



Residential New Building Permit Plan Review Comments

Application: PB25-16009

Date Submitted: 11/17/2025

Status: Awaiting Client
Reply

Date Issued:

Address: 3220 MC CART AVE

Parcel: 183003

Zoning: BU-RA-3

Subdivision: BYERS & MCCART ADDITION

Lot/Block: 19/13

Description of Work: NEW CONSTRUCTION DUPLEX - TO INCLUDE 3220 AND 3222 McCART/ 3RD PTY PLAN
REVIEW AND INSPECTIONS - ROSS INSPECTION SERVICES

ADA TDLR:

Energy Code Compliant:

Applicant: Diana Carter
10401 Prairie Heights Ct
Fort Worth, TX 76108
6823092189

Owner: HOLLINGSHEAD, RAMONA
1673 BLEVINS DR
KELLER,, TX 76248

Building Classification:

Occ Class	Const Type	Square Feet	Occ Load	Use Description
R-3	VB	4312.2		
U	VB	789.2		

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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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.

CLEARED: This lot is located within the City Flood Risk Area per the Zoo Creek City Study, SWS-054. 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 Flood Risk Areas.
https://www.fortworthtexas.gov/files/assets/public/v/1/development-services/documents/stormwater/ordinance-no_26962-06-2024.pdf

HOLD: 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

HOLD: Provide a grading plan showing existing grading on site.

HOLD: Provide a grading plan showing proposed grading on site.

HOLD: 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.

HOLD: Minimum Finished Floor (MFF) must be shown and labeled on the following items: MFF = 651.1 ft MSL

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

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

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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. 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.

Urban Forestry

Reviewer: Inkah Reviere

Email: Inkah.Reviere@fortworthtexas.gov

Phone: 817-392-6138

1. 10/21/2025 -- CORRECTIONS REQUIRED -- Trees in ROW: Please provide Tree Planting Permit for the two trees proposed in ROW. Contact is below. Please combined plans

CityTreePermits@fortworthtexas.gov

Water

Reviewer: Michelle Canright

Email: Michelle.Canright@fortworthtexas.gov

Phone:

1. 12/1/25 CORRECTIONS REQUIRED - Need customer billing information:
 1. Customer Name (for the account)
 2. Customer's Mailing Address
 3. Customer's Tax ID Number
 4. Contact Name (if different from customer name)
 5. Customer's Phone number
 6. Customer's Email address

Please provide customer billing information to WaterApps@FortWorthTexas.Gov and be sure to add the permit number and address in the subject title.

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2. 12/1/25 - CORRECTIONS REQUIRED - Revise site plan. Revise site plan to show the existing services and if additional services will be needed for the 2nd side.

Water Tap - North property line

Sewer Tap - approximately 20' South of North property line (alley)

****Please note:** additional holds may follow.

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.

Zoning

Reviewer: Inkah Reviere

Email: Inkah.Reviere@fortworthtexas.gov

Phone: 817-392-6138

1. 11/21/2025 -- CORRECTIONS REQUIRED -- Access: Please provide approval from Transportation for completion of approach for access to parking in rear. Please contact TDS@fortworthtexas.gov for more information. Parking cannot be approved until approved access is provided.
2. 11/21/205 -- CORRECTIONS REQUIRED -- Legal Description: Site plan shows Lot 22 and forms show lot 19. Please correct site plan to show correct legal description.
3. 11/21/2025 -- CORRECTIONS REQUIRED -- Tree Spacing: Per 6.302 Live Oak is a large canopy tree and requires minimum 30' spacing per 3.2.3.b Plans show 20' spacing. Please revise to show compliance.

Approval Table:

Task Name	Task Status	Completed Date	Task Rev Name
Application Submittal	Routed for Electronic Review	11/18/2025	Janice Arnett
Water Development Review	Corrections Required	12/01/2025	Michelle Canright
Transportation Impact Review	Not Required	11/24/2025	Lamonica Smith
Urban Forestry Review	Corrections Required	11/21/2025	Inkah Reviere

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Zoning Review	Corrections Required	11/21/2025	Inkah Reviere
PARD Review	Approved	11/21/2025	Germaine Joseph
Building Plan Review	Approved	11/21/2025	Jimmy Ross
Mechanical Plan Review	Approved	11/18/2025	Janice Arnett
Plumbing Plan Review	Approved	11/18/2025	Janice Arnett
Electrical Plan Review	Approved	11/18/2025	Janice Arnett
Plan Distribution			
Plans Coordination	Corrections Required	12/02/2025	Inkah Reviere
TPW CFRA Review	Corrections Required	12/01/2025	Robin Stevens

General Comments and Additional Permit Information:

Reviewer: Inkah Reviere
Email: Inkah.Reviere@fortworthtexas.gov
Phone: 817-392-6138

1 Zoning Review Performed on: October 20th, 2025
By: Inkah Reviere, 817-392-6138, Inkah.Reviere@fortworthtexas.gov

Permit #: PB25-16009
Legal address: 3220 MC CART AVENUE
Legal description: BYERS & MCCART ADDITION BLK: 13 LOT: 19

All items labeled "CORRECTIONS REQUIRED" must be addressed. Additional HOLDS may be placed upon review of revisions.

