



# Subdivision Construction Plan Completeness Check Review Guidelines

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For submittal and fee information, see [austintexas.gov/digitaldevelopment](http://austintexas.gov/digitaldevelopment)

## Water Quality and Drainage Engineering Review

- Engineer's signature, seal, and date without qualifiers on front page of bound documents containing engineering work.
- Engineer's project summary letter signed, sealed, and dated including, but not limited to, a discussion of compliance with 2-year peak flow control and water quality requirements.
- Provision for flood control compliance or RSMP application package.
  - If interested in RSMP participation, a feasibility meeting must be held prior to completing the application. Provide proof of feasibility meeting at completeness check. A complete RSMP application package (application form and all applicable attachments) must be provided at formal development application submittal in accordance with the outcome of the feasibility meeting. Visit [www.austintexas.gov/RSMP](http://www.austintexas.gov/RSMP) for more information on program participation and requirements.
  - If previous RSMP agreement has been made, application for the current development is still necessary. Provide the RSMP case number and associated site plan or subdivision number along with any supporting documentation, including but not limited to:
    - Signed formal RSMP agreement
    - Payment receipt
    - Signed conditional approval or approval letter
    - Drawings or exhibits showing location and extents of previous case in relation to current site plan.
  - If RSMP participation is approved, control of the 2-year flow is still required.
- Standard details from application packet.
- Floodplain delineations and drainage easements (or right-of-way) for fully developed condition flows, including defined channels on or near the proposed site.
- All drainage calculations must be utilizing the latest Atlas-14 rainfall intensity values, effective January 13, 2020.
- Existing and proposed drainage area maps to include:
  - A common point of analysis delineated for existing and proposed drainage area maps, with the point of analysis clearly defined on the plans
  - Separate drainage areas for offsite flows conveyed through the site
  - A summary table comparing existing and proposed conditions, to include any information used to determine the peak flows for all drainage areas
  - Calculations for time of concentration, runoff coefficient, and curve numbers used
  - Existing and proposed contours with contour labels and flow arrows
- Drainage /2-year peak flow control/water quality study with hydrologic & hydraulic data for associated infrastructure.
- Detailed drainage/2-year peak flow control/ water quality plan and physical data (existing and proposed) for associated infrastructure.

- Access, operation and maintenance easements for flood, 2-year peak flow control and water quality controls.
- Drainage layout map with drainage system layout.
- Drainage profiles for public storm infrastructure with supporting data to include:
  - Flow rate within the pipe
  - Velocity within the pipe
  - Diameter/material of the pipe
  - HGL
- Detention pond(s) and standard details to include:
  - Cross-section of proposed ponds showing the 2, 10, 25, and 100-year water surface elevations with all pertinent elevations and flowlines
  - Detail of the pond outlet structure with calculations
  - Stage-storage discharge table
- If the applicant is proposing to use an existing pond, please provide all pertinent permitted plan sheets for the existing pond.
- Water Quality pond(s) and standard details to include:
  - Applicable ECM R-Table for water quality control measures provided
  - Cross-section of proposed ponds showing the water quality surface elevation with all pertinent elevations and flowlines
  - Detail of the pond splitter box
- Appendix T if requesting Payment-in-Lieu of water quality controls. Payment-in-Lieu will be evaluated at formal review.

## **FEMA Floodplain Review**

- FEMA floodplain delineations and drainage easements (or ROW) for FEMA flows per preliminary plan or drainage study for final plats w/o preliminary plan

## **Environmental Review**

- Identify variances - 25-8-41, 42, 43
- Erosion sedimentation control plan – 25-8-181
- Tree protection plan – 25-8-604
- Tree Survey for trees over 8" - 25-8-604
- Slope map (except in urban watersheds) – 25-8-301
- Grading plan – 25-8-181
- Appendix Q1/Q2 – 25-8-62, 63
- Critical Environmental Features identified – 25-8-281
- All trenching in the Recharge Zone that is greater than (5') five feet deep requires inspection by a geologist, per the Void and Water Flow Mitigation Rule
- Environmental Resource Inventory (if required by code) – 25-8-121  
Add the ERI if any of the following conditions exist:
  - Over the recharge zone
  - Over the contributing zone
  - With a gradient of more than 15%
  - In a floodplain
  - In a CWQZ
  - In a WQTZ

