections	Revision Submitted	10/21/2025	April Wheeler
Mechanical Plan Review	Approved	09/19/2025	Latrica Jelks
Plumbing Plan Review	Approved	09/19/2025	Latrica Jelks
Electrical Plan Review	Approved	09/19/2025	Latrica Jelks
Plan Distribution	Routed for Electronic Review	10/22/2025	Minden Ritz
Plans Coordination	Approved	10/23/2025	Minden Ritz
TPW CFRA Review	Not Required	09/30/2025	Robin Stevens

General Comments and Additional Permit Information:

Reviewer: Minden Ritz
Email: Minden.Ritz@fortworthtexas.gov
Phone:

3 Zoning Plans Exam

Residential Zoning Review Notes PB25-13168| 8245 Bufflehead Dr | 2406 K
Zoning Review Notes: All reviews are pending stakeout inspection
CFW Zoning Ordinance # 13896-19602

Permit data confirmed on: 9/24/2025
By: Minden Ritz 817-392-2322

Scope of project: New Single Family Residence

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

SUMMARY: Permit meets minimum standards Y
Holds: _None__

Zoning district: "A-5 to A-5" Type of layout: Single-Family Residence

Official Plat: Attached to plans Lot 12 / Block J number verified Y
Ranch at Duck Creek - FP-22-120 - Filling date: 09/07/2023

Building Square footage: R-3: 2406 U: 409
Slab SF: 1,493 SF

Lot coverage: 50% maximum, including all structures (Provided 27%)

Height: 35' maximum (Provided 28'0")

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Lot Width: 50' minimum at building line (Provided 50')

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' minimum (Provided 20'-3")

Houses on either side: Left: 20'3" / Right: 20'3"

Sides: 5' minimum (Provided Left: 5'-7" / Right: 5'-6")

Rear: 5' minimum (Provided 41'-0")

Note: As applicable, any fence located within an easement will require permission of the easement holder(s) to encroach.

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: 4 Parking spaces required 3 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 UFC: (UFC#20-0228) 1-Large & 1-Small trees-provided Y)

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.

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

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materials and/or durable recycled material shall be allowed as approved by the Building Official.

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.

Additional Comments:

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)

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.

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.

Reviewer: Lamonica Smith

Email: Lamonica.Smith@fortworthtexas.gov

Phone:

1 ****Funds Transferred ***

10/02/2025- Transportation Impact fee of \$6,746.74 was transferred from PB24-05811 to PB25-13168 due to the permit expiring. With the 2025 rate increase, the balance will be \$1,889.73.

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Reviewer: Maria Lopez
Email: WaterApps@FortWorthTexas.gov
Phone: 817-392-8250

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 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

EXISTING SERVICE LOCATIONS

Water Tap – See water service requirements listed above

Sewer tap – See water service requirements listed above

Reviewer: Lamonica Smith
Email: Lamonica.Smith@fortworthtexas.gov
Phone:

4 ****Transportation Impact Fees****

2025 rate with no adequate facilities discount.

Transportation Impact Fee invoiced pending completion of credit agreement CA-25-266 to cover Transportation Impact fee. Once agreement is approved please contact the TrIF team to remove fee at TRIF@fortworthtexas.gov.

Reviewer: April Wheeler
Email: awheeler@metrocode.com
Phone: (817) 335-1497

5 INFORMATION BLOCK

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Plan Review Performed On: 9/18/2025

By: Jimmy Baisden 817-335-1497

Name of Tenant: STARLIGHT HOMES

Scope of Work: NEW SINGLE-FAMILY RESIDENCE

BUILDING

1. Address posted and visible at all times from street. 2021 IRC. SEC.R319.
2. Steel lintels or engineer's design required for low eyebrow arches, refer to City of Fort Worth lintel schedule. 2021 IRC. SEC606.9.
3. New construction and additions greater than 500 square feet must have engineered foundation plans.
4. 5/8" type X gypsum board required for storage under stairs. 2021 IRC. SEC. R302.7 City of Fort Worth amendments.
5. Bedroom fire egress window/ door 5.7 SQFT minimum openable space (grade floor openings 5SQFT). 2021 IRC. SEC. R310.
6. A flight of stairs shall not have a vertical rise greater than 151 in. between floor levels or landings. 2021 IRC. SEC. R311.7.3.
7. All staircases need to meet the requirements set forth in SEC. R311 of the 2021 IRC.
8. Attic access required with minimum dimension of 22" by 30". 2021 IRC. SEC.R807.1
9. Garage/Dwelling separation shall comply with Table R302.6. 2021 IRC
10. Doors separating garage and dwelling must comply with R302.5.1. 2021 IRC. (Equipped with a self-closing and self-latching device)
11. 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.
12. Smoke detector locations required per 2021 IRC. SEC.R314.3.
13. Smoke detectors required hard-wired w/battery backup per 2021 IRC. SEC.R314.6.
14. Carbon monoxide detector locations required per 2021 IRC SEC R315.3
15. Chimney veneer shall extend completely to the foundation. It may not be wood but supported per 2021 IRC. SEC.R1001.
16. The lowest portion of window openings located greater than 72" above the outside grade must be a minimum 24" above the finished floor level. 2021 IRC R312.2.1.
17. Lots shall be graded to drain away from foundations at a min. 6" in the first 10'. (Slope must be 1:20) 2021 IRC SEC R401.3.
18. Termite control: foundations must be exposed a minimum 6" for siding and 4" for brick veneer with brick ledge.

ELECTRICAL

1. Emergency disconnects required per 2023 NEC Article 230.85.
2. Surge protection devices required for all services supplying dwelling units per 2023 NEC Article 230.67.
3. 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 outlets to be GFCI & weather protected 2023 NEC, Article 210.8 (A).

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4. Hydro massage bathtub, spa and hot tub locations must be GFCI protected 2023 NEC, Article 680.43 (A).
5. Service outlets required within 25 feet of mechanical equipment in the attic per 2023 NEC, Article 210.63.
6. Electrical panels labeled and marked for use per 2023 NEC, Article 408.58.
7. 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.
8. Receptacles shall be properly spaced per 2023 NEC, Article 210.50.
9. Tamper resistance rec. req. per 2023 NEC 406.12.
10. At least one receptacle outlet shall be installed in each vehicle bay and not more than 5.5' above floor per 2023 NEC 210.52 (G) (1).

MECHANICAL

1. Mechanical equipment in the garage area must be 18" above the finished floor. 2021 IRC.SEC.2408.2.
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. 2021 IRC. SEC.M1305.1.
3. A 125-volt receptacle shall be located within 25' of mechanical equipment in the attic for service and maintenance. 2021 IRC. SEC.E3901.12.
4. Attics containing appliances require one of three access entrances 1) permanent stairs, 2)300 lb. pull down stair, 3) access door from an upper floor level. 2021 IRC SEC M1305.1.3amendments.

PLUMBING

1. Water heaters in the garage required 18" above the finish floor. 2021 IRC.SEC.G2408.2 (305.2)
2. Water heaters are not allowed in attic-single family, duplex, or multi-family. 2021 IRC.SEC. M1305.1.3 (EXCEPTION: Tankless water heaters)
3. Vacuum breakers are required on all hose bibs. 2021 IRC.SEC.P2903.8.5.
4. When water pressure exceeds 80 psi, pressure reducing valve is required. 2021 IRC SEC.P2903.3.2.
5. Water main shutoff valve required near the entrance of the building. 2021 IRC SECP2903.9