



# Traffic Control Planning Guide

The Plan begins here! We need information about the parties so that we may properly title the document and personalize it to our client. We then require site information to create the correct plan for the works to be done. Call us to discuss this plan. We need to communicate if we are to do this together.

Client

Name of Client:	<input type="text"/>	Details on File:	<input type="checkbox"/>
Address:	<input type="text"/>	Postal:	<input type="text"/>
Telephone:	<input type="text"/>	Fax:	<input type="text"/>
	<input type="text"/>	E-mail:	<input type="text"/>
Contact:	<input type="text"/>		
	<input type="text"/>	Logo on File:	<input type="checkbox"/>
Telephone:	<input type="text"/>	Logo by E-mail:	<input type="checkbox"/>
	<input type="text"/>	Log Not Req'd:	<input type="checkbox"/>
	<input type="text"/>	E-mail:	<input type="text"/>

Project

Name of Job:	<input type="text"/>				
Location of Job:	<input type="text"/>				
Contractor:	<input type="text"/>	Contact:	<input type="text"/>		
Telephone:	<input type="text"/>	Cell:	<input type="text"/>	Fax:	<input type="text"/>
	<input type="text"/>		<input type="text"/>	E-mail:	<input type="text"/>
Date and Hrs of Work:	<input type="text"/>	Posted Traffic Speed:	<input type="text"/>	No. of TCP's:	<input type="text"/>
	<input type="text"/>		<input type="text"/>	No. of Truck Mounted FAB's:	<input type="text"/>
	<input type="text"/>		<input type="text"/>	No. of Trailer Mounted FAB's:	<input type="text"/>
TCP's Supplied by:	<input type="text"/>		Signs & Equipment Supplied by:	<input type="text"/>	

Traffic Plan

Date Req'd:	<input type="text"/>	Preferred Plan No. ?	<input type="text"/>	Plan Size:	8 ½ x 11 in.: <input type="checkbox"/>
	<input type="text"/>		<input type="text"/>		8 ½ x 14 in.: <input type="checkbox"/>
Del. To / @:	<input type="text"/>				11 x 17 in.: <input type="checkbox"/>
No. Paper cc's:	<input type="checkbox"/>	No. Laminated:	<input type="checkbox"/>	Electronic File: PDF:	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>	JPG:	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>	PCX:	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>	Del. by E-mail:	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>	CD:	<input type="checkbox"/>
Municipal/Provincial Permit:	Applied for:	<input type="checkbox"/>	Spoke to Whom:	<input type="text"/>	
Not Applied for:	<input type="checkbox"/>	Client will Apply:	<input type="checkbox"/>	SiteSafety to apply for Permit:	<input type="checkbox"/>
Factors to Consider:	<p>TCP Supervisor          Nature of Work          Site Factors          Types of Traffic Control Devices          Types of Work Equipment          Space Available for Signs          Advance Warning Area          Transition Area          Buffer Area          Work Area          Termination Area          Off Hours Controls          Dates and Hours of Work          Type of Traffic To Be Encountered          Changes as Work Progresses          Stationary or Moving Site</p>				
	<p>List Other Traffic Control Factors:</p> <div style="border: 1px solid gray; height: 150px; width: 100%;"></div>				



Here is a hint: if you are having a problem with the layout, call us. We can prepare a draft plan for you, simple and quick, and fax it to you. You can then review it and fill in the details. Often having the draft in front of you will clear your mind and clarify your objectives. And it gives us the feedback we need to work with you to create the right plan. If you are having problems with regulatory authorities, let us deal with them. We have experience dealing with government at all levels and can quickly find out what they want in the plan. Just leave it to us!

Site Factors and Risk Assessment

**Factors to Consider:**

- Driveways, Accesses Blocked
- Parking Areas Nearby
- Parking Meters Blocked
- Municipal/Provincial Permits
- Road Alignments / Visibility
- Type of Road / Divided / Undivided
- No of Lanes / Turn Lanes / Speed
- Sight Distances / Trees / Hedges / Bldgs
- Site Length / Width
- Block Length / Distance from Corners
- Estimated Traffic Volumes / Cars per Day
- Traffic Type
- Shoulders type, width, strength
- Surrounding Land Use / Schools / Stores
- Local Hazards / Rock Falls / Cliffs
- Alternate Use Plans Required
- Equipment Ingress / Egress
- Emergency Access / Escape Routes

**List Special Site Factors:**

Sketch of the Plan

**Sketch of Work Site, Streets and Intersections:**