

Hancock, New Hampshire

Work Zone Ordinance for Town Roads

Approval Date: March 28, 2011

Effective Date: April 4, 2011

Ordinance: It shall be unlawful for any person, partnership or corporation to erect any form of traffic control device, or warning sign, which is in direct violation of the Town of Hancock's Right of Way Work Zone Policy

Purpose: To ensure that work zones within the public rights of way are erected following current best practices guidance, to provide for review by appropriate town officials for conformance to these practices, and to detail the process required for extended time based work zones, road closures and notification to emergency responders.

Exemptions: State and Municipal Highway Departments and contractors under their direction, State and Municipal Emergency Services (Police, Fire and Emergency Medical Services) and Utility crews only while operating under weather related emergencies (such as trees on wires, ice and snow storms, high wind events).

Penalty:

Whoever violates the provision of this ordinance shall be guilty of a violation and subject to the following penalties. All fines will be written to the company.

1st Offense: Subject to a \$300 fine and may require a police detail for any future work in the right of way (to be paid at the company's expense per the Police Detail Policy)

2nd Offense: Subject to a \$500 fine (written to the Company) and may require a police detail for any future work in the right of way (to be paid at the company's expense per the Police Detail Policy)

3rd Offense: Subject to a \$1,000 fine and shall require a police detail for any future work in the right of way (to be paid at the company's expense per the Police Detail Policy)

Governing Laws: 47:17, VIII (a), RSA 234:38, 236:9, 236:6

Applicable Documents:

- Manual of Uniform Traffic Control Devices (MUTCD) Latest Edition;
- Town of Hancock's Right of Way Work Zone Policy

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BOARD OF SELECTMEN
HANCOCK, NEW HAMPSHIRE

Town of Hancock, New Hampshire

Right of Way Work Zone Policy

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Purpose: This Policy will provide guidance to:

- ensure conformance with Hancock's Work Zone Ordinance for Town Roads;
- ensure that work zones within the public rights of way are erected following current best practices;
- clarify the types of work zones that occur on Hancock roads;
- describe the process required for extended-time based work zones, road closures and notification to emergency responders; and
- ensure the uniform application of work zone policies.

Definitions:

Average Annual Daily Traffic: AADT

ATSSA Certified: American Traffic Safety Services Association or equivalent.

Emergency: Unplanned repairs caused by sudden equipment failure, weather events, or other events outside the control of the contractor.

Flagger: Individual providing guidance to motor vehicles as they pass through the work zone. Must be ATSA certified.

Governing Laws: 47:17, VIII (a), RSA 234:38, 236:9, 236:6.

Long Distance: Multiple Vehicles, work zone greater than 100 feet, or areas of shorter length but poor site distance.

Long Duration: Longer than 1 daylight period or activities that will last for several days or weeks, such as tree trimming, utility line construction, etc.

Medium Duration: 4 to 12 hours.

MUTCD: Manual for Uniform Traffic Control Devices, Latest Edition.

Night Time: Those hours beginning ½ hour before sunset to ½ hour after sunrise.

Police Detail: A Uniformed Police Officer - see Police Detail Ordinance.

Short Distance: Usually 1 vehicle with a work zone of no more than 100 feet.

Short Duration: Less than 4 hours.

Sight Distance: Sight Distance from the work zone both approaching and leaving the work zone.

Safe Sight Distance: Arrived at by multiplying the posted speed limit by 10 and converting the miles per hour (mph) to feet (ex. A 25 mph road will need $25 \times 10 = 250$ feet required safe site distance). This is the minimum distance from which a motorist must be able to see the work zone.

Traffic Control Plan: A plan that shows the location and type of all permanent and temporary traffic control signs.

Application: This policy is to be used as a guide when, in the course of repairs or construction, the work zone impinges on the normal flow of traffic by forcing vehicles to cross the center line of the roadway; when a work zone forces the closure of a lane or road; or when pedestrian and bicycle traffic may be forced into the normal travel lane of any road. All signs, equipment, personnel and methods will follow the MUTCD guidance. Nothing in this policy shall override the guidance that is given within the MUTCD.

This policy is based on sunny weather on Low Volume roads travelled by less than 1000 vehicles per day (AADT). Cloudy or rainy weather, roads that exceed 1000 vehicles per day, or multiple work zones on a single road may require additional traffic control measures.

No work on public ways will be conducted during winter-time inclement weather. Emergency utility work is the only exception.

The Town of Hancock reserves the right to require a police detail on any work zone that is deemed hazardous to the traveling public or to the workers within the work zone. New Hampshire Department of Transportation's guidance on Uniformed Officers in the Work Zone should be consulted.

Work Zone Guidance:

Short Duration, Short Distance: Advance warning signs are required. A Flagger may not be required on Low Volume roads if adequate safe sight distance is available. Where a Flagger is required, 1 Flagger can be utilized.

Short Duration, Long Distance: Advance warning signs are required. Two Flaggers are required.

Medium Duration, Short Distance: Advance warning signs are required. One Flagger is required.

Medium Duration, Long Distance: Advance warning signs are required. Two Flaggers are required.

Long Duration: A Traffic Control Plan is required to be presented to the Town of Hancock, for review and comment, at least 2 weeks prior to the beginning of the work. No work may commence until approval of the Traffic Control Plan is granted. For duration longer than 1 week, there will be weekly meetings with Town Officials to update the Town of Hancock on any changes to the Traffic Control Plan.

Night Time Work: In addition to the requirements based on Duration and Distance, Night Time work will require retro-reflective signs and traffic control devices through the entire work zone. Overhead lighting will be required for the Flagger stations.

Intersections: Work within, or in close proximity to, an intersection may require a Police Detail, possibly in addition to certified Flaggers. The detail officer will have full control over the movement of traffic through the intersection.

Emergency Work: Emergency work may be conducted without the full implementation of a traffic control plan provided that all personnel are properly attired, vehicles are equipped with emergency warning

lights, and the work is confined to minimizing a hazard to life or property. Emergency work zones should last less than 1 hour.

Road Closures: Any road closure will need the approval from the Hancock Selectboard. The applicant will present a Traffic Control Plan and a detour plan to the Town of Hancock for review at least 2 weeks in advance of the planned road closure. The plans will indicate the approximate location of all signs for the road closure and detour. A method approved by the Hancock Selectboard shall be used to notify all residents of the affected road. The Applicant is also required to provide proof of notification to all emergency services (Fire, Police, EMS) and to the local school bus company at least 1 week prior to the closing. For road closures of more than 1 week, there will be weekly meetings with Town Officials to update any changes to the schedule.

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