



RIGHT OF WAY PROVISIONS

The City of Raleigh Right of Way Services Group has set forth these provisions and policies in accordance with the Manual on Uniform Traffic Control Devices, PROWAG, ADA, Local, State, and Federal standards to ensure the health, safety, and welfare of community members.



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Reference Documents

[Americans with Disabilities Act \(ADA\)](#)

[Public Right of Way Access Guidelines \(PROWAG\)](#)

[Manual on Uniform Traffic Control Devices \(MUTCD\)](#)

[NCDOT 2018 Roadway Standard Drawings](#)

[City of Raleigh Code](#)

[City of Raleigh Standard Detail Drawings](#)

Introduction

All projects within the City's right-of-way shall be adequately reviewed for coordination, and ensure the health, safety, and welfare of community members.

In accordance with [Section 11-6001 - Permit and Regulations for Working In, Upon, Over, Under, or Adjacent to the Streets and Sidewalks](#), and [Part 11-Transportation, Chapter 2 Motor Vehicles and Traffic, Article L. – Signing and Traffic Routing in the Event of Street Obstruction](#), the following applies:

- No person shall make any excavation or opening or dig any ditch, trench, tunnel or hole in, along, across or under any street, sidewalk or other public place for the purpose of laying or placing therein any pipe, wires, pole or for any other purposes ([Section 11-6001 \(a\) \(1\)](#)).
- No person shall grade, construct, pave or otherwise improve or repair or undertake the grading, construction, paving, improvement or repair of any street or sidewalk or other public place, including the construction, extension, paving or repair of any driveway which extends over or within the boundaries of any street, sidewalk or street right-of-way ([Section 11-6001 \(a\) \(2\)](#)).
- No person shall engage in any work or activity which shall in any way obstruct or tend to obstruct any street, sidewalk or other public place except those operating according to a valid permit issued pursuant to this Code ([Section 11-6001 \(a\) \(3\)](#)).
- No person shall engage in the erection, construction, repair, demolition, renovation, maintenance or any other work or activity in or upon, over, under or adjacent to or within five (5) feet horizontally of any street, sidewalk or other public property within the City outside of any permanent building ([Section 11-6001 \(a\) \(4\)](#)).

Permits shall be issued for any of the activities described above, to ensure proper compliance with all Local, State and Federal requirements. Any applicant shall provide a certificate of liability insurance and performance bond to the City of Raleigh at the minimum of five thousand dollars. This is in accordance with [Section 11-6001 \(b\) \(1\), and \(2\)](#).

Emergency situation - An "emergency situation" exists when the obstruction results from or is caused by any unanticipated event or happening which endangers the health or safety of persons.

Emergency situations continue for the reasonable length of time necessary for the person, persons, firm or corporation working to remove the obstruction to comply with the requirements of this article in a manner consistent with providing protection for the health, safety, and property of persons using or desiring to use the obstructed street.

No permit shall be identified as an Emergency unless any of the following may occur:

- Immediate threat to life, health, environment, or significant loss of property;
- Have already caused loss of life, health detriments, property damage, or environmental damage;
- Have a high probability of escalating to cause immediate danger to life, health, environment, or significant loss of property.

Permits are required for work in an emergency situation. Initial notification of the work should be made via email, with a permit submitted once the emergency situations is under control, but in no case later than the next business day.

GENERAL PROVISIONS

Prerequisites for Working within the Right of Way

Liability insurance and performance bond. ([Sec.11-6001\(b\)](#))

- As a further condition of the issuance of such certificate, the person desiring to work in the public streets as provided in this section shall file with the Director of Transportation or his duly authorized agent, a bond in the amount of not less than five thousand dollars (\$5,000.00) to work within the Right of Way.

Protecting the Public From Injury ([Sec. 11-6001\(f\)](#))

- Whenever any person shall do or undertake to do any of the things set forth in subsection (a) for which a permit is required, it shall be the duty of such person to use due and reasonable care to protect from harm and damage all persons or property who or which may be using any street, sidewalk or other public place where such activity is in progress, and to that end such person shall erect and maintain suitable barricades, signs, lights, flares, and other appropriate means of protection and other appropriate warning devices at, near, or around the place or places where such work or activity is in progress.

Indemnity Bond ([Sec. 11-6002](#))

- As a condition of the issuance of a permit for construction of and improvements to sidewalks, curbs, gutters and portions of driveways and drains within public rights-of-way (in addition to the other requirements of this Code, when such work is to be done either by a person employed by the owner of the property abutting the improvement, or by the City under contract, upon failure of such owner to do the required work, after notice), the person making the improvements shall be required to enter into a continuing indemnity bond with sufficient surety, upon condition that such work will be done in conformity with the standards established by the City and that the City will be indemnified for any damages it might sustain as a result of the breach of such condition.

Encroachments ([Sec. 12-1001](#))

- Any client that wishes to install permanent structures in the right-of-way and maintain them, must apply for an Encroachment as required by City Code prior to acquiring any permits for installation.

Permits ([Sec. 11-6001\(a\)](#))

- All applicable City of Raleigh permits (Land Disturbance, etc.) and NCDOT permits/encroachments (if applicable) shall be in place prior to starting work and a copy of these approved permits and a plan must be at the job site at all times.
- The issuance of a permit does not preclude the permittee from complying with any and all statutes, rules, regulations, or ordinances which may be imposed by other government agencies (Local, State, and Federal) which have jurisdiction.
- All construction shall be in accordance with City of Raleigh and/or NCDOT standards and procedures. In case a conflict occurs, the more stringent requirement shall apply.

Preconstruction Operations

- A pre-construction meeting may be required prior to performing any work. The permittee, utility owner, contractor(s), stakeholders, etc. shall be in attendance. At this time or upon request, permittee and/or owner shall present necessary construction plans and schedule; including staging, street/lane/sidewalk obstructions, project duration, work hours, paving restoration, construction inspection, public notification, etc.
- A pre-construction meeting is required prior to the start of all work.
- All pre-construction meetings are to be coordinated with the Inspections Coordinator. (Please visit the contact list on page 17 to schedule a meeting).
- The Contractor shall take a sufficient number of preconstruction photos and videos. All damaged items along property frontages (asphalt, curb, and sidewalk) shall be replaced, and in acceptable condition prior to closeout of all applicable right-of-way permits.

