

**DATE:** November 8, 2012

**SUBJECT:** TE-160 (Application for Traffic Signal Approval)

**TO:** District Executives

**FROM:** Charles C. Goodhart, Director /s/ *Charles C. Goodhart*  
Bureau of Maintenance and Operations

The purpose of this Strike-Off Letter (SOL) is to improve PennDOT's project development process by replacing the following documents with a new TE-160 (Application for Traffic Signal Approval).

- Traffic Signal Maintenance Agreement (Preapproved Form # 18-K-392), which was required for all state-and federally-funded traffic signal installations by PennDOT that were then transferred to the municipality to own, maintain and operate
- TE-952 (Application for Permit to Install and Operate Traffic Signals)
- TE-669 (Application for Permit to Install and Operate Flashing Warning Devices)

By establishing the TE-160, local governments will review, sign and attach a resolution eliminating the previous process of completing a Traffic Signal Application and a Traffic Signal Maintenance Agreement. The Bureau of Maintenance and Operations has worked with the Office of Chief Counsel to ensure moving forward that all traffic signal updates meet the necessary requirements specified within the Pennsylvania Vehicle Code (Title 75) and Pennsylvania Code (Title 67) Chapter 212 (Official Traffic Control Devices). This SOL will reduce both time and costs to PennDOT and the local governments by ensuring that all parties have agreed to traffic signal maintenance and operations prior to beginning a project.

The TE-160 form shall be effective immediately, except for any projects that already have Traffic Signal Maintenance Agreements in process or are executed unless otherwise directed by the appropriate District Traffic Engineer. All existing Traffic Signal Maintenance Agreements and Traffic Signal Applications are valid until a modification is needed to the traffic signal at which time the TE-160 form should be completed. A TE-160 form will need to be completed for each intersection when an update and/or modification occurs to a traffic signal ensuring that the municipality understands their responsibility to the updated traffic signal. A municipality can indicate several intersections within their municipal resolution. All previous Traffic Signal Maintenance Agreement Information shall be retained within the District's files.

Office of Chief Counsel has reviewed the application and concurs with the recommended approach. Should you have any questions, please contact Daniel Farley at (717) 783-0333 or [dfarley@pa.gov](mailto:dfarley@pa.gov).

Attachments

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CC: FHWA Pennsylvania Division Office  
Pennsylvania State Association of Township Supervisors (PSATS)  
Pennsylvania League of Cities and Municipalities  
Associated Contractors of Pennsylvania  
Associated Council of Engineers Companies of Pennsylvania  
Assistant District Executives – Maintenance  
Assistant District Executives – Design  
Assistant District Executives – Construction  
District Traffic Engineers  
District Traffic Signal Supervisors  
Stephen Grimme, P.E., Chief, Highway Safety and Traffic Operations Division, BOMO  
Douglas Tomlinson, P.E., Chief, Traffic Operations Section, BOMO  
Daniel Farley, Manager, Traffic Signal Operational Analysis, BOMO  
Matthew DePaoli, Senior Civil Engineer, BOMO  
Benjamin Flanagan, Civil Engineer, BOMO  
PennDOT LTAP Program

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