

Dirt, Gravel, and Low Volume Road Maintenance Program (DGLVRP)
Traffic Count Instructions for Applicants
10/20/14

This document is intended to provide instructions to applicants for performing traffic counts. For details of the Program's Traffic Count Policy, see the Program's administrative manual chapter 7.4.

Traffic Count Location – This section is to enter basic information about the location of the traffic count such as the name and location of the road, county and township, and the name of the road owning entity. GIS coordinates are helpful to locate the project on a map, but if this is not known, please describe the location so that it can be easily found (i.e. Intersection of Elk Lane and Beaver Creek Road).

Choose one of the 3 methods below to determining traffic count:

- Existing Data or Extrapolation - Indicate whether this traffic count is taken from existing data, or extrapolated from existing data. See Chapter 7.4 of the administrative manual for more details on data extrapolation. Page two of the form can be used to describe the methodology used to extrapolate from existing traffic data.
- Level 1 Traffic count details – Record the date and time the count was performed, describe what method was used to take the count (i.e. camcorder). Indicate the name of the person taking the count, and who they work for. For a 2 hour count, multiply the number of cars counted by 12 to determine the average daily traffic (ADT).
- Level2 traffic count details – Record the length of the count, the dates and times of the count, and the type of counter used, including the make and model of the counter. Indicate the name of the person taking the count, and who they work for. Record the total count, then adjust to a 24 hour count if needed (i.e. 800 cars counted in 48 hours = 400 ADT).

Applicant Validation – Applicant must print and sign and date the validation form. Indicate the position held by the person signing the validation.

Conservation District Validation - Conservation District must print and sign and date the validation form. Indicate the position held by the person signing the validation.