

Guidelines for Preparing Traffic Control Plans for Review by POLB Traffic Engineering Division

Prior to any construction that requires temporary roadway closures within the Port of Long Beach (POLB) Right-of-Way, the project owner shall submit a traffic control plan as part of Harbor Development Permit procedures. This plan must be reviewed and deemed acceptable by the POLB Traffic Engineer prior to any work performed and must be prepared according to requirements in the 2012 California Manual on Uniform Traffic Control Devices (CAMUTCD). The traffic control plan shall be signed and sealed (wet-stamped) by a State of California registered Traffic Engineer. However, with a prior approval from the POLB Traffic Engineer, a plan prepared under the supervision of a civil engineer may be acceptable.

In order to minimize the number of reviews and expedite the approval process, it is recommended that the design engineer that will prepare the plans begin the process with a conceptual plan to be reviewed by the Port's Traffic Engineering Staff. This will also allow the design engineer to be made aware of any unusual traffic conditions or concerns in the construction area.

The design engineer must conduct a field investigation prior to preparing Traffic Control Plans and attach two pictures minimum of the site with street name signs and speed limit signs (if in the vicinity) shown. Vertical and Horizontal sight distances impacted by the closure must be examined and deemed to meet the AASHTO street design guidelines. When closure affects an intersection, the CA Legal (Caltrans) truck turning templates or equivalent must be applied for all turning movements.

The traffic control plans should be prepared in CADD. They should be drawn to scale 1"=40' or that determined by the POLB Traffic Engineer. All first submittals should be "full size" 22"x34" or 24"x36". Copies of POLB Basemap are available by contacting Robert Lepage (562-283-7873) or via email at robert.lepage@polb.com.

The contents of the traffic control plan should include the following, but not limited to:

1. Project Vicinity Map (no scale required) and POLB **Traffic Control General Notes** on first sheet.
2. Legend, sign chart, HDP #, north arrow, sheet numbers and scale on all sheets.
3. Clearly demarcate all existing stripes and markings to remain, to be removed, and all proposed striping and markings for each construction stage. Show appropriate Caltrans stripe detail numbers to be used.

4. Show dimensions of the existing striping between edges of pavement or curb twice each view and at the change points of lane width. Cross sections may be used to clearly illustrate lane width.
5. Show total roadway width at the start and end of the taper, the length, lateral shift and/or the slope of the taper and design speed.
6. Show dimensions (length and width) and locations of work area of each phase using nearby fixed objects as reference. Label and dimension the beginning and end of a taper and buffer zone.
7. Show dimensions of travel lane width, shoulder width, sidewalk of each phase, and the overall roadway or bridge width along the length of the area to be affected by the traffic control.
8. Show location of existing pedestrian paths and pedestrian detour route of each stage of construction.
9. Clearly show the locations of existing signs (including speed limit signs) as well as the proposed signs for each construction stage.
10. Clearly identify locations of arrow boards and CMS signs with messages to be displayed.
11. If K-rail is required, clearly identify location of crash cushions at the beginning of K-rail and where K-rail deflection is more than required 10:1. Indicate array type per Caltrans standard plans.