



Pavement Cut Application Process

An Overview

The Mesa City Council approved City Code updates modifying the language to Title 9, Chapter 1 regarding pavement cuts. These modifications are effective as of February 27, 2017. Mesa City Code requires all pavement cut activities to have an approved permit and be restored in accordance with City standards and specifications (Mesa Standard Detail M-19.04.3). Restoration includes replacing traffic loops and striping per City standards and specifications.

This update also establishes a requirement to pay pavement restoration fees for cutting pavement that is newer than five years old. The four-tiered rate structure is based on pavement age and size of cut or pavement disturbance. In addition to the pavement restoration fee, pavement cuts within the first year will be subject to a mill and overlay requirement for a minimum width of all lanes impacted by the pavement cut(s). The minimum length for mill and overlay on each side of a pavement cut will be 50 feet for arterial streets and 25 feet for collector and residential streets. However, for one pothole per permit the requirement to mill and overlay the street shall not apply and the pavement restoration fee for the pothole will be waived.

In general, any request to cut into, excavate, open, bore, trench, or disturb street pavement for a period of two (2) years after the City's acceptance of street construction (i.e. new pavement, pavement renovation, pavement reconstruction, or street maintenance) will be denied. However, Mesa staff may authorize an exception to this pavement cut restriction under any of the following conditions (mill and overlay and pavement restoration fee will still apply):

- A VERIFIABLE emergency that endangers life or property;
- Interruption of essential utility service;
- Utility or other service for buildings is required where no other feasible means of providing service exists;
- A pavement cut required by City, County, State or Federal regulation.

For non-emergency work between one (1) and two (2) years after acceptance, the City Engineer may approve cutting the pavement and performing a mill and overlay if the permittee provides documentation that the cost to mill and overlay is substantially less than the cost of alternate routing for permittee's facilities.

The process to obtain approval to cut pavement is summarized in the steps below:

1. Applicant completes the "Pavement Cut Application"
 - a. Applicant obtains the pavement age from Mesa's ["Pavement Cut Restrictions" interactive map](#).
 - b. Applicant identifies the pavement cut limits on the civil or utility plans along with the mill and overlay limits as applicable. City standards and specifications (M-19.04.3) shall be referenced.
2. Applicant submits the "Pavement Cut Application".
 - a. For Developer Projects: Applicant submits the "Pavement Cut Application" along with the "Construction Permit Application" to obtain a "Commercial/Residential Permit" through the City's permit process. A registrant must seal and sign the "Pavement Cut Application".

OR

- b. For Utility and CIP Projects: Applicant submits the “Pavement Cut Application” along with the “Non-City Utility or Utility Permit Application” to obtain a “NCU or UTL Permit” through the City’s permit process. City staff or City consultant shall complete a “Non-City Utility or Utility Permit Application” for capital improvement projects. This includes all City driven projects and maintenance projects.
3. The City will collect the pavement restoration fee as part of the permit issuance.
4. For electronic submittals in DIMES, the Applicant will upload the application in pdf. format and title the document “Pavement Cut Application” and include the pavement cut information on the plan sheets for City review.

Notes:

- If the Pavement Cut Application and/or pavement limits are not shown correctly, the application will be returned for corrections.
- Any decision made regarding the Pavement Cut Application can be appealed to the City Right-of-Way Manager at ucoord@mesaaz.gov. The email subject line should be titled “pavement cut appeal” and should include the project address, the name of the City Plan Reviewer, associated dates, and description of the concern.
- To avoid cutting new pavement, please refer to the City’s “Active Capital Improvement Projects” and “Pavement Cut Restrictions” interactive maps located at http://gis.mesaaz.gov/Active_CIP/ <https://gis.mesaaz.gov/pcr/>. The “Active Capital Improvement Projects” map shows Capital Improvement Projects in design and construction along with the Project Managers contact information for coordination. The “Pavement Cut Restrictions” map shows current and future pavement restrictions based on scheduled pavement replacement projects. It is preferable to install underground infrastructure before new pavement is placed.



PAVEMENT CUT APPLICATION

Project name:	
Project address:	
Applicant:	
Applicant address:	Applicant email:
Applicant phone number:	Contractor info:

Scope of work: Requesting pavement cut to install ...
Justification for pavement cut: (A verifiable emergency must be specified to cut pavement newer than two years old.)

