

# Work Zone Ordinance Request Form

## Transportation Mobility and Safety Division

This form is to be submitted to the appropriate Regional Traffic Engineer when ordinances are requested for proposed work zones. One form should be filled out for each ordinance request, and if a project crosses county lines or is direction specific then one form should be filled out for each county and direction involved. Justification for each work zone ordinance request should be attached.

### A. Work Zone Information:

Division: \_\_\_\_\_ County: \_\_\_\_\_ Route: \_\_\_\_\_

Direction (if needed): \_\_\_\_\_ Project: \_\_\_\_\_ WBS Element: \_\_\_\_\_

#### ***Earliest Possible Placement of Flashing Yellow Arrow Panel (if used)...***

Distance: \_\_\_\_\_ (miles/feet) Direction: \_\_\_\_\_ From: \_\_\_\_\_

#### ***Beginning point for work zone (not project or ordinance)...***

Distance: \_\_\_\_\_ (miles/feet) Direction: \_\_\_\_\_ From: \_\_\_\_\_

#### ***Ending point for work zone (not project or ordinance)...***

Distance: \_\_\_\_\_ (miles/feet) Direction: \_\_\_\_\_ From: \_\_\_\_\_

- Static Work Zone ("Begin Road Work" sign will not move)
- Moving Work Zone ("Begin Road Work" sign will move – CMS or other temporary signs may be used)

### B. Requested Ordinance(s):

**NOTE – Please include a schematic (line diagram) indicating the beginning and ending points of the work zone (not project), and indicating the location of tapers, signs, etc. Please also include any other documentation or comments that would assist in clarifying the type of work being performed and the intent of the requested ordinances. Note that actual ordinance limits will be determined by Division/Regional Traffic Engineers based on conditions in the field.**

Requested Begin Date: \_\_\_\_\_ (project let date or other date)

Projected Ending Date: \_\_\_\_\_ (bid proposal completion date or other date)

- \$250 Penalty
- No Parking, Tow Away Zone
- Fixed Speed Limit (speed limit reduced during life of work zone – can only be used with static work zones)

Car: \_\_\_\_\_ MPH Truck: \_\_\_\_\_ MPH

- Variable Speed Limit (speed limit reduced only during certain conditions – can be used with static or moving work zones)

Car: \_\_\_\_\_ MPH Truck: \_\_\_\_\_ MPH Increment: \_\_\_\_\_ MPH

Condition(s): \_\_\_\_\_  
\_\_\_\_\_

### C. Requester Information:

Name: \_\_\_\_\_ Phone Number: (\_\_\_\_\_) \_\_\_\_\_

Title: \_\_\_\_\_ Unit/Division: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_