



MOBILITY, STREET CUT & EXCAVATION PERMITS

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TRANSPORTATION & DRAINAGE OPERATIONS**

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HOUSTON PERMITTING CENTER**



PURPOSE

together we create a strong foundation
for Houston to thrive



5 TO THRIVE VALUES

integrity | teamwork | ownership | communication | respect

CHAPTER 40 - STREETS & SIDEWALKS

ARTICLE XVII SIDEWALK AND ROADWAY OBSTRUCTIONS AND IMPAIRMENTS (MAY 26, 2004)

SEC. 40-362

(a) it shall be unlawful for any person to place, cause, or allow any impairment or obstruction of a sidewalk or roadway, except as authorized by a permit

obstruction means any construction or excavation related vehicle, equipment, fence, structure, bulk waste container, building or construction materials or debris, barricade, cone, sign, barrel, or other thing or object that is placed, planted, left or erected in or upon a roadway or sidewalk that would in any manner prevent or restrict public use of or access to any part of the roadway or sidewalk

SEC. 40-363

inactivity during permit period; revocation

SEC. 40-367 penalty

(a) it is a criminal offense for any person to violate any of the provisions of this article. Every person convicted of violating any of the provisions of this article for which another penalty is not specifically provided shall be punished by a fine of not less than \$200.00 nor more than \$500.00; provided however that no penalty shall be greater or less than the penalty for the same offense under the laws of this state

SEC. 40-377 posting at impairment or obstruction site

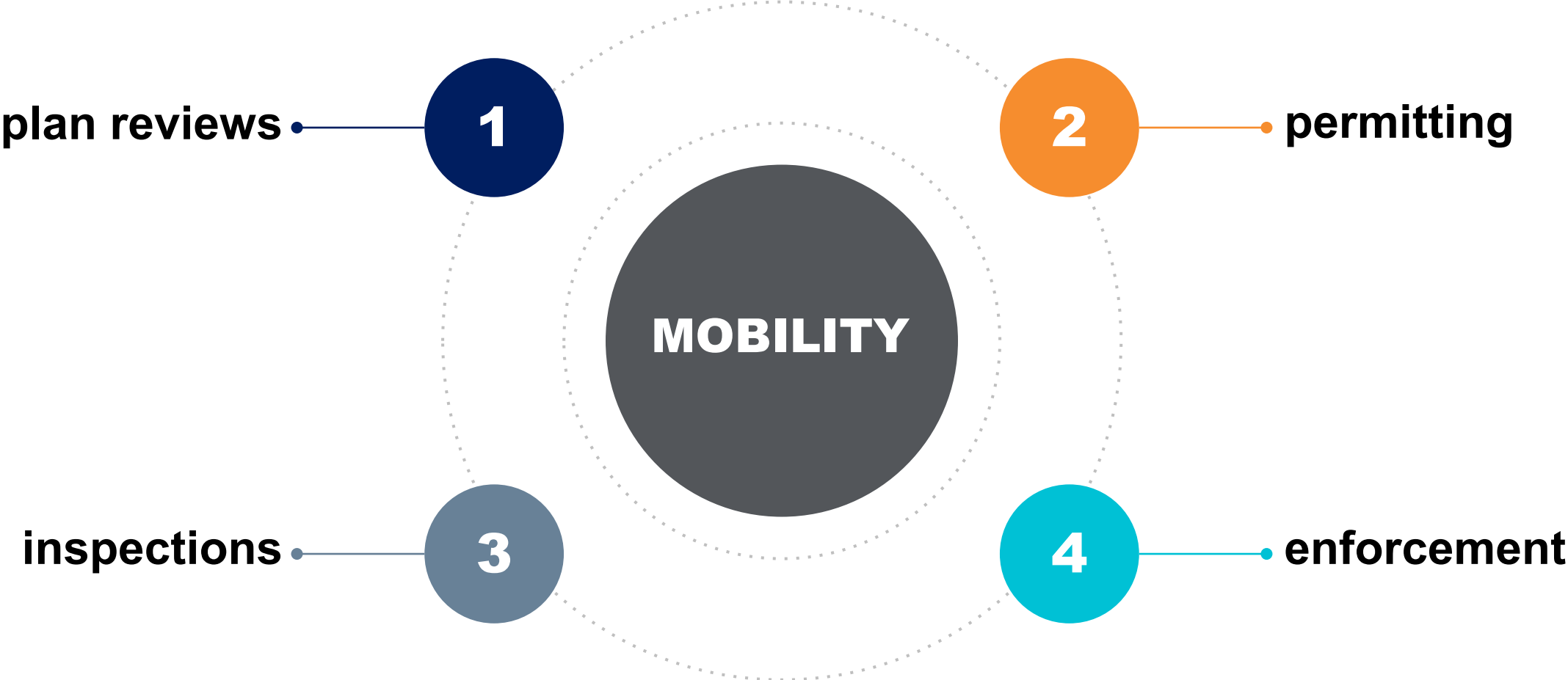
(a) the permit holder shall post a copy of the permit at each impairment or obstruction site in accordance with the regulations issued under section 40-365 of this Code.

(b) in any prosecution under section 40-362 of this Code, it shall be presumed that no permit existed unless the permit is posted as required under subsection (a) of this section.