*Please provide an ERI that meets the criteria described in LDC 25-8-121 to 125 and ECM 1.3.0*

- Engineer's report - Application
- Plat notes – ECM Appendix P
- CWQZ/WQTZ and 100 year floodplains delineated – 25-8-92, 93
- Watershed status and standard notes - Application
- Restrictive covenants – Application
- Storm Water Pollution Prevention Plan (if over 1 acre LOC and if infrastructure is proposed) – ECM 1.4.0

## **Austin Water Utility General Requirements**

- Add a copy of the W/WW Service Extension Request to the cover sheet. A completed and signed SER is not necessary for completeness check. However, an application should have been submitted.
- Pressure Zone and Service Extension Number are required on cover sheet.
- A general location map (Showing Grid number & Mapsco Page number)
- Standard and updated Austin Water Utility construction notes. (See attachment at end of this document)
- Size, pipe material and location of main with respect to the easements and rights-of way.
- Location, size and material of all existing water and wastewater mains, lines and services.
- Indicate wastewater flow direction on all plan views for both existing and proposed wastewater mains.
- Location, size and description of other utilities where they may conflict with water or wastewater mains or other service lines.
- If new force mains or lift stations are part of the plans, an additional set of the plans and an engineer's report, in accordance to chapter 217 of the TCEQ rules, shall be submitted to 625 E. 10th St., Suite 400, Austin, TX. Review by the Facility Engineering Division will be concurrent to the Pipeline Engineering review.

## **Austin Water System Checklist**

All plan view drawings shall include all applicable items listed in the General Requirements above plus the following items:

- Stations of all proposed connections to existing or proposed water mains. Provide water ID numbers and water intersection numbers at all water connection points.
- Calculated design pressure at highest and lowest lot served and provide fire flow demand in gpm per the International Fire Code (Show information on Cover Sheet).
- Retaining walls, including geo-grid, straps, tie-backs and all other components.

All profile views shall be provided for all water mains (identify and public or private); it shall show all applicable items listed in the General Requirements plus the following items:

- The existing ground profile and proposed street finish grade or subgrade.
- Station numbers and elevations of all utility crossings.
- Identify pipe size, percent grade and pipe material to be used including ASTM and/or AWWA designation. If an alternate material is to be allowed, both should be listed (example "D.I. Class 350 or 250 or DR14 C900 PVC").
- Station numbers and elevations for starting points, ending points, point of intersection, grade breaks, valves, fire hydrants, air release valves, pressure/flow regulating valves and at intermediate points every 100 feet.
- Retaining walls, including geo-grid, straps, tie-backs and all other components.

## **AWU Wastewater System Check List**

All plan view drawings shall include all applicable items listed in the General Requirements mentioned above plus the following items:

- Station numbers at all proposed connections to existing or proposed wastewater mains.
- Provide manhole ID numbers and profile numbers or City Job numbers at all wastewater connection points.
- The location, alignment and structural features of the wastewater main, including manholes and concrete retards, if applicable.
- Station numbers for beginning points, ending points, manholes, clean-outs and other appurtenances.
- Location of all existing and proposed wastewater services, mains and manholes.
- Retaining walls, including geo-grid, straps, tie-backs and all other components.

All profile view shall be provided for all wastewater mains (identify and public or private) and shall include all applicable items listed in the general requirements above plus the following items:

- The existing ground profile and proposed street finish grade or subgrade or finished grade if not under pavement.
- Station numbers and elevations of all utility crossings.
- Identify the pipe size, percent grade and pipe material to be used including ASTM and/or AWWA designation. If an alternate material is to be allowed, both should be listed (example "DI class 350 or SDR 26 PVC").
- Station numbers and elevations for starting points, ending points, manholes, clean-outs and at intermediate points every 100 feet.
- Elevations shall be indicated on the profile showing the finish floor elevations of all existing structures. If the structure has an active septic tank or other disposal system, the flow line elevation of the plumbing where it exits from the structure is to be indicated.
- If a lot or tract is vacant, side shots may be required from the middle of each lot to ensure gravity service is possible from the lot to the main.
- Design flows, minimum and maximum, and flow velocities at minimum and maximum dry weather flows.
- Retaining walls, including geo-grid, straps, tie-backs and all other components.
- Culverts, bridges and other drainage structures.

