



RIGHT OF WAY DEFINITIONS

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A

Aerial Fiber Install: Placement of overhead lines at or between utility poles; above ground installation requires Temporary Use of Right of Way Permits

Art in Public Places: [City program](#) run through the Economic Development Department that sponsors and/or supports art installations in the ROW; these installations require Temporary Use of Right of Way Permits

Austin 3-1-1: 24 hour support for reaching City services; support available via phone (**3-1-1 or 512-974-2000**), [online](#), or [mobile app](#)

Austin Resource Recovery (ARR): [City Department](#) that provides collection of trash, recycling, composting and yard trimmings, as well as other services

Austin Transportation Department (ATD): [City Department](#) that provides a roadway, bikeway, walkway and transit system for our community

Austin Utility Location and Coordination Committee's (AULCC): [City program](#) run through Austin Transportation Department that aids in identifying and resolving any potential utility conflicts *before* construction begins. They coordinate ROW utility activities through construction phasing, sharing work zones, and identifying opportunities for joint trenching.

Authorized Agent Form: [A form](#), completed by a person within a company who has signing authority, which allows individuals within or outside of a company to acquire permits on its behalf or submit permit requests

B

Barricading Summary Table: A chart on an engineered traffic control plan which includes street name, street classification/protection, street from/to, planned improvements, specific dates, traffic control details/plan sheet, allowed barricading times, duration, comments for streets and/or intersections

Bond (Surety): A legally binding contract entered by three parties—the principal (**contractor**), the obligee (**City of Austin**), and the surety (**company providing bond**). The City of Austin requires the principal to obtain a surety bond as a guarantee against possible damage to City infrastructure and future work performance.

Bucket Truck: A vehicle equipped with an extendable, hydraulic boom carrying a large bucket for raising workers to elevated, inaccessible areas; Temporary Use of Right of Way Permits allow for placement and maneuvering of this machinery

Bull Rock: Is a temporary stone-stabilized pad located at the point where construction vehicles enter and exit a site (**either on private or public property**). It provides a stable entrance and exit from a construction site and keeps mud and sediment off public roads.

C

C8: An approved plan set for a new subdivision



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Capital Improvement Project (CIP): These projects include a variety of work undertaken on behalf of the City as part of the [City of Austin's Capital Improvement Program](#); above ground installation requires Temporary Use of Right of Way Permits; underground installation requires Excavation Permits

- You must provide a correct CIP project number and Project Manager name
- CIPs are charged a barricade inspection fee of \$1500 per street
- Investigation Work, Dumpsters, and/or Construction Entrances only get charged an application fee
- IDIQs, which are CIPs, do not get charged any fees

Capitol Complex Area: [An area](#) surrounding the State Capitol Building. This area roughly falls within MLK (N), 10th (S), Trinity (E), and Lavaca (W) and the Texas Facilities Commission (TFC) and the Texas State Preservation Board (TSPB) manage it.

Chilled Water: An industrial cooling system for water services (**ex. part of a building HVAC system for local temperature adjustment**); underground work requires Excavation Permits, unless using an existing access opening (**ex. handhole**) which requires Temporary Use of Right of Way Permits

Commercial Site Development: Commercial/multi-family new construction, remodels, and change of uses. Work is associated with a Consolidated Site Plan, Non-Consolidated Site Plan, Site Plan Exemption, C8/New Subdivision, General Permit, Small Project Exemption, or a Commercial Building Permit.

Commercial Site Plan Review: [Review and approval of commercial/multi-family plans](#)

Consolidated Site Plan ("C" Plans): Plans which address construction elements and land use elements in a single submittal

- **The Construction Element:** Includes detailed information on the construction aspects of the site design (**such as grading, detention, filtration, erosion/sedimentation controls, landscaping, and tree protection**) and demonstrates compliance with drainage, water quality, and environmental regulations
- **The Land Use Element:** Includes information on the land use, site design, and layout (**such as building height, setbacks, density, and parking**) and demonstrates compliance with zoning, site development, and transportation

Construction Entrance: The point where construction vehicles enter and exit a site; an existing driveway requires Temporary Use of Right of Way Permits; bull rock requires Excavation Permits

Corridor Mobility Program: [City program](#) that oversees the development, design, and construction of improvements along key Austin corridors. Corridors are primary roadways that affect the overall transportation network.

- **Corridor Program Office:** Designs and improves corridors

Cost and Quantities: A calculation of wet utility and infrastructure inspection fees to be paid to the Site and Subdivisions Division of the Development Services Department; applicants must pay prior to receiving a Right of Way permit

Crane/Tower Crane: A type of device or machinery used to lift or move various items; placement or installation requires Temporary Use of Right of Way Permits

Curb & Gutter: A concrete edging of a street, interspersed with drainage cuts; installing, modifying, repairing, or demoing these structures requires Driveway/Sidewalk Permits; underground work requires Excavation Permits



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D

Deliveries/Hauling: Moving construction materials to or from your site, per a set schedule. This work requires Temporary Use of Right of Way Permits.