ORGANIZATIONAL CHART



GOAL



MOBILITY COMPONENTS

plan reviews

traffic control plans
special events (MOSE)
contractors
inter-agency / CIP

permitting

lane & sidewalk closures
sidewalk cafes
general permits
15K permits issued annually

inspections

permitted/non-permitted
inter-agency
13K inspections

enforcement

written warnings
class c misdemeanor citation
permit revocation
red tags / project holds

MOBILITY PERMIT

CONTRACTOR INFO

- location & dates
- times permitted
- number of lanes / sidewalks obstructed



PERMIT CONDITIONS

- metro bus / rail operations
- resident & stake holder notifications
- traffic control
- special conditions (site specific)



Permit Number: 257778
Permit Type: Roadway Obstruction
Date Issued: 8/20/2021

Street Name: CENTER ST	Starting Block: 1900	Ending Block: 2300
Side of Street: South	Date From: 8/26/2021	Date To: 9/26/2021
Lanes Blocked: 1	Time From: 9:00 AM	Time To: 4:00 PM

Name: Camileigh Willborn	Company: FUTURE TELECOM	Phone: 832-816-7593
Address: 852728 Po box, Mesquite, TX 75185		

Permit Conditions:

- Notify Emergency services and local tenants 5 days in advance
- Coordinate Work with other contractors before closing lane
- Provide Changeable message board 5 days in advance of street closure
- No work allowed during special events or parades
- Post Permit for visual inspection on the effected street at the construction/event site at all times
- Provide and install traffic control devices in compliance with Part VI of the "Texas Manual on Uniform Traffic Devices"
- Adhere to the City of Houston noise ordinance
- Provide access to tenants and emergency services
- No work during peak rush hours unless authorized
- Contact Parking Management to rent/remove all parking meters at 832-393-8690 or Teresa Valle 832-393-8666
- The City of Houston reserves the right to revoke this permit at its discretion
- Contractor shall contact COH Traffic Signal Operations (713) 881 3172 at least 3 business days prior to beginning work to arrange necessary signal modifications
- Permit holder must notify METRO Bus Operations (Transportation) 7 -10 working days in advance of commencing work at: Carl.Taylor@RideMetro.org, Shirley.Mitchell@RideMetro.org
- Notify the Mayor's Office of Public Safety & Homeland Security at 713.247.8500 to arrange necessary removal/relocation of security video equipment (if equipment exists)

Special Conditions:

Coordinate with Metro Bus to ensure that no bus stops area affected, Provide, and install traffic control devices in compliance with Part VI of the "Texas Manual on Uniform Traffic Devices". At no time shall personal vehicles be parked within the lane closure. No additional lanes shall be closed without prior permission and valid Mobility Permit. Should work need to be conducted at a signalized intersection, an off-duty officer will be required. For a full street closure request, notification to the public must be posted 7 days in advance. The Contractor must coordinate with surrounding contractors to avoid scheduling conflicts and closure overlaps. At no time shall the roadway become fully obstructed (Prior approval required). Two-way-traffic must be provided at all time. Contractor must work according to the approved plans submitted to the City.

For Information Contact:
Telephone: 832-395-3020 **Email:** mobilitypermits@houstontx.gov

STREET CUT & EXCAVATION PERMIT NOTIFICATION

contractor assumptions

street cuts don't cover right of way obstructions

contractor verification

notification provided

Number of Excavations:4
Block Numbers:935a, 935b, 935c, and 935d.

Reminders:

1. The permittee shall complete the excavation within the authorized dates and number of days allowed.
2. The City Engineer may extend the number of days allowed to complete the excavation. A request for extension shall be submitted to the City prior to expiration of the Final Completion Date of Excavation.
3. 24-Hour Advance Notification is required prior to commencement of excavation.
4. Permittee shall call One-Call Notification System at (713) 223-4567 (in Houston) Or 1-800-545-6005 (Statewide) prior to commencement of excavation.
5. A Certificate of Restoration is required upon completion of excavation.
6. Permit not transferable; void if excavation not timely commenced.
7. The pavement on the City Right Of Way shall not be disturbed, if the method of excavation is other than the Open Cut.
8. Trees shall not be removed from the City Right of Way before receiving written consent from the Parks and Recreation Department at (832) 395-8459. The permittee is responsible for restoring all landscaping to original or better condition.
9. The excavation shall be performed so it does not obstruct emergency access to any fire hydrant or public water supply valve.
10. Post permit in a waterproof, see-through jacket at job site on a yellow, high-intensity, reflective background board or other rigid surface that measures 18" x 24", that will be maintained for the life of the project. The permit must be posted in clear view at the beginning of the work site activity, promptly being removed for that day.

11. Permittee shall obtain a mobility permit to obstruct or impair a roadway or sidewalk prior to beginning excavation. Contact Mobility Permits (832) 395-3020.

12. The street with concrete pavement shall be restored according to City of Houston Details 02951-02.

13. The street with asphalt pavement shall be restored according to City of Houston Details 02951-03.

Steel Plate Installation:

1. Plate(s) shall be secured by installing asphalt around the edges to keep the plates from shifting and to reduce the risk of damage to tires.
2. The plate(s) shall cover the excavation and a minimum of 2 feet beyond all edges of excavation.

Permittee warrants to the City the following:

1. It shall timely perform the excavation in accordance with the permit, the drawings and specifications, all applicable laws, rules and regulations, and the construction standards adopted in or pursuant to Chapter 40, Article V of the Code of Ordinances, Houston, Texas, as amended from time to time.
2. It shall diligently prosecute the excavation to its final completion within the time authorized under the permit.
3. It shall warrant its excavations against all defects in workmanship and materials for a period of two years after final completion.
4. It shall repair any portion of the pavement or surface of any public way excavated under the warranty set forth in 3 above if defects in workmanship or materials occur within the warranty period, and shall make such repairs within five days of written notice from the city engineer stating the repairs necessary.

