



Lane Closure System – Permit

A short course on closure entry - <http://transportal.cee.wisc.edu/closures/>



Wisconsin Traffic Operations and Safety Laboratory
The WisTransPortal System

The WisTransPortal system serves the computing and data management needs of the [Wisconsin Traffic Operations and Safety \(TOPS\) Laboratory](#). The project scope includes support for ITS data archiving, real-time traffic information services, transportation operations applications, and transportation research. [Learn more.](#)

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Wisconsin Lane Closure System



[Wisconsin Lane Closure System \(WisLCS\)](#)
Enter the Wisconsin Lane Closure System **live** site.

[New User - WisLCS Account Request Form](#)
Online form to request a Lane Closure System login account.

[WisLCS User Manual and Documentation](#)
WisLCS Quick Reference, User Manual, and other documentation.

[Lane Closure System Training Site](#)
Enter the WisLCS Training site.

[WisLCS Contact Information](#)
WisDOT regional contacts and technical support.

For a complete guide to the LCS, please follow the link below.

http://transportal.cee.wisc.edu/closures/docs/LCS%20Manual_20160615.pdf

This document is a basic quick-guide for a WisLCS closure entry.

Select the Wisconsin Lane Closure System link to begin.

To enter a closure, click on the **Request** Tab at the top of the page. (Note, the menu bar may look differently based on your user role.)

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Home

Welcome **Trainer**

Advance Notification Guidelines - Revised June 2016

Regional Messages (click message heading to show/hide message body)

- No Regional Messages To Display

Statewide Messages (click message heading to show/hide message body)

- No Statewide Messages To Display

CLOSURE STATUS COLOR KEY:
 RED - Closure yet to be accepted and past start date
 ORANGE - Closure yet to be accepted and within 1 week of start date
 VIOLET - Long term closures yet to be completed and past end date
 BLACK - Closure has been accepted or is within normal parameters

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My Closures [Click To Get Results For This Section](#)

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Closure Request

PERMIT REQUEST - Asterisk(*) indicates *required* field.

<p>*Permit Nbr</p> <input type="text"/>	<p>*Begin County</p> <p>BROWN <input type="button" value="v"/></p> <p>*End County</p> <p>BROWN <input type="button" value="v"/></p> <p>*Hwy</p> <p>I-41 SB <input type="button" value="v"/></p>	<p><input type="button" value="?"/> *Primary Contact:</p> <p><input type="text"/> > <input type="text"/></p> <p>*Prime Contractor:</p> <p><input type="text"/></p> <p>* Emergency Traffic Control Contractor Name:</p> <p><input type="text"/></p> <p>Law Enforcement Name:</p> <p><input type="text"/></p> <p>Other Contact Name:</p> <p><input type="text"/></p>
<p>*General Description</p> <div style="border: 1px solid black; height: 40px;"></div>		<p>*Phone:</p> <p><input type="text"/></p> <p>*Phone:</p> <p><input type="text"/></p> <p>* Phone:</p> <p><input type="text"/></p> <p>Phone:</p> <p><input type="text"/></p> <p>Phone:</p> <p><input type="text"/></p>

Internal Comment

May Affect Adjacent Region

SW SE NE NC NW
 (do not check origin region)

 Use Same Date/Time

Trainer1 Entered the WisLCS as **REQUESTOR / ALL / PERMIT / NO ACCEPTANCE AUTHORIZATION**
 actual credentials: REQUESTOR / ALL / CONSTRUCTION / NO ACCEPTANCE AUTHORIZATION

Last Updated On: February 8, 2018
 Please send comments to wislcs@topslab.wisc.edu

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Fill in the required fields in the above denoted by an asterisk (*). Here the user will have to enter a permit number and description of the type of work to be completed (i.e., “installing power lines” or “overlay work”). As with the construction request, the phone number for the primary contact will auto populate. For permit closures, the primary contact list consists of all the permit coordinators in the user’s region. Once the user has filled in the required fields, select *Submit*.

