



CITY OF OAKLAND

# APPLICATION FOR TRAFFIC CONTROL PLAN

**Transportation Services Fee:**

**\$265.27/hr**

Check the box that apply:

- New Application (Utility, Excavation)
- Renewal Application
- New Development w/Mgmt Plan
- City of Oakland Project

**Please Read the Following Statements Below:**

1. An approved **Traffic Control Plan** along with an **Obstruction Permit** is **REQUIRED** to work in the City of Oakland right-of-way
2. Processing time for a Traffic Control Application is a **minimum of 10 business days**.
3. Traffic Control review is scheduled **only** on **Tuesdays** and **Thursdays from 9:00am to 11:30am or by appointment only**.
4. A scheduled **appointment** is necessary to discuss all traffic control application and plans. Please book appointments here: <https://www.oaklandca.gov/resources/one-stop-permit-center>
5. If you have any questions, please call **510-238-3467** or email [DOTOnlinePermits@oaklandca.gov](mailto:DOTOnlinePermits@oaklandca.gov)
6. Businesses and residences adjacent to the work area must be provided **72 hour advance notice**.

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

Name of Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address of Company: \_\_\_\_\_

Describe type of work to be performed: \_\_\_\_\_  
\_\_\_\_\_

Location of work: \_\_\_\_\_ Between\* \_\_\_\_\_ And\* \_\_\_\_\_

Work date(s): \_\_\_\_\_  Mon-Fri  Sat-Sun Work Hours: \_\_\_\_\_ to \_\_\_\_\_

**Please follow these steps in order to complete a traffic control plan:**

- A. **Drawing Area:** The full width of all streets adjacent to the site **MUST** be included in the drawing. Include the entire block in which your work is located for every street that is adjacent to your site
- B. **Include Street Names, Direction of Traffic on the Street and North Arrow**
- C. **Show Existing Number of Lanes in all Directions** (with any pavement arrows)
- D. **Check the Box(s) that Apply: All checked items MUST be shown on the drawing**
  - Lane Closure                       Use of Median                       Sidewalk Closure
  - Street Closure                       Use of Parking Lane                      (must provide pedestrian walkway)
  - (must provide detour plan)
- E. **Show All Dimensions** of street widths (curb to curb), lane widths, sidewalk widths, and work area dimension.  
**(Note: Traffic Control Application/Plans missing the above information will not be accepted or processed)**
- F. **Show Names and Locations** of all advanced warning devices, flaggers, delineators, warning and constructions signs to be used CA MUTCD

**RENEWAL PROCESS:** Resubmit a completed Traffic Control Application with the old approved plan (with the necessary modifications/changes to the plans).  
**FOR HELP** in preparing a traffic control plan, see Temporary Traffic Control Pocket Reference Guide 2007, Work Area Traffic Handbook 2006, or the California Manual on Uniform Traffic Control (MUTCD) 2003, Chapter 6.  
[http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/ca\\_mutcd.htm](http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/ca_mutcd.htm)  
 For City website: <http://www.oaklandpw.com/page548.aspx>

\*Name the streets that are the boundaries of your work area    \*\*Maintain five & one half feet (5.5') clear space on sidewalk for pedestrian access