

Traffic Control Plan Design Checklist

Name of Licensed Professional Engineer:	Plan Prepared By (if other than Licensed PE):
Project Name and Discipline:	

PRIOR TO PLAN PREPARATION

- Is this the City of Austin right of way?**

- Is the impact/footprint as minimal as possible?**
Can the activity be achieved by narrowing the roadway?
Can the activity be achieved using only a single lane closure?

DURING PLAN PREPARATION

PLAN FUNDAMENTALS

-Plan Legibility:

- North Arrow (uniform throughout)
- Match Lines and/or Break Lines (properly aligned)
- Drawn To Scale (uniform throughout)
- Page Numbering (sequential starting with first page numbered 1)
- Plan Legend/Symbols (ONLY containing symbols used in plan)
- Street Names (including intersecting streets)
- Title Page w/ Standard Formatting Convention (project name, sponsor, engineer, site plan or other development permit number)
- First Generation Document
- ONLY Necessary Element Levels (e.g., remove contour lines)
- 11x17 Inches Electronic Sheet (i.e., tabloid sized)
- Markups Enabled (remove prohibitive security features)
- CAD Baseline/Background (i.e., ONLY supplemental aerial images allowed)

-Reflect the CURRENT/EXISTING Conditions:

- Roadway Geometry (curb lines, medians, lane widths, etc.)
- ASMP Street Levels (optional)
- Pavement Markings (double yellows, dashed lines, stop bars, etc.)
- Lane Configurations/Assignments (traffic flow arrows, etc.)
- Pedestrian Facilities (sidewalk, beaten paths, etc.)
- ATD Facilities (bollards, flex posts, concrete domes, asphalt cushions, traffic signals, signs, etc.)
- City of Austin Right-of-Way Lines and External Jurisdiction Lines
- Posted Speed Limit
- Driveway Locations

-Show all parts of the Temporary Traffic Control Zone:

- Advance Warning Area
- Transition Area
- Activity Area
- Termination Area
- Correct Transition
- Device and Signage Types
- Device and Signage Spacing
- Temporary Lane Widths (when applicable)
- Temporary Lane Assignment/Configuration (when applicable)
- Temporary Pavement Markings (when applicable)
- Positioning of Flaggers
- ALL Approaches to Closure
- Construction Entrances/Exits
- Proposed Work Zones (must be hatched)

- Proposed Utilities (when applicable)
- Final Restoration Plans
- Location of Equipment and Spoils

-Identify the Duration of the Activity AND Work Hours:

- Activity schedule includes duration of activity and hours of operation
Long-term activities must remove or cover conflicting signage, markings, and signals AND replace with temporary controls

REGULATORY ISSUES

-Comply with Federal Regulations:

- National, State, and other Federal Manuals on Uniform Traffic Control Devices Compliant
- American with Disabilities Act (ADA) Compliant

-Comply with State Regulations:

- Signed and Sealed by State of Texas Licensed Professional Engineer

-Comply with City Regulations:

- Transportation Criteria Manual Compliant

CITY REQUIREMENTS

-Address Applicable Mobility Guidelines (MGs):

- MG-02, Pedestrian Considerations
- MG-03, Closures and Detours
- MG-04, Providing Notification
- MG-10, Bicyclist Considerations

-Contain Standard Notes, Details & Barricading Summary Table:

- Standard Notes
- Applicable Standard Details
- Barricading Summary Table

-Adhere to Critical Arterial Roadway Limitations:

- Limitations Observed
- Approval Secured for 50% Lane Capacity Reduction

-Peak Hour Restrictions:

- Restrictions Observed

-After Hours Protection:

- Protection Measures Indicated

-Secure Additional Approvals:

- Approval Secured for Full Directional Closure
- Approval Secured for Full Roadway Closure
- Approval Secured for Temporary Crosswalks
- Approval Secured for Tower Crane Erection and Dismantling
- Approval Secured for Work Zone Speed Limits (advisory and regulatory)

ENGINEERING CONCERNS

- Avoid or Coordinate with Conflicting Projects and Area Activities**
- Avoid or Coordinate with Destinations of Importance**
- Drive the Detour Prior to Implementation**