## **Austin Energy**

- Show standard Austin Energy notes (See attachment at the end of this document)
- Show existing electric facilities

## Right-of-Way Management

- Required TCP Details: Appropriate 804s series
- Lane Closures and Flagging
- Sidewalk affected
- Devices
  - Cones
  - Barricades
  - Signs
- Work area protection
  - Temporary Paving (1100s4 series)
  - Steel Plates (or backfill each day)
  - Fencing
  - Material and Equipment Storage
- Covered Walkways for all overhead activities
- Stabilized Const. Entrance
- Detours
- General Notes

\*If an engineered Traffic Control Plan (T.C.P.) is not provided, work specific details must be called out in the plan view.

- Other Considerations (FYI'S):
  - AULCC clearance for all utility extensions over 300' outside DAPCZ and over 25' in DAPCZ
  - Parking
    - Utilizing public parking (metered spaces)
  - Restoration
    - Asphalt/Pavement (1100s series details)
    - Sidewalk (sidewalk repair details)
    - Driveways ( appropriate 400s series)
    - Curb Repair (appropriate 400s series)
    - Pipe installation and Trench Repair
    - Pavement Marking
    - If pavement striping or traffic control signs are proposed, a Pavement Striping and Signs Plan is required.
- Show standard Right of Way Management notes (See attachment at end of this document)

### Characteristics of Permanent Encroachments

Cannot be removed within 90 days. Includes examples such as:

- Structural Improvements
- Parking Garages
- Enclosed Balconies
- Tunnels
- Sky Bridges
- Sub-surface facilities

Extension of superstructure. Includes examples such as:

- Cantilevered balcony
- Cantilevered walkway cover
- Cantilevered enclosed space
- Basements

*\* does not include “Juliet Balconies”, which are bolted into the side of a building and can be removed. However, removal of these requires subsequent safety remediation.*

Removal of improvement conflicts with code or other regulatory requirement

- Handicap Ramps
- Stairs
- Fire Escapes (if the escape provides the only secondary means of egress)
- Building access features (if the removal of the feature would impair building access, or create a code or safety violation).
- Any improvement which prohibits future utility placement
- Private force mains
- Private utility conduits (perpendicular placement in ROW)

