

Curb Cut/Core Drill Information

Description: Adjacent to the edge of the paved roadway there is a vertical curb on most residential streets. This curb defines the limits of the paved vehicular road surface, it helps to protect pedestrians from vehicular traffic, but it also is considered to be the bank of a watercourse. A curb cut or a core drill is a process by which we provide an opening in that bank (curb) to allow water to run out of this street (watercourse) into a water-harvesting basin in order to provide rainwater run off to plant materials. The water-harvesting basin and associated plantings must be within the public right-of-way (ROW). The ROW line and your property line are usually the same.

Permits: All curb cuts, core drills, and water harvesting basins require a permit from the City of Tucson, Permits, and Code Section. Permits and Code is located at 201 N Stone Ave on the 4th Floor, Engineering Division. The type of permits application required is called an “Excavation Permit,” and there are several items that you must know prior to filling out the form.

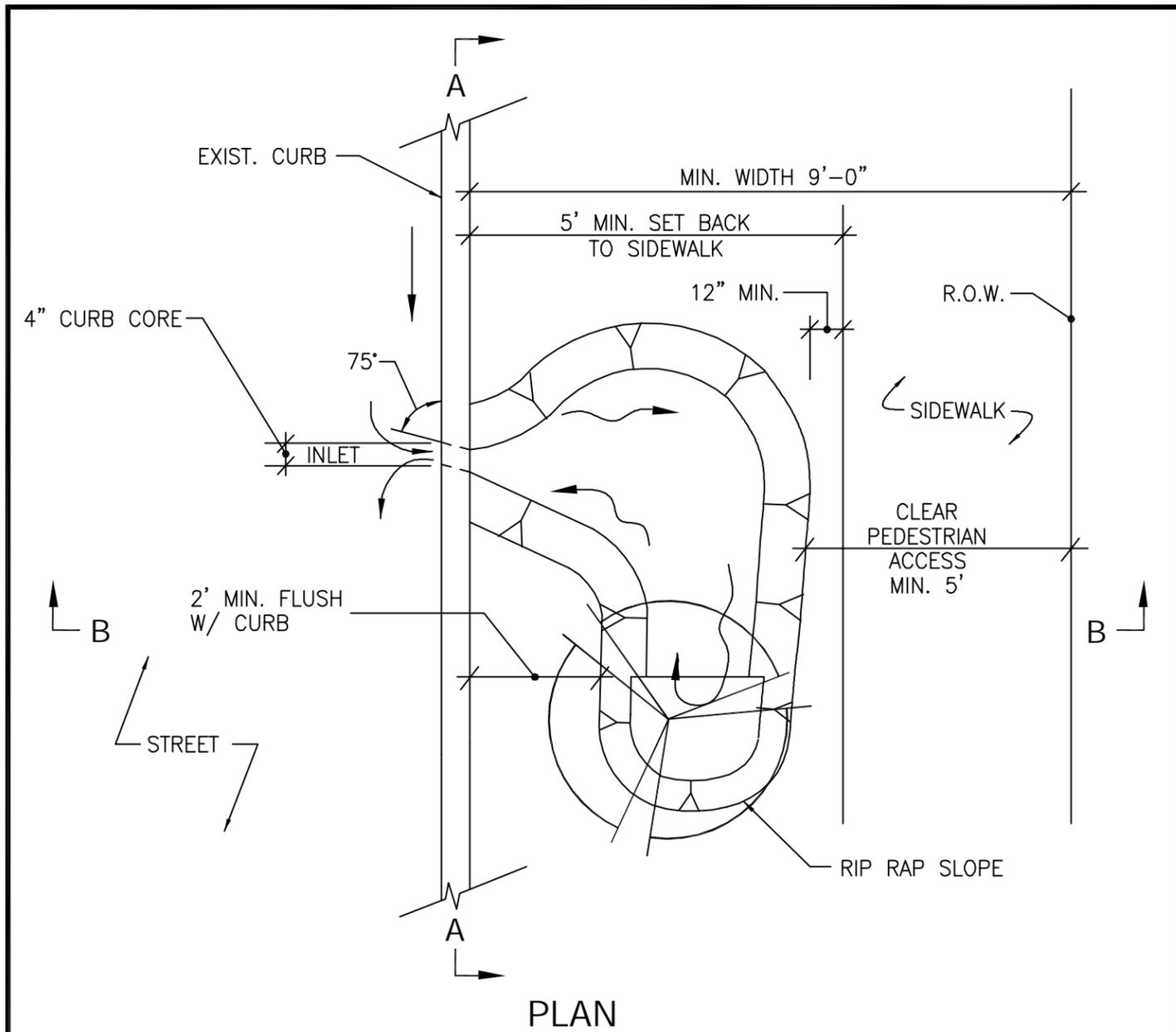
1. You must provide a sketch of your site with the curb cut, or core drill locations, water harvesting basin locations, and planting information. (See example Residential Plan)
2. You must know the contractor who will be doing the work. (Curb cuts and core drills require a licensed contractor) You will need the Contractor’s Company name, address, phone number, state license number, and expiration date.
3. A homeowner may do the required work for basins and planting.
4. The City has basic construction details available for both curb cuts and core drills. (See details)
5. Once the application is filled out completely, it only takes about 15 minutes for staff to get the paper work completed. It’s best to call for an appointment as staff does have out-of-office commitments. Call (520) 791-5100.
6. You will be issued three copies of the permit. As the applicant, you will need to sign all three copies. One will stay on the 4th floor, and you will take the other two to the first floor Development Services for processing and to pay for the permit. The permit counter is way in the back. Be sure to sign in on the clipboard. Once your permit has been processed, they will keep on copy and the other one is yours to keep at the construction site.
7. The permit fee is normally \$50, and that is paid at the counter to the left of the permitting counter. Some permits may cost more depending on the amount of landscaping within the ROW.
8. A pre-construction (Pre-con) on site meeting is required. It’s best to have the “Blue Stake” completed prior to this meeting. (see Blue Stake below) The phone number and name of the inspector will be on the permit. Call for a pre-con meeting prior to any construction.
9. The “Blue Stake” number is 1-800-782-5348. Provide a layout of the construction work with white paint prior to calling Blue Stake. The Blue Stake will take 2-3 days to complete and will locate all under-ground utilities. This is very important, as there are required planting setbacks from these utilities. NOTE: your house sewer connection will not be a part of Blue Stake. It’s important that you know where this line is and do not dig or plant trees within ten (10) feet. The pre-con meeting is to evaluate any problems with under-ground utilities and look at any safety issues.
10. If you encounter any underground utilities during construction – Stop immediately and report it to Blue Stake.
11. Upon completion of the work or if you have questions during construction, please call the City inspector. (520) 791-5100.

