

Procedure for Traffic Signal Removal

Purpose and Objective:

The purpose of this procedure is to establish in writing the process to be followed to remove a traffic signal. The objective is to clarify and streamline the process so that it can be completed with improved efficiency and consistency. For convenience, this procedure is designed to be used as a form.

References:

Ohio Manual of Uniform Traffic Control Devices Section Four
 Traffic Engineering Manual §401-4
 District 7 Traffic Signal Warrants Policy

Process:

1) Existing signalized intersection is identified as one that may function better as an unsignalized intersection.
 Location: _____
 Identified by: _____ Date: _____
 Why was intersection selected to be studied for removal? _____

2) Complete a traffic engineering study that includes the following:

- Warrant Analysis Summary
- Crash History
- Site conditions, especially sight distance problems
- Public, business, school board or governmental complaints resulting in the original signal installation
- Present and future developmental growth
- Known reasons for change in traffic patterns or volumes
- Capacity analysis for the alternate traffic control scheme most likely to be installed if signal is removed
- Analysis of the cost of continued signal operation versus a one-time signal removal cost
- Discussion of traffic volume growth needed to warrant the signal

Study completed by: _____ Date: _____
 Recommended alternate form of traffic control (i.e. two-way stop, all-way stop, etc.) _____

3) Decide whether or not to proceed with removal process based on study.

- Continue with removal process
- Defer removal of traffic signal

If removal is deferred, the location shall be reconsidered for removal every year until a signal warrant or other determination of permanent retention is satisfied.

4) Inform the local media, schools, governmental agencies and local emergency / safety forces of intent to study signalized location for removal.

Organization:	Contact:	Method (i.e. letter, email):	Date:

5) Prepare intersection for alternate traffic control.

Remove or reduce intersection sight distance restrictions, if needed. Not Applicable

Date Completed: _____

Install the "Signal under Study for Removal" (W3-H12) sign next to the signal heads on each approach.

Date Completed: _____

Check the controller cabinet wiring to ensure that the color of the flashing indications will agree with the alternate traffic control scheme.

Date Completed: _____ Checked by: _____

Install the alternate traffic control devices (i.e. Stop signs and advanced warning signs). Do NOT remove stop lines on the uncontrolled approaches at this time.

Date Completed: _____

6) Place the signal in flashing operation for 90 days.

Beginning Date of 90 day period: _____

End Date of 90 day period: _____

Monitor, investigate, and respond to concerns of the public.

Name	Affiliation	Source (email, letter, etc.)	Date Received	Date Responded

Sum up the comments received- did certain concerns keep resurfacing, could any of the concerns be mitigated by making changes to the site conditions or other appropriate countermeasure?

Monitor the crash experience throughout the 90 day period.

Did crashes of types susceptible to correction by traffic signal control increase by more than two?

Yes No

If no, continue with the removal process.

If yes, the signalized location shall remain in flashing operation for an additional 60 day period.

Last day of 60 day period: _____

During the 60 period, did more than two crashes of types susceptible to correction by traffic signal control occur? Yes No

If no, continue with the removal process.

If yes, the signal shall be placed in stop-and-go operation until the site conditions can be improved to reduce the crash frequency.

7) Turn the traffic signal off for 60 days.

During this 60 day period, the traffic signal heads need to be bagged or removed.

Beginning Date of 60 day period: _____

End Date of 60 day period: _____

Monitor the crashes during the 60 day period.

Did the absence of flashing traffic signals result in an increase in crashes? Yes No

If yes, should traffic signal be converted to flashers? Yes No

8) Remove equipment

Remove signal heads, poles, foundations, pull boxes, overhead cables and controller; underground conduit and cables may be abandoned in place.

Date removal is completed: _____

Will the site be monitored for an extended period of time? Yes

No

Yes

If yes, are poles and cables to be left in place for a period up to one year? Yes

No

Yes

Date Completed: _____

9) Notify all affected parties of removal of the traffic signal and termination of any applicable agreements.

Did the traffic signal have a permit? Yes

No

Yes

If yes, notify the Office of Traffic Engineering so the statewide database can be maintained.

Organization:	Contact:	Date:	Comments:

10) Final summary and comments

When was the signal placed in flash? _____

When was the signal shut off? _____

When was the equipment removed? _____

Was traffic signal removed? Yes

No

Yes

Why or why not? _____

What other changes were made to the intersection? _____

Is any further action needed? Yes

No

Yes

If yes, please explain: _____

Attached Documents:

Initiating letter, study, etc.

Traffic Engineering Study (Step 2)

Copies / documentation of all correspondence

Crash Data obtained throughout study for removal

Other Information: _____