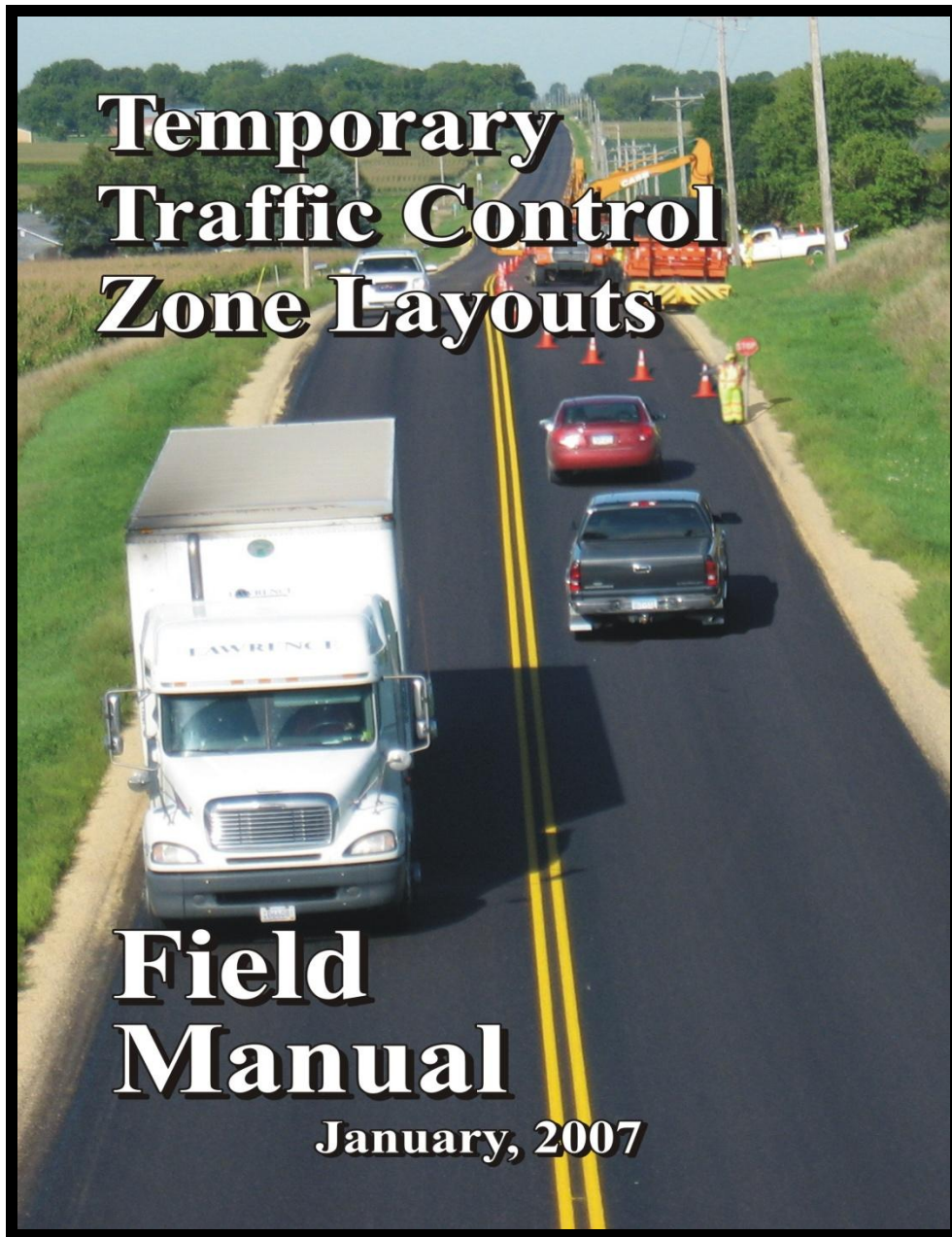


TRAFFIC CONTROL AND CONTACT INFORMATION

REFER TO
TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS
IN THE Mn/DOT "FIELD MANUAL"
FOR COMPLETE INFORMATION



**CHECKLIST FOR ESTABLISHING A
TEMPORARY TRAFFIC CONTROL ZONE
[FROM THE TEMPORARY TRAFFIC CONTROL (TTC) FIELD MANUAL]**

COMPLETED**ITEM**

- Obtain permit from governing road authority.
- Determine the type of roadway.
- Determine the type of work space.
- Determine the duration of work.
- Select hours of work to avoid peak periods.
- Select the appropriate layout(s) using type of roadway, type of work, duration, traffic volume and speed. (See the appropriate Index Chart at the start of each section of *the TTC Field Manual*)
- Determine any modifications to typical layout(s).
(See the Enhancement of the TTC Layouts on page 6K-xii of *the TTC Field Manual*)
- Check decision sight distance.
- Advance signing distance.
- Intersection/driveways.
- Allow for buffer space free of obstructions.
- Contact proper road authority if the work zone interferes with normal signal operation in the area.
- Check the condition of devices.
(See the Quality Standards, page 6K-81 thru 6K-97 of *the TTC Field Manual*)
- Install devices beginning with the first device the driver will see.
- Conduct a drive-through to check for problems.
(See the Enhancement of the TTC Layouts on page 6K-xii of *the TTC Field Manual*)
- Document temporary traffic control zone problems and major modifications to the layouts
- Traffic should be observed to see if the taper is working correctly
- Complete work
- Remove the devices as soon as work is completed, beginning with the last device seen by the motorist.

Mn/DOT District Phone Numbers & Addresses

District 1-Duluth	1123 Mesaba Avenue Duluth, MN 55811 (218) 725-2700
District 1-Virginia	101 N Hoover Road Virginia, MN 55792 (218) 742-1100
District 2-Bemidji	3920 Hwy 2 West Bemidji, MN 56601 (218) 755-6500