COMMENTS:

- 1.6.6.H Entrances facing a pedestrian way shall incorporate elements that protect pedestrians from the sun and rain.
2. 1.6.6.G. Primary pedestrian building entrances shall be located on the street frontage of the building. If a site's slope presents significant impediments to a street fronting entrance, such as a need for stairs within the public right-of-way - and a proposed entrance from an adjacent side facade would provide a similarly visible and inviting entrance, City staff may approve an exception administratively. For buildings fronting other public spaces, the primary pedestrian entrance shall be oriented to and accessible from the public space.
3. 1.6.5 Maximum height is 3 Stories

ZONING NOTES:

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Zoning District: BU-RA-3
Land Use: DUPLEX PERMITTED (2 UNITS)
Street Standards: 5' min Sidewalk: 5' sidewalk provided fronting MC CART Avenue
Public Roadsides Design: Option 1 Street Trees / Approval pending
Lot Parameters: Max 3 bedrooms per Unit – Provided: 3 BEDS per unit
Parking Access: Allowed side/alley – Provided: REAR ALLEY ACCESS
Parking Location: Allowed side/rear yard(not side street) – Provided: REAR ALLEY ACCESS
Tree Species/Spacing: LIVE OAK PERMITTED/SPACING MIN 30' Provided: 20' HOLD
Building Height Variation: N/A length of building is not 100' or more in length
Building Mass: 100' maximum Provided: 50' McCart Street
Transparency: Ground Story 20% min COMPLIANT
Official Plat: PROVIDED
Noise Contour: N/A
NAS/JRB/Alliance APZ: N/A
Gas Well Buffer: No
Minimum Parking: 6 SPACES
Building Entries: FACING MCCART
Building area: 5,101.4 SQ. FT.
Building Coverage 75% Max: Provided: 30%
Open Space: Minimum _N/A_% - Provided: N/A (Must be identified on Site Plan except for required front yards, no space or area less than 25 feet in either dimension shall be counted as open space.)
Density: Maximum 1 unit per 750 sqft. of lot area (3 units permitted)– Provided: 2 units
Ground Floor Area: Minimum is 800 sqft Provided: 1,868.25 sqft.
Height: Max. 3 Stories/35' (slab to top plate) – Provided: 34.5'

Setback Restrictions:

Front Setback: TBD - Provided: 15
Rear Setback/Common Lot Line/Alley: 10' MIN required - Provided: 63'
Side Yard/Side Street: 0' MIN required - Provided: 5' – 5'

Facade Design Requirements: Each new building facade oriented to a publicly accessible street or open space shall incorporate each of the following scaling elements. For building facades less than 50 feet in width, a minimum of two elements are required.

Expression of building structural elements, variations in wall plane and change of material:
N/A FOR BU-RA AND BU-IX

Differentiation between the 1st and 2nd level and upper levels: N/A

CONTINUED....

Enhanced Landscaping: N/A

Landscaping in Parking and Driveway areas:

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Bufferyard (when adjacent to a protected district): N/A ADJACENT TO "BU-RA" ZONED DISTRICT

Fencing: 6' wrought iron on side street only.

Building Orientation:

Per Section 4.710.5.a, Buildings located on public streets must face the street with the longest length of the building placed parallel/adjacent to the street.

Parking spaces required: 6

Parking spaces provided: 8

Parking calculation: 1 space per bedroom: 6 bedrooms

Minimum Parking: 6 spaces

Required parking spaces must be hard surface and dust free. On-street parking along the lot frontage may be applied toward the minimum parking requirements only when located fully out of the travel lanes as defined in the Master Thoroughfare Plan when there is parking on both sides of the street. On-street parking that is applied toward minimum parking requirements shall be counted towards the maximum parking limitations.

Additional Comments:

Garbage collection locations shall be shown on the site plan. Such locations shall be placed 20' from all property lines. Dumpsters shall be visually screened, except from the Access side, and shall not be placed within the required open space. Access shall not face upon adj. properties.

A parkway permit is required for all new construction projects for sidewalk(s) if not currently existing.

***** end ZONING PLANS EXAM COMMENTS

Reviewer: Diana Carter

Email: Diana.Carter@fortworthtexas.gov

Phone: (817) 713-8619

2 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

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- 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 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

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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' 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

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- 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