



Public Works Department



Discussion on Right-of-Way (ROW) Permits



DEVELOPMENT TASK FORCE
April 26, 2024



TOPICS

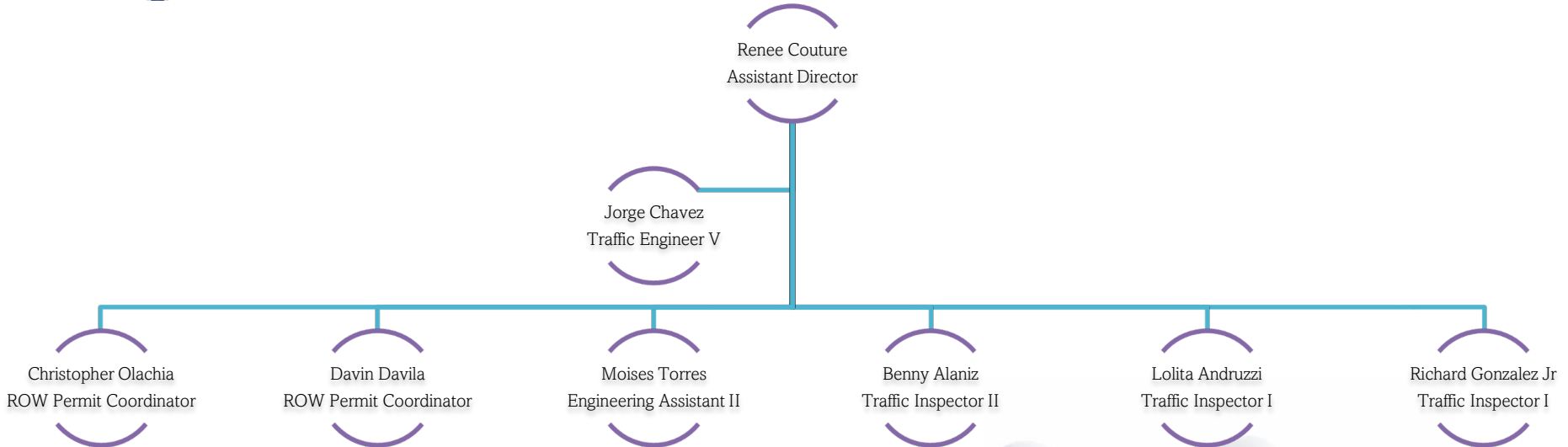


- ❖ ROW Management Team
- ❖ ROW Policy
- ❖ Permit/License Types
- ❖ Street Cut Policy Update





ROW MANAGEMENT



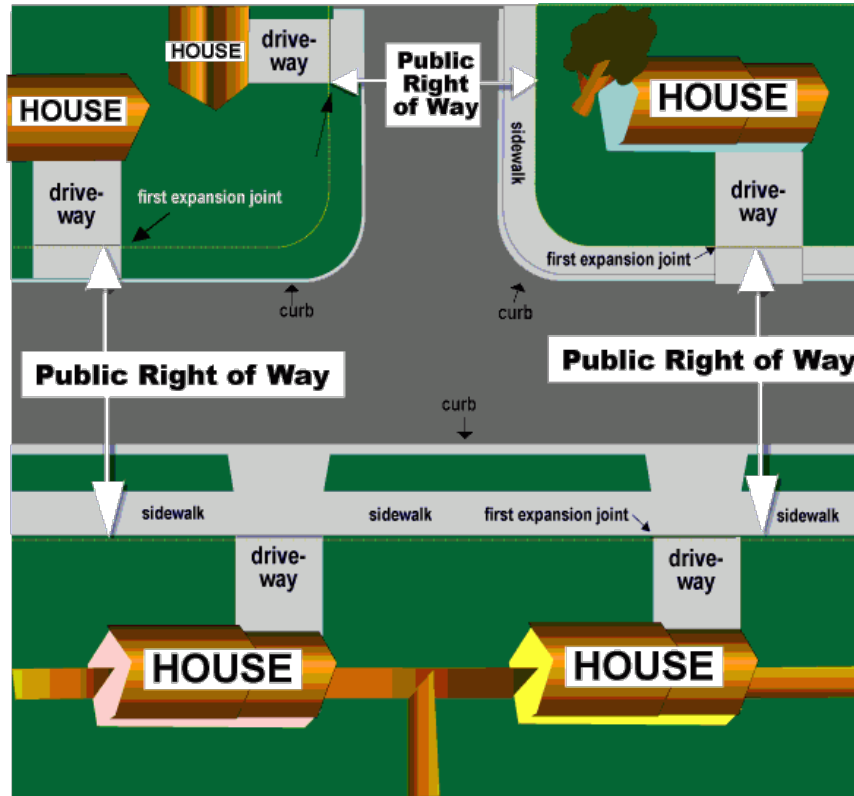
CORE FUNCTIONS

- Issue Permits & Licenses
- Traffic Control Planning, Review, & Inspection





ROW POLICY



ROW Management

- Responsible for managing and issuing permits for any construction or non-construction related activity, above or below ground, in City ROW
- ROW Limits are from back of sidewalk to back of sidewalk



ROW POLICY



- ❖ **Sec. 49-2. - Obstructions, closures or encroachments in city right-of-way.**
 - Prohibits obstruction, construction, encroachment, placement or permitting any object, infrastructure or facility within the right-of-way.
 - Public Works responsible for ROW management.