Notification Requirements

- The permittee shall inform all residents, property owners, businesses, and emergency services with a notification letter at least 2 (Two) weeks prior to the commencement of construction within the area of the proposed project. See Appendix for a sample notification letter.
- Information within the notification shall include, but not limited to, the anticipated timeframe of the construction, any proposed traffic disruptions, the responsible party's contact information, and the subcontractor's contact information.
- Additional means of communication may include door hangers, neighborhood meetings, and face to face discussions, etc.
- Contractors shall prominently display the name of their company and a phone number on their vehicles while working within the public right-of-way.

Traffic Control

- All traffic control signage and practices shall adhere to the Manual on Uniform Traffic Control Devices (MUTCD), and the latest edition of the NCDOT, "Standard Specification for Roadway Structures" NCDOT, "Roadway Standard Drawing Manual" and the NCDOT supplement to the MUTCD.
- The permittee shall provide specific measurements for pedestrian controls, which will comply with all Local, State, and Federal regulations including but not limited to the American Disability Act, the Manual on Uniform Traffic Control Devices Part 6, Temporary Traffic Control and the City of Raleigh's Making Great Strides manual.

Traffic Signals

- Prior to construction or work around traffic signals a preconstruction walk through shall be coordinated with the Department of Transportation with City of Raleigh Signals (919-996-6020), so that locates are completed, and the contractor will be made aware of the signal utilities underground.

Trees in the City of Raleigh's Right of Way

- Tree Impact Permit- any City Tree disturbing activity or any land disturbing activity within fifteen (15) feet of a City tree and that is on City property shall first obtain a written permit pursuant to procedures and standards set forth in the City Tree Manual, including the payment of any such fees required therein. Persons failing to obtain the appropriate permits before beginning tree work are subject to civil penalties, fees, and/or replacement costs.

Raleigh Water Critical Infrastructure Notification

- NOTIFICATION TO WDSERVICEREQUESTDL@raleighnc.gov SHALL be sent 72 hours before spotting, excavating, blasting, and boring near critical Water and Sewer Mains.
- The expectation is that contractors follow the requirement for working adjacent to our critical infrastructure. The North Carolina Underground Utility Safety and Damage Prevention Act indicates requirements for working within the tolerance zone.
- Raleigh Water requires that all contractor and utility companies provide a second email to give a 72 hour advance notification when considering any type of blasting excavation within the regulated distance of our critical facilities.

Transit Notification

- When a transit stop will be impacted, permittee shall coordinate with the City's Transit Division to receive approval for temporary closure, temporary relocation, or maintenance of pedestrian access of the transit stop.

Lane Obstructions

Definition of a lane obstruction: A lane obstruction involves the occupation of a lane or lanes during projects but not closing the lane or lanes off completely. This can be in the form of a flagging operation, lane merges, or other traffic shifts to allow traffic to still flow and not close the street. This does include shoulder work in which equipment may need to move and operate.

Lane Closures / Work

- Any work in which obstructs traffic on a street, lane or sidewalk must be in compliance with the [Americans with Disabilities Act, Part 11-Transportation, Chapter 2 Motor Vehicles and Traffic, Article L. – Signing and Traffic Routing in the Event of Street Obstruction, Manual on Uniform Traffic Control Devices \(MUTCD\)](#), and [Public Right of Way Accessibility Guidelines \(PROWAG\)](#).
- A Right of Way permit is required for all activity that is performed in the Right of Way.
- On roads with curb and gutter, a lane closure is required when work is being performed within 5' of the travel lane.
- On roads without curb and gutter, a lane closure is required when work is being performed within 15' of the travel lane.
- A minimum access of 20' of pavement is required at all times for traffic. This does not include the curb and gutter areas.
- If any operator/contractor parks in a residential area forcing the homeowner/resident to park on the other side of the road, narrowing to 20' or less, the operator/contractor is liable to ensure a lane closure permit is obtained. All lane closures must abide by Local, State, and Federal Laws.
- SIGHT VISIBILITY MUST BE MAINTAINED AT ALL TIMES PERTAINING TO PROPER LANE CLOSURES.

Lane Closure Times

For roads with a marked center line:

Day Work:

- NO LANE CLOSURES PERMITTED between the hours of 6:00 a.m. to 9:00 a.m. and 4:00 p.m. to 7:00 p.m. Monday through Friday
- NOTE: Further restriction may apply due to traffic conditions, or holiday schedule.

Night Work:

- NO LANE CLOSURES PERMITTED prior to 7:00 p.m. and traffic must resume before 6:00 a.m. Monday through Friday.
- NOTE: Must be approved and permitted five business days prior to requested date.
- NOTE: The City of Raleigh Noise Ordinance is applicable: [CHAPTER 5. NOISE ORDINANCE](#).

For roads without a marked center line:

Day Work:

- Standard hours for construction related activities are 7:00 a.m. to 7:00 p.m. Monday through Sunday.

Night Work:

- NOTE: Must be permitted five business days prior to requested date.
- NOTE: The City of Raleigh Noise Ordinance is applicable: [CHAPTER 5. NOISE ORDINANCE](#).

Full Street Closure

- Full street closure is needed when the work cannot be completed without impacting the entire road width. Projects should be designed to minimize the need for full street closure.
- During a full street closure, traffic is detoured allowing workers full access to roadway facilities and ensuring that motorists and City services are rerouted properly to their destinations around the work area.
- **The Required Documentation (must be submitted a minimum of two weeks prior to proposed start of work to the online permit portal.**
 - Traffic Control and Vehicular Detour Plan, and Pedestrian Plan in accordance with standards of the [Americans with Disabilities Act](#); [Public Right-of-Way Accessibility Guidelines](#); and [Manual on Uniform Traffic Control Devices](#);
 - The City Transit Division shall determine and publicize a detour plan for impacted transit routes. To assist with transit detour plans, permittees should clearly identify lane widths and turning radius where altered, and the times and dates of all closures and obstructions.
 - Memorandum outlining the proposed work and logistics.