Curb Cut Detail: Be sure that your site meets the following minimum criteria:

- There must be a minimum of nine (9) feet between back of curb and the ROW line (your property line).
- If there is a sidewalk, there must be a minimum of five (5) feet.
- The curb cut cannot be closer than five (5) feet from a driveway apron.
- All curb cuts must be a minimum of twenty (20) feet from all intersections and a minimum of fifty (50) feet from an intersection with stop sign (on the traffic flow side, moving toward the stop sign). This is for visibility of the stop sign.

Guidelines:

- Plant only native bunch grasses in basins bottoms to ensure water infiltrates into the soil. Do not plant trees in the bottom of the basin, plant on the sides. The top of the root ball should be flush with the existing grade or slightly above (not below).
- If possible trees should be "Standard" form. This means that they have a single trunk. This will help with reducing auto and pedestrian conflicts with the tree branches.
- Most desert trees have thorns and can cause problems with both pedestrians and cars. Trees need to be pruned so as not to interfere with either.
- Be sure that the backside of the basin is high enough so that overflow water will go back out the curb cut. Overflow spillway elevation should be at least four (4) inches lower than edge of basin. Water cannot overflow onto your property.
- Bottom of basin should be at least four (4) inches below overflow spillway elevation.
- Downslope edge of basin should be higher than basin inflow/outflow
- Mulch should be heavy enough so that it will not float and be washed down stream.
- Make sure street is crowned or raised in the center and water flows on the side of the street where you plan to cut the curb.
- Curb cut should be on high side of basin to increase basin capacity.
- Curb cut inlet can double as overflow "outlet" to create a relatively maintenance-free "eddy" or "backwater" basin that will harvest, rather than loose mulch as may happen with a "flow-through" basin.
- Maintain five (5) foot wide seven (7) foot tall pedestrian access way.
- Five (5) foot paths between basins should be located where car doors will open and people will access vehicles.
- Design for minimal maintenance; prune to generate on-site mulch



NOTES:

