

Dirt, Gravel, and Low Volume Road Maintenance Program (DGLVRP) Traffic Count Validation Form

TRAFFIC COUNT LOCATION

Road Name and #: _____ Road Owner: _____

County: _____ Township: _____

GPS Location (if available): _____ W, _____ N

If GPS location not available, describe count location here: _____

(for example: Traffic count on Smith road, ½ mile north of intersection with SR180, Maple road.)

Traffic Counts can be validated by use of existing data, a level 1 two-hour count, or a level 2 twenty-four-hour count. Select the method used below and complete that section of the form. See instructions for more info.

Select method used

Existing Data or Extrapolation: For existing traffic data, or extrapolation of existing data, describe the data used and extrapolation method on the back of this page. If necessary, attach a description of the data and extrapolation methodology, source and date of traffic counts used, and maps.

LEVEL 1 TRAFFIC COUNT DETAILS (2 hour count)

Count Performed From / / , to / / ,
Date Time Time

Describe Count Method: (hand/camera/counter/etc.) _____

Count Performed by: _____ of _____
(name) (organization)

Total Count = _____ vehicles x 12 = _____ ADT

LEVEL 2 TRAFFIC COUNT DETAILS (24 hour (minimum) automatic count)

Count Length: 24hr 48hr 72 hour other: _____

Count Performed From / / , to / / ,
Date Time Date Time

Counter Used: air tube other: _____ Counter Make/Model: _____

Count Performed by: _____ of _____
(name) (organization)

Total Count = _____ 24 hour count = _____ ADT

Applicant Validation: I hereby swear that this count is accurate as reported here and done in accordance with State Conservation Commission specifications.

_____ / _____ / _____ / _____
print name position signature date

Conservation District Validation: The traffic count data supplied by the applicant is acceptable to the Conservation District in accordance with SCC and county policy.

_____ / _____ / _____ / _____
print name position signature date

This form verifies eligibility of a sealed road for LVR funding as having a traffic count of 500 vehicles per day or less. It must be signed and retained in the project files.

Dirt, Gravel, and Low Volume Road Program (DGLVRP)

Traffic Count Instructions for Applicants

2026

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 at <https://dirtandgravel.psu.edu/>

- A traffic count of 500 vehicles per day or less is required for a road to be eligible for LVR funding. Level 2 counts supersede Level 1 counts if there is a discrepancy.
- Traffic counts only apply to a segment of road between intersections, not to an entire length of road. Application sites that include intersections may require multiple counts.
- Traffic counts should be done on the proposed project location, or on a section of road that ensures that traffic on the project location can be determined.

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).

The level 1 traffic count involves counting traffic for a two-hour period, either by hand tally, video recording, or an automated traffic counter. A Level 1 count must meet the following criteria:

- It cannot be conducted on a holiday, or the day before or after a holiday.
- It must be conducted on a weekday (Mon-Fri).
- It must be conducted for a minimum of two consecutive hours between 6:00am and 9:00am 3:00pm and 6:00 pm.
- Only the number of vehicle passes is counted, regardless of direction of travel or type of vehicle.

- The traffic count for the time period will be adjusted to a 24-hour period by simply multiplying the 2-hour count volume times twelve (12).
 - Applicants may skip the Level 1 count and go straight to a Level 2 count if desired.
 - Only licensed motor vehicles should be counted.
- **Level 2 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).

A Level 2 count involves the placement of an automated traffic counter on the road for a minimum period of 24 hours. Note that these are the minimum criteria for a count. More comprehensive or longer counts can be substituted as long as they meet the minimum requirements below for a “Level 2 count”. A level 2 count must meet the following criteria:

- It cannot be conducted on a holiday, or the day before or after a holiday.
- It must be conducted on a weekday (Mon-Fri).
- It must be conducted for a minimum of 24 consecutive hours.
- Only the number of vehicle passes is counted, regardless of direction of travel or type of vehicle.

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.

Note: A traffic count survey cannot be conducted in a timeframe or manner that intentionally causes artificially low average daily traffic counts on a particular road segment. This includes conducting a traffic count:

- during summer recess for a school access road
- when access to a road segment is temporarily or partially restricted or reduced (i.e. detoured, weight, or size restricted, etc.),
- during inclement weather such as snow or heavy rain, or when the road surface is impacted by snow or ice
- in any other timeframe or manner that intentionally causes low average daily traffic counts.