STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
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DOVER, DELAWARE 19903

CAROLANN WICKS, P.E.
SECRETARY

MEMORANDUM

TO: Ralph Reeb, Director, Planning
Joseph Wright, Director, Maintenance & Operations
Drew Boyce, Assistant Director, Project Development, North
Tom Clements, Assistant Director, North Construction
Joel Leidy, Assistant Director, South Construction
Rob McCleary, Assistant Director, Engineering Support
Mike Simmons, Assistant Director, Project Development, South
Kevin Canning, Quality Engineer
Jiten Soneji, Bridge Engineer
Don Weber, Assistant Director, Traffic

FROM: Natalie Barnhart, Chief Engineer NB

DATE: May 6, 2010

SUBJECT: Lane Restrictions for Maintenance and Construction Work

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Please find attached for reference guidelines for the scheduling of maintenance or construction activities and when a Traffic Management Plan is required. This information should be used to assist with writing time restriction language for contracts, scheduling maintenance activities, providing permit approvals, etc.

This guidance is meant to create awareness of the need to consider the timing for work we are planning or permitting others to perform on our roadways. It is understood that circumstances vary, and not all guidelines can or need to be adhered to in every case. Please contact Adam Weiser or the Safety Officer assigned to your region if you have questions regarding any of the items listed.

Please share this information with your staff as appropriate and thank you for your cooperation.

NB
Attachment

cc: Carolann Wicks, Secretary

DelDOT

The following guidance is offered regarding the timing of lane closures for scheduled construction or maintenance activities on Delaware's roadway system. In addition to considerations for the timing of lane closures, the need for a Transportation Management Plan, in accordance with DelDOT's "Work Zone Safety and Mobility – Procedures and Guidelines", should also be considered during the planning of any construction or maintenance activities.

Closing lanes for scheduled construction or maintenance on certain roadways during holidays, weekends and other inappropriate times, such as peak periods, can lead to increased delays for motorists and also increases the chance for a crash approaching or within the work zone. When scheduling construction or maintenance activities that require lane closures please take the following into consideration:

1. Lane or ramp closures, for scheduled construction or maintenance activities, shall not occur on multilane highways and Interstate highways during the following periods:
    - December 24 through December 27 (Christmas Day)
    - December 31 through January 3 (New Years Day)
    - Friday prior to Easter through Easter Sunday
    - Thursday prior to Memorial Day through the Tuesday following Memorial Day
    - Dover International Speedway Race Weekends (Thursday prior to the race event through the day after the race event)
    - July 3 through July 5 (Independence Day)
    - Thursday prior to Labor Day through the Tuesday following Labor Day
    - Wednesday prior to Thanksgiving Day through the Monday following Thanksgiving Day.
    - Exceptions to these restrictions can be made on a case by case basis with the approval of the Traffic Engineer and Chief Engineer.

2. On high speed and high volume roadways, lane closures may be appropriate between 9:00 AM and 3:00 PM on a standard weekday (Monday through Friday) though consideration needs to be given to the duration of the closure, the number of lanes on the highway, number of lanes affected and the conditions created by the closure. Judgment should be used and the delays should be monitored to keep the disruption to traffic minimized. Care must be taken to ensure lane closures are removed prior to rush hour periods on these roadways given the volumes they carry during these periods. Consideration should be given to altering working hours depending upon the direction of traffic (i.e. if the majority of traffic is heading north in the morning and south in the afternoon, you could work from 9 to 5 northbound and 7 to 3 southbound.
3. On most low speed and low volume roadways, lane closures can occur between 9:00 AM and 3:00 PM on a standard weekday (Monday through Friday). Where traffic volumes are low, lane closures can be in place prior to 9:00 AM and extend beyond 3:00 PM especially for local roadways with AADTS of less than 1,000 vpd. Varying the hours depending upon the direction of travel can also be considered for these roads.
4. Judgment as to when lane closures can effectively be implemented should be made based on knowledge of traffic volumes, roadway and network conditions. Questions regarding the

timing of lane closures on a particular roadway should be directed to the District Safety Officer.

5. This guidance applies only to scheduled construction or maintenance activities. Emergency lane closures are exempt from these guidelines though consideration should be given to minimizing these closures and disruptions to the extent possible.

Transportation Management Plans

Due to changes in Federal Regulations, States are required to perform an evaluation of the broader safety and mobility impacts of work zones and the implementation of appropriate strategies to help manage these impacts. In September 2007, DelDOT published the document, "Work Zone Safety and Mobility – Procedures and Guidelines" (Guidelines) as required by the new Federal Regulations. This document can be found on the DelDOT webpage at:

www.deldot.gov/information/pubs_forms/manuals/de_mutcd/pdf/final_rule_9_10_2007.pdf

These guidelines apply to all projects (construction, maintenance, utility and subdivision activities) that occur on streets and highways under the Department's jurisdiction. This includes existing and new State roads and existing and new subdivision streets maintained by the Department.

The Traffic Section determines whether a project is classified as significant or not significant in accordance with the guidelines. The level of detail required by a Traffic Management Plan (TMP) is based upon the projects significance. A TMP defines a set of coordinated strategies and describes how these strategies will be used to manage the work zone impacts of a project. For projects that are considered "not significant," only a Traffic Control Plan (TCP) is required. For "significant" projects, the TMP shall consist of a TCP, as well as transportation operations and public information components.

The following project types are considered to be "significant":

1. All projects on Interstates, freeways and expressways that occupy a location for more than three (3) days with either intermittent or continuous lane closures. Refer to DelDOT's Functional Classification maps located at:
   http://www.deldot.gov/information/pubs_forms/func_maps/pdf/functional_classification.pdf
2. All projects on the National Highway System that occupy a location for more than five consecutive days with either intermittent or continuous lane closures. Refer to FHWA's National Highway System maps located at:
   http://www.fhwa.dot.gov/hep10/nhs/maps/de/de_delaware.pdf
3. Any project or combination of projects that are anticipated to cause sustained work zone impacts that are greater than what is considered tolerable as determined by the Chief Engineer.

Projects typically that are considered to be "not significant" include:

- Roadside maintenance activities (guardrail replacement, mowing operations, tree trimming)
- Pavement restriping activities
- Traffic control device upgrades (traffic signals, signing)

- Pavement rehabilitation projects excluding projects located on Interstates, expressways and freeways.

Note: A "location" may be defined as a portion of a project work zone and not the entire project work zone.

Early planning and coordination is key to ensuring the appropriate determination and documentation can be put in place prior to the start of work. Questions concerning the need for a TMP should be directed to Adam Weiser or the District Safety Officer.