

SPRING LAKE TOWNSHIP

TRAFFIC SIGN RETROREFLECTIVITY MANAGEMENT POLICY

Policy Number: R-11-001

Purpose of Policy: Protect public safety through proper management of traffic signs to ensure compliance with federal standards for retroreflectivity

Policy:

It is the stated objective of Spring Lake Township, Scott County, MN to maintain its town roads in a safe but cost effective manner. As part of its maintenance efforts, the Township recognizes that regulatory , warning, and directional road signs (commonly referred to collectively as safety signs), including but not limited to stop signs, yield signs and other similar traffic control devices, need to be properly inventoried, assessed for compliance with applicable retro-reflectivity standards, maintained, and replaced from time to time. The Township further recognizes that when signs are installed within town road rights-of-way they must comply with state and federal regulations as primarily outlined in the Manual on Uniform Traffic Control Devices. As part of its efforts to comply with applicable regulations, the Town Board of Spring Lake Township shall be guided by the following plan adopted in accordance with Section 2A.08 of the Manual on Uniform Traffic Control Devices:

1. **Reflective Sheeting Material.** In reviewing the initial cost and anticipated life of various reflective sheeting materials, it has been determined that Type XI, Diamond Grade DG3 material is the most cost effective sheeting material. Therefore, all signs purchased by the township will be Type XI, Diamond Grade DG3.
2. **Inventory.** In recognition of the importance of knowing the number, type, and location of road signs situated in township road rights-of-way, it is the intent of the Town Board to have any inventory of all town road signs completed by December 31, 2011. The completed inventory shall be maintained electronically and shall be updated each time a sign is installed, replaced, or removed but not less than on an annual basis. The inventory shall indicate the type of sign, the number of each type of sign, the location of

each sign including the direction the sign faces, the date of installation (when known for pre-existing signs), type of material used on sign face (when known), a general statement on the condition of the sign, a record of any maintenance performed on the sign, and the date of sign removal if applicable.

3. **Removal of Excess Signs.** In recognition of the fact that excess road signs have been shown to reduce the effectiveness of signage, as well as impose an unnecessary financial burden on the road authority, it shall be the policy of Spring Lake Township to remove signs determined to be unnecessary for safety purposes and which are not otherwise required to comply with an applicable state or federal statute or regulation. The removal of signs shall be based on an engineering study and the Manual on Uniform Traffic Control Devices. Particular attention shall be paid to recommendations on signage for roads considered to be “low-volume” under the Manual on Uniform Traffic Control Devices as adopted by the State.
4. **Retro-reflectivity Evaluation.** In recognition of the new retro-reflectivity standards adopted into the Manual on Uniform Traffic Control Devices by the Federal Highway Administration, the town board shall arrange to have all town road signs not removed under section 2 above evaluated for compliance with the applicable retro-reflectivity standards. It shall be the intent of the township to utilize the Visual Nighttime Inspection Method to identify which existing signs fail to meet the established minimum levels of retroreflectivity. This procedure is the most practical method allowed because it does not require any specialized equipment or other large investments by the Township.

The Township will utilize the Calibration Sign Procedure of the Visual Inspection Method. The following is an outline of the procedure to be followed by the Township in performing the visual nighttime inspection of the signs.

Procedure:

- a. The assessment shall be done by a team of two trained inspectors, one driver and one inspector over the age of 60 years old.
- b. The team shall be driving a model year 2000 or newer SUV or pickup truck.
- c. The team shall view a set of calibration signs of each color each night before beginning the inspections, which are known to be slightly above the established minimum retroreflectivity levels. Viewing the calibration signs shall be done with the headlights on low beam at or near the speed limit of the roadway, or at a typical distance which would be adequate to react to the traffic control device.
- d. The inspector shall evaluate the existing retroreflectivity of all signs while traveling at or near the posted speed limit with the headlights on low beam. Signs shall be rated according to the following:

Poor: Signs with retroreflectivity below that of the calibration test panels.

Fair: Signs with retroreflectivity at or slightly above that of the calibration test panels.
Good: Signs with retroreflectivity clearly above that of the calibration test panels.

- e. Inspections will be conducted during consistent nighttime conditions on clear nights, when there is no fog or rain. The interior light of the inspection vehicle will be off. A pen light will be used for recording the results of the inspection.

It shall be the intent of the town board to have the initial evaluation completed by June 1, 2012. The board reserves the right to change which evaluation method will be utilized as expressly found necessary or appropriate by the Board .

- 5. **Sign Replacement.** After completion of the inventory, removal of unnecessary signs, and proper retro-reflectivity evaluation, the town board hereby establishes the following priority order in which road signs will be replaced:
 - a. First priority shall be given to replacing all signs determined not to meet applicable retro-reflectivity standards, and to replacing missing or damaged signs determined to be of a priority for safety purposes.
 - b. Second priority shall be given to signs determined to be marginal in their retro-reflectivity evaluation.
 - c. Third priority shall be given to all remaining signs as they come to the end of their anticipated service life, become damaged, etc.

In addition, within each category above, further priority shall be given to warning and regulatory signs on township collector roads.

- 6. **On-going Maintenance.** The town shall include a general inspection of road signs in township rights-of-way as part of its annual road inspections. The town shall update its sign inventory as provided in section 1. After the initial replacement of signs as provided for in Section 4, the town shall, for the purpose of complying with the requirements of the Manual on Uniform Traffic Control Devices to maintain minimum retro-reflectivity standards, as budgetary factors allow, replace signs as they reach the end of the latter of their (a) warranty period; (b) expected life expectancy for the facing material used on the sign; or (c) expected life as determined by an authorized engineering study. Damaged, stolen, or missing signs may be replaced as needed.

Adopted by Spring Lake Township, this _____ the day of _____ 20____

Chairperson

Attest: _____
Clerk