

STATE OF NEW HAMPSHIRE
INTER-DEPARTMENT COMMUNICATION

DATE: April 16, 2015

FROM: William J. Oldenburg, P.E. ^{WJO} **AT (Office):** Division of Project Development
Chairman, Traffic Control Committee

SUBJECT: Traffic Control Committee Project Review
Presentation Exemptions and Mandatory Reviews

THRU: William J. Cass, P. E. ^{WJC}
Director of Project Development

TO: Bureau Administrators and Project Managers

MEMORANDUM

In accordance with the "Guidelines for Implementation of the Work Zone Safety and Mobility Policy" (NHDOT Policy #601.01), projects are presented for determination of "level of significance" by the Traffic Control Committee (TCC). This policy applies to all projects that are State and Federally funded.

The significance level is, in essence, an assessment of the project from an impact perspective on the transportation systems; mobility and safety. The classification of projects will result in a "non-significant" or "significant-level 1 or 2". While the "non-significant" project requires no follow-up actions by the development team, those determined to be "significant" do require further actions. An inter-department memo discussing traffic control, public outreach and transportation operations is required for the Level 2 projects, and a comprehensive TMP plan addressing these topics in a more detailed fashion for Level 1 projects.

While it is the goal of the TCC to maintain conformance with the Policy, it is also warranted that TCC efforts be refined and enhanced to allow for efficiency in the process. Considering the magnitude of projects that require review and classification, it appears that more time and effort could be targeted on other critical areas of need by modifying the review process. As the TCC progresses forward in its efforts to review and classify projects, it has become apparent that several project types could be classified as "presentation exempt", (i.e. not warranting presentation to the TCC.) In contrast, there are projects that will require a presentation before the TCC for a mandatory review of the planned TMP simply based upon corridor, volume, or other critical criteria.

All planned projects, except short term and mobile maintenance operations, will require a project determination memorandum to be completed and submitted to the Traffic Control Committee Chair. The Chair, or designee, will review the projects that are requested for presentation exempt classification, and shall either approve or deny the exempt classification. If denied, the project will require presentation to the Traffic Control Committee. At each Traffic Control Committee meeting, the Chair shall provide a list of all approved presentation exempt projects for final level of significance determination by the Committee members.

The following Roadway Tier Guidance describes the criteria for mandatory review and for potential presentation exempt classification.

Roadway Tier Guidance

- 1) Mandatory Review Criteria
 - a) All Tier 1 and 2 Roadways
(e.g. I-89, I-93, I-95, I-293, I-393, FEET, NH 16 (Spaulding Tpke), NH 101 and US 4 corridors and others as applicable)

- 2) Potential Presentation Exempt Criteria
 - a) Tier 3, 4 and 5 Roadways
 - i) 2-lane facilities < 10,000 VPD
 - ii) 4-lane facilities < 20,000 VPD

 - b) Projects involving rest areas, park and rides, and “employee only” access roads to NHDOT facilities that do not impact the roadway.

- 3) Presentation Exempt Criteria
 - a) Short term and mobile maintenance operations for all tiers.

- 4) All projects, including those on Tier 3, 4 and 5 corridors, shall be reviewed for proximity to other projects by the applicant. The applicant shall verify on the project determination memo that there are no other projects within the traffic influence area of the work, or shall list all projects in the influence area describing anticipated impacts to traffic and any mitigating measure that will be applied to the project to reduce impacts.

cc: Keith Cota, P.E., Mark Richardson, P.E., James Marshall, P.E., Chuck Dusseault, P.E., Bill Watson, P.E., Doug Gosling, P.E., Caleb Dobbins, P.E., Chris Waszczuk, P.E., William Lambert, P.E., Denise Markow, P.E.