District 2 – Thief River falls	248 125 th Ave Thief River Falls, MN 56701 (218) 683-8000
Crookston	1320 Sunflower Street Crookston, MN 56716 (218) 277-7950
District 3-Headquarters (Baxter Office)	7694 Industrial Park Road Baxter, MN 56425-8096 (218) 828-5700 (800) 657-3971
District 3 St. Cloud Office	3725 12th Street N. St. Cloud, MN 56303 (320) 223-6500 (800) 657-3961
District 4 Detroit Lakes Office	1000 Highway 10 West Detroit Lakes, MN 56501 (218) 846-3600 (800) 657-3984
District 4 Morris Office	610 Highway 9 South Morris, MN 56267 (320) 208-7000 (800) 657-3877
District 6 Rochester Headquarters	2900 48th Street NW Rochester, MN 55901-5848 (507) 285-7500
District 6 Owatonna Headquarters	1010 21st Avenue NW Owatonna, MN 55060-1005 (507) 446-5500

District 6 Winona Headquarters	5420 Highway 61 West Winona, MN 55987 (507) 453-2907
District 7-Mankato	501 South Victory Drive Mankato, MN 56001 (507) 304-6100 (800) 657-3747
District 7-Windom	180 S. County Road 26 Windom, MN 56101-1868 (507) 831-8000 (800) 804-3295
District 8-Willmar Headquarters	2505 Transportation Road Willmar, MN 56201 (320) 231-5195 (800) 657-3792
District 8-Marshall Regional Office	1800 East College Drive Marshall, MN 56258 (507) 537-6146 (800) 657-3748
District 8-Hutchinson Regional Office	1400 Adams Street SE Hutchinson, MN 55350 (320) 234-8480 (877) 682-8249
Metro District	Waters Edge Building 1500 W. County Road B-2 Roseville, MN 55113-3174 (651) 234-7500
Office of Traffic, Safety, and Technology (OTST)	1500 West County Road B2 MS 725 Roseville, MN 55113 (651) 234-7000

To order additional Field Manuals, contact:

Mn/DOT Map and Manual Sales Office
Transportation Building-Room 110
395 John Ireland Blvd.
St. Paul, MN 55155-1899
(651) 366-3017

www.dot.state.mn.us/mapsales

**Mn/DOT also offers Work Zone Safety Training Courses
at the following WEB site:**

www.dot.state.mn.us/const/wzs/training.html