Sidewalk Obstructions

Sidewalk Access

- All public sidewalks must be accessible to all pedestrians, including people with mobility concerns. Existing or auxiliary pedestrian routes during construction shall be required to be compliant with the Public Rights of Way Accessibility Guidelines (PROWAG), the ADA Standards for Accessible Design and the Manual on Uniform Traffic Control Devices (MUTCD);

Obstruction of Sidewalks

- If a sidewalk is obstructed, a sidewalk closure permit is required.
- Any work performed on a sidewalk shall be in compliance with the [Americans with Disabilities Act, Part 11-Transportation, Chapter 2 Motor Vehicles and Traffic, Article L. – Signing and Traffic Routing in the Event of Street Obstruction, Manual on Uniform Traffic Control Devices \(MUTCD\), and Public Right of Way Accessibility Guidelines \(PROWAG\)](#).
- Sidewalks can be obstructed temporarily for a contractor to perform work; however, a proper sidewalk obstruction permit shall be obtained. Any obstruction in the sidewalk shall be approved prior to the setup of the work area. Any time a sidewalk is obstructed and impedes pedestrians or cyclists, a safe alternative route shall be provided.
- If overhead work is to be performed a lane closure and sidewalk closure permit is required. If a sidewalk is closed, an alternative safe pedestrian routes shall be provided.
- If sidewalk is closed along major corridors the applicant must provide a solution to provide walking access to businesses, transit stops and other points of interest. Some previous applicants have provided workers to lead pedestrians through the work area to ensure the pedestrian's safety.

Parking and Driving on Sidewalks

- No vehicles are permitted to park or stop on sidewalks.
- Per City Code [Sec. 11-2121](#). The driver of a motorized vehicle shall not drive within any sidewalk except at a permanent or temporary driveway.
- Persons parking on a sidewalk can receive a civil penalty (ticket) per City Code [Sec. 11-2025\(e\)\(1\)](#).

Holiday Schedule and Special Event Work

- No work is permitted during the [City of Raleigh Holiday Schedule](#). If the Holiday falls on a Monday or Friday, the restriction will include the encompassing weekend, [Holiday Schedule](#)
- No street, lane, or sidewalk obstruction is allowed in the vicinity of any scheduled event. This includes detour routes for the event. It is the contractor's responsibility to verify events in the vicinity. [Event Calendar](#)
- Any dumpster, equipment, vehicles or stored materials must be moved out of any parking area during any event. See schedule of event: [Festivals, Road Races, and Special Events](#)

During Construction Operations

- The permittee shall have a superintendent available on a 24-hour basis, who is authorized to carry out orders from the City's representative, while work is in progress. The permittee shall provide the name of the superintendent prior to the start of work.
- Any field conflict must first be addressed with a City of Raleigh Inspector by the Permit Holder's Field Supervisor. If no resolution is reached, the Inspector shall contact the Inspections Coordinator, who shall confer with all appropriate parties to reach a solution.
- The City reserves the right to require the presence of a police officer for the following but not limited to: construction activity, construction operations within the public right of way, for security and safety purposes, vehicular traffic control, pedestrian traffic control, noise control, dust control, and vibration control. The permittee shall be required to comply with the City of Raleigh Police Department.
- Any trash or debris tracked onto a public road shall be removed and swept immediately.
- Portable toilets, trash receptacles, construction materials and debris, pre-made building packages, gravel, sod, dirt, mulch, etc., SHALL NOT be placed or stockpiled on or within the public right-of-way including sidewalks or pedestrian path.
- Concrete wash-out areas shall not be located within the public right-of-way and shall not drain into the Public Street and/or storm drainage system.
- Contractors are NOT allowed to operate any City of Raleigh water valves.
- Contractors shall contact Raleigh Water to have existing valves on or near waterlines serving the proposed project located, and checked for accessibility and operation, no less than 72 hours prior to construction (see contacts list).
- No drain pipes shall be installed within the curb or outlet onto sidewalks within the public right-of-way unless permitted.
- NCDOT shall be contacted to perform inspections on their roadways and infrastructure the same reports provided to NCDOT regarding pavement structure shall be provided to the City of Raleigh's Engineering Inspections Group prior to closeout of all applicable Right-of-Way Permits.
- All construction traffic shall adhere to the City of Raleigh Truck Route Ordinance (section 11-2132). Any questions regarding this ordinance shall be forwarded to Raleigh's Department of Transportation.
- Contractors shall provide traffic and/or pedestrian access during construction, where applicable. Loading and unloading areas shall be properly identified, and not obstruct traffic and/or pedestrians. This shall be in accordance with the MUTCD, ADA and PROWAG standards.
- All areas shall be defined by a machined saw cut. Concrete shall be removed to the nearest joint. For sidewalk, removal of partial panels is not allowed. Replacement of entire sidewalk panels is required. The minimum section of curb removal and replacement is 6' from the nearest joint. If the work area exceeds 6' , the entire curb section shall be removed and replaced existing joint to existing joint.
- If any curb, gutter, or sidewalk is disturbed or damaged in the area which would normally encompass a curb ramp, a curb ramp shall be installed according to the slopes and dimensions of the latest ADA, PROWAG, NCDOT and City standards.

- All street and sidewalk construction shall be continuously maintained in a safe manner in accordance with MUTCD, ADA and PROWAG standards. Permit holders shall utilize flashing barricades and sidewalk closed signs where applicable.
- Steel Plates are required for excavations that cannot be immediately backfilled with asphalt or cold patch. All trenches are to be backfilled with ABC prior to installation of temporary steel plate bridging.
- Steel shall meet the requirements set forth in the “Standard Specifications for Highway Bridges” by AASHTO. In general, the minimum requirements for a 24-inch cut, is to utilize a 5-foot wide by 8-foot long by 1-Inch thick steel plate. The plates shall be secured from lateral movement while in use by the installation of asphalt material.
- All disturbed driveways shall be replaced with full panels. Replacement of driveways shall be in accordance with current standards, and not create safety issues with adjacent sidewalks. Typical driveways shall have an expansion joint at the curb tie-ins, and the end of the apron.
- City transit service will not be disrupted. Any detours, relocation/closing of transit stops, etc. must have received prior approval from the City’s Transit Division.
- Any deviation from any of these requirements shall result in immediate stoppage of activities until all policies, procedures, and standards are met.
- All work shall be completed with minimum delay.

