



ENGINEERING & OPERATIONS DEPARTMENT

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TRANSPORTATION DESIGN BULLETIN 21-12

DATE: January 11, 2021

TO: County Director of Capital Programs Department,
County Manager of Construction Services,
Division Director of Transportation Maintenance,
County Project Managers and Project Engineers of Record

FROM: County Engineer,
County Director of Engineering & Operations Department,
County Director of Technical Services Division,
County Manager of Transportation Services Section

COPIES: County Director of Geospatial & Land Acquisition Services Department

SUBJECT: **DESIGN DOCUMENTS REQUIRED FOR SIGNALIZATION PLANS**

This bulletin identifies the required design documentation to be provided for review with all signalization plans.

REQUIREMENTS

Every signalization plan submittal for review must include the following documents and documentation:

- Signalization Plans
- Approved Signal Warrant Analysis
- Signed and Sealed Traffic Analysis Report (if one was performed)
- Signed and Sealed Mast Arm Structural Calculations
- Signed and Sealed Geotechnical Report
- Subsurface Utility Exploration information at the mast arm locations
- Signed and Sealed Critical Elevations Certification Letter for Traffic Signals and Overhead Sign Structures
- Signal meeting minutes and coordination emails
- Intersection lighting documentation of coordination with Hillsborough County Traffic Engineering Section and Tampa Electric Company (TECO)
- Other Construction Plan component sets (Roadway, Signage and Pavement Marking, and TECO Lighting)

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BACKGROUND

Signalization plan submittals have not always provided all the necessary signal documentation for plan submittals to perform a thorough review. This bulletin identifies all necessary documents.

IMPLEMENTATION

Effective Immediately.

CONTACT

Please use the email link below to address any questions or comments in reference to this Design Bulletin:

[PW-Standards_Inquiry](#)

Recommended / Date:

Approved / Effective Date:

Leland Dicus, Professional Engineer
Technical Services Division Director

Michael J. Williams, Professional Engineer
County Engineer