



Residential New Building Permit Plan Review Comments

Application: PB25-14725

Date Submitted: 10/21/2025

Status: Issued

Date Issued: 11/10/2025

Address: 912 RUSSO LN

Parcel: 1662280

Zoning:

Subdivision: TRADITION

Lot/Block: 18/OOOO

Description of Work: SFR Model Home with 3rd Party Review and Inspections

ADA TDLR:

Energy Code Compliant:

Applicant: Adriana Perez

Owner: CITY OF FORT WORTH

100 E 15th St 630

100 FORT WORTH TRL

Fort Worth, TX 76102

FORT WORTH, TX 76102-6312

9722446925

Building Classification:

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	2113		Living Space
U	VB	707		Utilities

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:

Planning Development Department



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Building

Reviewer: Adriana Perez
Email: Adriana.A.Perez@BureauVeritas.com
Phone: 682-227-7436

- Bureau Veritas Zoning Notes:
Address: 912 Russo Ln – Model Home
Lot coverage: 42.27% (not over 50%)
Height: 25'-1"
Lot width at build line over 50': 55'
Verified driveway does not exceed more than 50% of front yard: 32.73%
(Measured from front wall of house to front property line)
Provided front yard setback: 20'-3"
Provided side yard setback L: 5'-0 ½" R: 5'-0 ½"
Provided rear yard setback: 29'-10"
Number of bedrooms: 4
Parking spaces (9' x18') provided: 2 in Garage, 2 Driveway
(Requirements: 3 bdrms=2; 4 bdrms=3; 5 bdrms= 4; 6 bdrms=5)

Houses on either side: Left: vacant Right: vacant
Masonry Requirements:
(Masonry is considered brick, stone, cementitious fiber concrete products or stucco)
Over 50% on all sides? yes
Trees shown on plot plan: 2

Zoning

Reviewer: Cynthia Flores-Frausto
Email: Cynthia.Flores-Frausto@fortworthtexas.gov
Phone:

- **A remodel permit will be required to convert office(s) into required garage once sold as a SFR.**

Approval Table:

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	10/22/2025	Jasmine Lujan
Water Development Review	Approved	11/06/2025	Ibeth Heatley
Transportation Impact Review	Not Required	10/29/2025	Lamonica Smith
Urban Forestry Review	Approved	10/30/2025	Cynthia Flores-Frausto
Zoning Review	Approved	11/06/2025	Cynthia Flores-Frausto

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PARD Review	Not Required	10/22/2025	Germaine Joseph
Building Plan Review	Approved	10/30/2025	3PTY BUREAU VERITAS
Issue Permit	Issued	11/10/2025	Lindsay Choice
Inspections			
Mechanical Plan Review	Approved	10/22/2025	Jasmine Lujan
Plumbing Plan Review	Approved	10/22/2025	Jasmine Lujan
Electrical Plan Review	Approved	10/22/2025	Jasmine Lujan
Plan Distribution	Routed for Electronic Review	11/06/2025	Ibeth Heatley
Plans Coordination	Approved	11/07/2025	Cynthia Flores-Frausto
TPW CFRA Review	Not Required	10/31/2025	Robin Stevens

General Comments and Additional Permit Information:

Reviewer: Cynthia Flores-Frausto
Email: Cynthia.Flores-Frausto@fortworthtexas.gov
Phone:

- 1 Zoning Plan Reviewed Performed on: 10/30/2025
By: Cynthia Flores-Frausto – 817 392 7867 – Cynthia.Flores-Frausto@fortworthtexas.gov

Permit #: PB25-14725
Physical address: 912 Russo Ln
Legal description: MUD, Block OOOO, Lot 18

Scope of project: Model Home with sales office

ZONING REVIEW COMMENTS:

Signs, Retaining Walls over 4', Dumpster Enclosures and Fences over 7' will require separate permits. As applicable, any fence or structure that is located within a utility easement will require permission of the easement holder(s) to encroach. Underground or aerial utilities include electricity, gas, water, sewer, telephone, etc.

Per Ordinance 5.403. Model homes used as show homes and/or sales offices are permitted in a subdivision as approved by a final plat to which they pertain and subject to the following conditions.

(a) No more than five model homes per builder per platted subdivision are permitted.
(Provided per statement letter)

(b) Model home is located less than 500 feet from an arterial or wider street. Therefore, the model home is not subject to the residential distance requirement or to the 5-year time limit of this section. (Provided per statement letter) HOLD

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Official Recorded Plat: FP-24-124
Noise Contour: No
NAS/JRB APZ: No
Gas Well Buffer: No
Occupancy classification: R-3 / U
Construction type: VB
Building area: 2,820 sf
UFC #: MUD

Zoning District: A-5
Height/clearance: 35' maximum – Provided 15.59'

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 Yard: 20' - Provided 20.25'
Established setback: vacant lot / vacant lot per 3rd party site plan
Interior Side Yard: 5' - Provided L) 5.04' R) 5.04'
Rear: 5' - Provided 29.83

Lot coverage: 50% maximum, including all structures (Provided 42.27%)
Lot Width: 50' minimum at building line (Provided 55')
Front yard driveway coverage: 50% maximum (Provided 32.73%)
Monotony: Lots in lot pattern are vacant or different builder - Provided per the builder no same elevation within a six-lot pattern. (Per 3rd party company)

TDLR Number: N/A
Energy Code: Provided and correct

"For record purposes, all plants shown on the landscape plan will be considered as required plants. However, the applicant may consider submitting a revised landscape plan, marking the required plants and either not showing the extra plants or dashing in the extra plants to designate those that are optional under the ordinance."

Parking spaces as a model home: 2 required, per the table of use and parking requirement, 6.201. (Provided on the driveway)
A remodel permit will be required to convert office(s) into required garage once sold as a SFR.

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.

Parking spaces as SFR: 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.

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Bedrooms: 4

Parking spaces required: 3

Parking spaces provided: 0 (0 in the garage and 2 on the driveway)

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.

"A CO 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 UrbanForestry@fortworthtexas.gov or call 817-392-7933.

Additional Comments:

Dumpsters and mechanical equipment must be screened from view of the public right of way. Zoning Ordinance 6.301D.

"No person shall remove any tree equal to or greater than six inches (6") in diameter or greater size without a permit from Urban Forestry. Urban Forestry can be reached at (817) 392-7931. Failure to obtain a Tree Permit prior to tree removal could result in both civil and criminal penalties."

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)

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.

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

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Reviewer: Ibeth Heatley
Email: Ibeth.Heatley@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 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
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