NC811

- As required by state law, all existing underground utilities shall be located no less than 3 days prior and no more than 12 days prior to the beginning of any excavation or underground construction. Vacuum Excavation is the preferred method within the Public Right of Way. [NC811](#).

Private Property

- No work or storage of equipment shall occur on private properties unless permission has been granted in writing by the property owner.

Illicit Discharge- An illicit discharge is an unlawful act of disposing, dumping, spilling, emitting, or other discharge of any substance other than storm water into the storm water drainage system. The storm water drainage system includes streets, ditches, catch basins, yard inlets, lakes, and streams.

- All storm water inlets are to be protected during construction by gutter buddies.
- A Vac Truck shall be onsite for all directional boring operations. No drilling mud or other substance shall enter the storm drainage system.
- The city may issue Notices of Violation to offenders and fines may be issued depending on the severity of the violation. The City can issue fines, or civil penalties, up to \$5,000 per day and these fines can continue for each day the illicit discharge remains active.
- Repeat offenders, the penalty will double the amount that was previously fined up to \$25,000 each day.
- View the Illicit Discharge Ordinance in the [Municode](#)
- [Chapter 5. - Offenses Against the Environment](#).

Post Construction Repairs and Restoration

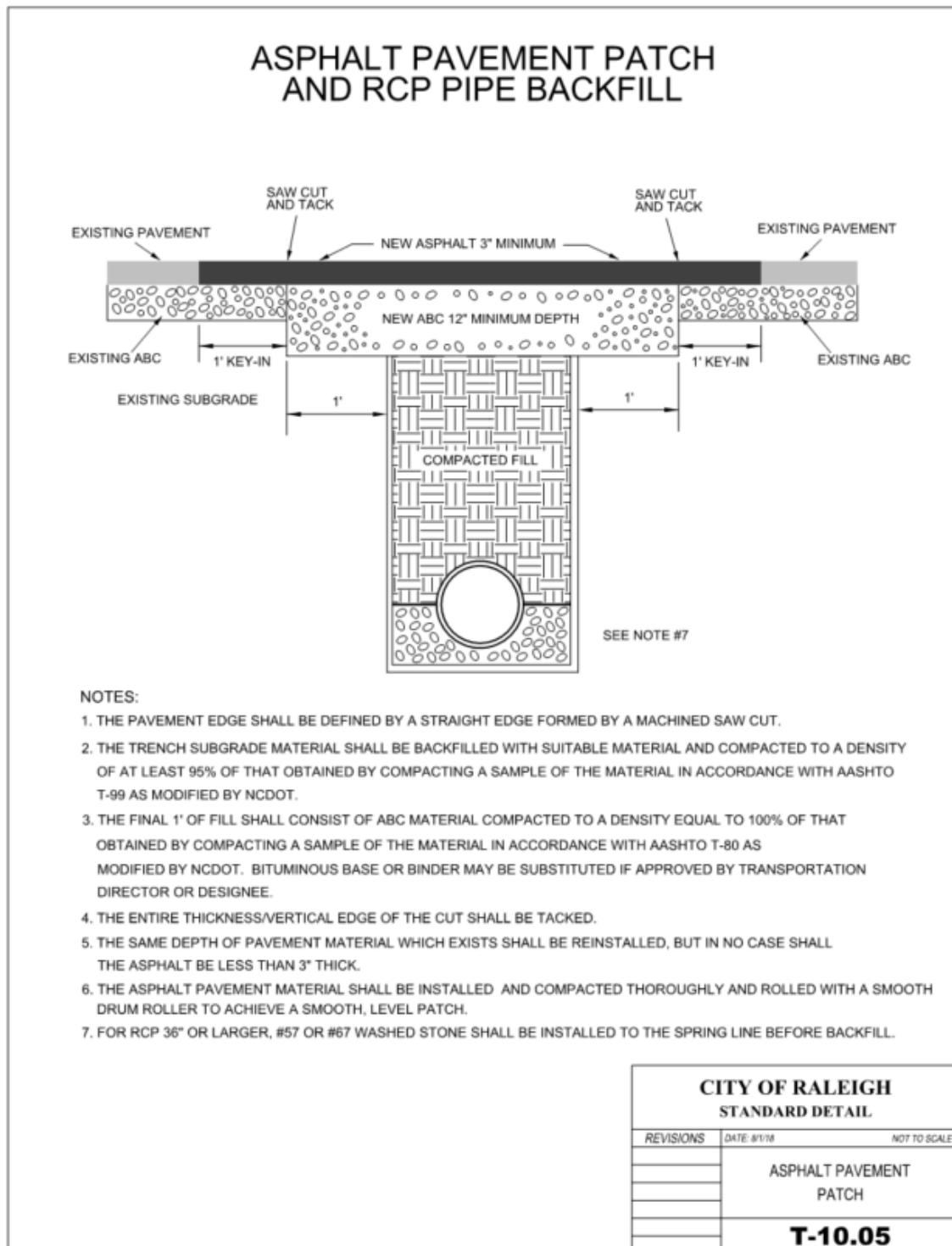
- All areas shall be repaired and restored to or exceed City standards.
- Repair and restoration requirements are the responsibility of the permit holder.
- Permanent patches shall be made within 72 hours of the initial utility cut.
- Temporary cold patch shall be used in asphalt until the permanent patch is made.
- For sidewalk, cold patch shall be used until the permanent repair is made.
- Repairs and restoration will be inspected by an inspector, and the inspector will determine if the restorations are made to standards.

