



Memorandum

Date: January 29, 2018
To: Temporary Traffic Control Plan Applicants
From: Kris Olson
Subject: Temporary Traffic Control Plan (TCP) Requirements for Utility Permits

As of February 5th, 2018, the City of Eugene will be changing the requirements for temporary traffic control plan submittals and how they are submitted.

A temporary traffic control plan (TCP) is required to be submitted for all utility work on any neighborhood collector, major collector, minor and major arterial streets.

When applicable a TCP for work on any neighborhood collector, major collector and minor collector streets may be taken from the current Oregon Temporary Traffic Control Handbook or Manual of Uniform traffic Control Devices (MUTCD).

For all lane closures on major arterials, road closures on any arterials (major/minor) and any construction affecting a signalized intersection a detailed TCP specific to the site must be submitted. This detailed plan must include, but is not limited to, location and description of work, traffic control devices and spacing, work zone location, bike and pedestrian accommodations, contact information, notifications, hours of operation and time and duration of work. See Requirements for Detailed Temporary Traffic Control Plan (TCP) City of Eugene Memorandum dated January 29th, 2018 by Kris Olson.

Submit TCP's with a Utility Public Way Use Permit Application to PWMUtilityPermits@ci.eugene.or.us. All blanket permits shall submit TCP's to same email address and must be submitted prior to the start of work.

Due to the conflicts between traffic and construction work during peak traffic hours the following time restriction are in place:

- Work within the downtown core area shall be prohibited during the hours of 7:15 - 8:15 a.m. and 4:00 - 6:00 p.m. The downtown core area is defined as that area bordered on the North by 5th Avenue, on the South by 13th Avenue, on the East by High Street and on the West by Lincoln Street.
- Work on arterials shall be prohibited during the hours of 7:00 – 9:00 am and 4:00 – 6:00 pm.
- Work within a school zone is prohibited during the hours of 7:30 – 8:30 am and 2:30 – 3:30 pm during school days.

Whenever lane closures on arterial or collector streets or within the downtown core area are performed, the permittee shall be responsible for informing law enforcement, fire protection, ambulance, transit agencies, and school districts of the closure.

To request an exception to time restrictions or to schedule a consultation for a TCP you may contact Kris Olson, Traffic Systems Supervisor, at 541-682-4961 or kris.d.olson@ci.eugene.or.us

A 5 day written notice must be given to residents, businesses, schools and others affected by road closures.

Emergency work does not fall under these requirements.