

PUBLIC WORKS AND DEVELOPMENT/ENGINEERING DIVISION

ADMINISTRATIVE PROCEDURE DIRECTIVE 85-8

SUBJECT: GUIDELINES FOR TRAFFIC CONTROL DURING CONSTRUCTION

AFFECTED AREA: All sections reviewing and/or approving construction plans or issuing street cut or public improvement construction permits.

RECOMMENDED BY:

EFFECTIVE DATE:

Approved Authority

Date: _____

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Public Works and Development

GUIDELINES FOR TRAFFIC CONTROL DURING CONSTRUCTION

I. Introduction

For any construction done on, in, or to an existing County roadway and/or right-of-way, or for the construction of a new County roadway, appropriate traffic control during construction must be provided. For any such construction, a construction traffic control plan must be developed by the contractor and/or project engineer, and must be approved by the County Department of Public Works and Development, Engineering Division prior to issuance of a street cut permit or public improvement construction permit.

Where a roadway does not currently exist, it is presumed that there is no motorist expectation of a travel route. Therefore, a construction traffic control plan for construction of a new roadway should strive to do two things: Alert the motorist that the road is not open to traffic. Construction traffic control plans must also be prepared for construction occurring on or in existing County roadways. There, the motorist has an expectation of accessibility, and must be warned, advised, guided, or regulated through any construction activity.

II. Time of Submittal

A construction traffic control plan shall be submitted to the County, at earliest, with submittal of final construction plans and, or latest, with the application for street cut or public improvement construction permits. All final construction plans submitted to Arapahoe County that entail construction on, in, or to an existing County roadway or construction of a new County roadway must either:

1. Be accompanied by a construction traffic control plan, or
2. Include a note stating "A construction traffic control plan shall be submitted to Arapahoe County for approval before any permit for construction is issued. No street cut or public improvement construction permit will be issued without an approved construction traffic control plan.

III. Scope of Construction Traffic Control Plan

For construction of new roadways, traffic control during construction should strive to keep the motorist from entering the facility. The primary means to accomplish this are by use of temporary barricades, located in advance of the point where new construction joins old, and appropriate signing. New roadways shall not be open to general traffic, nor the construction traffic controls removed, without the approval of the Chief Engineering Inspector and the Traffic Engineer. One precondition of such an opening is that permanent signage and striping be in place.

For construction on or to an existing County roadway, the scope of the construction traffic control plan should bear a direct relationship to two items:

1. The nature and duration of the construction activity.
2. The nature of the roadway.

With respect to construction traffic control plans, projects should therefore be classified as minor or major, as follows:

1. Minor
 - a. Construction of a completely new roadway, where no travel way currently exists, or

- b. Construction on or to an existing roadway that does not entail either complete closure of the roadway, closure of one or more moving traffic lanes, or diversion of moving traffic lanes on arterials.
2. Major
- a. Construction on or to an existing roadway that does not entail either complete closure of the roadway, closure of one or more moving traffic lanes, or diversion of moving traffic lanes on arterials.

IV. Elements of Construction Traffic Control Plan

- A. All construction traffic control plans shall contain the following information:
 - 1. Name of contracting firm, and (if different) the name of the firm responsible for traffic control devices.
 - 2. Name and phone number(s) of 24-hour contact person responsible for traffic control devices.
 - 3. Description of location of activity (roadway names, north arrow, etc.).
 - 4. Identification as “Minor” or “Major” project as defined above.
- B. For projects identified as minor, construction traffic control plans shall include, in addition to items listed in IV-A above, either one of the following:
 - 1. A neat sketch of the roadways and the proposed traffic control devices, or
 - 2. A copy of a “typical” schematic drawing of traffic device layout from an accepted source.
- C. For projects identified as major, construction traffic control plans shall include, in addition to items listed in IV-A above, the following:
 - 1. The proposed traffic control devices, specifically identified as to type, explicitly noted and dimensioned on as-builts, construction plan drawings, or other detailed drawing.

V. Basis for Construction Traffic Control Plan

The Manual on Uniform Traffic Control Devices shall be the basis upon which the traffic control plan is designated, in concert with proper, prudent, and safe engineering practice. All necessary signing, striping, coning, barricading, flagging, etc., shall be shown on the plan. Other acceptable documents may be consulted or referenced; e.g. “Pavement Cuts for Utilities, A Guide for Their Management” (Arapahoe County PW & D), “Traffic Controls in Construction and Maintenance Work Zones” (FHWA), “Flagging and Traffic Control Supervisors Training Manual” (CDOH).

VI. Restrictions and Opportunities

In concept, County streets shall not be closed overnight, and work shall not force road or lane closures before 8:30 a.m. or after 3:30 p.m. (see Subdivision Regulations, Article VII, Section 1.5). If exceptions to this are required, this shall be so noted on the construction traffic control plan and must be specifically approved by the Director of Public Works and Development.

Travelway width may be restricted (minimum travel lane width in construction area can be 10 feet), but proper controls including flagging must be indicated. Prohibition of on-street parking should be considered, and noted where applicable.

VII. Approval

Staff of the County Public Works and Development/Engineering Division must approve (sign and date) all construction traffic control plans. In general, this responsibility rests with the P W & D Inspection Section. However, it is likely that most “major” plans will be referred to the Traffic Section for consideration. All complete road closures, and all partial road closures (removing one or more travel lanes) that are proposed for overnight, must be approved by the Director of Public Works and Development.

One copy of the approved plan shall remain with the Inspection Section, for their verification that the traffic control plan has been adhered to in the field. One copy shall be placed in the engineering case file. The contractor shall have one approved copy of the traffic control plan on-site at all times.

VIII. Modifications

Actual conditions in the field may necessitate modifications to the construction traffic control plan. Provided that the general intent of the original plan is satisfied, these modifications may occur without revision to the plan. The Inspectors shall be notified of any substantial changes, and may refer these to the Traffic Section as needed for consideration.