

## Checklist for Establishing a Temporary Traffic Control Zone

- Obtain permission from all affected road authority(ies).
- Determine the type of roadway.
- Determine the type of road users (vehicles, pedestrians, bicyclists).
- Determine the type of work space.
- Determine the duration of work.
- Select hours of work to avoid peak periods.
- Select the appropriate layout(s) using:  
Type of roadway, type of work, duration, traffic volume, speed, and impact on pedestrian and bicycle travel (see the appropriate **Index Chart** at the start of each section). **Review all NOTES on Layout(s).**
- Determine any modifications to typical layout(s) (see **Enhancement of TTC Layouts** on page [6K-m](#)).
- Check Decision Sight Distance(s) (D).
- If possible, maintain access to intersections, parking areas, driveways (public and private), and mass transit.
- Coordinate with mass transit if needed.
- Allow for buffer space free of obstructions.
- Contact the road authority if the work zone interferes with normal signal operation in the area.
- Check the condition and orientation of devices (see **Quality Standards**, pages [6K-93 through 6K-108](#)).
- Install devices beginning with the first device the driver will see.
- Conduct a drive through to check for problems, modify as needed.
- Document Temporary Traffic Control zone problems and major modifications to the layouts.
- Observe traffic to see if the TTC is working correctly.
- Remove, turn, or cover the devices as soon as work is suspended or completed.

Figure 6K-1