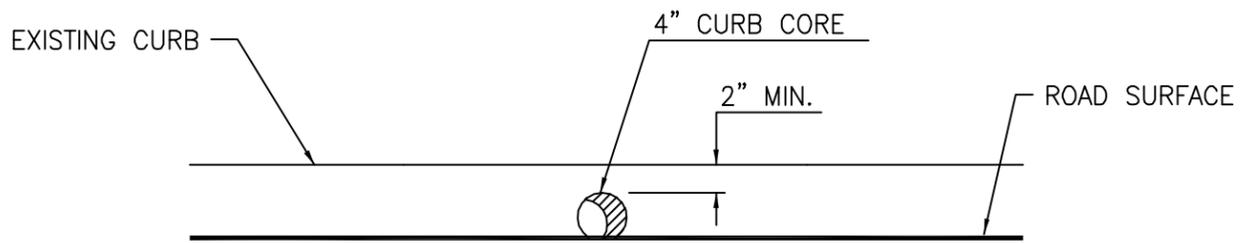
1. CURB CORES MUST HAVE A MINIMUM OF 5' SEPARATION.
2. CURB CORES MUST BE A MINIMUM OF 5' FROM DRIVEWAY APRON.
3. CURB CORES MUST BE A MINIMUM OF 20' FROM ALL CORNERS & A MINIMUM OF 50' BACK OF CORNERS WITH STOP SIGNS.