CITATIONS

class c misdemeanors

\$200-\$500 fine

issued to individual (not company)

can be issued by Houston Police Department

common codes

CC1455

impair or obstruct a roadway without a permit

CC945

impair or obstruct a roadway beyond the scope of a permit

CC943

impair or obstruct a sidewalk beyond the scope of a permit

CC942

impair or obstruct a sidewalk without a permit

permits may be revoked by the traffic engineer

CITY OF HOUSTON MUNICIPAL COURTS

COURT COPY

Pay or Resolve this ticket before your court date or YOU MUST APPEAR

Ticket # **N27569096**

Court # 14 Time 10:30 P.M. Date 08/29 / 2013

For locations and hours see page 2, call 311 or (713) 837-0311, or visit www.houstontx.gov/courts

Last Name: [REDACTED]

Race W Sex M DOB 07/04/89 Age 24 Height 5-00 Veh Lic 1 ST 1 Color 1 Make 1 Occ Front 1 Occ Back 1

Home Address: [REDACTED] City: [REDACTED] State: [REDACTED] Zip: 214

Work Address: [REDACTED] City: [REDACTED] State: [REDACTED] Area: [REDACTED]

#1 **CC1455 - IMPAIR OR OBSTRUCT ROADWAY WITHOUT PERMIT TO WIT FAILER TO EXHIBIT A PERMIT TO WIT**

#2 **CC1465 - IMPAIR OR OBSTRUCT ROADWAY WITHOUT A PERMIT TO WIT OBST. TO PUBLIC STREET**

#3 **CC942 - IMPAIR OR OBSTRUCT P. SIDEWALK WITHOUT A PERMIT**

OFFENSE DATE 07/18/13 TIME 1:40 A.M. / P.M. (issue date if different) / / If commercial (vehicle, learners permit) include SSN 1-1-1 Road Surface DEY

Locations:

#	1	300 BLK OF W 19th ST
#	2	300 BLK OF W 19th ST
#	3	300 BLK OF W 19th ST

Notes / Witness name, address, phone / Witness Name and ID#.

OFFICER NAME D. RAUB Emp # [REDACTED]

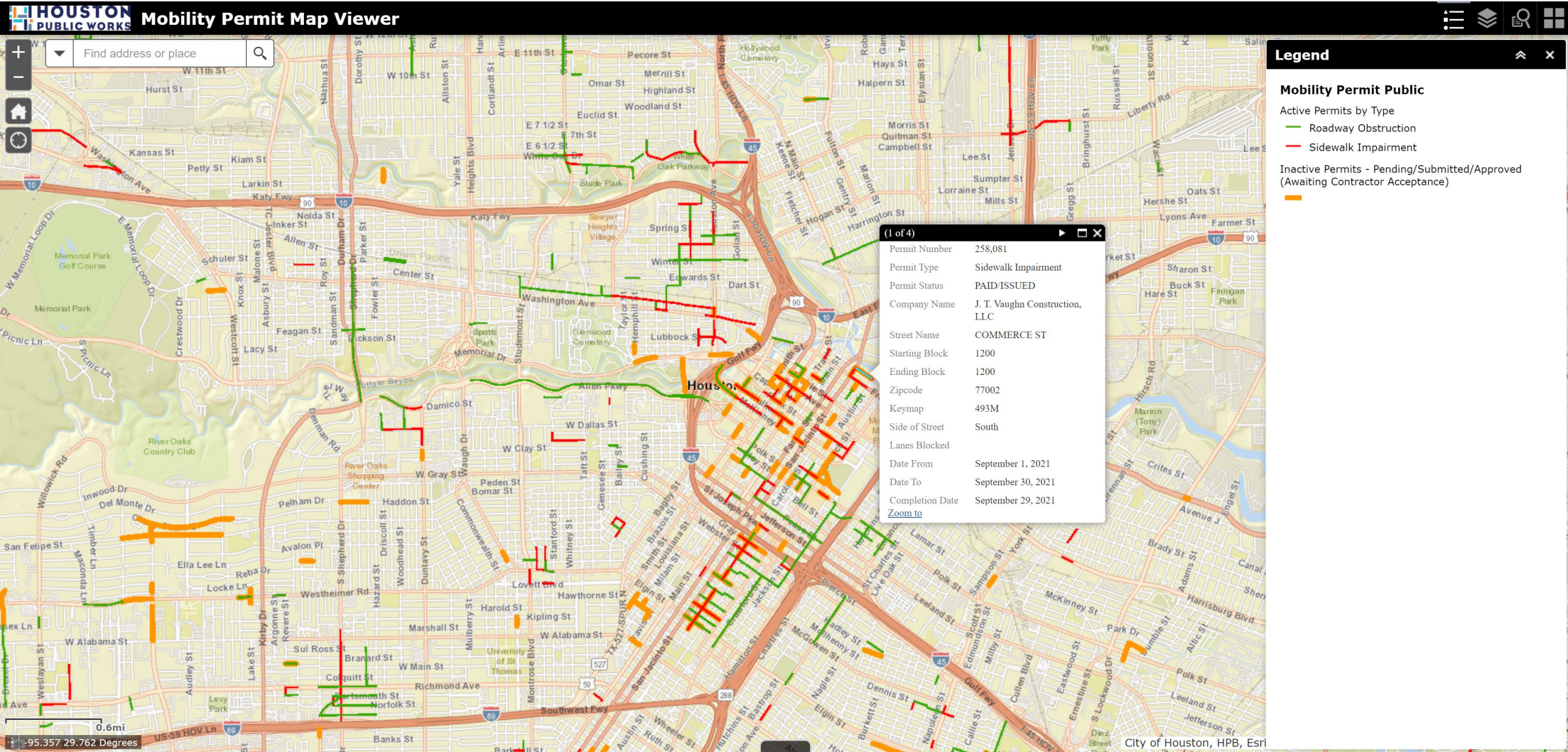
Your failure to appear, failure to pay, or failure to satisfy a judgment ordering payment of a fine and costs, may result in: 1) a warrant issued for your arrest; 2) a charge of Failure to Appear and \$230 fine; 3) denial of Driver's License renewal; 4) denial of motor vehicle registration or renewal; 5) a \$30 DPS fee for each violation charged; and 6) a Warrant Fee of \$50. This is not an admission of guilt, but I do acknowledge receipt of this notice and I will appear in court at the time and place designated above. I am the person named and identified in this ticket.

