



Public Space Inspections

The Do's and Don'ts of
Occupying Public Space
During Construction


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March 14, 2012


Public Space Inspections

- Our Mission
 - Ensures that the District's public space is safe, efficient, beautiful, and complies with DC law.
- Our Goal
 - Oversee and monitor all activities by private entities which may impact public space and enforce the regulations governing these activities.
- Our Role
 - To enforce DC Municipal Regulations and DDOT's policies and guidelines (e.g. Standard Specifications for Highways and Structures) through the TOPS approval process and regular inspections of public space activities.
- Our Inspectors
 - Are authorized representatives of the Director.
 - Inspect all work and materials used in the restoration of public space.
 - See that all work is performed according to approved Permits, TCP's, and Standard Specifications.


Construction Inspection Overview

- There are four phases to public space inspections of construction in public space:
 - Pre-Inspection
 - Pre-Construction Meeting
 - Ongoing Monitoring
 - Final Inspection
 - There may be an additional inspection for release of deposits.
 - Ensures continuity of operations for the contractor.
 - Develops a relationship between the contractor and the inspector.
 - Avoids miscommunication and provides a point-of-contact for issues from both the public and the contractor.
 - Keeps all parties on the same page throughout the process.
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Pre-Inspection Activities

- Occurs during the permit application review process.
 - Includes photos showing existing conditions.
 - Inspect proposed work site and its impact on Public Space.
 - Determine effect of existing permitted work in the area – for traffic safety and efficiency.
 - Provide comments to the permit application via TOPS.
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Pre – Construction Meeting

- Occurs after the permit has been issued and before construction begins.
 - The Inspector meets with the Construction Representative:
 - Inspects Public Space
 - Reviews Planned Work
 - Reviews Traffic Control Plans
 - Sets the limits of Restoration
 - Provide notes in TOPS to ensure complete record of events at construction site.
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Ongoing Monitoring

- Occurs during construction.
 - Includes scheduled inspections for critical items (e.g. concrete delivery and pouring).
 - Includes unscheduled check-in inspections.
 - Includes on-call inspections when issues are raised or requests are received.
 - Observe Traffic Control to ensure it is consistent with the Construction Phase
 - Ensures all ongoing construction is in compliance with the active permit
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Final Inspection

- Occurs when all public space construction is completed.
 - Includes a complete inspection of the site with the Construction Representative.
 - If issues are identified a punch-list of corrections is developed.
 - When all construction is inspected and confirmed to meet DDOT standards and the conditions of the permit, inspector signs off on the job.
 - If a deposit is held, final inspection includes notice to Cash Management Liaison to release.
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Paperwork Related to Construction

- **Permits**

- Construction

- Identifies work location and infrastructure to be installed in public space.
 - Includes extent of excavation and restoration
 - Incorporates construction plans


- Occupancy

- Identifies when the construction will take place and how traffic will be routed around the work zone.
 - Includes a Traffic Control Plan (TCP).
 - DDOT has nearly two dozen typical TCPs to cover many common work zones.
 - If a typical it used it must clearly match the field conditions and include street names, dimensions of the work zone, etc.
 - Is only good for 6 months
 - Traffic conditions change and the TCP must be updated to reflect current conditions.


- Steel Plate

- If an open excavation remains in the ROW it must be plated.
 - DDOT has updated its standards for securing steel plates. See [\(LINK\)](#) for more information.



- All

- All permit conditions must be observed.
 - All paperwork must be on site at all time.
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Site Inspections

- Pedestrian Access Routes
 - Posted Permits
 - Construction
 - Occupancy
 - Steel Plate
 - TCP
 - Parking Meters Occupied
 - Per Occupancy Permit
 - Emergency No Parking Signs
 - Public Space Work Zone/Staging
 - Vehicles – Commercial Only
 - Equipment & Materials – Per Occupancy
 - ADA Compliance
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Regulations & Specifications



- District of Columbia Municipal Regulations Title 24 and 18
 - Title 24: Public Space and Safety
 - Chapter 3401 – 3405
 - Excavation
 - Title 18: Vehicle and Traffic
 - Chapter 2407
 - Emergency No Parking Signs
- Manual of Uniform Traffic Control Devices – MUTCD
- DDOT Standard Specifications for Highways and Structures 2009
 - Materials & Standard Specifications
 - Roadways
 - Sidewalks
 - Curbs
 - Gutters
 - Driveways
 - Alley
 - ADA Ramps

Enforcement Options

- **PSI's Aim Is Compliance**
- **Warning of Infraction**
 - Minor Infractions of Compliance
 - No Risk to Vehicle or Pedestrian Traffic and Public Space
- **Stop Work Order**
 - Major Infraction of Compliance
 - Imminent Risk to Vehicle or Pedestrian Traffic and Public Space
 - Hand Delivered or Posted
 - Can Only be Lifted By the Issuing Inspector
- **Notice of Violation**
 - Accompanies the WOI and SWO
 - Hand Delivered, Conspicuous Posting, and/or Certified Mail\
 - All Cases are Adjudicated In the Administrative Hearing Office

Public Space Inspections

- For Additional Resources
 - Visit DDOT's Website at <http://ddot.dc.gov/DC/DDOT/>
 - Two Helpful Links for Construction Companies:
 - Projects and Planning and Services
 - From Projects and Planning there is a link to Standards and Guidelines that provides further links to Standard Specifications, MUTCD, etc
 - From Services there is a link to Public Space Permits
- Questions, Comments, & Concerns

Resources

The screenshot shows the homepage of the District Department of Transportation (DDOT) website. At the top left is the logo for "THE DISTRICT OF COLUMBIA" with the tagline "One City, One Government, One Voice". To the right is a banner for Mayor Vincent C. Gray with the "ONE CITY" logo. Below the header is a search bar and navigation links for "DC.gov" and "DDOT". A secondary navigation bar includes links for "311 Online", "District Residents", "Businesses", "Visitors", "Media", and "Online Services". The main content area is titled "District Department of Transportation" and features a left-hand menu with "About DDOT", "On Your Street", "Projects and Planning", and "Services". The "Projects and Planning" link is highlighted with a blue rounded rectangle. The "Featured Services" section includes icons for "Projects", "Permits", "Permit Lookup", "Public Services", "Traffic Cameras", and "Child Seats". Below this is a "History Returns" section with a video player showing a street scene. To the right is a "DDOT Highlights" section with "Tree Planting" (noting 3,540 trees) and "Performance Based Parking Pilots". A large red "d." logo is visible in the bottom left corner of the page.