Development Services Department (DSD): [City Department](#) that oversees the building, demolishing, remodeling, or general constructing of sites to ensure compliance with applicable City and building codes

- **Building Plan Review:** Reviews residential and commercial building plans for code and regulation compliance
- **Community Trees:** Reviews tree-related impacts and issues tree permits
- **Development Assistance Center (DAC):** Provides development consulting services and business-related permitting services
- **Inspections:** Examine all construction-related activities
- **Service Center:** Issues building and trade permits after a plan review approval and registers contractors

Downtown Austin Project Coordination Zone (DAPCZ): [This zone](#) falls within MLK (**N**), Oltorf (**S**), Chicon (**E**), and Mopac (**W**), which includes the downtown area

- **DAPCZ Meeting:** A monthly gathering run by ATD attended by representatives from private projects, franchised utilities, and City projects. It helps identify and resolve potential conflicts *before* construction begins through construction phasing, sharing work zones, and identifying opportunities for joint trenching. The following types of projects require a representative to attend DAPCZ meetings:
 - All EX work 25 ft or greater
 - Work lasting 31+ days in the DAPCZ
 - Any work associated with a long-term project

Documentation in Lieu of: Forms accepted instead of a Resolution of Authority. These include Articles of Incorporation, Assumed Name Certificates (**DBA**), or Certificates of Formation.

Driveway: A point for vehicles to enter and exit a site; Driveway/Sidewalk Permits cover the approach, or apron, portion from the street to the joint/property line

Driveway/Sidewalk (DS) Permit: Required for the removal, repair, modification, and installation of sidewalks, driveway approaches, walkways, and curbs/gutters

Dry Utilities: All utilities of, or relating to, electrical, gas, cable, telephony, or telecommunications lines; above ground installation requires Temporary Use of Right of Way Permits; underground work requires Excavation Permits unless using an existing access opening (**ex. handhole**)

Duct Bank: Groups of conduits that protect and consolidate cabling; accessing or installing without cuts require Temporary Use of Right of Way Permits; underground work requires Excavation Permits unless using an existing access opening (**ex. handhole**)

Dumpster: Container where materials are discarded; measures should be taken to store these on private property. When site limitations force these onto the ROW, the container must be placed in a parking space. Requires a Temporary Use of Right of Way Permit.



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E

Easement: The right to use and/or enter onto the property of another without owning it; Right of Way Permits are not required for work that impacts easements only

Electrical Utilities: All utilities of, or relating to, electricity; including lines and components such as handholes, pull boxes, conduit, and manholes; aboveground work requires Temporary Use of Right of Way Permits; underground work requires Excavation Permits unless using an existing access opening (**ex. handhole**)

Emergency Work: An operation or repair necessary to prevent imminent damage or injury to a person or the public

Environmental Inspections: [City Division](#) that performs inspections on permitted site plans for temporary and permanent erosion controls, stormwater controls, critical environmental features, protection of trees and natural areas, landscape installation, and compliance with site plan requirements

Excavation: Removing or otherwise disturbing soil or pavement in the ROW

Excavation Permit: Required to remove or otherwise disturb soil or pavement in the ROW; final restoration must occur to close out permit

Extra-Territorial Jurisdiction (ETJ): Unincorporated land within five miles of Austin's boundary that is not within the city limits

F

Façade Maintenance: Repairs to the outside of a structure; Temporary Use of Right of Way Permits allow for closures to place related equipment such as scaffolding, lifts, and canopies

Fencing: A barrier placed around the perimeter of a site; above ground supports require Temporary Use of Right of Way Permits; underground supports require Excavation Permits

Final Restoration: The process, performed on an existing excavation permit, to return infrastructure to City-approved standards; evaluation is performed by the Development Services Department or Public Works Department

Franchised Utility: A utility provider who is contracted at a federal, state, and/or local level to deliver its services

G

Gas Utilities: All utilities of, or relating to, gas; including lines and components such as valves

General Permit: A permit issued by the Development Services Department that grants City approval to utility projects to execute a specific plan, when limits of construction are over 3,000 square feet

- **Small Project Exemption:** Exemption issued by the Development Services Department that grants City approval to utility projects to execute a specific plan, when limits of construction are under 3,000 square feet



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I

Indefinite Delivery/Indefinite Quantity (IDIQ): A type of contract providing an unknown quantity of supplies or service over an undetermined length of time

Infrastructure Work: This work includes public and private physical improvements such as roads, bridges, tunnels, bolted benches, bolted trash cans, medians, MetroRail, and lane extension; requires Excavation Permits