SEARCH Y/N
CONSENT Y/N
ARREST Y/N

Sign: [REDACTED]

REVISED 5/2011

MOBILITY PERMIT MAP VIEWER



WHAT WE LOOK FOR

permitted closures / non-permitted closures (visible permit onsite)

compliant with permit conditions

meets Texas Manual on Uniform Traffic Control Devices (TMUTCD) standards

City of Houston design standards for roadway obstructions

pedestrian & bike lane accessibility & safety

IMPROPER SIDEWALK OBSTRUCTIONS



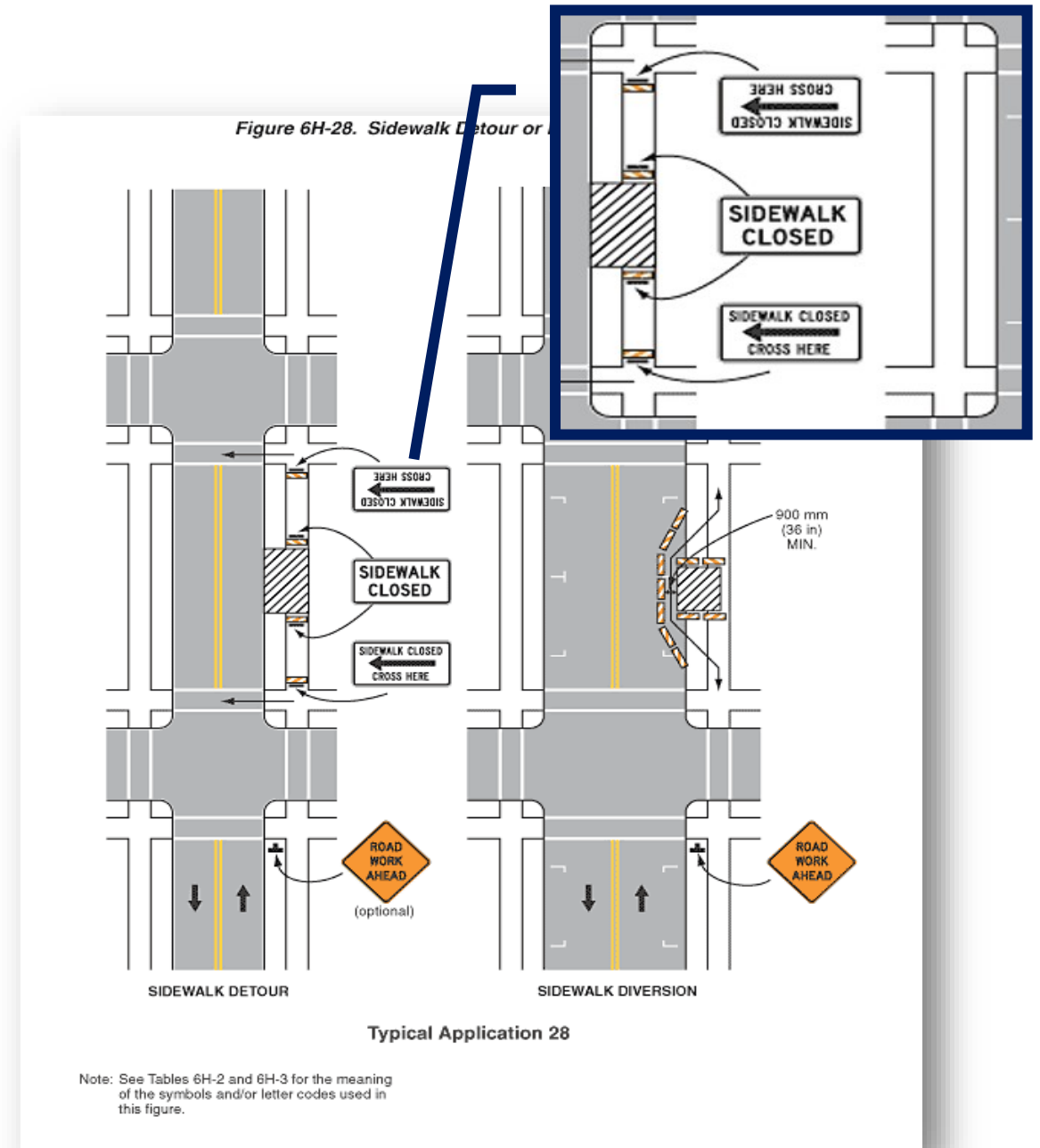
SIDEWALK CLOSURES

sidewalk - a pathway that is improved for or ordinarily used for pedestrian travel

full closure - pedestrians are directed to the opposite sidewalk by signage and ADA compliant

