

TRAFFIC CONTROL PLAN (TCP)

It is the Contractor's responsibility for doing all that is practical and necessary to ensure the safety of the public, the workers, pedestrians, bicyclists and motorists.

TCP REQUIREMENTS:

1. Prior to any closure or impediment of any traffic lanes, sidewalk, or pedestrian pathway, the applicant must submit a TCP for City review and approval.
2. Must be developed specifically for the construction work zone location. All proposed work areas must be identified.
3. For each phase or operation a separate TCP must be submitted.
4. Multiple work phases must also include proposed construction schedule.
5. CALTRANS Manual of Traffic Control Devices for Construction and Maintenance Work Zones is minimum standard.
6. Allow five (5) working days for City's review and approval of a TCP. Review times may be longer when plan is more detailed or complex.
7. A "Typical" TCP may be submitted and approved only when it accurately represents the actual conditions at the site.
8. When required by the City, the TCP must be prepared by a Licensed Traffic Engineer.

TCP Checklist – This checklist is only a "Guide for Applicants." Additional information may be required prior to TCP approval.

9. Label nearby streets with street names.
10. North arrow and scale, or Not to Scale (NTS)
11. Contractor's name, address, telephone number.
12. List the dates on bottom right corner of the plan that the TCP will be in effect. (i.e. 08/14/09 through 08/19/09)
13. Provide separate Construction Schedule when multiple phases of work are necessary.
14. Provide separate TCP for each phase of work when multiple phases are necessary.
15. Show ALL existing traffic signs, signals, pavement markings, crosswalks, bike lanes and striping.
16. Identify and label all pertinent dimensions including taper lengths, sign spacing, lane widths, work zone length and width.
17. Show existing curbs, gutters, sidewalks and driveways within the work zone and affected by taper transition.
18. Indicate posted speed limits.
19. Dimension all roadway widths and lane widths on Collector or Arterial streets.
20. Dimension existing striping from pavement edges.
21. Dimension each driveway widths.
22. Dimensions all sidewalks and pedestrian walkways widths.
23. Show ALL parking restriction zones and signs.
24. Show all temporary "No Parking Tow-Away" signs. (Note: Construction "No Parking Tow-Away" signs must be purchased from the City separately and must be posted 72 hours in advance of the scheduled work.)
25. Provide Legend to define all symbols and designate with CALTRANS nomenclature.
26. Show signs, cones and barricades to be used.
27. Show any flashing warning signs and contents on any message boards.
28. Show limits of CALTRANS right-of-way if within, or adjacent to, the work zone.
29. Show and identify all schools within 1500 feet of the work zone. (Note: No work will be permitted within 1500 feet of school grounds until after 8:30 a.m. on school days and must be coordinated with the school Principal.)
30. TCP prepared by a licensed Engineer must be signed and sealed by preparer.
31. TCP prepared by a licensed Contractor must show company's letterhead on plan and/or attached transmittal sheet.

TRUCK ROUTE PLAN (TRP)

Applicants must submit TRP for review and approval by the City whenever vehicles over five (5) tons (11,023 pounds) are used for any construction work. TRP should designate the shortest and safest routes to the nearest City designated truck route streets. Coordination with any other scheduled construction activities in the area must be noted on the TRP.

DESIGNATED TRUCK ROUTE STREETS: Refer to NMC 18-10.2 and 18-10.3. The following are designated as truck route streets, upon which traveling or parking upon is permitted by any vehicle exceeding a maximum gross weight limit of five tons: **Redwood Boulevard** between Rowland Boulevard and San Marin Drive, **Atherton Avenue**, De Long Avenue from Redwood Boulevard to Highway 101 Bypass, **Novato Boulevard** westerly of Diablo Avenue, Diablo Avenue easterly of Novato Boulevard, **San Main Drive**, Rowland Boulevard between Redwood Boulevard and Highway 101.

See **ITEM # 15** - Encroachment Permit Application.