# AUSTIN WATER UTILITY GENERAL CONSTRUCTION NOTES

August 21, 2013

1. THE CITY STANDARD CONSTRUCTION SPECIFICATIONS CURRENT AT THE TIME OF BIDDING SHALL COVER MATERIAL AND METHODS USED TO DO THIS WORK.
2. CONTRACTOR MUST OBTAIN A STREET CUT PERMIT FROM WATERSHED PROTECTION AND DEVELOPMENT REVIEW DEPARTMENT, RIGHT OF WAY MANAGEMENT DIVISION BEFORE BEGINNING CONSTRUCTION WITHIN THE RIGHT-OF-WAY OF A PUBLIC STREET OR ALLEY.
3. AT LEAST 48 HOURS BEFORE BEGINNING ANY WATER AND WASTEWATER CONSTRUCTION IN PUBLIC R.O.W. OR PUBLIC EASEMENT, THE CONTRACTOR SHALL NOTIFY WATERSHED PROTECTION AND DEVELOPMENT REVIEW INSPECTION OR WATER AND WASTEWATER UTILITY TAPS INSPECTION AT THE NUMBER INDICATED ON THE PLANS BY THE AWU PLAN REVIEWER.
4. THE CONTRACTOR SHALL CONTACT THE AUSTIN AREA "ONE CALL" SYSTEM AT 1-800-344-8377 FOR EXISTING UTILITY LOCATIONS PRIOR TO ANY EXCAVATION IN ADVANCE OF CONSTRUCTION. THE CONTRACTOR SHALL VERIFY THE LOCATIONS OF ALL UTILITIES TO BE EXTENDED, TIED TO, OR ALTERED, OR SUBJECT TO DAMAGE/INCONVENIENCE BY THE CONSTRUCTION OPERATIONS. THE CITY OF AUSTIN WATER AND WASTEWATER MAINTENANCE RESPONSIBILITY ENDS AT R.O.W./EASEMENT LINES.
5. NO OTHER UTILITY SERVICE/APPURTENANCES SHALL BE PLACED NEAR THE PROPERTY LINE, OR OTHER ASSIGNED LOCATION DESIGNATED FOR WATER AND WASTEWATER UTILITY SERVICE THAT WOULD INTERFERE WITH THE WATER AND WASTEWATER SERVICES.
6. THE CITY SPECIFICATION ITEM 509S WILL BE REQUIRED AS A MINIMUM TRENCH SAFETY MEASURE.
7. ALL MATERIALS TESTS, INCLUDING SOIL DENSITY TESTS AND DETAILED SOIL ANALYSES, SHALL BE CONDUCTED BY AN INDEPENDENT LABORATORY AND FUNDED BY THE OWNER IN ACCORDANCE WITH CITY STANDARD SPECIFICATION ITEM 1804S.04.
8. PRESSURE TAPS SHALL BE IN ACCORDANCE WITH CITY STANDARD SPECIFICATION ITEM 510.3(24). THE CONTRACTOR SHALL PERFORM EXCAVATION ETC., AND SHALL FURNISH, INSTALL AND AIR TEST THE SLEEVE AND VALVE. WHEN CONTRACTORS MAKE THE TAP A CITY INSPECTOR MUST BE PRESENT AND 2 WORKING DAYS (MIN.) NOTICE MUST BE GIVEN. "SIZE ON SIZE" TAPS WILL NOT BE PERMITTED, UNLESS, IT HAS BEEN DEMONSTRATED THAT A MORE ACCEPTABLE CONNECTION WOULD INVOLVE CONSIDERABLE HARDSHIP TO THE UTILITY SYSTEM. ALL TAPS SHALL BE MADE BY USE OF AN APPROVED FULL CIRCLE-GASKETED CAST IRON OR DUCTILE IRON TAPPING SLEEVE. CONCRETE BLOCKING SHALL BE PLACED UNDER ALL TAP SLEEVES PRIOR TO MAKING THE PRESSURE TAP AND THE USE OF PRECAST BLOCKS MAY BE USED TO HOLD THE TAP IN ITS CORRECT POSITION PRIOR TO BLOCKING. THE BLOCKING BEHIND AND UNDER THE TAP SHALL HAVE A MINIMUM OF 24 HOURS CURING TIME BEFORE THE VALVE CAN BE RE-OPENED FOR SERVICE FROM THAT TAP.
9. THRUST RESTRAINT SHALL BE IN ACCORDANCE WITH CITY STANDARD SPECIFICATION ITEM 510.3 (22).
10. ALL BRANCH CONNECTIONS SHALL HAVE THE VALVE BOLTED TO THE MAIN BY METHODS OF FLANGE OR SWIVEL TEES. FOSTER ADAPTORS MAY BE USED IN LIEU OF FLANGE OR SWIVEL TEES WHEN CALLED OUT ON THE PLANS BY THE DESIGN ENGINEER.
11. A). FIRE HYDRANTS SHALL BE SET IN ACCORDANCE WITH CITY STANDARD SPECIFICATION ITEM 511S.4 B). FIRE HYDRANTS SHALL BE PAINTED FLYNT ALUMINUM OR EQUAL.
12. WATER LINE TESTING AND STERILIZATION SHALL BE PERFORMED IN ACCORDANCE WITH CITY STANDARD SPECIFICATION ITEMS 510.3 (27)-(29). FORCE MAIN PRESSURE TESTING SHALL BE CONDUCTED AND FALL UNDER THE SPECIFICATIONS AS WATER LINES (PRESSURE PIPE) OR AT THE PRESSURES SHOWN ON THE APPROVED PLANS.
13. ALL MATERIAL USED ON THIS PROJECT MUST BE LISTED ON THE STANDARD PRODUCTS LISTING. ANY MATERIAL NOT LISTED HAS TO GO THROUGH THE REVIEW OF THE STANDARDS COMMITTEE FOR REVIEW AND APPROVAL PRIOR TO START OF PROJECT. TESTING AND EVALUATION OF PRODUCTS ARE REQUIRED BEFORE APPROVAL WILL BE GIVEN ANY CONSIDERATION.