partial closure - minimum 3' pathway outside CBD, 6' inside CBD, ADA compliant

covered walkways (partial) may be used during overhead lifts





IMPROPER STREET CLOSURE



FULL STREET CLOSURE

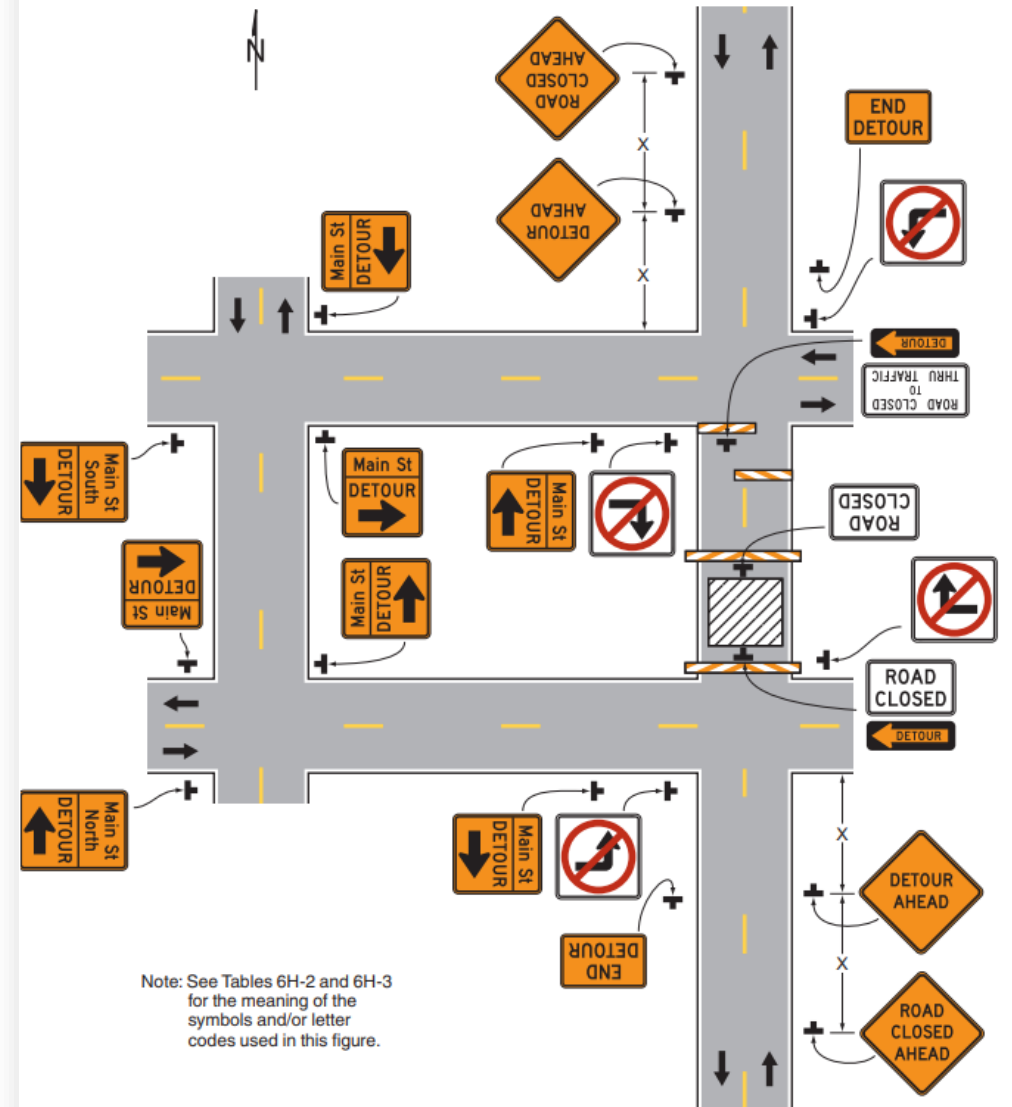
contractors must provide a minimum 7-day notice in advance of the closure (message boards).

contractors are required to submit a sealed engineer's traffic control plan.

prior notification & coordination must be given to business, residents and emergency services impacted by the closure.

emergency street closures have 24 hours to re-open the roadway before applying for a permit.

Figure 6H-20. Detour for a Closed Street (TA-20)



