

**CITY OF BILLINGS**  
**TRAFFIC CONTROL PERMIT**

TCP#: \_\_\_\_\_

LOCATION: \_\_\_\_\_

Type of Work: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

SUBCONTRACTOR FOR TRAFFIC CONTROL: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**SPECIAL PROVISIONS**

1. Contractor will comply with OSHA and MUTCD standards.
2. Contractor is required to carry liability insurance per Section 22-222 of Billings Municipal Code.
3. Notifications:
  - a. City Communication Center will be notified of ALL alley, street/intersection, and complete direction of travel closures and openings.
  - b. MET Transit and School District No. 2 Transportation (during school times) will be notified of ALL street/intersection and complete direction of travel closures and openings.
  - c. Sanitation Department or Mac Kenzie Disposal, as appropriate, will be notified of all alley closures.
  - d. News releases/handouts and personal contact requirements will be determined by the City. (News media list is available within the Miscellaneous Forms of the City's Standard Modifications to the Montana Public Works Standard Specifications. Visit the City Engineering website (<http://www.ci.billings.mt.us/index.aspx?NID=569>) for more information. At a minimum, Contractor shall contact: City Central Communications Center — 657-8200; Fire — 657-8423; MET — 657-8218.
  - e. City Traffic Engineer may require RoadWatch and Connoisseur Media to be notified of the closure. RoadWatch can be contacted at 672-1527, and Connoisseur Media can be contacted at 248-7777.
4. All existing, non-conflicting traffic control devices will remain visible to the public, unless special approval has been granted. All existing, conflicting traffic control devices shall be bagged or temporarily removed. All damages to existing traffic control will be reported and then repaired to City standards.
5. All traffic control devices will comply with MUTCD standards and shall be in good condition and monitored throughout their use.
6. Warning lights may be required on all construction zones from dusk to dawn or where poor visibility exists.
7. The use of metered parking spaces will be shown on the TCP with the meter numbers indicated. Meter bags may be obtained from the Parking Division.
8. Sign supports, barricades, and other devices placed in or near the roadway shall be crash worthy and meet the applicable requirements of the AASHTO *Roadside Design Guide*. Only sandbags resting on the ground should be used if ballast is required to keep signs or barricades upright.
9. Full closures of "ARTERIALS" or "COLLECTORS" on the current edition of the City's Functional Classification Map will require a signed detour using other "ARTERIALS" and "COLLECTORS". Property owners and customers will have access to their properties at all times. A Changeable Message Sign may be required prior to full closures.
10. Traffic control devices and equipment will be placed in a way that they do not cause vision obstructions/hazards for drivers or pedestrians. Sign and barricade supports shall not block sidewalks or crosswalks that are open to pedestrian travel.
11. Work time allowed by City Noise Ordinance is 7:00 a.m. - 8:00 p.m. (Deviations must have prior approval).

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**CITY OF BILLINGS**  
**TRAFFIC CONTROL PERMIT DIAGRAM**

**NOTES**

1. Standard Traffic Control Setups (as displayed in the City's Standard Mod. Drawings *Sm\_M01570-1* through *-7*) may be referenced below. These setups may be used in lieu of the diagram below. Deviations from the Standard Drawings must have prior approval.
2. A Traffic Control Permit will not be required on streets with an ADT of less than 500 vpd and classified as "LOCAL" on the current edition of the City's Functional Classification Map. See <http://www.ci.billings.mt.us/index.aspx?nid=514> for more information on the map. However, notification requirements will still be required, as outlined in the Permit's Special Provisions.
3. Taper sections shall be delineated using high-reflective traffic barrels. Tangent traveled-way segments are required between successive tapers for lane drops. Ensure that all temporary traffic routing of vehicles provide for the adequate movement of emergency vehicles, and single unit delivery trucks at all times. Ensure that all lane widths are a minimum of 11 feet (clear of channelization devices and/or face of curb).