14. WHEN WATER SERVICES ARE DAMAGED AND THE SERVICE MATERIAL IS PE, THE LINE SHALL BE REPAIRED ONLY BY HEAT FUSION WELD OR REPLACED THE FULL LENGTH WITH TYPE K COPPER MATERIAL. ANY TIME PB IS DAMAGED OR TAMPERED WITH IN ANY WAY, THE SERVICE LINE SHALL BE REPLACED FULL LENGTH WITH TYPE K COPPER MATERIAL. NOTE: FULL LENGTH IS FROM CORPORATION STOP TO METER.

15. WHEN AN EXISTING WATERLINE SHUT OUT IS NECESSARY AND POSSIBLE, THE CONTRACTOR SHALL NOTIFY THE CONSTRUCTION INSPECTOR WHO WILL THEN NOTIFY THE AUSTIN WATER UTILITY DISPATCH AND THE AFFECTED CUSTOMERS A MINIMUM OF SEVENTY-TWO (72) HOURS IN ADVANCE.

16. THE CONTRACTOR SHALL NOTIFY THE CONSTRUCTION INSPECTOR SO THAT HE CAN NOTIFY THE AUSTIN WATER UTILITY AT 972--0000 AT A MINIMUM OF 72 HOURS PRIOR TO RELOCATING ANY DOMESTIC OR FIRE DEMAND WATER METERS. THE CONTRACTOR SHALL CAREFULLY REMOVE ALL METERS AND METERS BOXES THAT ARE INDICATED TO BE RELOCATED OR SALVAGED. THE CONTRACTOR SHALL INSTALL THE REMOVED METER OR CITY PROVIDED METER AT THE NEW LOCATION INDICATED ON THE CONTSTRUCTION PLANS.

17. ALL MANHOLES IN UNPAVED AREAS PROVIDING DIRECT ACCESS TO A WASTEWATER LINE SHALL BE WATERTIGHT AND BEAR THE WORDING AND INSIGNIA FOR THE CITY OF AUSTIN.

18. THE CONTRACTOR SHALL VERIFY ALL VERTICAL AND HORIZONTAL LOCATIONS OF EXISTING UTILITIES PRIOR TO STARTING ONSITE UTILITY WORK.

19. ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. APPROVAL OF THESE PLANS BY THE CITY OF AUSTIN DOES NOT REMOVE THESE RESPONSIBILITIES.

20. REVIEW BY THE AUSTIN WATER UTILITY APPLIES ONLY TO FACILITIES WITHIN PUBLIC STREETS OR PUBLIC UTILITY EASEMENTS. ALL OTHER WATER AND WASTEWATER FACILITIES INSIDE PRIVATE PROPERTY ARE UNDER THE JURISDICTION OF BUILDING INSPECTION.

21. ALL WATER AND WASTEWATER MAINS SHALL BE INSTALLED IN ACCORDANCE WITH THE SEPARATION DISTANCES INDICATED IN CHAPTER 290 – *DRINKING WATER STANDARDS*, AND CHAPTER 217 – *DESIGN CRITERIA FOR SEWAERAGE SYSTEMS*, OF TCEQ RULES.

22. CONTRACTOR'S PERSONNEL THAT PERFORM BUTT FUSION AND ELECTROFUSION ON OR TO HDPE PIPE AND FITTINGS MUST HAVE CURRENT QUALIFICATION TRAINING CERTIFICATE ISSUED BY MCELROY OR COMPARABLE TRAINING PROGRAM.