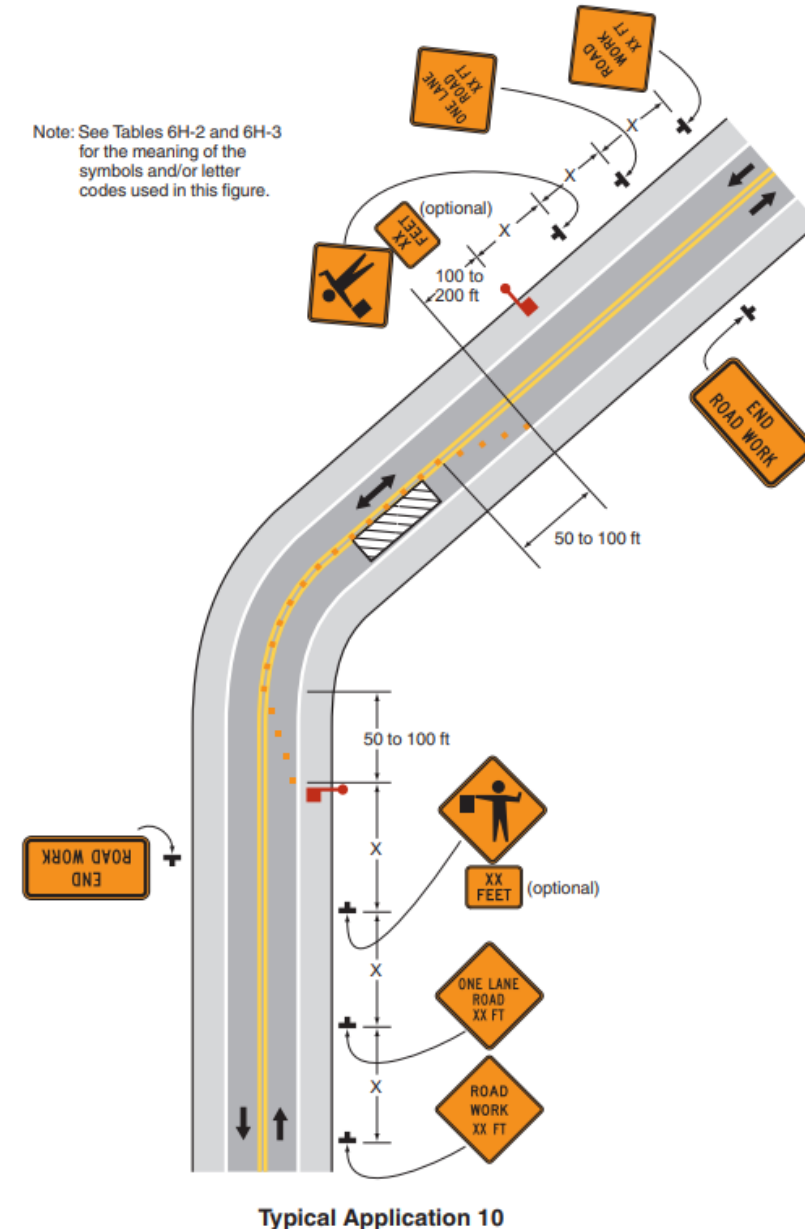
Typical Application 20

FLAGGING TRAFFIC

flagging operations can be utilized for:

- controlling traffic at non-signalized intersections (multi-lane roadways may require lane reductions)
- controlling traffic on residential streets, all way stops, two-way traffic on single lane road
- all flaggers must have a certification certificate on their persons
- only law enforcement may control a signalized intersection.

Figure 6H-10. Lane Closure on a Two-Lane Road Using Flaggers (TA-10)



IMPROPER LANE CLOSURES



LANE CLOSURES

standard times permitted for major thoroughfares

- 9AM to 4PM or 6PM to 6AM (overnight)

peak hour restrictions: 7AM to 9AM, 4PM to 6PM

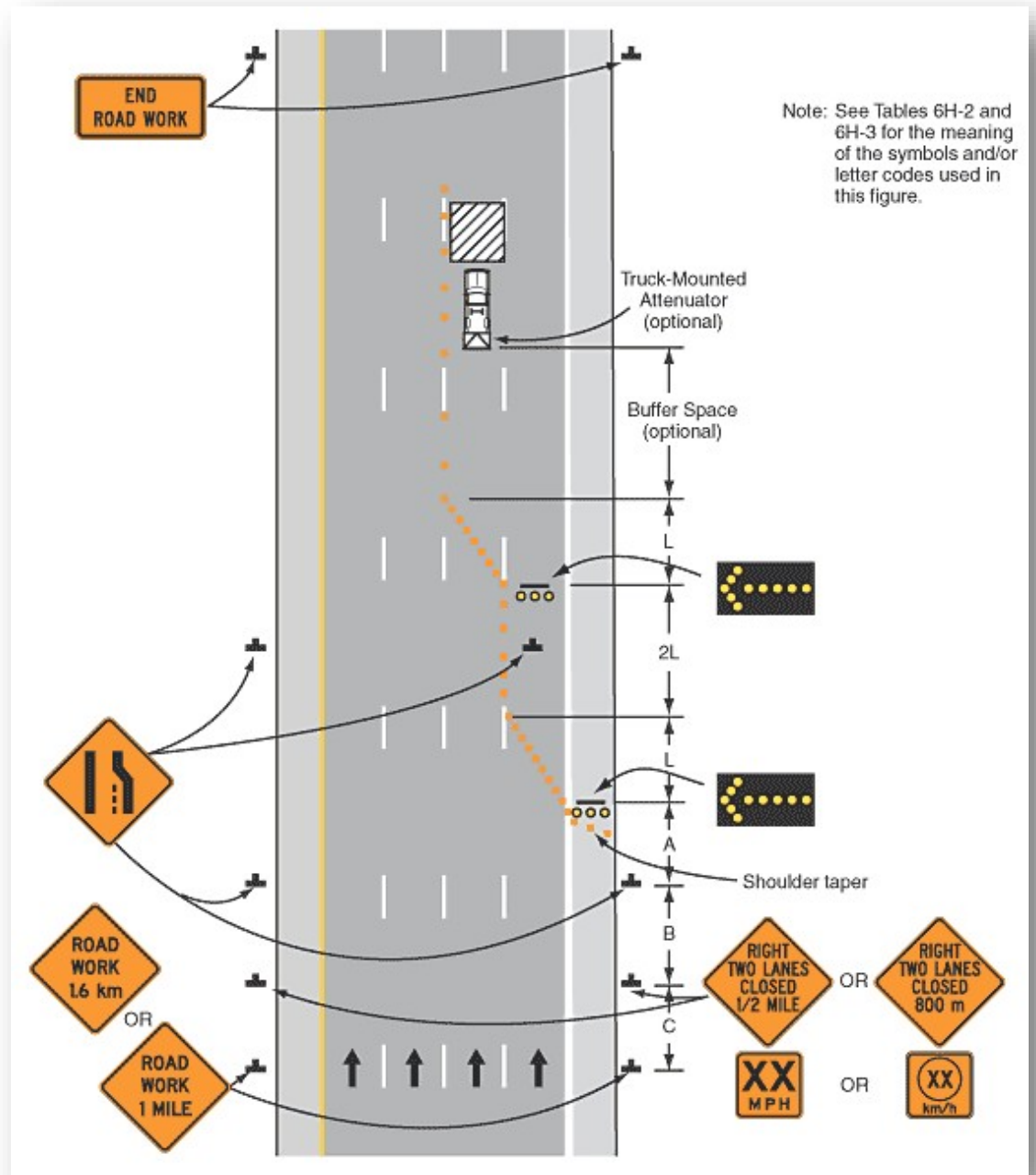
- unless authorized by City
- times permitted based on various factors
 - commercial, residential, schools
 - traffic volumes
 - type of construction