- The “Begin County” will auto-populate to the county listed with the project, but can be changed if the actual starting location differs. The “End County” defaults to the same county as the “Begin County,” but can be manually changed if the closure traverses into a different county.
- The “Hwy” field will default to the first highway in the selected county.
- The “Primary Contact” is the user entering the closure.
- The “Internal Comments” text box is an area where unique comments about the closure can be entered.
- The “May Affect Adjacent Region” check boxes should only be checked if the closure that is being entered is within two miles of an adjacent region.

Once all the information is added, click the **Add Facility** button.

The facility portion of the form is now available. The General information can still be edited, but once the edit button is selected, all information that has been entered in the facility portion of the form will be lost.

PERMIT REQUEST - Asterisk(*) indicates required field.			
General Closure Information: Edit Delete Capacity Calendar Static Priority Roadways			
PERMIT			
*Permit Nbr 123456A	*Begin County BROWN	*Primary Contact: Trainer 1 (Trainer1/ALL)	*Phone: (111) 111-1111
*General Description Installing power lines	*End County BROWN	*Prime Contractor: ABC	*Phone: (222) 222-2222
WZ Map Number	*Hwy I-41 SB	* Emergency Traffic Control Contractor Name: BCD	* Phone: (333) 333-3333
		Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:
Internal Comment		May Affect Adjacent Region	
		SW SE NE NC NW	
		no no no no no	

(The question marks after some of the fields will display more detailed information about the field in a pop-up window if selected.)

*Facility Type <input type="text" value="MAINLINE"/>		*Duration <input type="text" value="Daily/Nightly"/>	<input type="button" value="Remove Facility"/>
*Closure/Restriction <input type="radio"/> RESTRICTION <input type="radio"/> FULL CLOSURE		*Begin Date <input type="text"/> *End Date <input type="text"/> *Begin Time (per Day Of Week) Hour: <input type="text"/> Minute: <input type="text"/> Select Time <input type="text"/> 00 <input type="text"/>	
*Lane Detail <input type="text"/>		*End Time (per Day Of Week) Hour: <input type="text"/> Minute: <input type="text"/> Select Time <input type="text"/> 00 <input type="text"/>	
Override Begin Date Hour: <input type="text"/> Minute: <input type="text"/> Schedule Override Comment <input type="text"/> 12 AM <input type="text"/> 00 <input type="text"/>			
Override End Date Hour: <input type="text"/> Minute: <input type="text"/> 12 AM <input type="text"/> 00 <input type="text"/> <input type="button" value="Attach"/> <input type="button" value="Clear"/> <input type="button" value="?"/>			
*Begin Location (or ramp/bridge specific) (Landmark Description Hwy List County)		Direction From	Distance From (miles)
<input type="button" value="Select Landmark"/> <input type="text"/>		<input type="text"/>	<input type="text"/>
*End Location (or same as Begin Location) (Landmark Description Hwy List County)		Direction From	Distance From (miles)
<input type="button" value="Select Landmark"/> <input type="text"/>		<input type="text"/>	<input type="text"/>
Width Restriction (new definition) <input type="button" value="?"/>	Height Restriction <input type="button" value="?"/>	Weight Restriction <input type="button" value="?"/>	Reduced Regulatory Speed
Effective Roadway Width: <input type="text"/> ft <input type="text"/> in	Minimum Vertical Clearance: <input type="text"/> ft <input type="text"/> in	Maximum Vehicle Weight: <input type="text"/> lbs	<input type="text"/> From Speed (mph)
Additional Information: <input type="text"/>	Additional Information: <input type="text"/>	Additional Information: <input type="text"/>	<input type="text"/> To Speed (mph)
Restriction's Structure ID: <input type="text"/>	Restriction's Structure ID: <input type="text"/>	Restriction's Structure ID: <input type="text"/>	Additional Information: <input type="text"/>
Temporary Signalization <input type="checkbox"/>			
Signed Detour Available <input type="checkbox"/>	Detour Route Info <input type="text"/>	Facility External Comment <input type="text"/>	
<input type="button" value="Add Another Facility"/> <input checked="" type="checkbox"/> Use Same Date/Time <input type="button" value="Submit"/> <input type="button" value="Reset"/>			

Facility Type

The different types of facilities available on this form are: **Mainline**, **Ramp** and **System Interchange**. Mainline is for a highway lane closure. Ramp is for any ramp lane or full ramp closure. System Interchange is a system interchange lane or full system interchange ramp closure.

