



TxDOT DALLAS DISTRICT PERMIT PROCESS

All development in the Dallas County area of the City of Grand Prairie that will be constructing infrastructure or tying onto existing facilities within Texas Department of Transportation (TxDOT) maintained rights-of-way will require a driveway and/or utility permit approved by TxDOT's Dallas District Office prior to construction. The City of Grand Prairie is considered the permittee for all permit applications within the City Limits and ETJ, and requires that all permit submittals be processed through the City of Grand Prairie's Engineering Department.

Driveway and Storm Drain Permits shall contain the following documents and information:

- A letter of intent or letter of transmittal explaining the proposed improvements in State ROW. A letter of transmittal shall be included with each submittal.
- PDF of scalable 11"x17" plans shall be uploaded to the electronic project file. If you need a link to this file, please contact the Engineering Department at 972-237-8321 or engdevelopment@gptx.org.
- All engineering plan sheets must be signed/sealed by the engineer.
- 4 hard-copies, and 1 electronic file of the Traffic Impact Analysis (if applicable, per [UDC Article 23](#), Section 11)
- ALL applicable TxDOT CAD Standard Plan Sheets shall be attached to the plans. (i.e. PED, EC, TCP, BC, SET, etc.)
- Only plan sheets that pertain to the driveway permit shall be included. Driveway permits cover only drives/paving and storm drain within State ROW. Additional plan sheets may be necessary that are not part of the City plan set.
- All redline markups shall remain in the electronic project file to be included with all re-submittals, along with a letter explaining any un-addressed comments.

Utility Permits shall contain the following documents and information:

- A letter of intent or letter of transmittal explaining the proposed improvements in State ROW. A letter of transmittal shall be included with each submittal.
- PDF of scalable 11"x17" plans shall be uploaded to the electronic project file. If you need a link to this file, please contact the Engineering Department at 972-237-8321 or engdevelopment@gptx.org.
- All engineering plan sheets must be signed/sealed by the engineer.
- Only plan sheets that pertain to the utility permit shall be included. Utility permits cover only water and sewer within State ROW. Additional plan sheets may be necessary that are not part of the City plan set. Please note that the City of Grand Prairie does not process franchise utility permits.
- All redline markups shall remain in the electronic project file to be included with all re-submittals, along with a letter explaining any un-addressed comments.

Important Note:

The City of Grand Prairie will review all driveway and utility permit plans prior to submittal to TxDOT for accuracy and completeness. The City of Grand Prairie will return any submittal that is deemed incomplete.

Useful Links:

CAD Standard Plan Sheets - <http://www.txdot.gov/business/standardplanfiles.htm>

Roadway Design Manual - <http://onlinemanuals.txdot.gov/txdotmanuals/rdw/index.htm>

Hydraulic Design Manual - <http://onlinemanuals.txdot.gov/txdotmanuals/hyd/index.htm>

Access Management Manual - <http://onlinemanuals.txdot.gov/txdotmanuals/acm/index.htm>