

CHECKLIST TOOL: ROAD DESIGN – VICTORIAN CARAVAN PARKS

This checklist style tool should be used in line with the document *Victorian Caravan Parks Road Design Guiding Principles*. The purpose of this checklist is to assist practitioners when developing or redeveloping a Victorian caravan park. The checklist may also provide general assistance to existing caravan park operators should they wish to improve road safety within their site and mitigate crash risk. Users should rely on their own skill and judgement to apply information to particular issues, and a site specific road safety assessment by a qualified road safety or traffic engineer may be required.

CHECKLIST: ROAD DESIGN – VICTORIAN CARAVAN PARKS			
Issue	Yes	No	Suggestions
Will the road layout keep travel speeds at a safe level?			<ul style="list-style-type: none"> ▪ Avoid layouts with long straight sections of road that allow motorists to travel at high speeds. ▪ Road humps (or cushions) can be used to slow down traffic speeds.
Has an appropriate speed limit been set and have signs been installed?			<ul style="list-style-type: none"> ▪ The speed limit should not be greater than 10 km/h. Consider applying a 5 km/h shared zone.
Does the site layout discourage vehicles from reversing into areas where there may be small children?			<ul style="list-style-type: none"> ▪ Site layout should be designed to allow motorists to travel in a forwards direction and eliminate or reduce the need to reverse. ▪ If reversing movements can't be eliminated, then reversing areas should not be near areas where there may be small children.
Can users see over and past the landscaping at intersections, bends, accesses and pedestrian locations such as: <ul style="list-style-type: none"> ▪ safety fences or barriers? ▪ boundary fences? ▪ street furniture? ▪ parking facilities? ▪ signs? ▪ landscaping? ▪ parked vehicles? ▪ queued traffic? 			<ul style="list-style-type: none"> ▪ Provide adequate sight lines by: <ul style="list-style-type: none"> – removing, – relocating, – changing the opacity; or – lowering the height of the object.
Are intersections free of any objects which could affect road safety?			<ul style="list-style-type: none"> ▪ Remove or relocate objects.
Has vegetation been planted to avoid overhanging onto or above the road and creating a road safety hazard ?			<ul style="list-style-type: none"> ▪ Relocate vegetation and ensure it is regularly maintained.
Does the road alignment such as crests and bends in the road restrict the sight of oncoming users (vehicles, pedestrians, cyclists etc.) and not allow sufficient time to			<ul style="list-style-type: none"> ▪ Avoid road designs where crests and bends will restrict sight lines. Where this can't be avoided, consider: <ul style="list-style-type: none"> – lowering the speed by

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avoid a collision?			<ul style="list-style-type: none"> - applying a lower speed limit - installing advanced warning signs; or ▪ implementing physical speed control measures.
Have adequate facilities been provided for pedestrians and are they safely located?			<ul style="list-style-type: none"> ▪ Provide footpaths along busy pedestrian routes. Install pedestrian crossing facilities at busy crossing points.
Can pedestrians cross safely at: <ul style="list-style-type: none"> ▪ intersections? ▪ pedestrian crossings? ▪ kerb extensions? ▪ other locations? 			<ul style="list-style-type: none"> ▪ Provide crossing facilities at busy intersections or pedestrian crossing points. Crossing facilities should be marked or signed appropriately.
Is each crossing point satisfactory for: <ul style="list-style-type: none"> ▪ visibility, for each direction? ▪ all types of pedestrians, including: <ul style="list-style-type: none"> - elderly? - children? - wheelchair users? ▪ lighting? 			<ul style="list-style-type: none"> ▪ Ensure that pedestrian crossing facilities are clearly visible to motorists. ▪ Where there is a height difference between the path and crossing point, a ramp should be provided.
Are pedestrian fences provided where needed (for example, to guide pedestrians or discourage parking)?			<ul style="list-style-type: none"> ▪ Consider installing fences to guide pedestrians away from any potential vehicle conflict points. These fences should be see-through.
Are pedestrians deterred from crossing roads at unsafe locations?			<ul style="list-style-type: none"> ▪ Consider installing fences to guide pedestrians away from any potential vehicle conflict points. These fences should be see-through.
Have the needs of cyclists been considered: <ul style="list-style-type: none"> ▪ at intersections? ▪ on cycle routes and crossings? 			<ul style="list-style-type: none"> ▪ Adequate signs and linemarking should be installed at intersections and crossings. ▪ Adequate visibility of cyclists should be provided at intersections.
Are bicycle facilities safely located in respect of vehicular movements and adequately signed?			<ul style="list-style-type: none"> ▪ Bicycle facilities should not be located near areas where there are a high number of vehicles movements.
Are parking areas conveniently and safely located?			<ul style="list-style-type: none"> ▪ Parking areas should be located away from the main caravan park area. The entry/exit should not be near busy pedestrian areas.
Is adequate space provided in parking areas for circulation and required sight distance?			<ul style="list-style-type: none"> ▪ Parking areas should be designed to allow for vehicles to travel in a forwards direction. The need for reversing should be limited. ▪ Parking aisle widths should be wide enough so that a motorist has enough time to avoid a collision should a small child run out from behind a vehicle. ▪ The use of kerb outstands at the end