Asphalt Repairs

- Asphalt repairs shall be in accordance with City of Raleigh Standard Detail T-10.05, for City streets. See detail on following page.
- Longitudinal joints for asphalt patches shall not be placed in the wheel path.
- All asphalt must be a hot plant mix with cut edges sealed. A valid receipt/ticket must be provided if requested by an inspector.
- DO NOT use ABC stone as the surface in asphalt patches unless immediately covered by a steel plate.
- The same thickness/type of asphalt which exists shall be installed, but in no case, shall the asphalt be less than three inches thick.
- The asphalt shall be defined by a straight edge, machined saw cut. The entire thickness/edge of the existing asphalt cut shall be tacked.
- Asphalt shall be installed and compacted thoroughly to achieve a smooth level patch. Any settling that occurs will be the contractor's responsibility to repair in a timely manner. Contractors are responsible for the maintenance of warranty of any asphalt patch they perform for a period of no less than 1 year.
- Asphalt mixtures shall not be placed during rainy weather, when the subgrade or base course is frozen or when the moisture on the surface to be paved would prevent a proper bond.
- Asphalt mixtures shall not be placed when the air and/or surface temperature, in the shade away from artificial heat at the paving location, is less than specified in the table below:

Placement Temperature for Asphalt		
Asphalt Concrete Mix Type	Minimum Air Temperature*	Minimum Surface Temperature
B25, 0B, C (Base)	35°F	35°F
I19.0B, C, D (Binder)	35°F	35°F
SF9.5A, S9.5B (Surface)	40°F	40°F
S9.5C, S12.5C	45°F	45°F
S9.5D, S12.5D	50°F	50°F

*Air Temperature to be based on National Weather Service (NWS) measured temperature for project area



- Do not place surface course material that is to be the final layer of pavement between December 15 and March 16 the next year.

Concrete Repairs (Sidewalk)

- All concrete repairs will be required to have a pre-pour inspection before concrete can be poured. This will be coordinated with an Inspections Coordinator.
- All concrete must be a mix from a concrete plant 3000 PSI or greater with a valid receipt available, if requested by an inspector.
- The trench sub-grade material shall be backfilled in 6-inch lifts and compacted to a density equal to at least 95% of that obtained by compacting a sample of the material in accordance with AASHTO T-99 as modified by NCDOT.
- The final 12 inches of fill material shall consist of a minimum of 12 inches of ABC stone, installed in a minimum of two 6 inch lifts and compacted to a density equal to 100% of that obtained by compacting a sample of the material in accordance with AASHTO T-80 as modified by NCDOT. Space should be left for the appropriate thickness concrete surface layer or the temporary asphalt cold patch as appropriate. Excavatable flowable fill can be used as an alternate for ABC stone if desired by the applicant.
- Concrete placement can begin when the air temperature, in the shade away from artificial heat reached 35 degrees Fahrenheit on a rising thermometer. The temperature of the heated concrete shall be a minimum of 55 degrees Fahrenheit, but not more than 80 degrees Fahrenheit. A batch ticket shall be provided to the project inspector noting the concrete temperature at placement.
- Concrete can be placed without any protection when the air temperature, in the shade away from any artificial heat, is above 35 degrees Fahrenheit for a 72-hour period after placement.
- All concrete shall be protected by heated enclosure or insulated blankets if the air temperature falls below 35 degrees Fahrenheit within the 72-hour (3Day) curing period. The heated enclosure or insulated blankets shall be left in place for a minimum of 72 hours (3 Days) from the time of placement. Heated enclosure or insulated blankets shall be on site prior to the pre-pour inspection and shall not have any rips or tears in the water-proofing material.
- Contractors are responsible for the maintenance of warranty of any concrete repair they perform for a period of no less than 1 year.

Curb and Gutter Repairs

- Once the initial construction/installation is complete, the permit holder will have a maximum of five (5) days to restore the curb and gutter and or sidewalk.
- All areas shall be defined by a machined saw cut.
- If any area of curb and gutter removed is less than six (6) feet from the nearest construction joint, the curb and gutter shall be removed to the next joint.
- Curb and gutter shall be reinstalled at the existing elevations and grades.
- If asphalt was existing in the curb, then it shall be reinstalled.
- If any curb and gutter is disturbed in the area in which encompasses a curb ramp, a new curb ramp shall be installed in accordance to City of Raleigh, PROWAG and ADA standards. See City of Raleigh Standard Construction Details T-20.01.1 to T-20.01.08 for curb ramp details.

- Concrete must be a mix from a concrete plant with a valid receipt if requested by the Inspector.

Driveway Repairs

- Once the initial construction/installation is complete, the permit holder will have a maximum of five (5) days to repair the driveway.
- All areas shall be defined by a machined saw cut.
- Concrete must be a mix from a concrete plant with a valid receipt if requested by the Inspector.

Sidewalk Repairs

- Once the initial construction/installation is complete, the permit holder will have a maximum of five (5) days to restore the sidewalk.
- All areas shall be defined by a machined saw cut.
- Sidewalk sections shall be removed to the nearest joint.
- If any sidewalk is disturbed in the area in which encompasses a curb ramp, a new curb ramp shall be installed in accordance to ADA, PROWAG, NCDOT and City standards. See City of Raleigh Standard Construction Details T-20.01.1 to T-20.01.08 for curb ramp details.
- Concrete must be a mix from a concrete plant with a valid receipt if requested by the Inspector.

Grass and Lawn Restoration

- All restoration to lawns will be made within ten (10) calendar days, from the initial date of the ground disturbance.
- Clean topsoil, seed, and straw shall be utilized when restoring any beauty strip or lawn area in which was impacted during construction.
- Any damages to grass, plants, flowers, or bushes shall be replaced with the same type of grass, plant, flower, and/or bush.
- Grass and lawn restoration will include shoulders, ditches, and ditch slopes.
- All grass and lawn restorations will be determined as satisfactory by an inspector.
- Contractors are responsible for the maintenance of warranty of any landscape repair they perform for a period of no less than 1 year.

Trees in the City of Raleigh's Right of Way

Remediation to trees damaged

- Any tree damage(s) shall be repaired and or replaced to the satisfaction of the Urban Forester at no expense to the city. Trees shall be remediated in accordance with the City Tree Manual.

Signal Repair

- After work has been completed, a post-construction walk through shall be required to confirm that no damages are present.
- Where any signal failures, malfunctions or damages occur as a result of work, an emergency response shall be accomplished within four (4) hours of notification with the repairs completed within eight (8) hours of notification.
- Any signal loop outages shall be replaced within five (5) workdays.
- All repairs shall be accomplished by a NCDOT approved contractor, which is a licensed electrical contractor familiar with traffic signal construction.

