



Residential New Building Permit Plan Review Comments

Application: PB25-10294

Date Submitted: 07/18/2025

Status: Finaled

Date Issued: 08/13/2025

Address: 2620 IVORY BRANCH LN

Parcel: 1586440

Zoning: A-5

Subdivision: WEST SQUARE

Lot/Block: 6/B

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

ADA TDLR:

Energy Code Compliant:

Applicant: METRO CODE ANALYSIS

Owner: CITY OF FORT WORTH

3880 Hulen St Suite 400

1000 THROCKMORTON ST

Fort Worth, TX 76107

FORT WORTH TX 76102-6, 12 76102-6312

8173351497

Building Classification:

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	2062		LIVING SPACE
U	VB	578		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:

Zoning

Reviewer: Cynthia1 Flores-Frausto1

Email: Cynthia.Flores-Frausto@fortworthtexas.gov

Phone:

1. **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	07/21/2025	Latrica Jelks
Water Development Review	Approved	07/30/2025	Maria Lopez

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Transportation Impact Review	Approved	07/24/2025	Lamonica Smith
Urban Forestry Review	Approved	07/22/2025	Cynthia1 Flores-Frausto1
Zoning Review	Approved	08/13/2025	Cynthia1 Flores-Frausto1
PARD Review	Not Required	07/23/2025	Germaine Joseph
Building Plan Review	Approved	07/22/2025	3PTY METRO CODE
Gas Well Review	Approved	07/23/2025	Brendan Skaggs
Issue Permit	Issued	08/13/2025	Cynthia1 Flores-Frausto1
Inspections	Finald	10/03/2025	Sarah Ortega
Closed	Close	10/03/2025	Sarah Ortega
Mechanical Plan Review	Approved	07/22/2025	3PTY METRO CODE
Plumbing Plan Review	Approved	07/22/2025	3PTY METRO CODE
Electrical Plan Review	Approved	07/22/2025	3PTY METRO CODE
TPW Floodplain Review	Approved	07/30/2025	Robin Stevens
Plan Distribution	Routed for Electronic Review	08/13/2025	Cynthia1 Flores-Frausto1
Plans Coordination	Approved	08/13/2025	Cynthia1 Flores-Frausto1
TPW CFRA Review	Not Required	07/30/2025	Robin Stevens

General Comments and Additional Permit Information:

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

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

2 ****Transportation Impact Fees****

2025 rate with no adequate facilities discount.

Reviewer: Cynthia1 Flores-Frausto1
Email: Cynthia.Flores-Frausto@fortworthtexas.gov
Phone:

3 Zoning Plan Reviewed Performed on: 8/13/2025
By: Cynthia Flores-Frausto – 817 392 7867 – Cynthia.Flores-Frausto@fortworthtexas.gov

Permit #: PB25-10294
Physical address: 2620 Ivory Branch Ln
Legal description: West Square, Block B, Lot 6

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 more than 500 feet from an arterial or wider street must be at 300 feet from any occupied residence and are subject to a time limit of five years.

(c) A building initially permitted as a single-family residence and converted to a model home must be at least 300 feet from any occupied residence, regardless of distance to an arterial and is subject to a time limit of five years.

Official Recorded Plat: FP-24-062
Noise Contour: No
NAS/JRB APZ: No
Gas Well Buffer: No
Occupancy classification: R-3 / U
Construction type: VB
Building area: 2,640 sf

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UFC #: 22-0097

Zoning District: A-5

Height/clearance: 35' maximum – Provided 23'

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 21'

Established setback: L) 20.5' R) 20.5' lot per 3rd party site plan

Interior Side Yard: 5' - Provided L) 5' R) 5'

Exterior Side Yard: 10' - Provided NA

Rear: 5' - Provided 39.1'

Lot coverage: 50% maximum, including all structures (Provided 40.86%)

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

Front yard driveway coverage: 50% maximum (Provided 34.47%)

Monotony: 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.

Bedrooms: 4

Parking spaces required: 3

Parking spaces provided: 0

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.

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"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*****

Zoning Plan Reviewed Performed on: 7/22/2025

By: Cynthia Flores-Frausto – 817 392 7867 – Cynthia.Flores-Frausto@fortworthtexas.gov

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

Reviewer: Sara Miller
Email: smiller@metrocode.com
Phone: (817) 335-1497

4 INFORMATION BLOCK

Plan Review Performed On: 7/18/2025
By: Jimmy Baisden 817-335-1497

Name of Tenant: LENNAR HOMES
Scope of Work: NEW SINGLE-FAMILY RESIDENCE/MODEL HOME

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

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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).
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)

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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