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			of parking bay aisles should be considered to provide adequate sight distances at intersections.
			<ul style="list-style-type: none"> A speed limit of 10 km/h or less should be applied.
Are turning facilities for large vehicles provided in safe locations?			<ul style="list-style-type: none"> Turning facilities for large vehicles should be provided to discourage reversing movements.
Has lighting been adequately provided where required?			<ul style="list-style-type: none"> Install lighting at intersections and pedestrian crossing facilities if they are not visible at night.
Have necessary traffic signs and road markings been provided as part of the development?			<ul style="list-style-type: none"> Signs and linemarking should be consistent with those used on the road network. Smaller signs can be used within the low speed environment.
Are signs appropriate to the driver's needs (for example direction signs, advisory speed signs, etc.)?			<ul style="list-style-type: none"> Avoid the overuse of signs as this can create more confusion and be a distraction to the driver.
Are signs located where they can be seen and read in adequate time?			<ul style="list-style-type: none"> Signs should be clearly visible and any vegetation maintained to ensure that it does not obstruct the sign.
Are signs located so that they do not block visibility: <ul style="list-style-type: none"> to/from access and intersecting roads? to/from pedestrians and important features on the road? 			<ul style="list-style-type: none"> Ensure that the placement of signs does not obstruct the visibility of the road users.
Will the signs and markings be clear in all conditions, including day/night, rain, fog, etc.?			<ul style="list-style-type: none"> Check that the signs and linemarking can be sign in all conditions.
Is priority clearly defined at all intersection points within the car park and access routes?			<ul style="list-style-type: none"> Ensure that adequate intersection controls have been implemented e.g. GIVE WAY, STOP etc.
Where possible has the separation of pedestrians and vehicles been considered? (especially at entrances and exits)			<ul style="list-style-type: none"> Avoid locating busy pedestrian areas next to busy traffic areas. If a busy pedestrian area is next to a busy traffic area, then consider using physical controls such as fencing to prevent potential conflict points.
Has the separation of loading/unloading areas from vehicle traffic and pedestrian areas been considered?			<ul style="list-style-type: none"> Avoid locating loading/unloading areas next to or near busy pedestrian areas. If a loading/unloading area is next to or near a busy pedestrian area, then consider using physical controls such as fencing to prevent potential conflict points.
Can all accesses be used safely by all road users (motorists, cyclists, pedestrians etc.)?			<ul style="list-style-type: none"> Ideally, pedestrian and cyclist facilities should not be placed at vehicle access points.

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			<ul style="list-style-type: none"> ▪ If high pedestrian or cycling activity occurs near an access, then consider installing adequate warning signs or provide crossings which give priority to pedestrians or cyclists. ▪ Avoid placing objects near accesses that can obstruct the visibility of road users.
Are the traffic lanes wide enough to accommodate the necessary vehicle movements?			<ul style="list-style-type: none"> ▪ The roads should be designed to accommodate large vehicles including caravans.
Have the appropriate vehicles been considered in the design of turning dimensions?			<ul style="list-style-type: none"> ▪ The roads should be designed to accommodate the largest type of vehicle likely to use the roads.
Will emergency service vehicles be able to access and move around the site safely?			<ul style="list-style-type: none"> ▪ The road widths and turning areas should be designed to accommodate emergency service vehicles. ▪ Ensure that objects or structures do not restrict emergency service vehicle access.
Will waste collection vehicles be able to access and move around the site safely?			<ul style="list-style-type: none"> ▪ Road widths should be designed to accommodate waste collection vehicles. ▪ Provide turning areas to discourage waste collection vehicles from reversing.