Storm Drain Repairs (Bore Throughs)

- Any damages that occur to storm drains are the responsibility of the permit holder.
- All repairs to Storm drains will need to be coordinated with an Inspections Coordinator.

Monuments

- Right of Way monuments disturbed during construction shall be referenced by a Registered Land Surveyor and reset after construction.

Transit Stops

- Signs and amenities at transit stops disturbed during construction shall be replaced to preconstruction conditions and location, unless otherwise agreed upon by the City's Transit Division.

SPECIAL PROVISIONS

Dumpsters and PODS

- Any Dumpster or Portable Storage Device is required to have a permit in order to be in the right of way.
- Right of Way Services can require the removal of the dumpster or portable storage device if it has been illegally placed in the right of way without a permit.
- Right of Way Services can require the removal of the dumpster or portable storage device if it has been placed in the right of way without permits and is creating a safety hazard.

Port-a-John

- A port-a-john is not allowed to be in any portion of the city's right of way.
- Right of Way Services will require the removal of a port-a-john if it has been placed in the right of way.

Parking:

- No equipment, vehicle, dumpster, or storage of materials is permitted in a "No Parking" area.
- No Persons shall park on any City sidewalk. Persons who may be eligible to receive a civil penalty (ticket) per City Code [Sec. 11-2025\(e\)\(1\)](#).
- Contractors will be required to promptly remove any dumpsters, equipment, vehicles or stored materials from the City Right of Way at the discretion of the City along with any Special Event. See schedule of event: [Festivals, Road Races, and Special Events](#)
- All conditions of [Part 11 Transportation Article J Parking and Standing](#) apply. These provisions include but are not limited to the following parking violations:
 - Parking within 5 feet of any driveway
 - Parking within 15 feet of any fire hydrant
 - Parking within 25 feet of any intersection
 - Parking within 12 feet of any crosswalk
 - Parking within 50 feet of any Railroad Crossing or overpass approach
 - Parking in a defined Handicapped Parking Space
 - Parking any vehicle larger than ¾ Ton capacity or any Trailer on a City street.
 - Parking further than 12 inches of the curbing

Paid, Times, and Regular Parking Spaces

- Contractors will be required to promptly remove any dumpsters, equipment, vehicles or stored materials from the City Right of Way at the discretion of the City along with any Special Events. See schedule of event: [Festivals, Road Races, and Special Events](#)
- All conditions of [Part 11 Transportation Article J Parking and Standing](#) and [Part 11 Transportation Article K Parking Meters](#) shall apply.

- All Construction Vehicles or Construction Equipment SHALL clearly display a valid parking permit and have the Company Logo and Name on the Vehicle. Private vehicles are not permitted. Permits may be purchased at the City's Parking office.
- The use of any metered parking spaces will require the user to pay a parking encumbrance fee per space that is utilized for the duration of the project. **Repaying the Meters is not permitted.**
- If any Parking Meter(s) need to be removed for a project the contractor shall be required to make that request to the City and pay all removal and reinstallation cost for said parking meter prior to beginning construction. These fees shall be in addition to any required space encumbrance fees owed to the City.

City Loading, Taxi, Bus and Valet Zones

- No equipment, vehicle, dumpster, or storage of materials is permitted in any Loading, Taxi, Bus or Valet Zone unless specific permission is provided by City Staff.
- City Loading Zones (Commercial, Material, Passenger, or Mixed-Use Loading) are for the sole purpose of loading and unloading (not for parking) and require that the user be expeditiously loading and unloading without exceeding that Loading Zones time limit.
- All conditions of [Part 11 Transportation Article J Parking and Standing](#) apply
- All vehicles utilizing any Commercial Loading Zone are required to have their Company Logo and Name permanently attached on the vehicle (no magnetics) with at least 2-inch lettering. Private vehicles are not permitted and will be cited for illegally parking in commercial loading zone.

Requirement for Parking Mitigation Plan

- Contractors shall be required to maintain all parking needs within the construction site or submit a detailed parking plan explaining how the contractor plans to mitigate all parking and loading needs for the site. This plan shall only include minimal use of street parking by contractors or subcontractors. If a parking plan has been approved by the City the contractor shall be the required to maintain all terms of the plan during the entirety of construction unless otherwise approved by the City.

Obstruction of Bike Lanes

- No parking or obstructions allowed in Bike Lanes.

Obstruction of Transit Stops

- No parking or obstructions allowed in designated Bus Zones.

Telecommunications (Fiber and Conduit Installation)

- Minimum bury beneath roadways shall be 2 feet; and 2 feet below the bottom of side ditches and sidewalks, unless otherwise approved by the Transportation Director or designee.
- Restoration and work shall occur per all General Provisions listed above this document
- All vault placements in sidewalk area must have plan approval by City Staff during permitting. If a field issue arises, the Inspections Coordinator must be notified.
- Vaults and handholes cannot be placed over any water or sewer line or within a 10' of curb ramp.
- Vaults cannot be installed within 5 ft of any hydrant or directly in front of hydrant.

EMERGENCY REPAIR PROVISIONS

Emergency Construction for Telecommunication Lines

- When an emergency strike occurs to any telecommunication lines, an online permit application is required to notify the city of the incident.
 - [Right of Way Emergency and Maintenance Notification](#)
 - If the emergency repair was for a telecommunication line, and the repair to the utility has been made restoring service to the customer; the contractor(s) has 2 weeks to install the new line and restore the area. This includes the removal of the temporary line.
- After emergency and maintenance notification is issued, a permit is still required. Submit for permit within 2 days of start of emergency work.

Emergency Construction in the Downtown Area

- Any work within the downtown area must not impact any special events. Below are 3 calendars in which may be utilized to coordinate any work within downtown.
 - [Festivals, Road Races, and Special Events](#)
 - [Raleigh Convention Center Calendar](#)
 - [Duke Energy Center Event Calendar](#)

Emergency Construction Including Potholes

- During construction all potholes must be backfilled with cold patch and maintained until final restoration is completed. DO NOT USE ABC STONE as a surface treatment.
- Cold patch must be applied immediately after work, and the final asphalt repairs must be completed within 5 days. For larger ongoing repairs, a combination of compacted ABC stone topped by a steel plate may be used. #57 stone is not allowed.