Mesa City Code requires all pavement cut activities to have an approved permit and be restored in accordance with City standards and specifications (Mesa Standard Detail M-19.04.3). Title 9, Chapter 1 of the Mesa City Code requires a pavement restoration fee for cutting pavement that is newer than five years old. A four-tier pavement cut rate structure is based on pavement age and size of cut. Pavement cuts include potholes, pavement damage, trenching, etc.

In addition to the pavement restoration fees, pavement cuts within the first year will be subject to a mill and overlay requirement for a minimum width of all lanes impacted by the pavement cuts. The minimum length for mill and overlay on each side of the cut will be 50 feet for arterial streets and 25 feet for collectors and residential streets. However, for one pothole per permit, the requirement to mill and overlay the street shall not apply, and the pavement restoration fee for that pothole will be waived.

Pavement age for city streets is found at the “pavement cut restrictions interactive map” site, located at <http://mesaaz.gov/maps/>. Pavement age is required to complete the chart on the following page.

Pavement Cut Fee Table:

Pavement Age < 12 months (0-1 years)		
Cut Size	< 200 SY	> 200 SY
Fee	\$1,800 + \$20/SY	\$1,800 + \$18/SY
For cuts within the first year, the fee is in addition to the mill and overlay		

Pavement Age 12 months - 24 months (1-2 years)		
Cut Size	< 200 SY	> 200 SY
Fee	\$1,600 + \$20/SY	\$1,600 + \$18/SY

Pavement Age 24 months - 36 months (2-3 years)		
Cut Size	< 200 SY	> 200 SY
Fee	\$1,300 + \$15/SY	\$1,300 + \$14/SY

Pavement Age 36 months - 60 months (3-5 years)		
Cut Size	< 200 SY	> 200 SY
Fee	\$1,000 + \$10/SY	\$1,000 + \$8/SY

Pavement removal (0 – 1 years old)	Square yards:	Pavement cut fee:
** For cuts within the first year, the fee is in addition to the mill and overlay.		
Pavement removal (1 – 2 years old)	Square yards:	Pavement cut fee:
Pavement removal (2-3 years old)	Square yards:	Pavement cut fee:
Pavement removal (3-5 years old)	Square yards:	Pavement cut fee:
Pavement removal (5+ years old)	Square yards:	Pavement cut fee does not apply (\$0):

Include a 24" x 36" formatted civil plan sheet showing location, type of work to be performed, and mill and overlay limits. Permits will not be processed without the required civil plan sheets.

I hereby certify that these quantities are accurate.

Seal, date and signature of registered civil engineer. FOR ROW permits ONLY. Does not apply to Utility Permits	Print name & date:
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For City Use:

Pavement Age:

Classification: Arterial Collector Residential

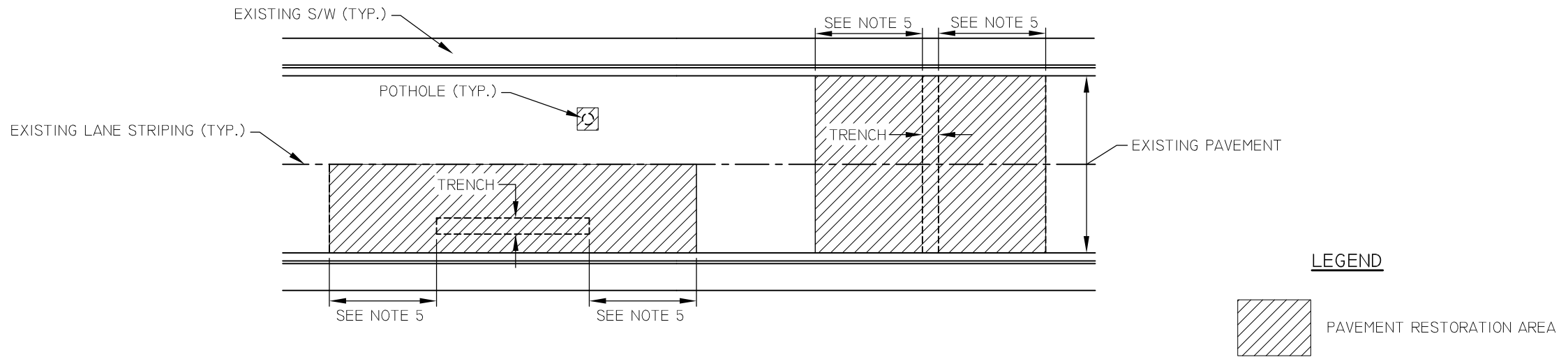
Pavement Cut Fee:

