

SOP - Temporary Interstate Access Request

Appendix 11-27

A formal request from NHDOT to the FHWA NH Division is required. This letter shall include the following information either in the body of the letter or as an attachment:

1. The new temporary access site location details. This includes an aerial view of the access site marked up to identify proposed access points and configuration. This should clearly show the proposed access points and surrounding roadways. A written description of the access point including mile marker location(s) and distances to and from existing Interstate exits should be included.
2. Explanation as to why this temp access is important, desirable, and in the interest of the NHDOT and public. This explanation has to be more than it is just good or easier for the contractor (assuming the origin of the request is from a construction contractor). It needs to include why it is in the Departments and public's interest. It should include why existing access and/or local roadway systems cannot adequately meet the needs of the project.
3. The exact duration the access point will be open, i.e., from what date to what date. A firm time line with closing date of the access is required. Also, the time of day and days of week the access will be open for use needs to be specified. Provide anticipated traffic volumes during the proposed hours of use at all access points, and describe anticipated impacts the access will have to traffic operations and safety.
4. Identify exactly who will be allowed to use the access and for what specific purposes. The expectation is that the access will have limited distinct use(s) and will not be used beyond those purposes stated.
5. Describe what measures will be provided on the Interstate itself to address traffic operations and safety issues.
6. Include a traffic control plan for both during operation and when not in use. The TCP shall include devices to be used, the spacing of the devices and layout location. Describe if police, flaggers, or other measures will be included as part of the TCP. Describe the advance notice to motorist of the activities around the access point.
7. Provide a description of the ramps surfaces themselves and how they will be maintained so as to limit erosion, dust, and any tracking of material onto the interstate.
8. Include a commitment that the temp access will be maintained securely in a manner that both deters and limits the possibility of others using it both when in use, and when not in use (this commitment will be between NHDOT and FHWA, though the DOT may put the onus of the security on the contractor it is ultimately the Department responsibility).
9. A statement that should the access be used beyond the purposes stated, or that the access points are found to not be securely maintained during or after work hours, that the Department will cause the access to be shut off and brought back to original condition.
10. A statement that immediately after the deadline date provided for access termination, the access site will be restored to its original condition or better.
11. In the case where the temporary interstate access is to or from a locally owned or maintained roadway, a formal letter from that municipality approving the use of that access point shall be included. The letter must be signed by an appropriate official of that municipality with authority to make that determination.