City of Tucson
Department of Transportation
Permit Center

Office Use Only

Permit #

Staff Initials: **Ward:** **Area:** /

Expiration: / /20

☐ A/C ☐ ADOT ☐ ASZ ☐ B ☐ BS ☐ CE ☐ CIP/PIA
☐ DW/SD ☐ MITZ ☐ PM ☐ PT ☐ RR ☐ STC RI_____

PERMIT APPLICATION
For Barricade and Excavation of Construction

INSTRUCTIONS: Please complete entire application with accurate information. If you have any questions, please contact Engineering at 791-4259. Save application as a PDF and email to tdotpermitcenter@tucsonaz.gov **Forms of payment accepted are cash, check and most major credit cards.**

Please charge to the following Advanced Payment Account Number:

This application is for: (Please check the following) ☐ **Barricade** ☐ **Excavation** ☐ **Both**

Work Location: **Township:** **Range:** **Section:**
(A proper physical address is required or an existing permit number for renewal)

☐ **Complete Closure** ☐ **Partial Closure** ☐ **Plan Change** ☐ **Renewal / *Length of Renewal:***

☐ **Aerial** ☐ **Boring** *(See note vii)* ☐ **Drainage Way** *(See note viii)* ☐ **Emergency** ☐ **Roll Off** ☐ **Storm Drains** *(See note ix)* ☐ **Streetcar** *(Sun Link 791-3333)* *(See note x)*

Work Description:

Work Order Number: **Indicate total lineal footage of excavation and bore:**

☐ **1 Day** ☐ **More than 1 day** **Start Date:** **Project End Date:**

☐ **Day 9AM-3:30PM** ☐ **Night 6PM-6AM** ☐ **24HR** ☐ **Weekend** ☐ **Holiday** **Other**

MAJOR IMPACT TRAFFIC ZONE (MITZ): If any one of these items apply to your project, barricade plans are required: *(See note ii)*

- *Central Business District, Downtown, 4th Avenue, or Main Gate*
- *Complete closure of any street*
- *If traffic control extends through a railroad crossing*
- *If traffic control extends through a signalized intersection*
- ***One or more lanes closed at a time on an arterial or collector street***
- *Restrictions on arterial or collector streets during peak hours*
- *Streetcar Route*

Applicant Information: *(If Applicant information is on file, only complete areas marked with **)*

****Applicant Firm:** ***ROC #:**

***Contact Name:** ***Mobile Number:**

Business Address:

City: **State:** **Zip Code:**

Email: **Office Phone #:**

Contractors and or Sub-contractors:

Company Name: **Contact Name:** **Cell #**

☐ **Yes Send Permit** **Email:** **ROC #**

Company Name: **Contact Name:** **Cell #**

☐ **Yes Send Permit** **Email:** **ROC #**

Barricade Company: **Contact:** **Cell #**

☐ **Yes Send Permit** **Email:** **Office Number:**

Traffic control Setup Duration: (Please check the appropriate boxes)

Some Exceptions with Minimal Impacts to Traffic Flow: ***(for off-peak travel direction)***

☐ **Day 6AM-3:30PM** **Lane Direction:** ☐ **North** ☐ **South** ☐ **East** ☐ **West**

☐ **Day 9AM-6:00PM** **Lane Direction:** ☐ **North** ☐ **South** ☐ **East** ☐ **West**

Work Hours: List hours of operation when Traffic Control Setup is for 24 hours

Restrictions: (Please check the appropriate boxes)

☐ **Bus Route/Stop Interruptions** *(Notify Sun Tran 623-4301)* ☐ **Bike Lane Interruptions** *("Share Road with Care Sign" or Detour required)*

☐ **Left Turn Lane Restrictions - Location/Duration**

☐ **Parking Meters or Freight Loading Zones** **Meter or Zone numbers**
(Notify Park Tucson 791-5071) *(Info is found on the pole below each meter or bottom right corner of sign)*

Project Details: (*Be specific with details, including information on complete closures and major impacts)*

Complete Closures or Major Impacts: **Start Date:** **End Date:**

Start Time: **End Time:**

Notifications:

☐ **Residents/Businesses Notified** ☐ **Media Release Completed for Major Impacts** *(See note xii)*

☐ **School Notified – School Name:**

City of Tucson Projects: ☐ Capital Project # ☐ PIA - Project

City of Tucson Project Manager: **Phone #**

Project of Another Jurisdiction: ☐ **ADOT** *(See note xi)* ☐ **Marana** ☐ **Pima County** ☐ **South Tucson**

notes:

i. TDOT Permit Center will only accept fully completed applications. If application is rejected, applicant will need to resubmit a new completed application.

ii. A Traffic Control Plan must be submitted along with the application for a job that lasts more than one day on a City Street; and for any **major impacts** that occur on Collector and Arterial Roadways, including one day operations.

iii. A Site Plan must be submitted along with application for all Excavation/bore work.

iv. The applicant certifies that the Traffic Control Devices and Plan are in conformance to Part VI of the Manual on Traffic Control Devices (MUTCD) as amended by the State of Arizona, Tucson's City Code 25, and any other standards set forth by the City Transportation Director.

v. If your project extends beyond the permit's expiration date, you must renew it 24 hours before it expires. If you do not renew within 24 hours, another application will be required and a new permit number will be issued.

vi. If you close a road or alley, you must provide written notice 24 hours in advance to the following parties: *Affected school districts, emergency services, businesses, residences, Ward offices, Environmental Services, postal service and the news media.*

vii. If work is within 10-feet (horizontally) or crossing an existing 16" or larger diameter water main, plans must be submitted to Tucson Water for review and comment. Plan review may take 30 days to complete, and large projects may require review time longer than 30 days. Submit plans to Tucson Water New Development Group 791-4718. Record drawings are available through the Tucson Water Mapping Section 791-2658.

viii. For work impacting a drainage way, a Floodplain permit may be required. Contact TDOT Floodplain 791-4259.

ix. To determine the location of Storm Drains check the TDOT As-Builts at 201 N. Stone Ave., 5th Floor, Maps & Records 791-4259.

x. A Track Access Permit will be required prior to issuance of a right-of-way permit. Contact Sun Link at 791-3333.

xi. Work within an ADOT Right-of-Way will require the ADOT's encroachment application to be completed and included and may require an ADOT review prior to permit issuance.

xii. In the Downtown Area and on Arterial/Collectors Streets a media release will be required by the appropriate agency for work that requires a complete closure or creates a Major Impact to the traveling public.

City Communications 791-4144 / Environmental Services (Sanitation - Alley Closures/Restrictions) 791-3175