

William R. "Bill" Minor  
Northern District Commissioner

Dick Hall  
Central District Commissioner

Wayne H. Brown  
Southern District Commissioner



Larry L. "Butch" Brown  
Executive Director

Harry Lee James  
Deputy Executive Director/  
Chief Engineer

Kevin J. Upchurch  
Deputy Executive Director/  
Administration

P. O. Box 1850 / Jackson, Mississippi 39215-1850 / Telephone (601) 359-7001 / FAX (601) 359-7110 / www.goMDOT.com

## Inter-Departmental Memorandum

**Date:** January 26, 2004

**To:** Roadway Design Division  
Section Engineers

**From:** Roadway Design Division Engineer  
John B. Pickering *J.B.P.*

**Subject:** Policy for Temporary Lane Closures on Interstate Highways

Attached is MDOT's Policy for Temporary Lane Closures on Interstate Highways dated January 9, 2004, along with a copy of FHWA's approval letter dated January 20, 2004.

Roadway Design Section Engineers are responsible for preparing emails and letters to be sent to FHWA regarding these lane closures.

If there are any questions or if additional information is needed, please advise.

### Attachments

pc: Asst. Chief Engineer - Preconstruction  
District Engineers  
Asst. Roadway Design Division Engineer – Keith Purvis  
Roadway Design Quality Control Engineer – Steve Reeves  
Construction Division  
FHWA File  
Design File ✓



# **POLICY FOR TEMPORARY LANE CLOSURES ON INTERSTATE HIGHWAYS**

Mississippi Department of Transportation

January 9, 2004

## **Definitions:**

- Lane closure -- A through lane, and not an auxiliary lane.
- Short-term lane closure – Does not extend through a peak-hour period.
- Long-term lane closure – Extends through a peak-hour period.

## **Short-term Lane Closures –**

Short-term lane closures do not require FHWA's concurrence; however, FHWA will be notified of a short-term lane closure as soon as possible via an email message to FHWA's Design & Operations Engineer (Maranda Hahn) and FHWA's Transportation Engineer for that District. A copy of the email should also be sent to MDOT's Asst. Chief Engineer-Preconstruction (David Foster) for his information.

## **Long-term Lane Closures –**

Long-term lane closures require approval by the FHWA Division Administrator. Approval will be requested by letter from the Chief Engineer to the Division Administrator. The letter will include the following information:

- Project Number
- Location
- Estimated duration of closure
- Capacity analysis using peak-hour volume
- Congestion mitigation if capacity is exceeded

Examples of possible congestion mitigation include incentives for shortened construction times, changeable message boards, detours, and public notification of upcoming lane closures or detours.



U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL HIGHWAY ADMINISTRATION  
Mississippi Division  
666 North Street, Suite 105  
Jackson, Mississippi 39202

83-01



IN REPLY REFER TO  
HDA-MS

January 20, 2004

Mr. Larry L. Brown, Executive Director  
Mississippi Department of Transportation  
Jackson, Mississippi

Dear Mr. Brown:

Subject: Policy for Temporary Lane Closures on Interstate  
Highways

We have reviewed MDOT's Policy for Temporary Lane Closures on Interstate Highways, dated January 9, 2004. The policy adequately addresses issues and concerns that were discussed at the MDOT/FHWA meeting on November 24, 2003.

This letter will serve as FHWA's approval of MDOT's Policy for Temporary Lane Closures on Interstate Highways.

Sincerely yours,

A.H. HUGHES

Andrew H. Hughes  
Division Administrator

cc: Mr. John Pickering, 83-01, MDOT Roadway Design ✓

William R. "Bill" Minor  
Northern District Commissioner

Dick Hall  
Central District Commissioner

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Southern District Commissioner



Harry Lee James, P.E.  
Interim Executive Director/  
Chief Engineer

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January 12, 2004

Mr. Andrew H. Hughes  
Federal Highway Administration  
666 North Street, Suite 105  
Jackson, MS 39202

SUBJECT: Policy for Temporary Lane Closures on Interstate Highways

Dear Mr. Hughes:

Attached is MDOT's Policy for Temporary Lane Closures on Interstate Highways. The policy was written based on a meeting between FHWA and MDOT staff on November 24, 2003. The minutes of the November 24<sup>th</sup> meeting are attached for your ready reference.