1

COT DOT STANDARD DETAIL
WATER HARVESTING CURB CORING DETAIL

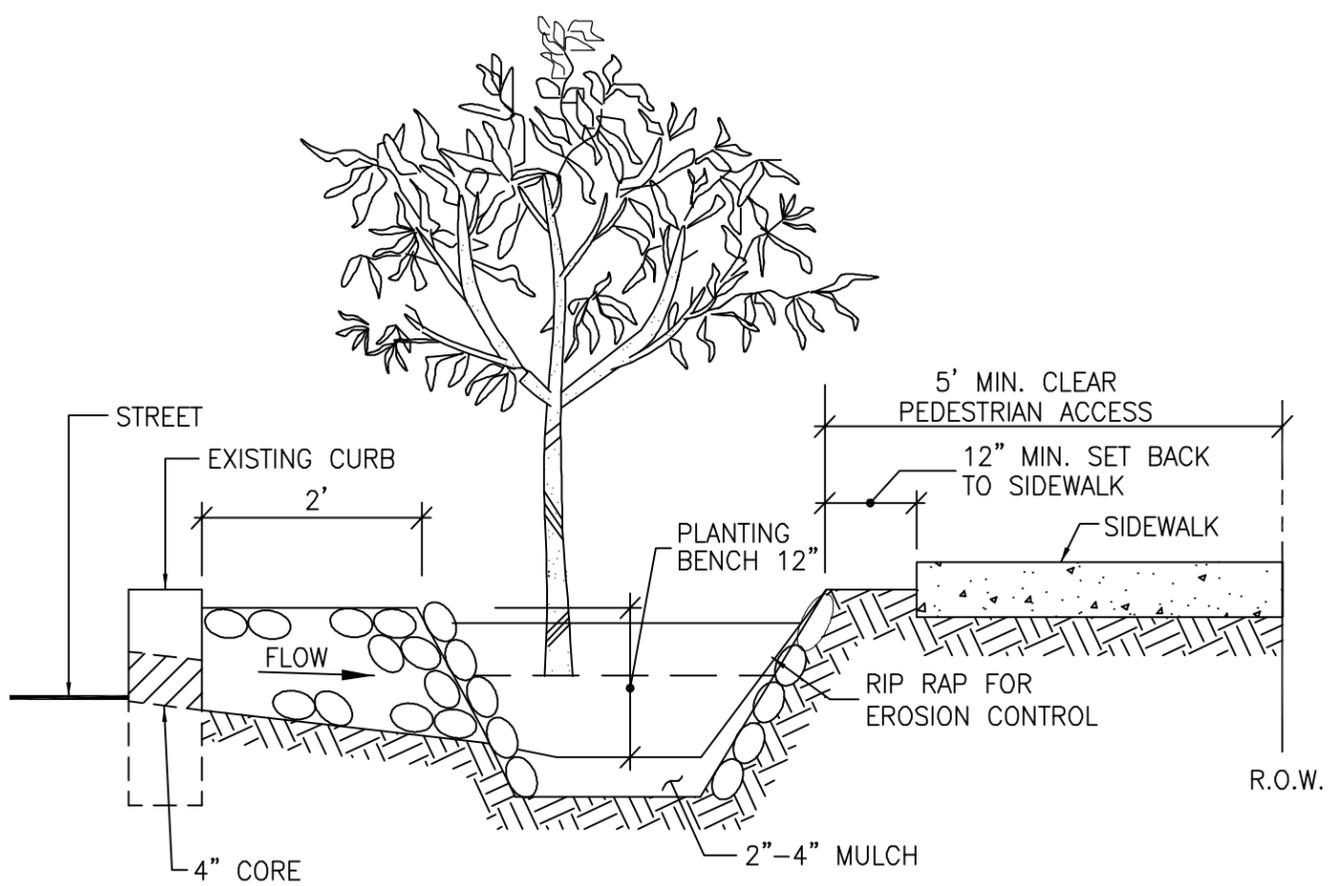
NTS

1 OF 2



1. CUT 3/8"–1/2" DEEPER THAN ROAD SURFACE ELEVATION.
2. ALL CURB CORES SHALL BE MADE BY A LICENSED CORING COMPANY.

SECTION A-A

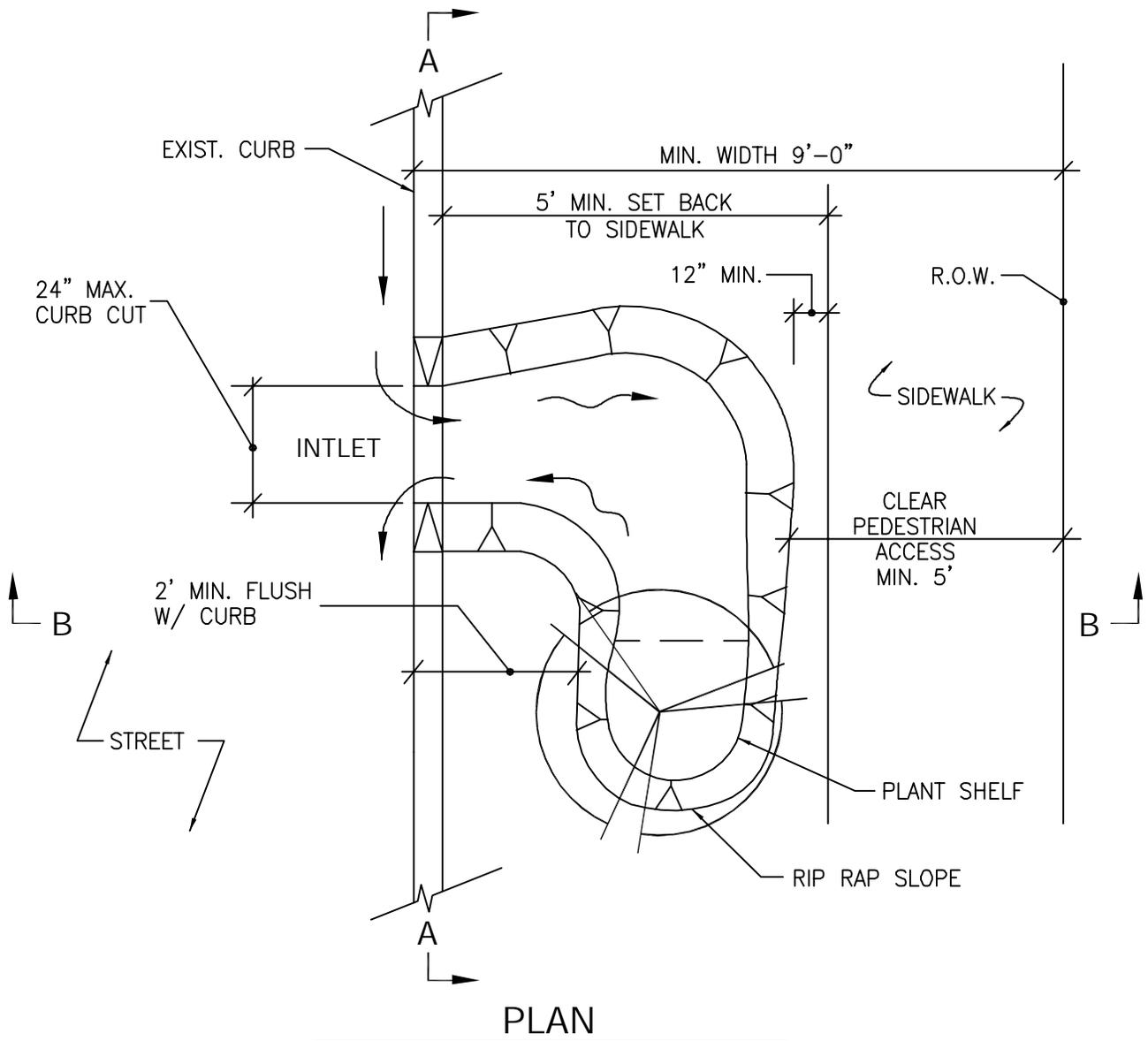


SECTION B-B

2

COT DOT STANDARD DETAIL
WATER HARVESTING CORING CUT DETAIL

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2 OF 2



NOTES:

