

ATLANTA DEPARTMENT OF TRANSPORTATION

MINIMUM INFORMATION REQUIRED FOR FRANCHISE PERMIT

I. GENERAL PERMIT INFORMATION

1. City Street name and Cross Street 1 and Cross Street 2.
2. Assure Traffic Control (TC) is in accordance with current Manual on Uniform Traffic Control Devices (**MUTCD**). Confirm a typical application shown in [part 6 of the MUTCD](#) will work with field conditions, if not, select and upload detailed TC plan.
3. Description of proposed utility work. (Provide details – Size, type and length including method of installation, and note if it is replacement, maintenance, etc. type work, when applicable)
4. Address information of impacted properties for ingress and egress.
5. If blasting is required, a separate plan review will be required by Atlanta Fire and Rescue. <https://www.atlantafirerescue.com/how-do-i/plan-reviews-for-building-permits>
6. Provide legend, if applicable or required.

II. DETAILS REQUIRED IN SUPPORTING DOCUMENTS

Confirm supporting documents are legible when printed at 8 ½" X 11" or 11" X 17". NO DWG FILES ACCEPTED.

A. EXISTING FIELD CONDITIONS

1. Dimensions of the roadbed – Must be English units.
 - a. Pavement width. (Indicate centerline, curb & gutter or edge of pavement (EOP))
 - b. Distance to shoulder point, ditch and/or toe of slope.
 - c. Show grass/concrete median and sidewalk, if applicable.
2. Right of Way width. (Note: If r/w varies you will need to indicate these changes and not use the word “varies”)
3. North Arrow.
4. Scale bar.
5. Show location of traffic signals, if exists.
6. Location of all above and below ground structures to be navigated. (i.e. storm drain, culverts, bridges, existing utilities, walls, parking lots, buildings, driveways, side streets, signal, etc.)
7. Test holes are required when boring under or over existing facilities/structures. Show test hole locations and size with details on existing facility/structure.
8. Posted speed limit.
9. Clearly identify and differentiate existing and proposed facilities in legend.

B. DETAILS ON PROPOSAL

1. Distance to proposed facility from right of way, edge of pavement and face of curb where curb exist.
2. Depth of cover of proposed facility noted at back-slope, ditches, shoulders & pavement.
3. Location of proposed installation showing distances to nearest intersecting street or milepost.
4. Length, size, type of proposed utility, and distance between proposed structures.
5. Detailed distances for offset portions of installation from right of way.
6. **Boring (Detailed profile)**
 - a. Type and length of bore.
 - b. Length, size and type of casing, if applicable. (See #10)

- c. Bore pits - location dimensioned from edge of pavement, size and vertical difference from bottom of pit to EOP. Bore pits are to be minimum 1' to 1' ratio from EOP (for every 1' in depth 1' from EOP) or minimum of 10' from EOP, whichever is greater.
 - d. Outside diameter of bore and outside diameter of facility being proposed.
 - e. Shoring details if applicable.
 - f. Plot existing facility/structure to be navigated.
 - g. Depict right of way, ditches, pavement, etc.
 - h. Special Provision for directional bore on limited access routes (Directional Boring Under Interstate and Limited Access Highways).
- 7. Pavement cuts - note justification, dimension, location from EOP and known travel lanes, size and method of repair. Note limits of mill and inlay if applicable. (Depends on age of existing pavement, please contact ATLDOT)
 - 8. Method of installation.
 - 9. Location of proposed fire hydrant, manholes, etc., including distance from pavement and right of way.
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- 10. Casing required when facility has "wash" factor (i.e. water, sewer, petroleum) or in the area of existing structures (bridges, culverts).
 - 11. Profile for all road crossings.
 - 12. Length and width of clearing.
 - 13. Note whether company forces or sub-contractor will be used.

Restoration

- 1. Last date the road was resurfaced if you are disturbing the road. It can be found here ([Resurfacing Information](#))
- 2. Restoration plan of location per city code section [138-69](#).

C. ADDITIONAL INFORMATION FOR ABOVE GROUND FACILITIES

- 1. Distance from edge of travel lane/face of curb for existing and proposed above ground facilities.
- 2. Overhead clearance noted on profile for crossings at low point.
- 3. Location of temporary poles or guy poles if applicable.
- 4. Indicate poles as new, replaced, or existing to remain.