Your approval of this policy is requested.

Sincerely,

Harry Lee James, P.E., P.L.S.  
Interim Executive Director/Chief Engineer



# **POLICY FOR TEMPORARY LANE CLOSURES ON INTERSTATE HIGHWAYS**

Mississippi Department of Transportation

January 9, 2004

## **Definitions:**

- Lane closure -- A through lane, and not an auxiliary lane.
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## **Short-term Lane Closures –**

Short-term lane closures do not require FHWA's concurrence; however, FHWA will be notified of a short-term lane closure as soon as possible via an email message to FHWA's Design & Operations Engineer (Maranda Hahn) and FHWA's Transportation Engineer for that District. A copy of the email should also be sent to MDOT's Asst. Chief Engineer-Preconstruction (David Foster) for his information.

## **Long-term Lane Closures –**

Long-term lane closures require approval by the FHWA Division Administrator. Approval will be requested by letter from the Chief Engineer to the Division Administrator. The letter will include the following information:

- Project Number
- Location
- Estimated duration of closure
- Capacity analysis using peak-hour volume
- Congestion mitigation if capacity is exceeded

Examples of possible congestion mitigation include incentives for shortened construction times, changeable message boards, detours, and public notification of upcoming lane closures or detours.

Meeting Minutes  
For Meeting with FHWA about Temporary Lane Closures on Interstates  
held November 24, 2003

Attendees:

Jeff Kolb, FHWA  
Maranda Hahn, FHWA  
Mitch Carr, Bridge Division  
Robert Berry, Bridge Division  
John Pickering, Roadway Design  
Amy Mood, Roadway Design

The purpose of the meeting was to establish a policy for obtaining concurrence from FHWA for temporary lane closures on an interstate. It was determined that a short-term closure does not extend through a peak period and a long-term closure does. Two specific projects were discussed as examples: the lane closures on I-55 at Pisgah Bottom Road in Madison County and a lane closure on I-59 at exit 137 in Clarke County. The former example requires short-term lane closures and the later proposes a long-term lane closure.

Conclusions:

Short-term lane closures do not require FHWA's concurrence. FHWA should be notified of a short-term lane closure as soon as possible via e-mail to Maranda Hahn and FHWA's Transportation Engineer for that district. The e-mail should also be sent to David Foster for his information.

Long-term lane closures require approval by the FHWA Division Administrator. Approval will be requested by a letter from the Chief Engineer to the Division Administrator. The letter should include the following:

- Location
- Estimated duration of closure
- Project #
- Capacity analysis using the peak hour volume
- Congestion Mitigation (if capacity is exceeded)

Possible congestion mitigation strategies were discussed. Examples include incentives for shortened construction times, changeable message boards, and public notification of upcoming closures.

On page 3 of FHWA's FY2003 Design and Operations Work Plan, the third bullet should be reworded to mean that any through lane long-term closure will require approval from the Division Administrator.

All conclusions pertain to construction projects only.

William R. "Bill" Minor  
Northern District Commissioner

Dick Hall  
Central District Commissioner

Wayne H. Brown  
Southern District Commissioner



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Chief Engineer

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## Inter-Departmental Memorandum

**Date:** January 12, 2004

**To:** Interim Executive Director/Chief Engineer  
Harry Lee James, P.E., P.L.S.

**From:** Roadway Design Division Engineer  
John B. Pickering, P.E. *J.B.P.*

**Subject:** Policy for Temporary Lane Closures for Interstate Highways

Your signature is requested on the attached letter from you to Andy Hughes seeking approval of above policy. The policy was written based on a meeting between FHWA and MDOT staff on November 24, 2003.