Texas Manual of Uniformed Traffic Control Devices

- city of Houston Standards, 1512
- chapter 6 of TMUTCD

bike lane detours or signage

- bike paths & bike lanes



STREET CUT / EXCAVATION PERMITS



PERMIT HISTORY

DEC 20, 2000

ordinance 2000-1115 passed

- control the excavation & restoration of public way
- maintain the structural integrity of the public way
- provide safe and orderly movement of vehicular traffic & pedestrians on the public way

DEC 22, 2000

rules & regulations for excavation in public way

JUN 7, 2006

amending ordinance 2006-595 passed

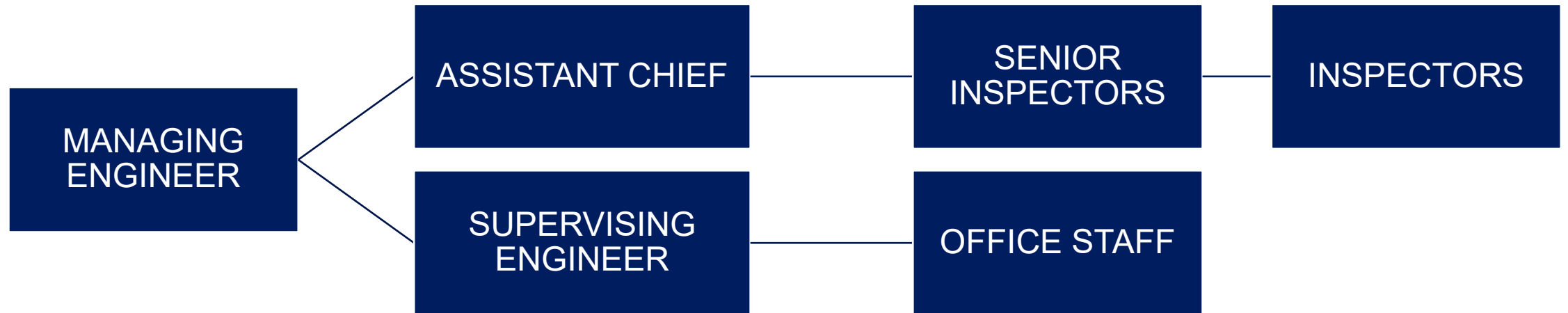
- established a schedule of permit application fees

DEC 15, 2010

amending ordinance 2010-1016 passed

- established an administrative fee of \$25

ORGANIZATIONAL CHART



PERMIT TYPES

EMERGENCY EXCAVATION PERMIT

- City of Houston & franchise companies
- submits “Notice to Commence Emergency Work” online
- submits permit application within 24-hr (next business day) after initiation of excavation

SCHEDULE EXCAVATION PERMIT

- to perform an excavation (open cut and/or bore) in public way for underground utility work
- City of Houston, franchise companies & private contractors
- online submission of permit application

CAPITAL IMPROVEMENT PLAN PROJECT REQUIREMENTS

- applicant is responsible to identify at the time of application, city project
- initial permit limited to 14 days
- capital improvement project extensions are permitted for up to 180 days per request
- request for time extension must be submitted prior to expiration of permit

PERMIT REQUIREMENTS

street cut / excavation permit is required when there is a need to cut, penetrate, or bore under any portion of the city right-of-way which is a paved street, sidewalk, or dirt/vegetation area.

lane closure permit must be obtained before starting excavation work if needed.

- one street cut permit is required for each street being worked in
- permit covers street area between 2 major thoroughfares
- backfilling, restoration and repairing are part of the scope of this permit.
- permit must be kept on premises in public view.

TxDOT ROW does not require a **city street cut permit**.

PERMIT HIGHLIGHTS

- permit is voided if not commenced within 60 days from issuance (ord 2000-1115, sec 40-141c)
- 48 hours notice is required to commence an excavation.
- 14 days for completion unless extension is required (rules and regulations, sec 40-138c)
- request for time extension must be submitted prior to expiration of permit.
- permit is not transferable and non-refundable.
- no street cut permit is required for transportation project.
- a certificate of restoration is required upon completion of excavation.
- 2 years warranty following excavation completion

PAVEMENT RESTORATION TYPES & REQUIREMENTS

concrete paving


- less than 5 years old
- 5 years or more

asphalt paving

sidewalk paving

ground restoration

STREET CUT PERMIT APPLICATION



PUBLIC ACCESS > [GO](#)

HOW TO BECOME
A REGISTERED USER > [GO](#)

REGISTERED USERS >

USERNAME

PASSWORD

[LOGIN](#)

STREET CUT PERMIT SYSTEM

CITY OF HOUSTON, DEPARTMENT OF PUBLIC WORKS & ENGINEERING

For information regarding Street Cut Permit and all related issues, please contact:

City of Houston
Department of Public Works and Engineering
Street Cut Permit Section
1002 Washington Ave, 2nd Floor
Houston, TX 77002

Telephone Number: (832)394 - 9106
Fax Number: (832)394 - 9639
E-Mail: StreetCutOps@houstontx.gov

LINKS

- [resources](#)
- [frequently asked questions](#)
- [instructions for emergency excavation](#)
- [fee schedule](#)

EXCAVATION PERMIT

PERMIT INFORMATION

- company & contact information
- location of work
- 811 notification number
- completion date & authorized days of work
- special conditions



PERMIT REMINDERS

- trees require Parks Department notice
- 24-hour advance notice prior to start
- traffic mobility permit if obstructing traffic



EXCAVATION (STREET CUT) PERMIT

EXCAVATION ON THE PUBLIC WAY
CITY OF HOUSTON ORDINANCE NO. 2006-595

Permit No. SCPS-404084-0
Excavation on pavement more than five years old.

