

 <div>pennsylvania DEPARTMENT OF TRANSPORTATION</div>		CLEARANCE TRANSMITTAL		Date Sent:	10/03/2024
		T-24-014		Date Due:	10/31/2024
<div>↓</div>	Send to Organization Checked Below	<input type="checkbox"/> Step 1 Internal		<input checked="" type="checkbox"/> Step 1 External	<input type="checkbox"/> Step 2
<input type="checkbox"/>	Secretary of Transportation	FROM: Douglas Tomlinson, P.E. Division Chief, Highway Safety and Traffic Operation,BOO			
<input type="checkbox"/>	Office of Inspector General	ATTACHED MATERIAL IS SUBMITTED FOR YOUR REVIEW AND COMMENTS. UNLESS ADVISED OTHERWISE, WE WILL CONSIDER MATERIAL APPROVED IF NOT RETURNED BY DATE DUE.			
<input type="checkbox"/>	Office of the Budget/Comptroller				
<input checked="" type="checkbox"/>	Office of Chief Counsel	TITLE: New Publication 282, Appendix A (dated 2024), which will replace current Publication 282, Appendix A (dated July 2017).			
<input checked="" type="checkbox"/>	Policy Office				
<input type="checkbox"/>	Press Office	REMARKS: Publication 282, Appendix A, Policies and Procedures for Transportation Impact Studies and Assessments Related to Highway Occupancy Permits, has undergone a major revision as part of a greater effort to overhaul the HOP process. The goal of this revision is to simplify the TIS and TIA preparation and review process. In order to meet this goal, the changes focus on four objectives: <input type="checkbox"/> Minimize the number of incomplete or incorrect TIS/TIA scoping forms. <input type="checkbox"/> Simplify the TIA process and distinguish it from a TIS. <input type="checkbox"/> Reduce delay of the TIS approval for minor errors which delay the start of the HOP application. <input type="checkbox"/> Expand upon industry and department best practices and put them in writing to eliminate substandard designs and reduce review times. Specific items of review interest are shown on the attachment to this OS-329 Form. Please note that only comments provided using MS Excel file titled "CT T-24-014 Pub 149 Rewrite Comment Form" will be accepted. Please download the spreadsheet, populate it with your comments, save it with a new filename, and return to RA-PDBOMO-CT@pa.gov.			
<input type="checkbox"/>	Legislative Affairs				
<input type="checkbox"/>	Deputy Secretary for Administration	ORIGINATOR: Stephen Gault, P.E., Chief, TSMO Arterials & Planning Section, BOO			
<input type="checkbox"/>	Bureau of Fiscal Management				
<input type="checkbox"/>	Bureau of Equal Opportunity	YOUR COMMENTS: <div><input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED <input type="checkbox"/> MODIFIED</div> <i>If disapproved or modified give reason WHY (Use Reverse Side if Necessary).</i>			
<input type="checkbox"/>	Bureau of Office Services				
<input type="checkbox"/>	Bureau of Innovations	<div><div>Name (Print)</div><div>Phone Number</div></div> <div><div>Organization</div><div>Date</div></div>			
<input type="checkbox"/>	Bureau of Business Solutions and Services				
<input type="checkbox"/>	Bureau of IT Project Development	<input checked="" type="checkbox"/> CHECK THIS BOX FOR RETURN TO:			
<input type="checkbox"/>	Bureau of Infrastructure and Operations				
<input type="checkbox"/>	Infrastructure and Econ Develop (BHR)	NAME Anthony Patno			
<input checked="" type="checkbox"/>	Deputy Secretary for Planning				
<input checked="" type="checkbox"/>	Center for Program Development and Mgmt	BUREAU Bureau of Operations			
<input type="checkbox"/>	Bureau of Planning and Research				
<input type="checkbox"/>	Deputy Secretary for Driver and Vehicle Serv	DIVISION Highway Safety & Traffic Operations			
<input type="checkbox"/>	Bureau of Motor Vehicles				
<input type="checkbox"/>	Bureau of Driver Licensing	BUILDING / ROOM NO. Keystone Building, 6th Floor, 400 North St, Harrisburg, PA 17120			
<input type="checkbox"/>	Information/Fiscal Services Office				
<input type="checkbox"/>	Risk Management Office	PHONE (717) 787-6899 EMAIL apatno@pa.gov			
<input type="checkbox"/>	Bureau of Support Services				
<input checked="" type="checkbox"/>	Deputy Secretary for Highway Administration				
<input checked="" type="checkbox"/>	Bureau of Maintenance and Operations				
<input checked="" type="checkbox"/>	Asset Management				
<input type="checkbox"/>	Fleet Management				
<input checked="" type="checkbox"/>	Highway Safety and Traffic Operations				
<input checked="" type="checkbox"/>	Maintenance Technical Leadership				
<input checked="" type="checkbox"/>	Bureau of Project Delivery				
<input checked="" type="checkbox"/>	Bridge Design and Technology				
<input type="checkbox"/>	Construction and Materials				
<input type="checkbox"/>	Highway Delivery				
<input type="checkbox"/>	Office of Operations and Performance				
<input checked="" type="checkbox"/>	District Executives				
<input type="checkbox"/>	Assistant District Executives - Construction				
<input checked="" type="checkbox"/>	Assistant District Executives - Design				
<input checked="" type="checkbox"/>	Assistant District Executives - Maintenance				
<input checked="" type="checkbox"/>	Assistant District Executive - Services				
<input checked="" type="checkbox"/>	Maintenance Service Executives				
<input type="checkbox"/>	County Maintenance Managers				
<input type="checkbox"/>	Assistant County Maintenance Managers				
<input type="checkbox"/>	Deputy Secretary for Multimodal Transportation				
<input type="checkbox"/>	Bureau of Aviation				
<input type="checkbox"/>	Bureau of Public Transportation				
<input type="checkbox"/>	Bureau of Rail, Freight, Ports, and Water				
<input type="checkbox"/>	PA State Police				
<input checked="" type="checkbox"/>	Federal Highway Administration				
<input checked="" type="checkbox"/>	PA Turnpike Commission				
<input checked="" type="checkbox"/>	District Traffic Engineers				
<input checked="" type="checkbox"/>	District Traffic Signal Supervisors				
<input checked="" type="checkbox"/>	MASITE				
<input checked="" type="checkbox"/>	ITS-PA				
<input checked="" type="checkbox"/>	IMSAS NJ-PA				
<input checked="" type="checkbox"/>	State Municipal Associations-PSATS,PSAB,etc				
<input checked="" type="checkbox"/>	ACEC				

