



TRAFFIC CONTROL PLAN APPLICATION

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TRAFFIC CONTROL PLAN (TCP) MUST BE SUBMITTED TO PUBLIC WORKS TRANSPORTATION DIVISION FOR REVIEW/APPROVAL AT LEAST FIVE (5) WORKING DAYS BEFORE THE DATE OF WORK.

The City of Renton requires any contractor, firm, corporation, or other public/private agency to prepare a traffic control plan (TCP) and obtain city's approval of that plan when construction, repair, or maintenance work is to be conducted within the city's right-of-way.

1. Fill out the Traffic Control Plan (TCP) Application form and prepare required submittal documents.
2. The following items are all required for submittal of the TCP Application:
 - Electronic Copy of the TCP Application
 - Electronic Copy of the TCP Layout, on 11" X 17" paper size format, which shall:
 - Include map(s) showing the location of the project and work area.
 - Be legible lettering and clear, contrasting, symbols of viewing or printing.
 - Must indicate street names, and north arrow and scale.
 - Types of plans required:
 - Work hour plan – show all mobility impacts during construction hours.
 - Non-work plan - show all mobility impacts after work hours when limited or no work is happening in the right-of-way (ROW), if applicable.
 - Changing construction phases – show construction sequence and each construction phase change even if the traffic control is not modified, if applicable.
 - Pedestrian access/detour plan, if applicable.
 - Shall conform to the Washington State Traffic Control Flagger Certification handbook, by the Evergreen Safety Council.
3. Submit Application via email to TCP@rentonwa.gov with the subject line "TCP Application – [Project Name]."

Project Name: _____ Permit #: _____

Site Address: _____

Work Date: From _____ To _____ Work Time: Start _____ End _____

Construction Company: _____

Contact Name: _____ Phone/Cell: _____

Business Address: _____ City/State: _____ Zip: _____

Description of Work: _____

Approval By: _____	Date: _____
Transportation Engineering	

Note: The Applicant is responsible for compliance with all codes and regulations, whether or not described in this document.

PERMIT HOLDER AGREES TO ALL THE FOLLOWING:

- Must have approved Traffic Control Plan (TCP) prior to commencing the work.
- Maintain existing pedestrian access. The work on pedestrian facilities, shall be limited to one corner at a time, with the least possible inconvenience or delay to pedestrians.
- WORK TIME begins when any street or travel lane is fully or partially closed. This includes set up within the traveled way.
- Comply with all traffic regulations of the City of Renton and the State of Washington.
- Prepare a traffic control plan and obtain City approval of that plan. That plan shall be implemented for all street and lane closures, and the plan shall be performed in compliance with the Manual on Uniform Traffic Control Devices.
- Notify emergency services (253-852-2121) twenty-four (24) hours before any street or lane closures.
- Contractor or entity must call Renton School District (425-204-4455) or any public/private agency, including public transit, to be affected by a temporary lane or road closure a minimum of five business days (excluding weekends and holidays) prior to starting any work.
- Contractor or entity must notify King County Metro in writing at construction.coord@kingcounty.gov a minimum of five business days (excluding weekends and holidays) prior to starting any work impacting bus stops, a temporary lane or road closure. Work requiring removing a bus shelter or sign requires notification in writing a minimum of 30 business days (excluding weekends and holidays). Please call King County Metro at 206-477-1140 with any questions.
- Any lane or street closures not in conformance with the approved traffic control plan and/or without notification of emergency services may result in receiving a citation for violation of R.C.W. 47.36.200 Signs or Flaggers at thoroughfare work sites and R.C.W. 9A.36.050 Reckless Endangerment, and other applicable State and City codes.
- Indemnify and hold harmless the City of Renton from any and all claims, actions, and judgments, including all costs of defense and attorney's fees incurred in defending against same, arising from and related to implementation of the approved traffic control plans including claims arising from towing of private vehicles and the acts of the Permit Holder's agents and employees.
- The City of Renton shall be entitled, in its reasonable discretion, to settle claims prior to suit or judgment, and in such event shall indemnify and hold harmless the City for any such claims paid, including the City's reasonable attorney's fees and litigation costs incurred resulting from such claim.
- In the event any claim or suit is brought against City within the scope of this Agreement, Permit Holder will pay for legal counsel chosen by the City to defend against same.
- Flagger and sign placement are subject to revision by the City Inspector on site, if needed to address traffic or pedestrian safety or travel.
- All permit conditions shall be met.

NOTES:

- Total road closure lasting more than twenty-four (24) hours is subject to the approval by the City Council.
- Work Zone Traffic Control shall be in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) and shown by a traffic control plan layout or reference to WSDOT.
- Approved Temporary Traffic Control Plan must be at the work site during work hours.
- Complete assistance and accommodation shall be provided to all kinds of pedestrian traffic when sidewalk or walkway is impeded to safely redirect pedestrians around a work zone.
- Signage shall be used to warn motorcyclists/bicyclists of the potential hazards on any uneven surfaced or slippery road conditions during work and non-work hours.
- Any vehicle, equipment, barricade, or portable tow-away sign used within the work area must display a company logo or any legally acceptable sign showing the company name, address, and telephone number at a conspicuous place on the vehicle or equipment.



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- In the case of Temporary No Parking Zones, all the following apply in addition to previous:
- Contractor must complete form to show limits of Temporary No Parking Zone identifying barricade locations for vacate parking or curb lane usage.
- Contractor must post notice of dates and time of Temporary No Parking Zone with at least two signs per block seventy-two (72) hours in advance of effective date and time.
- The cover sheet of this Traffic Control Plan form must be attached to each Temporary No Parking Sign on the project site.
- Temporary traffic control devices must be removed immediately when work is done or no construction activities are going on. If deemed abandoned, City crews will remove and store them at the City’s maintenance shop (3555 NE 2nd Street).

I certify that the information on this application and within the submittal documents are accurate to the best of my knowledge and I acknowledge all the requirements on this application.

Applicant’s Signature

Date

Applicant’s Name (Print)



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