23. SHOP DRAWINGS SHALL BE SUBMITTED FOR AWU APPROVAL FOR LARGE DIAMETER PRE-CAST MANHOLES, JUNCTION BOXES, WET WELLS, AND SIMILAR STRUCTURES. THE SHOP DRAWINGS SHALL INCLUDE FLOWLINE ELEVATIONS OF ALL INCOMING AND OUTGOING PIPES, ELEVATION OF TRANSITION FROM LARGE DIAMETER SECTIONS TO 48" ID SECTION, TOP OF MANHOLE ELEVATION, SURROUNDING GROUND ELEVATION, AS WELL AS SPECIAL CONSTRUCTION CONSIDERATIONS THAT ARE SPECIFIED IN THE CONTRACT DRAWINGS.

24. VALVE STEM EXTENSIONS SHALL CONSIST OF A SINGLE PIECE OF IRON ROD OF THE REQUIRED LENGTH WITH A SOCKET ON ONE END AND NUT ON THE OTHER.

25. ASBESTOS CONCRETE PIPE (AC PIPE) HAS BEEN INSTALLED IN THE PAST AS PART OF AUSTIN WATER UTILITY'S WATER DISTRIBUTION AND WASTEWATER COLLECTION SYSTEMS. AUSTIN WATER UTILITY'S INFRASTRUCTURE INCLUDES AC PIPE THAT IS CURRENTLY IN SERVICE AS WELL AS AC PIPE THAT HAS BEEN ABANDONED AND IS NO LONGER IN SERVICE. RECORD INFORMATION MAY NOT BE COMPLETE IN YOUR PROJECT AREA. CONTRACTORS AND SUBCONTRACTORS MUST BE ALERT TO THE PRESENCE AC PIPE AND BE KNOWLEDGABLE OF HOW TO IDENTIFY IT. DISTURBANCE, REMOVAL OR CUTTING OF ASBESTOS CONTAINING PIPE IS TO BE CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF TEXAS ADMINISTRATIVE CODE 25, SECTION 15, ARTICLE 4477-3A AND 29 CFR 1926.1101. REFERENCE STANDARD SPECIFICATION SECTION 01901. CONTACT THE CITY OF AUSTIN ASBESTOS MANAGER AT 512-974-7154 THIRTY (30) DAYS PRIOR TO THE PLANNED DISTURBANCE OF THE AC PIPE. ONLY LICENSED PERSONNEL ARE PERMITTED TO DISTURB, REMOVE, TRANSPORT AND DISPOSE OF AC PIPE.



## AUSTIN ENERGY STANDARD NOTES

- EL. ADD THE FOLLOWING NOTE:
- Austin Energy has the right to prune and/or remove trees, shrubbery and other obstructions to the extent necessary to keep the easements clear. Austin Energy will perform all tree work in compliance with Chapter 25-8, Subchapter B of the City of Austin Land Development Code.
- EL. ADD THE FOLLOWING NOTE:
- The owner/developer of this subdivision/lot shall provide Austin Energy with any easement and/or access required, in addition to those indicated, for the installation and ongoing maintenance of overhead and underground electric facilities. These easements and/or access are required to provide electric service to the building and will not be located so as to cause the site to be out of compliance with Chapter 25-8 of the City of Austin Land Development Code.
- EL. ADD THE FOLLOWING NOTE:
- The owner shall be responsible for installation of temporary erosion control, revegetation and tree protection. In addition, the owner shall be responsible for any initial tree pruning and tree removal that is within ten feet of the center line of the proposed overhead electrical facilities designed to provide electric service to this project. The owner shall include Austin Energy's work within the limits of construction for this project.
- EL. ADD THE FOLLOWING NOTE:
- The owner of the property is responsible for maintaining clearances required by the National Electric Safety Code, Occupational Safety and Health Administration (OSHA) regulations, City of Austin rules and regulations and Texas state laws pertaining to clearances when working in close proximity to overhead power lines and equipment. Austin Energy will not render electric service unless required clearances are maintained. All costs incurred because of failure to comply with the required clearances will be charged to the owner.

