



Public Right-of-Way Permit Guide

A public right-of-way (ROW) permit is required by City of Arlington Ordinance 16-014 ([Right-of-Way Management](#)) for any construction within a public right-of-way prior to the start of construction. A person who undertakes any work outside of the public right-of-way that will cut, break, or otherwise damage the public right-of-way shall also obtain a permit. For detailed information and instructions, please refer to the City of Arlington [Right-of-Way Manual](#).

RIGHT-OF-WAY PERMIT REQUIREMENTS:

- Registration as a Public Service Provider** – prior to obtaining a permit to perform construction in the public right-of-way, a public service provider must first register with the City of Arlington in accordance with Article IV of the Right-of-Way Ordinance.
- Permit Application** – Prior to performing construction within the public right-of-way, the Public Service Provider, or its authorized representative, is required to obtain a permit from the City in accordance with Article V of the [Right-of-Way Ordinance](#) and [Right-of-Way Manual](#). ROW permits are submitted to the Public Works & Transportation Department for approval.
- Work in the State Right-of-Way** - For any work within the State right-of-way, the public service provider shall provide evidence of an approved permit from the State.
- Construction Plan(s)** - All permit submissions shall contain one 11 " x 17" set of construction plans. In addition, a stormwater pollution prevention plan, traffic control plan, and trench safety plan may be required.
- Traffic Control Plan** - A Traffic Control Plan is required for any work that may impact traffic flow or result in lane closures in streets will require a traffic control plan and the closures shall comply with the most current edition of the Texas Manual on Uniform Traffic Control Devices.
- Stormwater Pollution Prevention Plan** - The permittee shall submit a Storm Water Pollution Prevention Plan in cases where stream/creek crossings are open cut. The permittee is required to implement erosion control measures for construction activities in accordance with the [City Storm Water Pollution Control Ordinance](#), as amended, and other City ordinances, state laws, and federal regulations.
- Trench Safety Plan** - Trench safety systems shall meet or exceed U.S. Occupational Safety and Health Administration Standards.

Permit Expiration

If no construction has commenced under a permit within 90 calendar days after issuance of the permit, the permit becomes null and void, and a new permit is required before construction may be performed in the public right-of-way. An extension to a permit may be granted by the City only before the permit expires.

Emergency Permits

Emergency permits will be granted for conditions that need immediate attention (within 24-48 hours), and may result in death or injury to persons or property due to interruption of essential services resulting from the destruction, disruption or damage to utility lines, or conditions that won't allow for the safe functioning of the street, pedestrian, and parking systems.

Safety in Work Zones

All work zones must be sufficiently protected by safety devices at all times. Safety devices will be maintained by the permittee to protect vehicular and pedestrian traffic and the public.

Restoration Work

Work performed within the public right-of-way and outside the limits of the pavement, that includes, but is not limited to, the surface, underground infrastructure, irrigation system, landscaping, signage, or sidewalks is subject to the two-year maintenance period.

Notification to the City and Work Hours

Once a ROW permit is issued, permittee shall give the Department of Public Works and Transportation a minimum notice of 48 hours prior to commencing work so that a City of Arlington inspector may be assigned.

Except in the case of an emergency, no work shall be permitted during the following times unless authorized in writing by the City:

- During the hours of 6:00 p.m. to 7:00 a.m. Central Standard Time.
- During the hours of 8:00 p.m. to 7:00 a.m. Central Daylight Savings Time.

The City may require that the work occur overnight when necessary to expedite construction and minimize disruption to traffic.

Utility Line Locates

Line locates for City Utilities must be obtained prior to construction for any excavation regardless of the depth. **Request locates for each location separately at least two full working days before work begins.**

City Utilities include Water, Sanitary Sewer, Signals, Flashers, Streetlights, Fiber & Median/Parkway Irrigation. To submit a request for Utility Line Locates, visit: https://iframe.publicstuff.com/#?client_id=1000074 or download the AskArlington app.

For all other Utilities visit: <http://call811.com/>

If this is an emergency Line Locate, call our emergency line at 817-459-5900, 24 hours a day, seven days a week, including holidays.

Contact Information

For questions regarding **Right-of-Way and Traffic Control Permits**, call Public Works & Transportation at 817-459-6500.