Date of Issue: 12/02/2019

Owner: Pegasus Plumbing, LLC
Address: 3023 Golfcrest Houston, TX 77087
Owner's Contact: Maria Ramirez
Insurance Company: Metlife
Contractor: Pegasus Plumbing, LLC
Location of Excavation: 1311 Wakefield
Nearest Intersecting Street: Ella
Cut Starting Point From the Nearest Intersecting Street (feet): 925
Cut Width (feet): 4
Street Lane in Which Cut Starts: s2

Tel. Number: 832-792-3732

Tel. Number: 713-988-6061

Tel. Number: 832-792-3732

Method of Excavation: Open Cut

Cut Length (feet): 4

Street Lane in Which Cut Ends: s2

If the excavation is in a Major Thoroughfare or High Volume Collector Street, provide lane/street closure permit number:

Texas Underground Facility Notification Corporation transmittal number: 1982938920

Start Date to Commence Work: 12/3/2019

Final Completion Date of Excavation: 12/17/2019

Authorized number of days to complete the excavation: 15

Special Conditions:

Sidewalk cut only.

Purpose Of Excavation: Enlargement of 5/8" to 1" meter.

Facilities To Be Installed: New construction home being built. Need to connect city water and make enlargement of 5/8" to 1" meter to service 1131 Wakefield dr.

Are You Applying For Steel Plate Permit: No

Multiple Excavations:

COH Recorded Drawing Plan No.: Drawing List:

Number of Excavations: Cut open (S2) 4x4' section in the common easement in order to tap into water main and create new tap for a 1" water meter to service new residential home at 1131 Wakefield Dr.

Block Numbers: 5260C Key Map: 452K

Reminders:

1. The permittee shall complete the excavation within the authorized dates and number of days allowed.
2. The City Engineer may extend the number of days allowed to complete the excavation. A request for extension shall be submitted to the City prior to expiration of the Final Completion Date of Excavation.
3. 24-Hour Advance Notification is required prior to commencement of excavation.
4. Permittee shall call One-Call Notification System at (713) 223-4567 (in Houston) Or 1-800-545-6005 (Statewide) prior to commencement of excavation.
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10. Post permit in a waterproof, see-through jacket at job site on a yellow, high-intensity, reflective background board or other rigid surface that measures 36" x 36", that will be maintained for the life of the project. The permit must be posted in clear view at the beginning of the work site activity currently being undertaken for that day.
11. Permittee shall obtain a mobility permit to obstruct or impair a roadway or sidewalk prior to beginning excavation. Contact Mobility Permits (832) 395-3020.
12. The street with concrete pavement shall be restored according to City of Houston Details 02951-02.

STREET CUT GIMS MAP VIEWER

The screenshot shows a GIS application window titled 'Public Works GIS'. The main map area displays a street grid with numerous orange square markers, each labeled with a permit number (e.g., SPCS-433966-0, SPCS-445722-0, SPCS-416960-0). The map includes labels for streets such as Steele Street, West Main Street, Branard Street, and Colquitt Street. Landmarks like 'Baylor Family Practice' and 'Ervar Chew Park' are also visible. A scale bar at the bottom left indicates 100m. The top menu bar includes 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help'. The bottom right corner features a table with the following data:

Identify Results - Permits					
LAYER NAME	PERMIT NUMBER	SUBMIT DATE	APPROVED DATE	ISSUED DATE	PERMIT S
SCPS Permits for 1year	SCPS-425220-0	6/1/2020 11:57:30 PM	6/3/2020 1:32:54 PM	6/9/2020 1:16:30 PM	ISSUED -

Below the table is an 'Export Results' button.

CONCRETE PAVEMENT RESTORATIONS

are these examples done to city standard or not?



INCORRECT



CORRECT

ASPHALT PAVEMENT RESTORATIONS

are these examples done to city standard or not?



INCORRECT



CORRECT

ENFORCEMENT

STREET CUT INTERIM INSPECTION (WITHIN 30 DAYS OF COMPLETION OF WORK)

- verbal phone warning (set timeframe to correct)
 - reinspect when company calls work is complete
 - if not completed by end of month of set timeline, then failed
- failed inspection: company placed on lock-out in street cut systems and ILMS
 - keeps the company from obtaining any other permit for work (plumbing, paving, or storm)
 - hold keeps jobs tied to this work from being allowed to be final

11 MONTH INSPECTION

- verbal phone warning
 - reinspect when company calls work is complete
 - if not completed by end of month of set timeline, then failed
- failed inspection: company placed on lock-out in street cut systems and ILMS

NO STREET CUT PERMIT

- criminal citation for no permit (up to \$1,000)
- criminal citation for failure to restore right-of-way (up to \$1,000)

CITIZEN CONCERN OR COMPLAINT

- call 311

thank you!



HoustonPublicWorks.org



@HouPublicWorks