# RIGHT OF WAY MANAGEMENT STANDARD NOTES

1. For Right of Way violations including but not limited to working without a permit or an expired permit within the City of Austin ROW an investigation fee will be assessed for each offense until the violation is corrected. Following is the investigation fee schedule for violations of public safety:
  - a. No or Expired Permit - Equal to the cost of the permit
  - b. Violation of permit conditions, restriction limits, times and locations on ROW Permit - \$250
  - c. Improper Advance Warning Sign - \$250
  - d. Improper Use of Device - \$250
  - e. Failure to Correct Deficiency - \$250
  - f. Restricting Traffic During Peak Hours - Equal to the cost of the permit
  - g. Multiple Violations - Up to a 4 day Suspension of work
2. Contractors and their subcontractors must be licensed by the City of Austin for conducting work within the Right Of Way.
3. Contractor must obtain Right Of Way excavation permits from Right of Way Management Division, for each street prior to commencement of work. Please call (512) 974-1150 for additional information regarding permitting process and the most current right of way permitting fee schedule.
4. For work at signalized intersections Contractor must dial 311 or (512) 974-2000 to initiate a Citizens Service Request (CSR) for the Traffic Signals Group; to coordinate and gain approval a minimum of 1 week prior to change of project location or phase.
5. Contractor shall have an approved Right of Way permit on site at all times when working in the ROW.
6. Contractor must dial 311 or (512) 974-2000 to initiate a Citizens Service Request (CSR) for Right of Way Management a minimum of 1 week prior to start of work.
7. Contractor must provide training certification of competent person that will be responsible for the traffic control placement, to Right of Way Inspector, prior to start of work.
8. Storage of Equipment and/or Material within the ROW.
  - a. Storage of equipment in the ROW is permissible only within the current limits of long-term or intermediate-term closures and shall be limited to the equipment required for the current work activity. This equipment shall be protected behind barricades.
  - b. Storage of material in the ROW is permissible only within the current limits of long-term or intermediate-term closures and shall be limited to no more than the material required for three days of production. This material shall be protected behind water-filled barrier.
  - c. Equipment or material stored in the ROW shall not create a visual barrier to traffic.
9. No more than one work zone location may be set at one time.
10. Peak Hours for arterial and collector streets are 6am to 9am and 4pm to 6 pm, Monday through Friday. No disruption or reduction of active roadway or pedestrian route capacity shall occur during these times, unless allowed by traffic control plan.
11. Excavations shall be backfilled or plated when required to open impacted traffic lanes. For excavations exceeding a transverse width of 6 feet, the Contractor shall provide an engineered plating plan to the Owner's Representative for review by Right of Way Management Division.
12. Existing sidewalks and beaten paths shall be maintained as ADA compliant throughout the project duration with the exception of final flatwork and utility tie-ins. Any work overhead within 25 feet of existing pedestrian pathways will require pedestrian covered walkways. Sidewalk closures for major sidewalk improvements have a 14-day maximum period and shall be completed in phases as to not close more than one block at a time.
13. "Road Work Ahead" and "Construction Entrance Ahead" signs must be placed at all approaches to Stabilized Construction Entrance. See the City of Austin standard details for sign spacing.
14. Driveways shall not be closed for more than 3 consecutive calendar days
15. ADA compliance shall be maintained through Stabilized Construction Entrance.
16. Barrier shall be placed within guidelines set forth by the TMUTCD crash testing requirements (NCHRP Report 350) for that particular barrier used. Any modifications to that testing application shall be approved by the Engineer of Record.
17. For overnight protection of work zones within the ROW, refer to City of Austin Standard 804S-4 Series Details.
18. All temporary paving shall conform to City of Austin Standard Detail 1100S-4.
19. Initial and phase change traffic control changes shall be installed on the weekends.
20. The name and telephone number of the Contractor or Supplier shall be shown on the non-reflective surface of all channelizing devices in accordance with the City of Austin Standard 800 Series Details.

DISCLAIMER: Due to the variety of applications and regulations being addressed during the completeness check review process, additional information may be required depending on the specifics of each application.