

## TRAFFIC SIGNAL DESIGNER / REVIEWER CHECKLIST

The following checklist provides both the traffic signal designer and the TE/L&D Manager guidelines for preparing traffic signal plans during the different phases of design. The checklist correlates with the Project Development Process discussed in the [TEDM Section I – General, Chapter 2](#).

Project Name: _____
Project No: _____ UPC No: _____
TE/L&D Manager: _____
Traffic Signal Designer: _____
Advertisement Date: _____

### SCOPING TEAM MEETING

DATE OF MEETING: \_\_\_\_\_

➤ *The following actions should take place prior to or during the Scoping Team Meeting.*

- 1) Ensure that the limits of survey will accommodate the traffic signal design. (In proximity to traffic signals ensure that the construction limits adequately accommodate transitions between new and existing roadways, including side street termini).
- 2) Identify intersections to be considered for signalization or modification.
- 3) Identify other facilities within the project limits that will require traffic signal devices, (Schools, Safety Service Centers, etc.)
- 4) Identify other design elements that require early coordination with traffic signal design, (roadway lighting, signing, pavement markings, etc.).
- 5) Determine the agency and contact person that will own and maintain the traffic signals.
- 6) Determine the agency and contact person that will be responsible for the traffic signal design and plans.
- 7) Prepare project budget estimate.

Scoping review completed by: \_\_\_\_\_

Date reviewed: \_\_\_\_\_