Duration

There are four types of durations to choose from: **Daily Nightly**, **Weekly**, **Continuous** and **Long-Term**. For **Daily Nightly**, the time of operation occurs on a daily or nightly basis as specified by the starting and ending times per each day within the start and end range. For **Weekly**, the time of operation occurs on a weekly basis as specified by the day of week dropdowns. For **Continuous**, the closure is a 24-hour work zone lasting less than 2 weeks. Finally, **Long-Term** is a work zone lasting longer than 2 weeks.

Closure / Restriction

A closure is either a restriction or a full closure. When the **Restriction** radio button is selected, the *Lane Detail* drop down becomes a required field. Possible selections for the lane detail are:



If **Full Closure** is selected under *Closure/Restriction*, the *Lane Detail* will auto-fill and the detour route information becomes a required field.

Begin / End Date & Time

Depending on the Closure Duration that was selected, the Begin Date, End Date and Hours will differ slightly. Some examples:

Daily / Nightly

*Duration Daily/Nightly ▼ ?		Remove Facility	
*Begin Date 01/08/2018		*End Date 01/19/2018	
*Begin Time (per Day Of Week) Hour: 08 AM ▼ Minute: 00 ▼		*End Time (per Day Of Week) Hour: 03 PM ▼ Minute: 00 ▼	

Weekly

*Duration Weekly ▼ ?		Remove Facility	
*Begin Date 01/08/2018		*End Date 01/19/2018	
*Begin Time (per Week) DOW: Mon ▼ Hour: 08 AM ▼ Minute: 00 ▼ Thru		*End Time (per Week) DOW: Mon ▼ Hour: 03 PM ▼ Minute: 00 ▼	

Continuous

*Duration Continuous ▼ ?		Remove Facility	
*Begin Date 01/08/2018	Hour: 08 AM ▼	Minute: 00 ▼	
*End Date 01/19/2018	Hour: 03 PM ▼	Minute: 00 ▼	

Long-Term

*Duration Long Term ▼ ?		Remove Facility	
*Begin Date 01/08/2018			
*End Date 01/26/2018			

Schedule Override

Schedule Overrides are modifications to an existing closure when work is not being performed. Schedule Overrides are not to be used to extend existing closures. If the user chooses not to perform work on a day within their closure, they can do so by entering that date and time into the override section. This excludes the selected date and time from information reported to 511 for public viewing.

Override Begin Date	Hour:	Minute:	Schedule Override Comment	
<input type="text"/>	12 AM ▼	00 ▼	<input type="text"/>	
Override End Date	Hour:	Minute:		
<input type="text"/>	12 AM ▼	00 ▼		
		<input type="button" value="Attach"/>	<input type="button" value="Clear"/>	<input type="button" value="?"/>

An example of a Daily / Nightly closure where no work is being done on the weekend.

*Begin Date		*End Date	
01/08/2018		01/19/2018	
*Begin Time (per Day Of Week)		*End Time (per Day Of Week)	
Hour:	Minute:	Hour:	Minute:
08 AM	00	03 PM	00
<hr/>			
Override Begin Date	Hour:	Minute:	Schedule Override Comment
01/12/2018	03 PM	00	No weekend work
Override End Date	Hour:	Minute:	
01/15/2018	08 AM	00	
Attach Clear ?			

Begin / End Location

The location drop-down lists are based on the county(ies) and highway selected in the General Portion of the closure. They will be in order of the direction of the highway, so if the closure was on an EB highway, the first location in the list will be on the far west side of the county and the last item on the list will be the furthest to the east. If the desired “Begin Location” and “End Location” are not one of the available options in the dropdown list, select the nearest location and fill in the direction from and distance from.

Multiple Facilities

Any closure can have more than one facility, such as if the work zone will consist of a lane and a ramp(s) closure. In order to add an additional facility, click the **Add Another Facility** button. Facility #1 can be edited by selecting the edit button next to the “Facility (1)”. If this edit button is selected, any information that has been entered for Facility #2 will be lost, and the **Add Another Facility** button will need to be selected again.