INSTRUCTIONS

Originator:

1. Fill in **DATE SENT** and **DATE DUE**. Allow a reasonable length of time as indicated in Publication 693, Specification Review Manual, Table 2.1.
2. Enter Clearance Transmittal Number below form heading. (Example: B-12-099; where the B = originating Division, 12 = originating year, 099 = a consecutive number generated by the originating Bureau's or Division's Specifications Coordinator)
Originating Bureau/Division Sample Key:
A = Asset Management; B = Bridge Design and Technology; F = Fleet Management; H = Highway Delivery;
L = Maintenance Technical Leadership; P = Maintenance Performance; C = Construction and Materials;
T = Highway Safety and Traffic Operations
3. Place a check mark next to the proper Step for the clearance transmittal.
4. Place a check mark in the box to the left of the Bureau or Division to indicate to whom the material is being sent.
5. Select the proper Division in the **FROM** drop-down menu.
6. Enter the title of the material after the word **TITLE**.
7. List the action to be taken or any instructions under **REMARKS**.
8. Enter the originator of the clearance transmittal after the word **ORIGINATOR**.
9. Fill in / select the contact information under **CHECK THIS BOX FOR RETURN TO:**

Reviewer:

1. Place a check mark in 1 of the 3 boxes under **YOUR COMMENTS:**.
2. If disapproved or modification is indicated give reason **WHY** changes should be made.
3. Sign and date in space provided.
4. Place a check mark in the box to the left of **CHECK THIS BOX FOR RETURN TO:** to have the material returned to its originator.

YOUR COMMENTS (Continued)