Insurance (General Liability): Provides the insured party (**contractor**) with protection against claims resulting from injuries and damage to people or property

- **Certificate of Insurance (COI):** a document that summarizes insurance coverages

International Building Code (IBC): A model building code developed by the International Code Council (**ICC**); adopted for use as a base standard by most jurisdictions in the United States

L

Landscaping: The process of modifying an area of land using plantings or other specialized horticulture work; if performed in the ROW an Excavation Permit is required, unless related to routine homeowner maintenance

Land Use Review: [City Division](#) that reviews and permits site plan and subdivision applications

License Agreement: Licenses the use of a portion of City ROW for private use

Long-Term Right of Way Use: ROW closures that last 31 days or more

M

Manhole: A covered opening in the ROW that allows a person to access a utility; Temporary Use of Right of Way Permits allow for closures to access the utilities

Mobile Crane: A hoist designed to travel to different parts of a job site; Temporary Use of Right of Way Permits allow for placement and maneuvering of this machinery

Moontowers: A lighting structure designed to illuminate areas of a town or city at night; above ground repairs require Temporary Use of Right of Way Permits; underground repairs require Excavation Permits

Municode (Municipal Code Corporation): The publisher of the City of Austin's code of ordinances, standards, and manuals

N

Non-Consolidated Site Plan ("D" Plans): Plans which address construction elements and land use elements in separate submittals; this is the plan used for projects in the [Extra-Territorial Jurisdiction \(ETJ\)](#)



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O

Office of Real Estate: [City Office](#) that acquires and leases property for public purposes and for use by City government. They also handle the sale or lease of City property to third parties, the release of public easements on private property, and applications from third parties to use portions of public ROW.

Overlashing: Physically tying additional wires or cables to those that are already attached to a utility pole; Temporary Use of Right of Way Permits allow for closures to access the utilities

P

Pavement Markings/Striping: Show which part of the road to use, provide information about conditions ahead, and indicate where passing is allowed; Temporary Use of Right of Way Permits allow for closures to place these markings

Pavement Protection: A barrier placed between a piece of equipment and the surface of the ROW to protect and maintain the structural integrity of the ROW (**ex. outrigger crane pads**)

Pedestrian Walkway: A temporary structure used to route pedestrians safely through or around a job site; Temporary Use of Right of Way Permits allow for setup, use, and breakdown of this structure

Permit Extension: Adding additional days to a permit. Requests to extend are made by submitting a [Permit Extension/Revision Requests](#) application.

Permit Revision: Changing any aspect of a permit. Requests to revise are made by submitting a [Permit Extension/Revision Requests](#) application.

Permitting and Licensing Review Analyst (PLA): City employee who reviews, rejects, invoices, approves, extends, and revises ROW permit applications. They also process the related bonds, insurances, and ROW Contractor's Licenses.

Potholing/Investigative Work: Creating a test hole to visually confirm the design of underground utilities; Excavation Permits allow for cuts to locate utilities and obstructions

Private Property: Property not owned by the City of Austin. Work on private property does not require a ROW permit. If private property work affects the ROW, a ROW permit will be necessary. (**ex. closing a sidewalk while window washing**)

Pumping Operation: When a truck pumps material in or out of a construction site with a hose; Temporary Use of Right of Way Permits allow for placement of truck and hose

R

Residential Site Development: New construction, additions, interior remodeling, and demolition of single-family, duplex or two-family houses and/or accessory buildings on one lot; work is associated with a Residential Building Permit

Residential Site Plan Review: [Review and approval of residential/single-family, duplex or two-family houses and/or accessory buildings plans on one lot](#)



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Resolution of Authority: A form signed by an Officer/Member of the company who did NOT sign the Bond. The Officer/Member confirms that the Principal is allowed to sign the bond. It's required to obtain a ROW Contractors License.

Retaining Wall: A structure that holds back any material, usually dirt, preventing it from sliding or eroding away, when there is a change in ground elevation; Excavation Permits allow for digging in the ROW to build this structure

Retention System: A structure which stabilizes the surrounding soil, while it is unearthed or being unearthed; Excavation Permits allow for digging in the ROW to build this structure

Right of Way (ROW): The area owned and/or controlled by the City. It typically includes the street surface, sidewalks, alleys, and grassy areas between pavement and property lines. The boundaries of the ROW will vary depending on the physical conditions at any given location.

ROW Contractor's License: Authorizes a company to perform excavation and driveway/sidewalk work in City of Austin ROW. In order to acquire a license, you must provide the following: 1. [\\$10k Bond](#) 2. [Certificate of Insurance \(COI\)](#) 3. [Resolution of Authority \(or documentation in lieu of\)](#) 4. [Authorized Agent Form](#)

ROW Inspector: City employee who conducts site visits to confirm temporary traffic control devices have been placed correctly and to make necessary adjustments in the field. They also document their site visits, write investigation reports, produce investigation fees, and shutdown noncompliant/dangerous work areas.