Once everything is entered for the closure, click the **Submit** button on the bottom of the screen.

If any events are taking place in this area during this time, the following message will appear with a list of potentially conflicting projects. If the concurrent calendar events do not conflict with your entry, click **Continue**. If there is a conflict between the entries, consider changing your closure.

Closure Request - Concurrent Calendar Events

Your Closure Request has not been submitted yet. The Following Calendar Events potentially conflict with your requested closure. Click the Back button to return to the Closure Request page and modify the schedule details. Click Continue to ignore the Calendar Events listed below and complete the submission.

Note: Facility Schedule Override information is not considered while generating this list.

* 1 Event Results Match Search Criteria

Event Calendar (4710)	
<p>Affected Regions: SE</p> <p>*Begin Date: 03/20/2015 12:00 AM</p> <p>*End Date: 07/31/2015 12:00 AM</p> <p>Event: Alpine Valley</p> <p>Location:</p> <p>County: WALWORTH</p> <p>Va:</p>	<p>Attendance:</p> <p>Event Coord:</p> <p>Security Coord:</p> <p>Law Enforcement Coord:</p> <p>Web Address:</p> <p>Comments:</p>

Once entered, a message will display and a **Closure Identification Number (CID)** will populate. If a closure in the opposite direction is needed, the **MakeLike** tool can be selected to auto-populate the General portion of the closure in the opposite direction, but new facilities will need to be created from scratch.

Messages

The following messages have been generated:

- CLOSURE INSERTED INTO DATABASE SUCCESSFULLY WITH INITIAL STATUS: ENTERED

PERMIT REQUEST - Asterisk(*) indicates *required* field.

General Closure Information: (104382) MakeLike			
(104382) PERMIT			
*Permit Nbr 123456A	*Begin County BROWN	*Primary Contact: Trainer 1 (Trainer1/ALL)	*Phone: (111) 111-1111
*General Description Installing power lines	*End County BROWN	*Prime Contractor: ABC	*Phone: (222) 222-2222
WZ Map Number	*Hwy I-41 SB	* Emergency Traffic Control Contractor Name: BCD	* Phone: (333) 333-3333
		Law Enforcement Name:	Phone:
		Other Contact Name:	Phone:
Internal Comment		May Affect Adjacent Region	
		SW SE NE NC NW no no no no no	

This closure, and any others you create, can be found on the Home Page under My Closures.

My Closures ?
[Click To Get Results For This Section](#)

Click the link to get the results link.

My Closures ?
2 closure results for this section | [Show Results](#)

Lastly, click the **Show Results** link.

My Closures ?

1 closure results for this section | [Hide Results](#)

[03/27/2018 02:19 PM - INITIAL INSERT INTO DATABASE by Trainer1]

[Expand](#) | [Open In Accept Tab](#) | [MakeLike](#) (104382) PERMIT | **ENTERED**

BROWN: (123456A) Installing power lines

ID	HWY	FACILITY	DESCRIPTION	DURATION
1	US 41 SB/US 141 SB	MAINLINE	Moving Full Closure at NORFIELD ROAD (B-05-0313- BEGIN)	Daily/Nightly: 01/15/2018 - 01/15/2018 , 01:00 AM - 04:00 AM

Modified Date	Modified By	Status	Applies To	Comment
03/27/2018 02:19 PM	Trainer1	ENTERED	ALL FACILITIES	INITIAL INSERT INTO DATABASE

After clicking on Show Results, all the closures you have entered that are either waiting to be accepted or have been accepted will be shown. If the closure hasn't been accepted yet, the "Open In Accept Tab" link will be displayed. If the closure has been accepted, that link will display "Open In Modify Tab." Any attribute, save the county and highway selections from the General Portion of a closure, can still be edited prior to a closure being accepted. Once a closure is accepted, however, a user without any acceptance authorization will only be allowed to request a date/time change.

Once a closure is two days past its end date, it will no longer appear in this list. However, it can still be found in the **Search** Tab at the top of the page.