

# Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



DEPARTMENT USE ONLY

County : \_\_\_\_\_

Engineering District : \_\_\_\_\_

Department Tracking # : \_\_\_\_\_

Initial Submission Date : \_\_\_\_\_

## A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Jeff Bartlett Title : Township ManagerMunicipal Name : Exeter TownshipMunicipal Address : 4975 DeMoss Road, Reading, PA 19606Municipal Phone Number : (610) 779-5660 Alternative Phone Number : \_\_\_\_\_E-mail Address : chamm@exetertownship.comMunicipal Hours of Operation : Mon-Fri: 8:30am-4pm. Sat-Sun: Closed

## B - Application Description

Location (*intersection*) : Perkiomen Ave Rt. 422 (S.R. 2021) and 37th StreetTraffic Control Device is :  NEW Traffic Signal  EXISTING Traffic Signal (Permit Number) : 06-214-017Type of Device (*select one*)  Traffic Control Signal  
(MUTCD Section 4D, 4E, 4G)  Flashing Beacon  
(MUTCD Section 4L)  School Warning System  
(MUTCD Section 7B) Other : \_\_\_\_\_Is Traffic Signal part of a system? :  YES  NO System Number (*if applicable*) : I-06-008

If YES, provide locations of all signalized intersections in system.

SR 2039 (Neversink Rd)/Circle Ave, SR 2021 (Philadelphia Pike)/36th St, SR 2021 (Perkiomen Ave)/Boscov's Dr/Giant Dr, SR 2039 (E. Neversink Rd)/Hearthstone Dr, SR 2021 (Perkiomen Ave)/37th Street, SR 2021 (Perkiomen Ave)/SR 2039 (Neversink Rd), SR 2021 (Perkiomen Ave)/Perkiomen Ave U-Turn

Explain the proposed improvements :

Minor updates for crosswalk installation and timing coordination.

Associated with Highway Occupancy Permit (HOP)? :  YES  NO If YES, HOP Application # : \_\_\_\_\_

## C - Maintenance and Operation Information

Maintenance and Operations are typically performed by? :

 Municipal Personnel  Municipal Contractor  Municipal Personnel & Contractor Other : \_\_\_\_\_

Maintenance and Operations Contact Name : \_\_\_\_\_ Company/Organization : \_\_\_\_\_

Phone # : \_\_\_\_\_ Alternative Phone # : \_\_\_\_\_ E-mail : \_\_\_\_\_

## D - Attachments Listing

 Municipal Resolution (*required*)  Location Map  Traffic Volumes / Pedestrian Volumes Letter of Financial Commitment  Photographs  Turn Lane Analysis Traffic Signal Permit  Straight Line Diagram  Turn Restriction Studies Warrant Analysis  Capacity Analysis  Other : \_\_\_\_\_ Crash Analysis  Traffic Impact Study (TIS) Traffic Signal Study  Condition Diagram

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## E - Applicant (Municipal) Certification

The applicant desires to own, operate, and maintain the traffic control device in the location indicated above; and the Vehicle Code requires the approval of the Department of Transportation ("Department") before any traffic signals may be legally erected or modified. A signed Application for Traffic Signal Approval (TE-160) must be submitted in conformance with the instructions provided by the Department, and a Traffic Signal Permit must be issued, before any work can begin.

If the Department approves a traffic signal after a traffic engineering study and engineering judgment indicates the need, the traffic signal shall be installed, owned, operated, and maintained within the parameters indicated in the Vehicle Code and the Department's regulations relating to traffic signs, signals, and markings. The Department may direct appropriate alterations to the design or operation (including, but not limited to, hours of operation) of the traffic signal, or require removal of the traffic signal, if traffic conditions or other considerations necessitate alteration or removal.

All items associated with the traffic control device (geometric features, signs, signals, pavement markings, pedestrian accommodations, and other traffic control device associated items) are the applicant's responsibility. The Traffic Signal Permit will then document all of the items associated with operation of each traffic control device. The applicant, at its sole expense, shall provide the necessary inspection, maintenance, and operation activities in conformance with the Department's Publication 191 or as otherwise agreed to by the Department. The applicant shall perform the preventative and responsive maintenance requirements and recordkeeping in accordance with the exhibits specified below. If the applicant fails to provide the required inspection, maintenance, or operation services within thirty (30) days of receipt of written notice from the Department, the Department shall have the right to perform the required inspection, maintenance, or operation services in the applicant's stead and the applicant shall reimburse the Department for all costs incurred. Federal- and/or state-aid participation may be withheld on all future projects if the applicant fails to demonstrate to the Department the ability to provide all required maintenance and operation services. The applicant certifies that it has funds available and committed for the operation and maintenance of the traffic control device and that it will make available sufficient funds for all required future inspection, maintenance, and operation activities.