- ❖ **Sec. 49-3. - Procedures and standards for the closing or partial blocking of public streets, thoroughfares, sidewalks alleys, and city right-of-way.**
 - Compliance w/Texas Manual on Uniform Traffic Control Devices (TMUTCD) regardless of complete or partial closure or ROW.
 - Traffic Control Plan (TCP) developed by licensed PE, in Texas. Must be knowledgeable about TMUTCD principles.
 - Barricading services implemented by trained/certified individuals.

- ❖ **Sec. 49-57-1. - Fees**
 - \$45 Registration Fee
 - \$95 Application Fee
 - \$1500 Non-compliance/Violation Fee



1. See full list of fees in Section 49-57-1



PERMIT/LICENSE TYPES



TYPICAL DEVELOPMENT RELATED ROW ACTIVITIES:

- Street (Utility Excavation) Cuts
- Dumpster & PODS
- Façade Maintenance
- Pedestrian Walkway
- Fencing
- Mobile Crane/Bucket Truck/Tower Crane
- Encroachment Licenses
- Driveways (Sidewalk & Apron)

OTHER ROW ACTIVITIES:

- Aerial Fiber Install
- Utility Pole Install
- Public Art
- Monitor Wells
- Pipeline License Agreements
- Mobile Vending (Street ROW)
- Sidewalk Café
- Parklet/Pedlet
- Overhead Banner
- Oversized Loads
- Haul Routes
- Small Cells



CURRENT ROW PROCESS



1. Contact Right-of- Way Management Team
 - ROWManagement@cctexas.com
 - Jorge Chavez, P.E.
 - Christopher Olachia
 - Davin Davila
 - General (361.826.3547)
 - Submittal Requirements (Application, Fees, TCP, Construction Plans, Certificate of Insurance)
 - Pollution Liability Insurance Required for Excavation >36 inches
2. Submit Application (ROWManagement@cctexas.com)*
3. Review Period (14 - 30 Business Days)¹
4. Issuance Prep (Payment of Fees)²
5. Permit Issuance³
6. Inspection (ROW / Engineering Services)⁴

* ROW Portal Under Development

1. Complexity & size of project can have impact on review period
2. In-person @ City Hall 1st Floor – Central Cashiering
3. 30 Days unless otherwise specified in permit.
4. ROW reviews for compliance with permit terms, Traffic Control, Driveways, and Sidewalks.



