

System Requirements For Accessing The TXDOT UIR System

- Only use Internet Explorer as your internet browser when accessing the TXDOT UIR system.
- Go to “Tools” in the browser and select the “Compatibility Mode” and add the TXDOT site.
- Go to “Tools” in the browser and turn the “Pop-up Blocker” Off.
- Always click on “Save and Continue” at the bottom of each step/page of the permit request form.
- Only use the TXDOT UIR system “Back” button. Do not use your computers back button.
- On step/page 2, provide a description of the work to be performed, i.e., water main or wastewater main, whether or not any of the work will be done within the TXDOT ROW, whether the construction method will be jack and bored, or, open trench excavation, or, a combination of the two.
- On step/page 3 you will upload files of the projects signed and sealed cover sheet, civil engineering plans and detail sheets including the TXDOT traffic control plans and TXDOT traffic control details. TXDOT only allows a maximum of five (5) files and a total of five (5) megabytes. You can scan multiple plan sheets into one file and upload them that way.
- When you get to step/page 4 of the permit click on the “Show all Content” that will pop-up at the bottom of your screen for the map to display. Place your cursor over the map area and it should generate. Sometimes the entire State of Texas map will generate. Zoom in to the area where your project is located. If the map will not generate after zooming in, click on “Switch Basemap” and the map should generate. You may have to click on Zoom and the Switch Basemap a few times to get zoomed into the location you need. Once you have zoomed into your projects location, place the cursor over the area where the work will be conducted and click on that spot. The map will display an AUS number at that location. That is your TXDOT Permit Number. Check the District and Route No. in the table at the bottom of the map. Sometimes they are incorrect. Most of Austin Waters work is within the Austin District but sometimes it is in the Georgetown District. It is easier to see whether or not the Route No. is correct. For instance, you may have a project on MOPAC, Route No. SL0001, but instead the table displays SL0360, which is Loop 360/Capital of Texas Hwy. To correct the Route No., click on the star next to the AUS number on the map and slightly drag it along the roadway until the correct Route No. appears in the table. And as always, be sure click on “Save and Continue” at the bottom right of the permit page.
- Step/page 5 is a review of steps 2 and 3 combined.

Once you have completed step/page 5, please email the Austin Water UDS Pipeline Engineering plan reviewer who you have been coordinating with and/or who has been reviewing the plans, with the complete AUS permit number in the subject line of the email. The plan reviewer will review the permit request. If everything is in order they will process step/page 6 by submitting the permit to TXDOT for their review. If there is information that needs to be included and/or corrected, the plan reviewer may send you an email or call you to inform you of what is missing/incorrect.

Additionally, if you have any trouble or issues with the TXDOT UIR System, please contact TXDOT. There are links on the left side of the permit site. Austin Water does not have any authority to manage and/or manipulate the site.