The applicant shall indemnify, save harmless and, defend (if requested) the Commonwealth of Pennsylvania, its agents, representatives, and employees from and against any damages recoverable under the Sovereign Immunity Act, 42 Pa. C.S. §§ 8521-8528, up to the limitations on damages under said law, arising out of any personal injury or damage to property which is finally determined by a court to be caused by or result from acts or omissions of the applicant and for which a court has held applicant, its officials, or employees to be liable. This provision shall not be construed to limit the applicant in asserting any rights or defenses. Additionally, the applicant shall include in any contracts into which it enters for maintenance, operation, or inspection of the traffic control device this same obligation to indemnify the Commonwealth and its officers, agents, and employees; and it shall require its contractor(s) to provide public liability insurance coverage, naming the Commonwealth and the applicant as additional insureds for bodily injury, including death and property damage, in the minimum amounts of \$500,000 per person, \$1,000,000 per occurrence, it being the intention of parties to have the contractor fully insure and indemnify the Commonwealth and the applicant.

The applicant shall comply with the study and ordinance requirements of 75 Pa. C.S. § 6109. The applicant submits this application with the intention of being legally bound.

Neither this application nor any Traffic Signal Permit creates any rights or obligations with respect to parties other than the applicant and the Department. Third parties may not rely upon any representations made by either the applicant or the Department in connection with the submission or approval of this application or any work permitted or approved that is related to this application, as regards either payment of funds or performance of any particular item of maintenance precisely as specified.

The applicant agrees to comply with the attached Exhibits:

- Exhibit "A": Preventative and Response Maintenance Requirements (Sheet 3 of 5 )
- Exhibit "B": Recordkeeping (Sheet 4 of 5 )
- Exhibit "C": Signal Maintenance Organization (Sheet 5 of 5 )

Printed Municipal Contact Name : \_\_\_\_\_ Date : \_\_\_\_\_  
 Signed By : \_\_\_\_\_ Witness or Attest : \_\_\_\_\_  
 Title of Signatory : \_\_\_\_\_ Title of Witness or Attester: \_\_\_\_\_

**Exhibit "A":****Preventative and Response Maintenance Requirements**

County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Preventive Maintenance**

The APPLICANT or its contractor will provide preventive maintenance for each individual component of the traffic signal installation covered by this application at intervals not less than those indicated in the Preventive Maintenance Summary, PA DOT Publication 191, current version. This is the recommended level of maintenance to keep the intersection control equipment and signals in mechanically, structurally and aesthetically good condition.

**Response Maintenance**

The APPLICANT or its contractor will provide response maintenance in accordance with the provisions of the Response Maintenance Schedule. It encompasses the work necessary to restore a traffic signal system to proper and safe operation. Includes Emergency Repair and Final Repair.

**FINAL REPAIR:**

Repair or replace failed equipment to restore system to proper and safe operation in accordance with permit within a 24-hour period.

**EMERGENCY REPAIR:**

Use alternative means or mode to temporarily restore system to safe operation within a 24-hour period. Final repair must then be completed within 30 days unless prohibited by weather conditions or availability of equipment.

**Response Maintenance Schedule****KNOCKDOWNS**

Support - Mast arm  
 Support - Strain pole  
 Span wire/tether wire  
 Pedestal  
 Cabinet  
 Signal heads

**TYPE OF REPAIR PERMITTED**

Emergency or Final  
 Emergency or Final  
 Final Only  
 Emergency or Final  
 Emergency or Final  
 Final Only

**EQUIPMENT FAILURE**

Lamp burnout (veh. & ped.)  
 Local controller  
 Master controller  
 Detector sensor  
   - Loop  
   - Magnetometer  
   - Sonic  
   - Magnetic  
   - Pushbutton  
 Detector amplifier  
 Conflict monitor  
 Flasher  
 Time clock  
 Load switch/relay  
 Coordination unit  
 Communication interface, mode  
 Signal cable  
 Traffic Signal Communications  
 Traffic Signal Systems

Final Only  
 Emergency or Final  
 Emergency or Final  
 Emergency or Final  
 Emergency or Final  
 Emergency or Final  
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 Emergency or Final  
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 Final Only  
 Final Only  
 Final Only

**Exhibit "B":**  
**Recordkeeping**



County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Recordkeeping**

Accurate and up-to-date recordkeeping is an essential component of a good traffic signal maintenance program. In recognition of this fact, the APPLICANT must prepare, retain, and make available to the COMMONWEALTH, on request, a record of all preventive and response maintenance activities performed on the traffic signal equipment covered by this application.