Emergency Construction Including Concrete

- Before final concrete restorations are made, a pre-pour inspection is required. A pre-pour inspection can be made through our Inspections Coordinator: NOTE: ALL PRE-POUR INSPECTIONS MUST BE MADE A MINIMUM OF 24 HOURS PRIOR TO PLANNED WORK.
- Pre-pour inspections should be scheduled through the Online Development Portal and should reference the associated approved permit.
- Cold patch must be used to safe up all concrete potholes until final concrete repairs are made. DO NOT USE ABC STONE as a surface treatment unless otherwise approved.

Emergency Construction Involving Obstructions

- During emergencies, when sidewalks and curb ramps are blocked, a detour must be put in place in accordance with ADA, PROWAG, NCDOT and City standards.
 - [United States Access Board](#) (ADA)
 - [Public Right of Way Access Guidelines](#) (PROWAG)

- [NCDOT Alternative Curb Ramp Designs](#)
- [City of Raleigh Standard Detail Drawings](#)
- During emergencies, when traffic lanes are closed or blocked, ALL Traffic Control setups and devices must be in accordance with City, State, and Federal Regulations.
 - [Manual on Uniform Traffic Control Devices \(MUTCD\)](#)
 - [NCDOT Work Zone Traffic Control - Division 11](#)

Emergency Construction Impacting Trees within the Right of Way

- Any emergency construction that disturbs a City tree without prior approval is required to notify the City by applying for a Tree Impact Permit.
- [Tree Impact Permit](#)

A Final Walk Through must be called in to the Inspections Coordinator when work has been completed for a final sign off. (Please visit the contact list on page 17 to schedule a meeting).

Contact List

EMERGENCY NUMBERS

FIRE.....	911
GAS LEAK/BREAK	911
WATER/SEWER LINE BREAK.....	919-996-3245

PARTNER AGENCIES

NC811.....	336-855-5760
NC811 Locates.....	1-800-632-4949
NCDOT	919-733-3213

CITY OF RALEIGH

Encroachments	919-996-2493
Engineering Inspections Group	919-996-6446
Illicit Discharge	919-996-3940
Raleigh Parking.....	919-996-3996
Pre-construction.....	919-996-6446
Pre-Pour Inspection.....	919-996-6446
Special Events.....	919-996-2200
Storm Drain Repairs (Bore Throughs)	919-996-6816
Traffic Signals	919-996-6020
Transit.....	919-996-4043
Transit (After-Hours Only, Dispatch)	919-996-3918
Tree Impact Permit	919-996-4115

Appendix

SAMPLE NOTIFICATIONS LETTER

DEVELOPER/CONTRACTOR COMPANY LETTERHEAD

DATE

SUBJECT

PROJECT NAME

Dear Sir/Ma'am,

[Developer Name] is currently developing the [Project Name] which has been approved by the City of Raleigh and is located at [Address]. The company and its contractors are working diligently to complete the project in a timely, efficient, and clean manner; however, the activities associated with construction of this project may cause some disruptions and inconveniences. These construction activities are set to begin on [Date] and hopefully conclude by [Date].

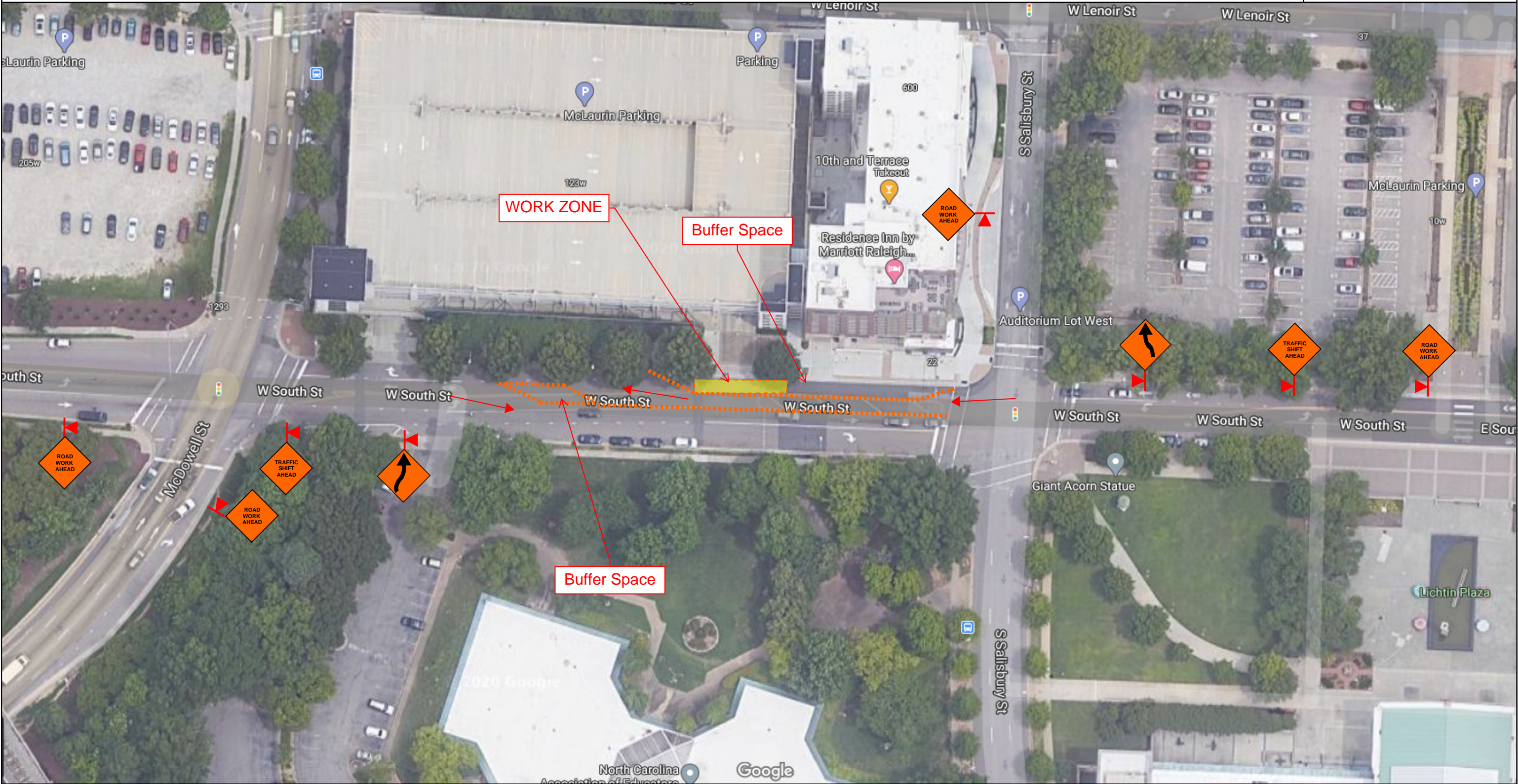
We sincerely apologize for any disruptions or inconveniences these activities may cause and sincerely appreciate your patience and understanding. Questions or comments may be directed to the undersigned at [Phone Number] or [E-mail Address].

