

North Carolina Department of Transportation
Traffic Safety Unit

Checking Unmileposted Ordinances Recommended for Reference Point Adjustments
March 23, 2012

1. Does the recommendation package have the following required items?

- ordinance mileposting worksheet (cover sheet)
- TEAAS ordinance report
- TEAAS feature report
- historical DOT map (with approximate location of the ordinance highlighted)
- current DOT map (with approximate location of the ordinance highlighted)

Note – Additional non-DOT maps may be attached to clarify local road names.

2. Are the following fields in Section B of the worksheet complete?

- ordinance number
- county name
- on road

3. Is the attached ordinance report for the “ordinance number” listed in Section B of the worksheet?

4. Is the attached features report for the “county name” and “on road” listed in Section B of the worksheet?

5. Is the begin milepost of the attached features report equal to zero (0.000)?

6. Review the recommended begin reference road information in Section C (skip this step if the **begin** reference in Section B mileposted).

- Is the recommended milepost reasonable based on the ordinance description, the features report, and any attached maps?
- Is the recommended milepost \geq the begin milepost of the features report?
- Is the recommended milepost \leq the end milepost of the features report?
- Is the recommended begin reference road a unique (non-loop) feature on the features report?
- Is the distance calculated correctly based on the recommended milepost and the milepost of the recommended begin reference road?
- Is the direction correct based on the recommended milepost and the features report?

7. Review the recommended end reference road information in Section C (skip this step if the **end** reference in Section B mileposted).
 - Is the recommended milepost reasonable based on the ordinance description, the features report, and any attached maps?
 - Is the recommended milepost \geq the begin milepost of the features report?
 - Is the recommended milepost \leq the end milepost of the features report?
 - Is the recommended begin reference road a unique (non-loop) feature on the features report?
 - Is the distance calculated correctly based on the recommended milepost and the milepost of the recommended begin reference road?
 - Is the direction correct based on the recommended milepost and the features report?
8. If a problem, make a note of the issue and return the recommendations.
9. If no problems, sign, date, and return the recommendations.