

Section 4B.3

REMOVAL OF TRAFFIC SIGNALS

4B.3.1 MUTCD SECTION REFERENCE

4B.02 Basis of Installation or Removal of Traffic Control Signals

4B.3.2 JUSTIFICATION FOR REMOVAL

The purpose of this procedure is to establish 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.

4B.3.3 DOCUMENTATION

The District Traffic Operations Engineer shall maintain documentation of the signal removal process.

4B.3.4 SIGNAL REMOVAL

A. Not within a construction project

To start the signal removal process the District Traffic Operations Engineer shall fill out Procedure for Traffic Signal Removal in Figure 4B.3.1.

B. Within a construction project

EDSM VI.3.1.6 shall be followed as appropriate. A public meeting shall be held to inform the public and give the public a chance to comment.

Figure 4B.3.1 Procedure for Traffic Signal Removal Form
(See following 3 pages.)

4B.3.5 APPROVAL

The District Traffic Operations Engineer is authorized to remove traffic signals.

The District Traffic Operations Engineer shall update the traffic signal database.

Figure 4B.3.1 Procedure for Traffic Signal Removal Form

Procedure for Traffic Signal Removal

Purpose and Objective:

The purpose of this procedure is to establish 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:

Manual of Uniform Traffic Control Devices
Traffic Engineering Manual
DOTD Traffic Signal Manual
EDSM VI.3.1.6

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.

Traffic Signal to remain based on the following:

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4. Host an open house public meeting. Location: _____ Date: _____
Attach attendance roster.

| Organization | Contact | Method (i.e. email, letter) | Date |
|--------------|---------|-----------------------------|------|
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5. Prepare intersection for alternate traffic control.
Remove or reduce intersection sight distance restrictions, if needed.
Date Completed: _____
Install the "Traffic Signal Under Study for Removal" sign next to the signal heads on each approach.
See attachment.
Date Completed: _____
Public Affairs Contacted Date: _____
Check the controller cabinet wiring to ensure that the color of the flashing indications will agree with the alternate traffic control scheme.
Date Completed: _____
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: _____
Press release sent out Date: _____
6. Flash or Cover the signal heads 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 |
|------|-------------|------------------------------|---------------|----------------|
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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?

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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 removal process.

If yes, the signalized location shall remain covered for an additional 60 day period.

Last day of 60 day period: _____

During the 60 day 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 into operation until the site conditions can be improved to reduce the crash frequency.

7. Remove signal heads and signs with poles. Leave controller cabinet in place for a minimum of 60 days.

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 a flashing beacon? Yes No

8. Remove the equipment

Remove 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

If yes, are poles and cables to be left in place for a period up to one year? Yes No

Date Completed: _____

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

Is the traffic signal part of a maintenance agreement? Yes No

If yes, update maintenance agreement.

Update Traffic Signal Database.

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

Why or why not? _____

What other changes were made to the intersection? _____

Is any further action needed? Yes No

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: _____