

RIGHT OF WAY MANAGEMENT STANDARD NOTES FOR TRAFFIC CONTROL PLANS

1. Contractor shall have an approved right of way (ROW) permit and traffic control plan (TCP) in electronic or paper formats on site at all times when working in the ROW.
2. Contractor shall provide notification, as per the latest Mobility Guidelines (MG-04).
3. Unless otherwise approved by the ROW Division of Austin Transportation Department (ATD): a.) Only one phase of a TCP may be set at any one time, and b.) Initial setup and phase changes of long-term work zones shall be installed on weekends.
4. Once traffic control has been set, the authorized and competent representative from the project team/barricade company will complete and upload the “Contractor’s Self-Inspection Checklist” form. See form and detailed instructions here: <https://www.austintexas.gov/page/right-way-traffic-control>
5. For ROW violations, an investigation fee will be assessed for each offense until the violation is corrected. See current fee schedule here: https://www.austintexas.gov/sites/default/files/files/Transportation/Right_of_Way/Approved_ROW_Fees.pdf
6. Excavations shall be backfilled or plated when required to open to traffic. Temporary paving shall be done according to City of Austin (COA) Standard Detail 1100S-4 (for HMAC or PCC pavements). For excavations exceeding a transverse width of 5 feet, the contractor shall provide an engineered plating plan for review by the City.
7. Pedestrian routes in and around the work zone, including construction entrances, temporary walking paths, bypasses, covered walkways, and detours, must remain accessible and ADA compliant throughout the project.
8. All applicable safeguards shall be in place per Chapter 33 of the International Building Code, to include pedestrian protections per Section 3306.
9. “Construction Entrance Ahead” signs must be placed at all approaches to construction entrances, unless otherwise shown on the approved TCP.
10. Existing driveways shall not be closed except with advance notice to the affected businesses/residences and approval from the ROW Division of ATD.
11. All traffic control devices including protective barriers must be crashworthy and installed according to the manufacturer’s guidelines. Crashworthiness shall be determined per MASH testing requirements.
12. Overnight protection of work zones and storage of material/equipment shall be according to COA Standard Detail 804S-4.
13. The name of the barricade contractor shall be shown on the non-reflective surface of all traffic control devices in accordance with COA Standard Detail 804S-5.
14. The City’s traffic engineer or inspector may make or require field adjustments to address issues of safety and mobility.
15. If existing Capital Metro bus stops are within the temporary traffic control or detour area, the contractor shall contact Capital Metro (Laurie Michel at 512-621-5713 (Mobile)/ 512-369-7701 (Work), Laurie.Michel@capmetro.org), or ~service.impacts@capmetro.org, two (2) weeks prior to setting up the traffic control devices in order to coordinate potential bus-stop relocation or any other related issues.
16. If existing signalized intersections are within the temporary traffic control area, the contractor shall contact ATD – Signals Division at (512) 974-4075, one week prior to setting traffic control devices.
17. The right of way shall be returned to full use at the end of the approved work hours.
18. Contractors shall adhere to all ROW special event activity restrictions, as per the latest Mobility Guidelines (MG-08).
19. Projects that are routed through the DAPCZ process are required to coordinate with the Office of Special Events (512-9741000 or TransportationSpecialEvents@austintexas.gov), in conjunction with the ROW Division of ATD. Visit City Stage for scheduled events for all of Austin.
20. Pursuant to City Code 9-2-3, ROW work must not make noise audible to an adjacent business or residence between 10:30pm and 7:00am or operate a machine that separates, gathers, grades, loads, or unloads sand, rock, or gravel within 600 feet of a residence, church, hospital, hotel, or motel between 7:00pm and 6:00am, except for installation of concrete authorized by a separate non-peak hour concrete pour permit issued under City Code section 9-2-21.