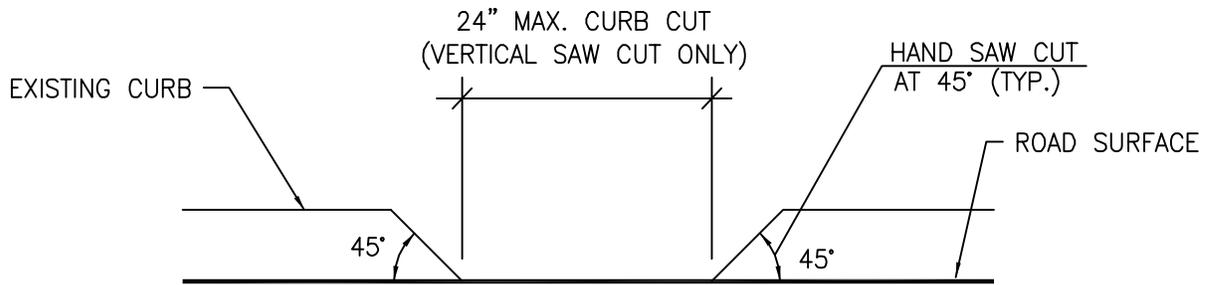
1. CURB CUTS MUST HAVE A MINIMUM OF 5' SEPARATION.
2. CURB CUTS MUST BE A MINIMUM OF 5' FROM DRIVEWAY APRON.
3. CURB CUTS MUST BE A MINIMUM OF 20' FROM ALL CORNERS & TREE PLANTING A MINIMUM OF 50' BACK OF CORNERS WITH STOP SIGNS.

