



Department of Public Works

Construction Management • EP/TCP Team

500 S Grand Central Parkway 1st Floor Las Vegas, NV 89155

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www.ClarkCountyNV.gov

TRAFFIC CONTROL PLAN SUBMITTAL PROCEDURES

Per Clark County Code, a Traffic Control Plan (TCP) shall be issued for the purposes of highway safety and to provide the orderly movement of all road users in Clark County. The Department of Public Works, Construction Management/Development Review will review the TCP application upon receipt of the following:

1. The applicant has completed an application for a TCP on the forms provided by the Department of Public Works, Construction Management/Development Review and that the applicant has agreed, by signature, to comply with all conditions as stated;
2. A TCP ensures the work will not unreasonably interfere with vehicular and pedestrian traffic, the demand and necessity for parking spaces, and the ingress and egress from the affected or adjacent properties and rights of way in accordance with Title 30, Section 30.32.

The TCP shall conform to:

- *2009 Manual on Uniform Traffic Control Devices*
- *American Association of State Highway and Transportation Officials*
- *Clark County Uniform Standard Drawings (as applicable)*

3. One set of legible/recordable plans for the proposed work (minimum size is 8 1/2x11).
4. The current TCP review fee.
5. Extensions of time should be submitted prior to the expiration date of the TCP. All TCP submittals (new, extensions, additions, and corrections) will require a review fee. A stamped copy of the original, as well as the new plan, must be provided for extensions of time and corrections/additions.

At a minimum, the following information must be included in a TCP submittal:

- TCP application - signed & dated with all the required information
 - Contact information (barricade & contractor) for project
 - Barricade drawings (plans)
 - Justification Letter – required for 24-hr sets (except edgeline in unimproved right of way) and full road closures
 - Vicinity Maps/Illustrations – if applicable
 - Manufacturer Specifications – if applicable
 - Standard Drawings/Specs – if applicable
6. Barricading companies maintaining Public Works escrow accounts may submit their plans digitally at TCPESC@ClarkCountyNV.gov. All other submittals are to be made in person at the public Works, Construction Management/Development Review counter at 500 S. Grand Central Pkwy, 1st Floor.

The proper document order for the barricade application is as follows:

- a) Clark County Department of Public Works Traffic Control Plan Application (must be completed correctly)
- b) Barricade Company's cover sheet
- c) Barricade plans, notes, specs, letter, etc. (please label each with the cross streets of the project)

All new Escrow applications are to be e-mailed first, followed by re-submittals. Re-submittals need to follow the above protocol and the correct application/Permit number and the correct Encroachment and/or Offsite Permit numbers.

All re-submittals are to be in the following order:

- a) CLEAN application (including corrections, extensions, corrected extensions and/or addition)
- b) Barricade plans, notes, specs, letter, etc. (please label each with the cross streets of the project)
- c) Original or last application submitted

Staff may contact the barricade company if the application(s) do not meet submittal requirements. In most cases, incorrect/incomplete submittal(s) will be automatically sent back to the barricade company for correction and re-submittal.

Reviewed plans are imaged daily and can typically be viewed online by noon the following business day.

This does not apply to plans submitted with encroachment permits.

7. Expedited TCP Review

- All expedited reviews must be requested in writing prior to submittal of the Request for Expedited Review form. Include correspondence of acceptance for expedited review.
- All expedited reviews must be requested in writing via the Request for Expedited Review form.
- Minimum charge is 1 hour. Any additional time over the first hour will be billed to the guarantor on the form.
- Traffic Control review fee must accompany the plan submittal.
- This request is NOT GUARANTEED and is subject to staff availability AND approval.
- All requests must be approved by Clark County in writing by the Assistant Manager of Off-Site Construction, Construction Management/Development Division or a Supervising Construction Management Inspector.
- Be advised that the expedited review request only guarantees a quicker review time not an automatic approval.