Purpose and Objective:
The purpose of this procedure is to establish in writing the process to be followed when considering the need for an existing 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 Section Four
District 7 Traffic Signal Warrants Policy

Process:
1) Existing signalized intersection is to be reviewed to ensure that the traffic signal is still justified. (Traffic signals need to be reviewed every 3-5 years. A study or outside request may identify need for additional review.)
   Location: ___________________________  Initiator: ___________________________  Date: ___________________________

2) Obtain traffic counts for the intersection.
   Source of traffic count (i.e. Numetrics, loop detector, ODOT website, etc.): ___________________________
   Date count was performed: ___________________________
   Type of count (i.e. turning movement count (preferred), roadway ADT, etc.): ___________________________
   Length of count (minimum of 8 hours, 12 hours preferred): ___________________________
   Intersection ADT: ___________________________
   Percent Trucks: ___________________________
   □ Factorize Right Turns using Form 496-12 in the TEM.

3) Run Signal Warrants.
   Area Type  Urban  Rural
   Warrant 1: Eight Hour Vehicular Volume  Satisfied  Unsatisfied
   Warrant 2: Four Hour Vehicular Volume  Satisfied  Unsatisfied
   Warrant 3: Peak Hour  Satisfied  Unsatisfied
   Warrant 4: Pedestrian Volume  Satisfied  Unsatisfied
   Warrant 5: School Crossing  Satisfied  Unsatisfied
   Warrant 6: Coordinated Signal System  Satisfied  Unsatisfied
   Warrant 7: Crash Experience (Volume only)  Satisfied  Unsatisfied
   Warrant 8: Roadway Network  Satisfied  Unsatisfied
   Warrant 9: Intersection Near a Grade Crossing  Satisfied  Unsatisfied

   The Crash Experience Warrant (Warrant 7) cannot be considered satisfied unless both the volume and crash requirements are satisfied. The crash requirement is addressed in Step 6.

4) Evaluate results and refine signal warrant analysis.
   □ Skip to Step 9 – signal warrants met easily, and traffic signal is definitely justified.
   □ Continue going through worksheet – further study and analysis is needed.
   Does a more recent or dependable count need to be taken?  Yes  No
   If yes, perform Steps 2 thru 4 again.
   Is there another factor that may have temporarily impacted traffic conditions during the traffic count and skewed the results of the analysis, such as roadway construction?  Yes  No
   If yes, please explain: ___________________________

5) Check files for historic data.
   When was the traffic signal installed? ___________________________
   Why was it installed? ___________________________

   Does the reason for installation still exist? ___________________________
6) Analyze crash data.
Crashes must be run for at least the most recent year available. Additional years are beneficial for understanding the long term crash trends. A collision diagram may be made.

- Years Ran: __________________________  Total Crashes: __________________________
- Crashes correctable by traffic signal during the most recent year available: __________________________
- If greater than 5 crashes, then the crash portion of Warrant 7 is satisfied.
- If less than 5 crashes, the crash history before the signal was installed should be examined to see if more than 5 crashes would be expected if the intersection was unsignalized.

Is the crash requirement for Warrant 7 satisfied?  
Yes ☐  No ☐

7) Visit proposed traffic signal location in field.
- Date of Visit: __________________________
- ☐ Take photos (if needed)
- ☐ Draw Condition Diagram (If already existing, check in field.)

Would sight distance be an issue if signal was removed?  
Yes ☐  No ☐
If yes, please describe: __________________________

Area Description (i.e. Central Business District, Commercial, Residential, etc.): __________________________

Is the signal in close proximity to a school, hospital, fire station or other traffic signals?  
Yes ☐  No ☐
If yes, please describe: __________________________

Other applicable geometric or local conditions: __________________________

8) Consider any other applicable factors.
Are there any planned changes in development or land use?  
Yes ☐  No ☐
If yes, please explain: __________________________

Are traffic volumes expected to...  
Increase ☐  Decrease ☐  Not Change ☐
Why? __________________________

9) Make decision.
☐ If the traffic signal is still justified, the signal should be put on list to be reviewed in 3-5 years.
☐ If the traffic signal is no longer justified, it should be studied for removal. (See Procedure for Removal)

Are there any changes or improvements that should be made to the intersection?  
Yes ☐  No ☐
If yes, describe the changes / improvements: __________________________

Attached Documents:
☐ Initiating letter, study, etc. (if applicable)  ☐ Signal Warrant Analysis
☐ Traffic Count Data  ☐ Condition Diagram (if applicable)
☐ Crash Data, including Collision Diagram  ☐ Photos (optional)
☐ Other Information: __________________________