ROW Management: [City Division](#) that provides appropriate traffic planning and coordination of all activities in the ROW. To accomplish this, the Division issues permits, provides TCP review and inspection, runs the AULCC and DAPCZ, ensures public safety and mobility in the ROW, and enforces ROW specific City code.

S

Short-Term Right of Way Use: ROW closures that are less than 31 days

Sidewalk: A concrete path for pedestrians at the side of a street; installing, modifying, repairing, or demoing a sidewalk requires a Driveway/Sidewalk permit; underground work requires Excavation Permits

Sign Install/Repair: When a sign is placed or replaced; Temporary Use of Right of Way Permits allow for closures to place and maneuver equipment and materials

Site and Subdivision Inspections Division: [City Division](#) that perform inspections of site work for commercial development in the ROW

Site Plan: A document, reviewed and approved by the City, to execute a specific plan for commercial site development. It shows the proposed development and its intended use.

- **What a Site Plan Is Not:** A site plan **IS NOT** a building permit and **DOES NOT** authorize the construction, demolition, or relocation of buildings. The applicant is responsible for requesting building, demolition, and relocation permits once the site plan is approved.

Site Plan Exemption: An application, reviewed and approved by the City, for small projects that are not required to have a site plan. It allows a faster pathway to permit the project.



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Site Preparation: Levelling and preparing the ground for construction; it includes the demolition of buildings and other structures, blasting, test drilling, landfill, levelling, earth-moving, excavating, land drainage, and other land preparation

Stand-Alone Development: Work not associated with a Commercial Site Development or a Residential Site Development

Stormwater: All utilities of, or relating to, engineered rainfall collection systems; aboveground work requires Temporary Use of Right of Way Permits; underground work requires Excavation Permits unless using an existing access opening (**ex. handhole**)

Striping/Temporary Striping: See [Pavement Markings/Striping definition](#)

T

TCP Reviewer: City employee who examines, rejects, and approves engineered TCPs

Telecommunications: All utilities of, or relating to, radio, telephone, or internet transmission; including lines and components such as handholes, pull boxes, conduit, manholes, duct banks, and fiber optic cable. Aboveground work requires Temporary Use of Right of Way Permits; underground work requires Excavation Permits unless using an existing access opening (**ex. handhole**).

Temporary Traffic Control Zone: The impacted area of ROW between the first advance warning sign through the last traffic control device placed

Temporary Use of the Right of Way Permit (TURP): A permit required when the ROW is obstructed by work-related vehicles, equipment, or material

Texas Department of Transportation (TxDOT): [Texas state agency](#) that is generally associated with the construction and maintenance of the state highway system. Right of Way Management (**ROW Mgmt**) does not issue permits in TxDOT jurisdiction. If TTC devices will impact their area, their approval is necessary.

Texas Facilities Commission (TFC): [Texas state agency](#) whose main duty is to manage state government buildings, excluding those operated by universities. ROW Mgmt does not issue permits in TFC jurisdiction. If TTC devices will impact their area, their approval is necessary.

Texas State Preservation Board (TSPB): [Texas state agency](#) that preserves and maintains the Texas Capitol, the Texas Capitol Visitors Center, and other designated buildings. ROW Mgmt does not issue permits in TSPB jurisdiction. If TTC devices will impact their area, their approval is necessary.

Traffic Control Plan (TCP): Describes traffic controls to be used for helping all modes of traffic through a temporary work zone

- **Engineered TCPs:** TCPs designed by an engineer which must then be approved/stamped by a ROW TCP Reviewer
- **Special Details:** Preapproved TCPs that must be sealed by an Engineer
- **Standard Details:** [Preapproved TCPs](#) already sealed by an Engineer and provided by the City of Austin.



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U

Utility Pole Install/Replacement: Placing, replacing or otherwise maintaining a utility pole; Temporary Use of Right of Way Permits allow for replacing a pole like-for-like without removing or otherwise disturbing soil; Excavation Permits allow for removing or otherwise disturbing soil

W

Walkway: A pathway connecting sidewalk or curb to the private property; Driveway/Sidewalk permits allow for the installation of these structures in the ROW

Water/Wastewater/Fireline/Irrigation: All utilities of, or relating to, water, wastewater, fire line, and/or irrigation. This includes lines and components such as manholes, water meters, and fire hydrants. Underground work requires Excavation Permits.

Wet Utilities: All utilities of, or relating to, water, wastewater, fireline, irrigation, or stormwater lines; aboveground work requires Temporary Use of Right of Way Permits; underground work requires Excavation Permits

Window Washing: Overhead work that requires a swing-stage or ladder to clean windows; Temporary Use of Right of Way Permits allow for placement and maneuvering of this equipment