Sincerely, [Signature]

DEVELOPER CONTACT NAME TITLE DEVELOPER COMPANY

LANE SHIFT EXAMPLE SETUP

CUSTOMER:
CITY OF RALEIGH



PROJECT DISCRPTION

- Do not block sidewalks or ramps with advanced warning signs.
- Work to be performed from 9 am to 4 pm Monday to Friday.

DESIGNED BY

Branz Technologies Inc.
639 Junction rd.
Durham, NC 27703
919-926-0690
traffic.request@branztech.com



SHEET:

1 OF 3

ROAD CLOSURE EXAMPLE SETUP

CUSTOMER:
CITY OF RALEIGH



PROJECT DISCRIPTION

- Do not block sidewalks or ramps with advanced warning signs.
- Work to be performed on weekends.
- Before and after all road closures you must call the State Operations Center at 1-877-627-7862.

DESIGNED BY

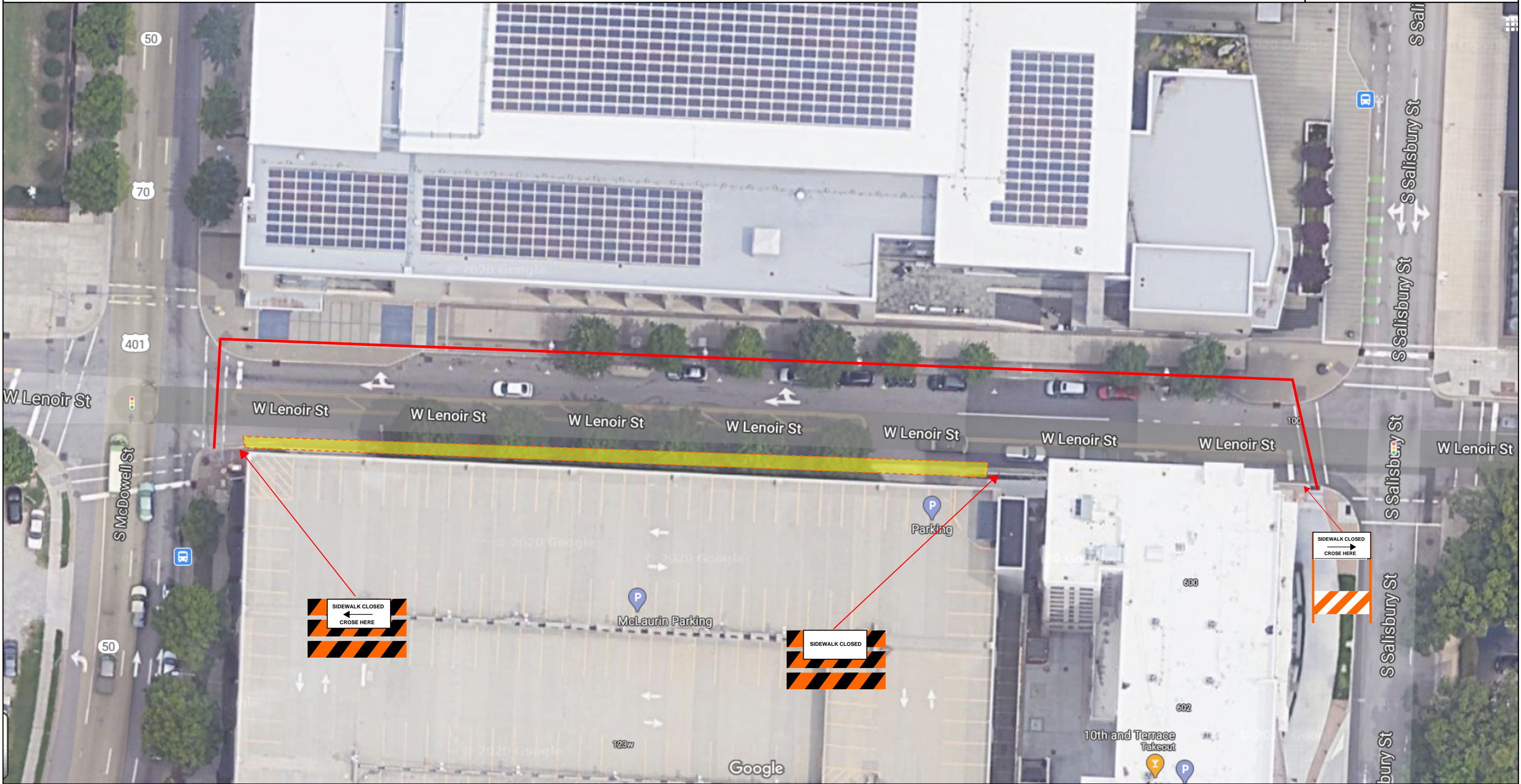
Branz Technologies Inc.
639 Junction rd.
Durham, NC 27703
919-926-0690
traffic.request@branztech.com



SHEET:

SIDEWALK CLOSURE EXAMPLE SETUP

CUSTOMER:
CITY OF RALEIGH



PROJECT DISCRIPTION

- Sidewalk closure setup.
- Do not block sidewalks or ramps with signs.

DESIGNED BY

Branz Technologies Inc.
639 Junction rd.
Durham, NC 27703
919-926-0690
traffic.request@branztech.com



SHEET:

3 OF 3