LONG TERM WORKSITE TRAFFIC CONTROL
1st SUBMITTAL CHECKLIST

Development Plan Review Section

PROJECT TITLE: ____________________________
PROJECT/B-PERMIT NO: ________________
DURATION OF TEMP. TRAFFIC CONTROL _______DAYS/MONTHS or NON-B-PERMIT (requires $1645) ___

Plans shall be prepared by and under the responsible charge of work of, a Civil and Traffic Engineer both registered in the State of California.

I HEREBY CERTIFY THAT ALL THE INFORMATION I HAVE PROVIDED IS COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I AGREE NOT TO HOLD THE DEPARTMENT OF TRANSPORTATION RESPONSIBLE OR LIABLE FOR THE INFORMATION AND DOCUMENTS I PROVIDED IN PURSUIT OF ACCEPTANCE OF THE STRIPING AND/OR TRAFFIC SIGNAL PLANS.

ENGINEER OF RECORD: ____________________________
ENGINEER LICENSE NUMBER: C_______ and/or TR_______
SIGNATURE: ____________________________
DATE: ____________________________

Required for Submittal meeting:
1. Completed and signed Checklist
2. Full size pdf of LADOT Temporary Traffic Control and/or Temporary Traffic Signal plan(s)
3. All supporting documents
4. Attendance of registered Civil and/or Traffic Engineer of record

Private Engineer  LADOT Staff

<table>
<thead>
<tr>
<th>Item</th>
<th>OK</th>
<th>N/A</th>
<th>OK</th>
<th>Incomplete</th>
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<tbody>
<tr>
<td>1. Copy of City of Los Angeles Business Tax Registration Certificate</td>
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<td>2. Copy of B-Permit application showing the name and address of Owner/Applicant with “fees paid” shown. Or pay non-permit fee ($1645) to LADOT</td>
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<td>3. Current LADOT Title Block Template from website</td>
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<td>4. Drafting line types, symbols, layout, etc. per Drafting Standards</td>
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<td>5. Project Title above Title Block</td>
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<td>6. Title Block references correctly filled out (Title, References, District)</td>
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<td>7. North arrow and orientation per Drafting Standards</td>
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<tr>
<td>8. Plan drawn to appropriate scale: Geometric Plans 1”=40’; Traffic Signal Plans 1”=20’</td>
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<td>9. Right-of-way dimensions, parkway width, roadway width, existing and proposed driveway locations shown</td>
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<td>10. Signal Plans: Substructures shown including catch basin connections</td>
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<td>11. Signal Plans: Completed Signal Standard Schedule, Construction Notes, Engineer’s signature block (name, signature, date, registration number, address, phone number)</td>
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<tr>
<td>12. Plan prepared under the direction of a Civil and Traffic Engineer, both registered in the State of California.</td>
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# 1st SUBMITTAL CHECKLIST

**LONG TERM WORKSITE TRAFFIC CONTROL**

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</table>

### PLAN DESIGN

13. Plans match TCR

### SUPPORTING DOCUMENTS

14. Copy of preliminary street improvement plan, street lighting plan and other improvement plans which may influence design.

15. Copy of Traffic Control Report (TCR), supporting documents, easements; etc.

16. Dated field notes of existing signs, striping, markings, roadway dimensions, adjacent land uses, access ramps, driveways, and signal equipment. Details should include dimensions, type of signs, structures, etc.

17. Dated field photos of current conditions with photo key map. (google street view are not accepted)

18. Copy of correspondence with impacted transit operators if any existing bus stop will be affected by construction activities or proposed improvements

19. Copy of substructure map for reference if there is foundation work on traffic signals.

**PLAN(S):**

- ACCEPTED
- NOT ACCEPTED
- NOT ACCEPTED

Resubmit with changes
Major Comments
No Re-submittal meeting required
Re-submittal meeting required

ACCEPTED FOR REVIEW BY: ______________________________  DATE: __________________

COMMENTS:

________________________________________________________
________________________________________________________
________________________________________________________
________________________________________________________
________________________________________________________

ver1 Feb/21