

January, 2019
TRANSPORTATION DIVISION

TRAFFIC MANAGEMENT PLAN REQUIREMENTS

The City of Surrey requires a traffic management plan (TMP) to be submitted for acceptance by the City's Traffic Management Section prior to the issuance of a Traffic Obstruction Permit (TOP). This requirement is applicable where the obstruction activity will impact an arterial and/or collector road or when there is a significant obstruction such as a temporary full road closure on local roads. For local roads with minor impacts, a traffic control figure number from the Ministry of Transportation and Infrastructure (MOTI) Traffic Management Manual for Work on Roadways will be accepted.

Each plan must be site, segment or phase specific and must include detailed site specific drawings. Generic drawings and write ups are not accepted unless agreed upon by the Traffic Management Section in advance. All drawings should be prepared to scale, depict an accurate road configuration and comply with MOTI Traffic Management Manual for Work on Roadways.

These are minimums requirements, additional requirements may be requested as part of the traffic plan review process. This document is for general guidance only. It does not replace bylaws or other requirements.

Drawing Dimensions

- Minimum sheet size 11 x 17

Title Block

The following items should be included within the title block.

- Drawing and Revision Number
- City of Surrey Project No. or Contract No. (if applicable)
- City of Surrey Project Manager or Inspector name (if applicable)
- Expected duration of obstruction
- Proposed obstruction times
- Applicant's traffic control manager contact details
- Purpose of obstruction activity

Items to be shown and addressed on ALL Drawings

- North arrow
- Legend
- Speed limits
- Street names
- Obstruction area with dimensions
- Sign marker and signs distances - table "A" as a replacement for actual distances will not be accepted
- Sign images or sign number adjacent to the sign marker - min 3 signs in all affected directions
- A minimum of 3.2 m lane widths - an alternate plan required if not achievable
- Non-working hour conditions

Items to be shown and addressed on Drawing when Applicable

- Taper and tangent lengths
- Channeling devices - delineators/cones/barrels/barricades
- Bus stops - temporary relocation may be required if obstructed
- Driveways - access must be maintained
- Sidewalks - alternate route and signage must be provided if obstructed
- Intersecting roads - signage may be required on the intersecting road
- Bike lanes - must have bike lane closed ahead and share the road signage if obstructed
- Parking areas, including pay parking areas - signage and written notification to be installed/delivered to affected parties 72 hrs. in advance if obstructed
- Position of certified Traffic Control Persons (TCP's) and distances where applicable
- Flashing Arrow Board (FAB) and High Level Warning Devices
- Existing intersection traffic control - traffic signals, 4 way/2 way stop signs etc.
- Detour routes and signage for temporary full road closures
- Notice of Obstruction

TIP: Items such as road speed, bus stops, driveway locations, measurements, etc. can be obtained by utilizing the City of Surrey Mapping Online System (Cosmos). When using Cosmos, please ensure you turn on the Aerial image and applicable layers, including road centerlines located within Transportation Layers Folder. Clicking on the road centerline itself within the map will retrieve attributes for the selected road.

Notice of Obstruction Signs

This signage should be placed prior to intersecting roads to allow for traffic the option to divert to alternate roads prior to reaching the work zone. The placement and type of signage (static or electronic) will be confirmed as part of the traffic plan review.

Notice of obstruction signage will be required if the obstruction activity:

1. Will be longer than five business days; or
2. Involves the temporary full road closure of a roadway.

Static signage must be a minimum of 4' x 4', with black text on an orange background.