

**TOWNSHIP OF CHELTENHAM
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 27-20

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA AUTHORIZING THE TOWNSHIP MANAGER TO SIGN AND SUBMIT AN “APPLICATION FOR TRAFFIC SIGNAL APPROVAL” (PENNDOT FORM TE-160) TO UPGRADE THE INTERSECTION OF EASTON ROAD AND WAVERLY ROAD AS PART OF THE WAWA LAND DEVELOPMENT PROJECT

WHEREAS, the Goodman Properties has agreed to undertake a project to realign the intersection of Easton Road and Waverly Road in Glenside as part of its land development project to construct a new Wawa store at this location; and

WHEREAS, the proposed improvements include: realigning the west leg of Waverly Road, removing the northbound and southbound left turn phases, removing the bank driveway from the signal, adding mast arms on the northwest and southeast corners of the intersection, replacing the mast arm on the southwest corner, adding stop bar detection, adding APS pushbuttons, upgrading ADA curb ramps, upgrading pedestrian signals to countdown handman timers; and

WHEREAS, the Pennsylvania Department of Transportation requires submission of an Application for Traffic Signal Approval (PennDOT Form TE-160) prior to installation or modification of any traffic signal.

NOW, THEREFORE, BE IT RESOLVED by the authority of the Board of Commissioners of the Township of Cheltenham, Montgomery County, Commonwealth of Pennsylvania, that the Township Manager of Cheltenham Township 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 Cheltenham Township.

IN WITNESS WHEREOF, the Board of Commissioners of the Township of Cheltenham, County of Montgomery, Commonwealth of Pennsylvania, has adopted and enacted this Resolution at its public meeting held at Curtis Hall, 1250 West Church Road, Wyncote, Pennsylvania 19095, under my hand and the seal of the Township of Cheltenham, this **16th day of September, 2020** in the year of the Township of Cheltenham the one hundred and twenty-first.

ATTEST:

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**


Robert A. Zienkowski
Township Manager and Secretary

By: 
Daniel B. Norris, President

Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Terry Fedorchak Robert Zienkowski **Title :** Interim Township Manager
Municipal Name : Cheltenham Township
Municipal Address : 8230 Old York Road, Elkins Park, PA 19027
Municipal Phone Number : 215-887-6200 **Alternative Phone Number :** _____
E-mail Address : tfedorchak@cheltenham-township.org rzienkowski@cheltenham-township.org
Municipal Hours of Operation : Mon-Fri, 8:00 AM-4:30 PM

B - Application Description

Location (intersection) : Easton Road & Waverly Road

Traffic Control Device is : NEW Traffic Signal EXISTING Traffic Signal **(Permit Number) :** 64-0993

Type 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-0167

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

Easton Road from Cedarwood Plaza to Mount Carmel Avenue.

Explain the proposed improvements :

Realign west leg of Waverly Road; remove NB & SB left turn phases; remove bank driveway from signal; add mast arms on NW & SE corners; Replace mast arm on SW corner; add stop bar radar detection; add APS pushbuttons; upgrade ADA curb ramps; upgrade pedestrian signals to countdown hand/man timers.

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 : Montgomery County Consortium of Communities Technicians

Maintenance and Operations Contact Name : Michael Fleming **Company/Organization :** Cheltenham Township
Phone # : 215-887-1000 **Alternative Phone # :** _____ **E-mail :** mfleming@cheltenham-township.org

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

Application for Traffic Signal Approval



Please Type or Print all information in Blue or Black Ink

County : _____
Engineering District : _____
Department Tracking # : _____
Initial Submission Date : _____

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 "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..