

## Frequently Asked Questions

### When do I need a Traffic Control Plan?

Anytime construction activity will be conducted within the City's right-of-way, easements, parks, trails, or sidewalks.

### My work will only take a few minutes, do I need a Traffic Control Plan?

Yes. Even work which lasts only a few minutes can have an adverse impact on traffic and pedestrian movements.

### How long will it take to get a Traffic Control Plan approved?

Depending on the scope of work, approval of plans may take 5 to 15 working days.

### Will my hours of work be restricted?

Work on restricted streets is limited to working between the hours of 8:30am - 3:30pm. Work around schools may be restricted to certain hours to protect the safety of students.



*Construction Crews Working on Huron Street*

Inspection request line  
303-829-5359



**CITY OF NORTHGLENN**

**Public Works Dept.  
11701 Community Center Drive  
PO Box 330061  
Northglenn, Colorado 80233-8061  
Phone: 303-450-8984  
Fax: 303-450-8793**

**CITY OF NORTHGLENN**



## Traffic Control Plans (TCP)

**Public Works Dept.**



**Inspection Request Line  
303-829-5359**

## TCP Submittal

**The TCP must be job specific.** In order for a TCP to be approved by the City of Northglenn Traffic Engineer it must contain, as a minimum, a scaled drawing showing the project area and the streets) that may be affected by the project. The drawing shall include the following information:

- Description of location of activity (roadway names, north arrow, schools, shopping centers, etc).
- Location, number and spacing of properly planned traffic control devices.
- The length of time that the construction will be in progress.
- Name and phone numbers) of 24-hour contact person of the Contractor's designated traffic control supervisor.
- Any special notes or information on how the traffic control operation is to be handled.

**The responsibilities of the contractor shall include the following:**

- Obtain a right-of-way construction permit from the City of Northglenn Right-of-Way Permit Desk.
- Provide timely written notification to, and coordination with, all affected agencies including the following:

**North Metro Fire and Rescue  
Northglenn Police Department  
Northglenn Traffic Engineer  
Utility Companies  
RTD**

Inform occupants of abutting properties of access limitations made necessary by the work.

Schedule and expedite the work to cause the least inconvenience to the public. Construction or repair work will not be permitted at or in the vicinity of signalized intersections or on major streets and state highways without advance approval of the City of

## TCP Requirements

All construction, maintenance, park or utility work being completed within the Public Right-of-Way must have a Traffic Control Plan (TCP) approved by the City of Northglenn Traffic Engineer. The TCP is a plan for guiding and handling traffic safely through the construction work zone. The TCP must provide safe methods for movement of pedestrians and motorists that travel through the work zone and a safe area for all workers engaged in the construction activity. The TCP shall show the location, spacing and scheduling of the usage of advance warning signs, barricades, pavement markings and other control



devices. All control devices must be installed and maintained in accordance with the "Manual on Uniform Traffic Control Devices" (MUTCD) and the "CDOT Work Zone Safety Handbook", latest editions.

**Requirements contained in these manuals will be strictly enforced during the progress of the work.**

*No work is allowed on holiday-restricted streets between November 1 and January 1 (major shopping routes) unless approved by the City of Northglenn Traffic Engineer.*

Northglenn Traffic Engineer and CDOT as applicable.

Furnish, install and maintain required traffic control devices and facilities, as required throughout the life of the contract (including periods of suspension).

Provide CDOT Certified flagmen when required.

Insure that survey crews and other employees working in or adjacent to a traveled roadway wear flagging garments as required for flagmen.

Provide adequate safeguards for workers and the general public.

Patrol the construction site as required to insure that all devices are in place and operating at all times.

Remove traffic control devices when they are no longer needed.

Unless otherwise specified, construction operations are limited to one-half of the roadway at any time. Maintenance activities in arterial streets shall be planned and scheduled to minimize interference with traffic. Except for emergency situations, no maintenance work shall encroach into a moving lane of traffic between the hours of 5:30 to 8:30 AM or from 3:30 to 10:00 PM unless otherwise authorized.

For more information call 303-450-8984

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