1

WATER HARVESTING CURB CUT DETAIL

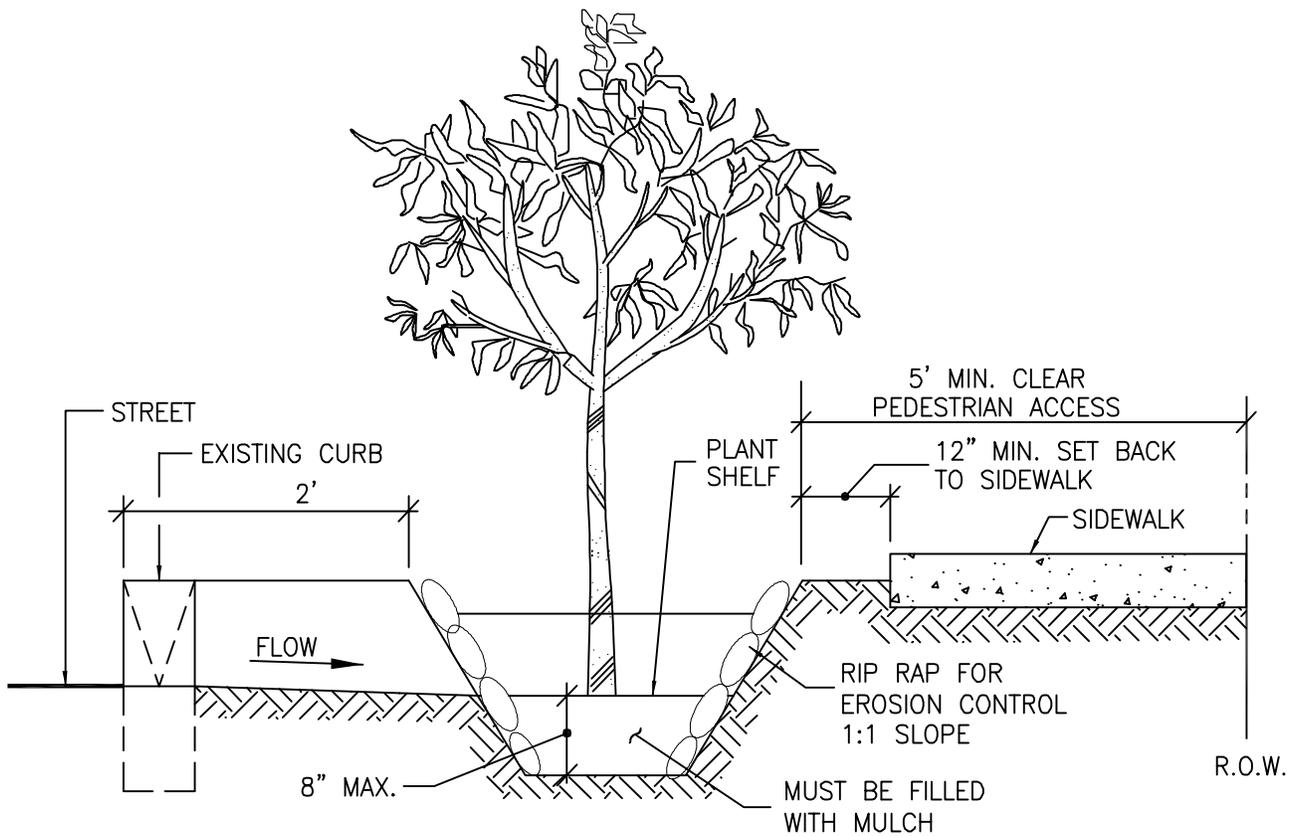
SEE DETAIL 2

NTS



1. DO NOT CUT DEEPER THAN ROAD SURFACE ELEVATION.
2. ALL CURB OPENINGS SHALL BE MADE BY SAW CUT METHOD.

SECTION A-A



SECTION B-B

2

WATER HARVESTING CURB CUT DETAIL

NTS



City of Tucson Department of Transportation Permit Center

Right-of-Way PERMIT APPLICATION For Barricade and Excavation of Construction

Office Use Only	
Permit #	<input type="text"/>
Staff Initials:	<input type="text"/> Ward: <input type="text"/> Area: <input type="text"/>
Expiration:	<input type="text"/>
<input type="checkbox"/> A/C <input type="checkbox"/> ADOT <input type="checkbox"/> ASZ <input type="checkbox"/> B <input type="checkbox"/> BS <input type="checkbox"/> CE <input type="checkbox"/> CIP/PIA <input type="checkbox"/> DW/SD <input type="checkbox"/> MITZ <input type="checkbox"/> PM <input type="checkbox"/> PT <input type="checkbox"/> RR <input type="checkbox"/> STC TRI ___	

INSTRUCTIONS: Please complete entire application with accurate information (*See note i*). 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 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) Renewal /Days of Renewal:

Work Order Number: Complete Closure Partial Closure Plan Add/Change

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

City of Tucson Projects: (Please check the appropriate boxes if applicable) Not applicable _____ Initials required

Capital Project Name and Number: Utility Relocation

COT Project Manager: PIA - Project #

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

Development Plan Number: Indicate total lineal footage of excavation and bore:

Work Description:

1 Day More than 1 day [Restrictions](#) 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 (*See note xii*)
 - Complete closure of any street
 - If traffic control extends through a railroad crossing
 - If traffic control extends through a signalized intersection
 - More than one lane closed at any time on an arterial or collector street
 - Restrictions on arterial or collector streets during peak hours
 - Streetcar Route

Applicant Information:

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 if applicable) Not applicable _____ Initials required

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

Other hours Lane Direction: North South East West

Indicate any Restrictions: (Please check the appropriate boxes if applicable) Not applicable _____ Initials required

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
(MUST Notify Park Tucson 791-5071) (Info is found on the pole below each meter or bottom right corner of sign)

Indicate any Notifications: (Please check the appropriate boxes if applicable) Not applicable _____ Initials required

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

School Notified (See note vi) – School Name:

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. **Initialize here _____ to confirm you have contacted TWater.**
- viii. For work impacting a drainage way, a Floodplain permit may be required. Contact TDOT Floodplain 791-4259. **Initialize here _____ to confirm you have contacted TDOT.**
- ix. To determine the location of Storm Drains check the TDOT As-Built at 201 N. Stone Ave., 5th Floor, Maps & Records 791-4259. **Initialize here _____ to confirm you have contacted TDOT.**
- x. A [Track Access Permit](#) will be required prior to issuance of a right-of-way permit. Contact Sun Link at 791-3333. **Initialize here _____ to confirm you have contacted SunLink.**
- 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. **Initialize here _____ to acknowledge.**
- 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. Initialize here _____ to acknowledge.**

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