

DeIDOT Guidelines for Signal Deactivation

1. **30 days prior** to converting the existing signal to flash mode:
 - Install SIGNAL UNDER STUDY FOR REMOVAL signs on each approach
 - Inform all affected agencies (TMC, DeIDOT Community Relations, DeIDOT Signal Maintenance, local municipalities, police, emergency service providers, local businesses, etc.) about the planned signal deactivation
2. **7 days prior** to converting the existing signal to flash mode:
 - Address sight distance restrictions from the approach that will be STOP controlled (move stop line towards the intersection, etc.)
 - Install NEW TRAFFIC PATTERN STARTING XX/XX/XXXX message boards on each intersection approach
 - Inform local municipalities about the proposed date of the conversion, and suggest they have uniformed law enforcement officers available, if necessary
3. **Day of** converting the existing signal to flash mode:
 - Place the signal on flash, mirroring future two-way or all-way stop control. Provide flashing yellow on the major street approaches and flashing red on the minor street approach(es), or flashing red on all approaches for all-way stop control.
 - Observe the operation at the intersection at the time when the signal is placed on flash mode to make sure it operates as planned
 - Observe queuing for 1-hour, documenting longest queue, and complete Stopped Time Delay Study for 1-Hour
 - Install STOP sign on the minor street approach(es), or on all approaches for all-way stop control, immediately after the transition to flash mode
 - Change the legend on the message boards to NEW TRAFFIC PATTERN AHEAD
4. **7 days after** the transition to flash mode:
 - Remove the message boards
 - Review traffic operations at the intersection
 - Observe queuing for 1-hour, documenting longest queue, and complete Stopped Time Delay Study for 1-Hour
5. **Two months after** the transition to flash mode:
 - Conduct a crash data analysis based on 2-months of crash data after the transition to flash mode
 - Review traffic operations at the intersection
6. **Ten months after** the transition to flash mode:
 - Conduct a crash data analysis based on 10-months of crash data after the transition to flash mode. If the crash analysis indicates that STOP-control is an adequate form of traffic control at the intersection:
 - Remove all traffic signal equipment and abandon conduit
 - Remove SIGNAL UNDER STUDY FOR REMOVAL signs and NEW plaques, and other conflicting signing and striping
 - RESCIND Signal Resolution (Traffic Studies) and notify TMC
7. **One year after** the transition to flash mode:
 - Complete another crash data analysis based on 12-months of crash data after the transition to flash mode
 - Confirm any additional signing and striping recommendations have been completed