

Traffic Control Plan Submittal Checklist

****Send Traffic Control Plan, Submittal Checklist, and – if applicable – Certificate of Compliance to Paloma.Amayo-Ryan@austintexas.gov ****
****Items left unchecked/blank will result in an immediate rejection.****

Name of Licensed Professional Engineer: _____

Plan Prepared By (if other than Licensed PE): _____

Project Name and Discipline: _____

Applicable Review # (circle):	Submittal 1 (initial)	Submittal 1 (final)	Submittal 2 (initial)	Submittal 2 (final)	Submittal 3 (initial)
	Submittal 3 (final)	Certified Review	Certified Acceptance (must submit Certificate of Compliance)		

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)
- Matchlines (properly aligned)
- Drawn To Scale
- Page Numbering
- Plan Legend/Symbols
- Street Names (including intersecting streets)
- Title Page w/ Standard Formatting Convention
- Developmental Permit #
- First generation document
- Unnecessary element levels removed (e.g. contour lines)
- Reflect ALL approaches to a road closure

-Reflect the CURRENT/EXISTING Conditions:

- Roadway Classification and Geometry
- Lane Configurations
- Posted Speed Limit
- Pedestrian Facilities
- Driveway Locations
- Construction Entrances/Exits
- Proposed and Existing Utility Locations
- Final Restoration Plans

-List all parts of the Temporary Traffic Control Zone:

- Advance Warning Area
- Transition Area
- Activity Area
- Termination Area
- Correct Transition
- Device and Signage Type
- Devices and Signage Spacing
- Positioning of Flaggers

-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.

For ROW Management Reviewers ONLY
****Indicate qualification.****

Non Qualifying:	"A" Rating:
<input type="checkbox"/> Critical arterial <i>(if expedited)</i>	<input type="checkbox"/> Initial Review - No more than 2 errors in "Plan Fundamentals" AND no more than 1 error in remaining categories
<input type="checkbox"/> Residential roadway	
<input type="checkbox"/> Not COA right of way	
<input type="checkbox"/> Does not impact vehicular traffic	
<input type="checkbox"/> Not a ROW Management permitted activity	<input type="checkbox"/> Second Review – Error-free

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

-Contain Standard Notes, Details & Barricading Summary Table:

- Standard Notes
- Applicable Standard Details
- Barricading Summary Table

-Adhere to Critical Arterial Roadway Limitations:

- Limitations observed

-Peak Hour Restrictions

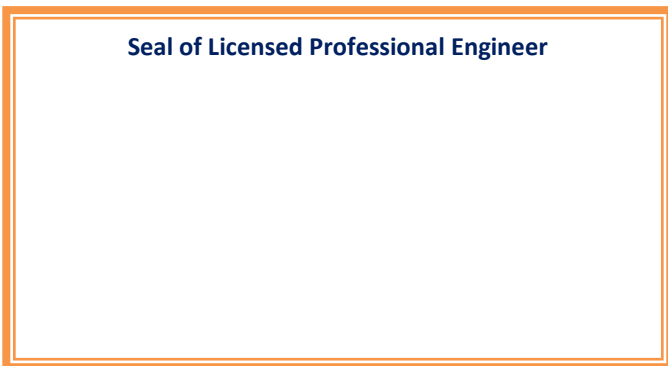
- Restrictions observed

-After Hours Protection

- Protection measures indicated

ENGINEERING CONCERNS

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



X _____
Signature of Licensed Professional Engineer

Date

X _____
Signature of ROW Management Reviewer

Date

Request to Rely on Licensed Professional Engineer Certifications of Compliance for Traffic Control Plan Submittals

I hereby request that the City Traffic Engineer and the Director of the Austin Transportation Department (ATD), or a representative, rely on the following certification of compliance in accepting the traffic control plan submitted for the project listed below.

1. Qualification of Applicant

I certify that I am a State of Texas Licensed Professional Engineer who has signed and sealed the traffic control plan.

2. Project Limitations

I certify that the traffic control plan proposed for the subject project:

- a. Does not impact a Critical Arterial. See Table 1.
- b. Incorporates all reviewer comments received during the expedited consultation.

3. Certification of Compliance

I certify that I am responsible for assuring that any plans sealed by me and accepted by the City of Austin for the subject project are fully compliant with all City of Austin codes, ordinances, regulations, and rules, including but not limited to the applicable requirements of City Code, the Transportation Criteria Manual, the City Standard Details, the Texas Manual on Uniform Traffic Control Devices, and any other applicable laws or regulations.

By requesting that staff accept my certification of compliance, I am assuming responsibility for understanding those regulations and am voluntarily foregoing a level of staff review that could identify potential deficiencies in the design of my project.

I understand that the City may rely on my certifications of compliance in approving a traffic control plan for the subject project. I further understand that I will be responsible for any subsequently identified violations, even if those violations are reflected in plans or permits approved by ATD based on my certification of compliance.

4. Rejection or Revocation

This certification may be rejected and/or revoked on any grounds, at any time, in which case the project will require a full and complete review as deemed necessary by the City Traffic Engineer, Director of ATD, or a representative.

Project Name and Permit Number: _____

Signature of Licensed Professional Engineer: _____ Date: _____

TABLE 1

Critical Arterial	Limits
5 th St.	MoPac to I-35
6 th St.	MoPac to I-35
7 th St.	I-35 to Airport Blvd.
15 th St.	MoPac to I-35
26 th St.	Guadalupe St. to I-35
35 th St./38 th St./38 th ½ St.	MoPac to I-35
45 th St.	Burnet Rd. to Lamar Blvd.
Airport Blvd.	Lamar Blvd. to FM 969/MLK
Anderson Mill Rd.	FM 620 to Parmer Ln.
Barton Springs Rd.	MoPac to Congress Ave.
Braker Ln.	US 183 to Dessau Rd.
Brodie Ln.	US 290 to Slaughter Ln.
Burnet Rd./FM 1325	US 183 to 45 th St.
Cameron Rd./Dessau Rd.	Parmer Ln. to 51 st St.
Cesar Chavez St.	MoPac to I-35
Congress Ave.	11 th St. to Wasson Rd.
Guadalupe St./Lavaca St./S 1 st St.	Lamar Blvd. to Slaughter Ln.
Howard Ln./McNeil Dr./Wells Branch Pkwy.	US 183 to Dessau Rd.
Lake Austin Blvd.	Exposition Blvd. to MoPac
Lamar Blvd.	US 183 to Panther Trl.
Manchaca Rd./FM 2304	Lamar Blvd. to Matthews Ln.
MLK/FM 969	Lamar Blvd. to Airport Blvd.
Pleasant Valley Rd.	7 th St. to Oltorf St.
Pleasant Valley Rd./Todd Ln.	Ben White Blvd. to William Cannon Dr.
Riverside Dr.	Lamar Blvd. to Ben White Blvd.
Rundberg Ln.	Metric Blvd. to Cameron Rd./Dessau Rd.
Slaughter Ln.	MoPac to I-35
Southwest Pkwy.	William Cannon Blvd. to MoPac
Springdale Rd.	US 290 to Cesar Chavez St.
William Cannon Dr.	Southwest Pkwy. to McKinney Falls Pkwy.