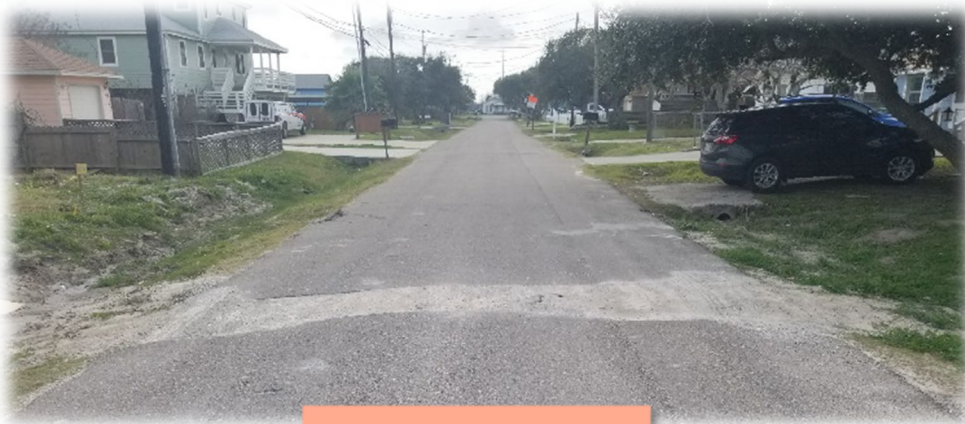
STREET CUT POLICY



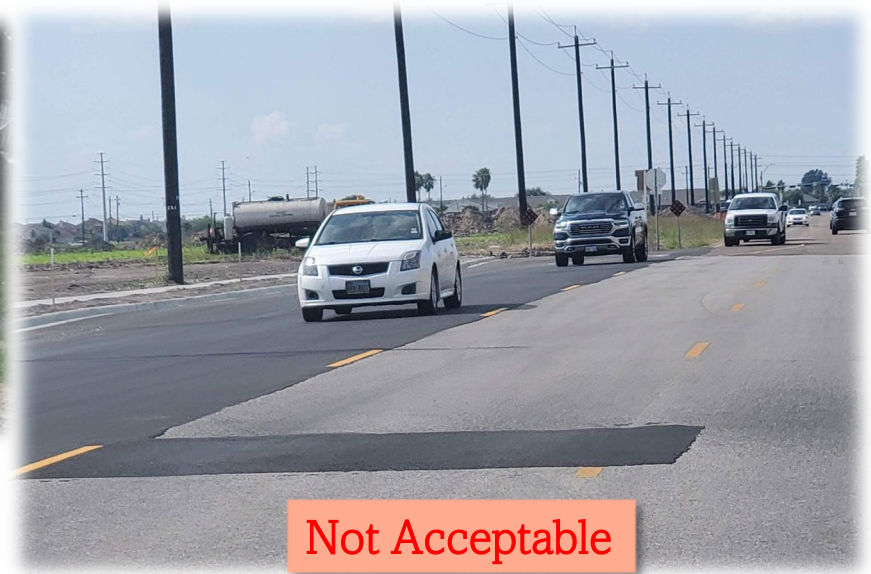
- ❖ Work Requirements (Sec. 49-47-1) Excavation in new or streets in good conditions (Street Cuts):
 - Asphalt Pavement - Excavation/Cut shall repair impacted trench and:
 - Any street (0-6 Years and PCI \geq 80) minimum restoration:
 - Width – up to curb to curb
 - Length - 25 FT beyond the edge of the excavation
 - Asphalt Thickness – match existing pavement
 - Any street (> 6 Years or PCI < 80) minimum restoration:
 - Width – full lane (depending on limits of excavation)
 - Length - 10 FT beyond the edge of the excavation
 - Asphalt Thickness – match existing pavement
 - Concrete streets
 - Full panel (depending on limits of excavation)
 - Work shall be guaranteed and warranted for two (2) years from date of completion (City can still pursue repairs if there were defects in work).
 - Placement of steel plate for temporary surface for excavation requires a permit.
 - Permit may be revoked/stopped where there is a threat to public health/safety.
 - Pollution Liability Insurance Required for Excavation >36 inches



STREET CUTS



Not Acceptable



Not Acceptable



STREET CUTS



Not Acceptable



Not Acceptable



STREET CUTS



Not Acceptable



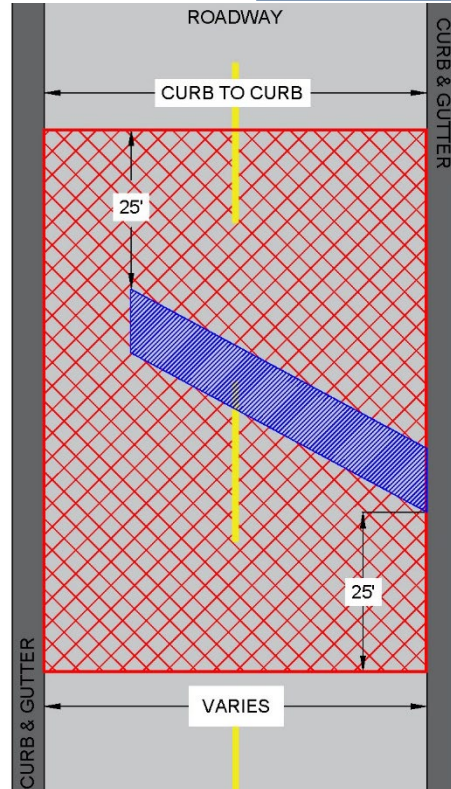
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PROPOSED POLICY



NEW STREET



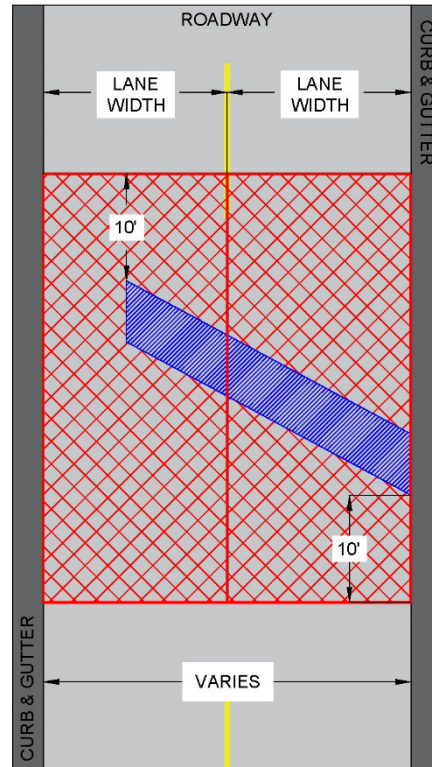
LEGEND

-  EXCAVATION LIMITS
-  PAVEMENT REPAIR LIMITS





PROPOSED POLICY

OLD STREET



LEGEND

-  EXCAVATION LIMITS
-  PAVEMENT REPAIR LIMITS

ROW MANAGEMENT WEBSITE

APPLICATIONS

FEES



PROCESS

CONTACTS

<https://www.cctexas.com/row>