

UTILITY CUT INSPECTIONS

— from start to finish —



GENERAL INFORMATION

The Utility Cut Program is responsible for inspection of three (3) types of Right-of-Way (ROW) projects:

1. Telecom and small cell
2. Excavation for repair of dry utilities *
3. Residential and commercial driveways, curb cuts, gutters and repair, installation, modification or demolition of existing sidewalk

Each type of project is inspected at critical milestones for compliance with development regulations, criteria manuals, City of Austin (COA) Standard Specifications, Standards Manual and permitted plans. These requirements improve public safety within the Right of Way (ROW), manage traffic, bike and pedestrian flows, and protect existing ROW infrastructure during construction.

Project reviews and inspections are coordinated with other departments that plan ROW improvements, maintain or repair streets, sidewalks and dry or wet utilities as applicable to the project.

For additional information about City of Austin (COA) requirements, click on the following links:

City of Austin Standards Manual: https://library.municode.com/tx/austin/codes/standards_manual

City of Austin Standard Specifications Manual: https://library.municode.com/tx/austin/codes/standard_specifications_manual

City of Austin Transportation Criteria Manual: https://library.municode.com/tx/austin/codes/transportation_criteria_manual

City of Austin Utility Criteria Manual: https://library.municode.com/tx/austin/codes/utilities_criteria_manual

Title 25 Land Development Code: https://library.municode.com/tx/austin/codes/land_development_code

*Wet utility inspections for permitted site or subdivision construction repairs or taps, are conducted by the Site and Subdivision Inspection Program.

1

ROW PERMITS, FEES, LICENCES, AND OTHER REQUIREMENTS

After a building or site plan permit is granted, the next step is to apply for a ROW permit and/or license issued by the Austin Transportation Department (ATD). If the project includes small cell, additional documents must be submitted to Austin Energy (AE).

Austin Transportation Department ROW Permits and Fees: For information about the type of ROW permit required for the project visit - <http://austintexas.gov/page/right-way-permits-development>. Associated fees can be paid on the AB+C portal @ <https://abc.austintexas.gov/>.

Contractor's License: Required for work in the ROW: For more information visit: https://austintexas.gov/sites/default/files/files/Transportation/Right_of_Way/License%20Requirements.pdf

Austin Energy Work Print Design for power: Must be obtained for small cell projects. Submit request to <https://app.smartsheet.com/b/form/0ad008f92d5c493cbde1c1d5648cf325>

Microtrench Waiver: A waiver from the Public Works, Office of the City Engineer is required for microtrenching. Email requests to PWDOCEReviewDL@austintexas.gov.

INSPECTION PROCESSES AND REQUIREMENTS

2

GENERAL CONSTRUCTION REQUIREMENTS FOR ALL UTILITY CUT INSPECTIONS PROGRAM

Below are general requirements that apply to Utility Cut projects.

Safety measures prior to excavation

- √ Always contact your Utility Cut Inspector prior to construction
- √ Post active permits at site
- √ Complete One Call utility locations within construction area
- √ Mark existing and proposed utilities and locate easements and property line
- √ Verify Construction workers have personal protective safety equipment appropriate for the type of construction
- √ Install traffic and pedestrian controls per permitted documents
- √ Place traffic flaggers in proper locations to effectively manage traffic and pedestrian flows

Protection of existing site features

- √ Install sedimentation controls and existing tree and landscaping protections per permitted plans
- √ Provide alternative accessible routes as required during construction
- √ File a Site Plan Correction if existing conditions are significantly different from permitted plan and field adjustments are required

Final Inspections Requirements

- √ Install sidewalk and driveway joints at proper locations per COA specifications and details
- √ Install final hot asphalt mix for roadway paving from an approved COA supplier per roadway type
- √ Provide paving surfaces that are smooth and seamless
- √ Broom finished sidewalks
- √ Restoration of final paving must be completed within 4 weeks after final backfill
- √ Complete final site grading, compaction and install 4 to 6 inches of clean topsoil in vegetated areas
- √ Restore vegetation to existing condition or better
- √ Ensure construction complies with the Americans with Disabilities Act, City Accessibility Standards /Detail and Texas Accessibility Standards (TAS). There should be no protrusions that would impede accessibility
- √ Complete mandatory Pothole Checklist showing horizontal and vertical locations

PROCESS AND REQUIREMENTS BY PROJECT TYPE

Click on the following links for specific process requirements by construction type:

[Telecom and small cell](#)

[Excavation for repair of dry utilities repairs](#)

[Residential and commercial driveways, sidewalks, curb cuts and gutters](#)

[Pothole Checklist](#)