If there are any questions or if additional information is needed, please advise.

Attachments

pc: File



**Pickering, John**

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**From:** Pickering, John  
**Sent:** Tuesday, February 03, 2004 8:40 AM  
**To:** Hahn, Maranda  
**Cc:** Lewis, Brad; McWilliams, Roger; Kolb, Jeff  
**Subject:** RE: Lane Closures on Interstate

The development of plans for most projects within the MDOT begins in Roadway Design Division. With these project plans, Roadway Design will be the lead for any capacity analysis that may be needed. We will need assistance from Planning Division for the capacity analysis.

For those projects that do not come through Roadway Design Division, it should be the District's or Construction Division's responsibility to ensure the Interstate lane closing policy is followed. All six District Offices and Construction Division were copied with the FHWA approved policy with my letter dated January 26, 2004 to Roadway Design Division Section Engineers. I can forward you a copy of this letter if you desire.

The part of your email regarding hourly traffic counts is something we depend on Planning Division for. I would think they do hourly counts for urban and rural Interstates, but I am not sure.

If you have any questions or need additional information, let me know.

**John B. Pickering**  
Roadway Design Division Engineer  
Mississippi Department of Transportation  
Phone: (601) 359-7257  
Fax: (601) 359-7063

-----Original Message-----

From: Hahn, Maranda [mailto:Maranda.Hahn@fhwa.dot.gov]  
Sent: Monday, February 02, 2004 4:37 PM  
To: John Pickering (E-mail)  
Cc: Lewis, Brad (E-mail); McWilliams, Roger; Kolb, Jeff  
Subject: FW: Lane Closures on Interstate  
Importance: High

John: I am forwarding you an e-mail from Roger McWilliams concerning involvement of the Construction Division in the process of requesting on lane closures on the Interstate.

Is there something we can do to make sure Construction is not left out of the loop?

Also Roger mentions hourly traffic counts, which I don't believe we discussed in detail. I agree with Roger that in large urban areas, hourly counts may be necessary to determine the peak periods. In this case, it would involve Planning Division to do the traffic counts.

Do you have any thoughts on how to get everyone in sync?

2/3/2004

Thanks,  
Maranda

> -----Original Message-----

> From: McWilliams, Roger  
> Sent: Monday, February 02, 2004 3:19 PM  
> To: Hahn, Maranda  
> Cc: 'BLewis@mdot.state.ms.us'; McWilliams, Roger  
> Subject: Lane Closures on Interstate  
> Importance: High

> Maranda,

> While I was at Construction Division this morning, Brad Lewis stated  
> that he had several questions and concerns on the new lane closure  
> policy. He asked me about specifics concerning the new lane closure  
> policy. I answered based on what I knew. He asked as to the timing  
> of email notifications and approval requests on projects. I stated  
> that I would expect early on during project development when traffic  
> control schemes are first being addressed. He also asked as to what  
> type of capacity analysis is required. I stated that the one I had  
> seen so far and had coordinated with you on was for the upcoming rural  
> I-55 mill & overlay project, in Grenada & Yalobusha Counties, and that  
> it simply consisted of calculations using the K factor and D factor.  
> The resulting traffic volume per hour per direction in this case was  
> well below any construction capacity concern. (Additional note -  
> something I failed to point out to Brad earlier during my discussion  
> with him - it is my understanding that projects in urban settings will  
> more than likely require actual hourly counts for long term closure  
> determinations - as has been done on recent projects in the Jackson  
> area.) Brad pointed out the importance of coordination of the  
> determination of lane closures (whether short-term or long-term) with  
> Construction Division for they, of course, are responsible for all  
> constructability issues. I promised to relay the above to you upon my  
> return to our office. If my understanding is not correct or if there  
> are additional details that may be beneficial, please let me and Brad  
> know. Thanks.

> By the way, I just heard from the District this afternoon that the  
> formal submission for the above mention project should be arriving in  
> our office today.

> Roger  
> 02/02/04  
> 3:18PM

>