The APPLICANT shall establish a separate file for each installation and keep its records in the municipal building, signal maintenance shop, or other weather-protected enclosure.

At a minimum, the following records will be kept by the APPLICANT or its contractor for each traffic signal. These forms can be found in Section 10.0, Maintenance Record Forms, PA DOT Publication 191, current version.

FORM 1 - Master Intersection Record

This form, which lists all maintenance functions performed at the intersection, should be updated within one day of the activity but no more than one week later.

FORM 2 - Response Maintenance Record

Each time response maintenance is required at the intersection, this form is to be completed. Once the pertinent information is transferred to the master intersection record, this form is to be placed in the intersection file.

FORM 3 - Preventive Maintenance Record

This form will be used to provide a record of the preventive maintenance activities performed at each intersection. The date, the activities performed, and the signature of the person in charge of the work must be recorded in the form.

This form may be kept at the intersection, if it is adequately protected from the weather. Form 1 must be updated at the central file, however, to reflect the date and activity.

**Exhibit "C":  
Signal Maintenance Organization**



County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

### Personnel Classifications

In order to properly maintain the traffic signal equipment covered by this applicant, the APPLICANT agrees to provide, as minimum, the following staff throughout the useful life of equipment. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

**Traffic Engineer** - The administrative position which has prime responsibility for the proper operation of traffic signal equipment. The principal function of this position is the supervision and control of subordinate personnel and the planning of their activities to ensure adequate preventive and response maintenance programs.

**Minimum Position Requirements**

1. A thorough understanding of traffic signal design, installation and maintenance.
2. A working knowledge of the interaction between the following traffic characteristics: Intersection geometry, traffic flow theory, control type (fixed time, actuated, etc.), signal phasing and timing, and interconnection.
3. An ability to supervise subordinate personnel effectively in the assignment of their work.
4. Possession of a college degree in engineering, which includes course work in traffic engineering.
5. Either four years experience in the field of traffic engineering or its equivalent in graduate college work.

**Signal Specialist** - The individual responsible for the diagnostics and repair of all traffic signal equipment including solid state equipment.

**Minimum Position Requirements**

1. Extensive training and troubleshooting skills in electronics and software.
2. Ability to repair modules in the shop and to design test equipment needed to diagnose and repair a problem.
3. Ability to make design and modifications to implement or omit special functions.
4. Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
5. Ability to perform all tasks required of a signal technician.

**Signal Technician** - Individual responsible for the operation and maintenance of traffic signals and electromechanical equipment.

**Minimum Position Requirements**

1. Ability to perform response maintenance on solid state equipment up to the device exchange level.
2. Capability to diagnose a vehicle loop failure and initiate corrective action.
3. Ability to tune detector amplifiers.
4. Ability to follow wiring schematics, check and set timings from plan sheet and check all field connections.
5. Ability to perform preventive maintenance on all equipment and to maintain accurate records of all work perform.

### Training

The APPLICANT agrees to secure training in order to upgrade the ability of its present staff to properly perform the required maintenance functions. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

### Budget Requirements

The APPLICANT agrees to provide, in its annual operating budget, dedicated funds which are sufficient to cover the cost of the personnel, training, contractors (if utilized) and specialized maintenance equipment which are required, by virtue of this application. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191..

**RESOLUTION**

**BE IT RESOLVED**, by authority of the Board of Supervisors  
(Name of governing body)  
of the Exeter Township , Berks County, and it  
(Name of MUNICIPALITY)

is hereby resolved by authority of the same, that the Chairperson  
(designate official title)

of said MUNICIPALITY is authorized and directed to submit the attached Application for Traffic

Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the MUNICIPALITY.

**ATTEST:**

Exeter Township  
(Name of MUNICIPALITY)

\_\_\_\_\_, Township Secretary  
(Signature and designation of official title)

By: \_\_\_\_\_, Chairperson  
(Signature and designation of official title)

I, Laurie Getz ,  
(Name)

\_\_\_\_\_, Township Secretary  
(Official Title)

of the Board of Supervisors of Exeter Township , do hereby certify that the foregoing  
(Name of governing body and MUNICIPALITY)

is a true and correct copy of the Resolution adopted at a regular meeting of the

Exeter Township , held the 14th day of September , 2020 .  
(Name of governing body)

**DATE:** September 14, 2020

\_\_\_\_\_, Township Secretary  
(Signature and designation of official title)