



Traffic Control Board Application for Board Appearance

For Applicant to complete:

1. Date: _____
2. Project Name: _____
3. Project Location & Limits: _____
4. Project Address: _____
5. Project Owner: _____
6. Project Contractor/Consultant: _____
7. Project Representative: _____
Email: _____ Phone: _____
8. Description of Request: _____

9. Work Start and End Dates: _____
10. Requested TCB Meeting Date: _____

Application MUST include (Must be submitted 2 weeks in advance of the TCB meeting):

- All relevant engineering drawings in electronic format
- All relevant engineering drawings in paper format – 3 copies

For City Staff to complete:

1. City Representative: _____ Phone Ext: _____
2. Motion Required (Circle one): – Approve – Endorse – Information Only
3. TCB Request (See list on back): _____
4. MCDOT Approval: _____ Date: _____
5. DES Permit Approval: _____ Date: _____

After MCDOT and DES Approvals:

- Forward this form and approved drawings to DES TCB Coordinator.
- Post initial agenda item to Outlook Calendar, including TCB motion, Approval/Deny, and durations.