Notes:

Approved with Conditions or Denied:

Authorized by:

Date:



NOTES

1. A PAVEMENT RESTORATION FEE IS REQUIRED IN CONNECTION WITH ANY RIGHT-OF-WAY PERMIT TO CUT INTO, EXCAVATE, BORE, TRENCH OR DISTURB STREET PAVEMENT FOR A PERIOD OF FIVE (5) YEARS AFTER THE CITY'S ACCEPTANCE OF STREET CONSTRUCTION I.E. (NEW PAVEMENT, PAVEMENT RENOVATION OR PAVEMENT RECONSTRUCTION) AT THE LOCATION OF THE PROPOSED RIGHT-OF-WAY PERMIT.
2. THE AMOUNT OF THE PAVEMENT RESTORATION FEE SHALL BE AS ESTABLISHED PER THE CITY'S FEE SCHEDULE.
3. FOR A PERIOD OF TWO (2) YEARS AFTER THE CITY'S ACCEPTANCE OF STREET CONSTRUCTION PAVEMENT CUT RESTRICTIONS ARE IN PLACE AND ARE AUTHORIZED ONLY UNDER THE FOLLOWING EXCEPTIONS: A VERIFIABLE EMERGENCY EXISTS THAT ENDANGERS LIFE OR PROPERTY; AN INTERRUPTION OF ESSENTIAL UTILITY SERVICE; UTILITY OR OTHER SERVICE FOR BUILDINGS IS REQUIRED WHERE NO OTHER FEASIBLE MEANS OF PROVIDING SUCH SERVICE EXISTS; OR A PAVEMENT CUT IS REQUIRED BY CITY, COUNTY, STATE OR FEDERAL REGULATION.
4. BETWEEN ONE (1) YEAR AND TWO (2) YEARS AFTER ACCEPTANCE, IF THE CITY ENGINEER DETERMINES THAT THE COST TO MILL AND OVERLAY IS SUBSTANTIALLY LESS THAN THE COST OF ALTERNATE ROUTING FOR PERMITTEE'S FACILITIES THE PERMITTEE MAY CHOOSE TO CUT THE PAVEMENT AND PERFORM A MILL AND OVERLAY.
5. STREET CUTS PERMITTED WITHIN ONE (1) YEAR OF CONSTRUCTION, RECONSTRUCTION OR RENOVATION SHALL REQUIRE THE MILL AND OVERLAY FOR A MINIMUM OF THE FULL WIDTH OF ALL LANES IMPACTED BY THE CUT(S) INCLUDING TO THE CURB ON OUTSIDE LANES AND A MINIMUM DISTANCE OF TWENTY-FIVE (25) FEET FOR COLLECTOR/RESIDENTIAL STREETS OR FIFTY (50) FEET FOR ARTERIAL STREETS EXTENDING FROM THE AREA OF THE CUT IN BOTH DIRECTIONS.
6. THE REQUIREMENT TO RENOVATE THE STREET BY MILL AND OVERLAY/INLAY SHALL NOT APPLY TO ONE POTHOLE SMALLER THAN TWO (2) SQUARE FEET WITHIN THE LIMITS OF THE NEW PAVEMENT SECTION.
7. POTHOLE REPAIR SHALL BE PER CITY OF MESA DETAIL M-18.03.
8. TRENCH REPAIR SHALL BE PER CITY OF MESA DETAIL M-19.04.
9. PAVEMENT CUT AND MILL & OVERLAY LIMITS WILL BE APPROVED BY THE CITY INSPECTOR.
10. THE PAVEMENT RESTRICTION APPLIES TO ALL PROJECTS, INCLUDING PUBLIC AND PRIVATE PROJECTS.
11. ALL STRIPING IMPACTED BY PAVEMENT RESTORATION SHALL BE REPLACED PER CITY OF MESA "SIGNING & PAVEMENT MARKING DESIGN PROCEDURES MANUAL."
12. DETECTOR LOOPS LOCATED WITHIN THE PAVEMENT RESTORATION LIMITS SHALL BE REPLACED PER CITY OF MESA DETAILS M-96.01 THROUGH M-96.04.

NOT TO SCALE