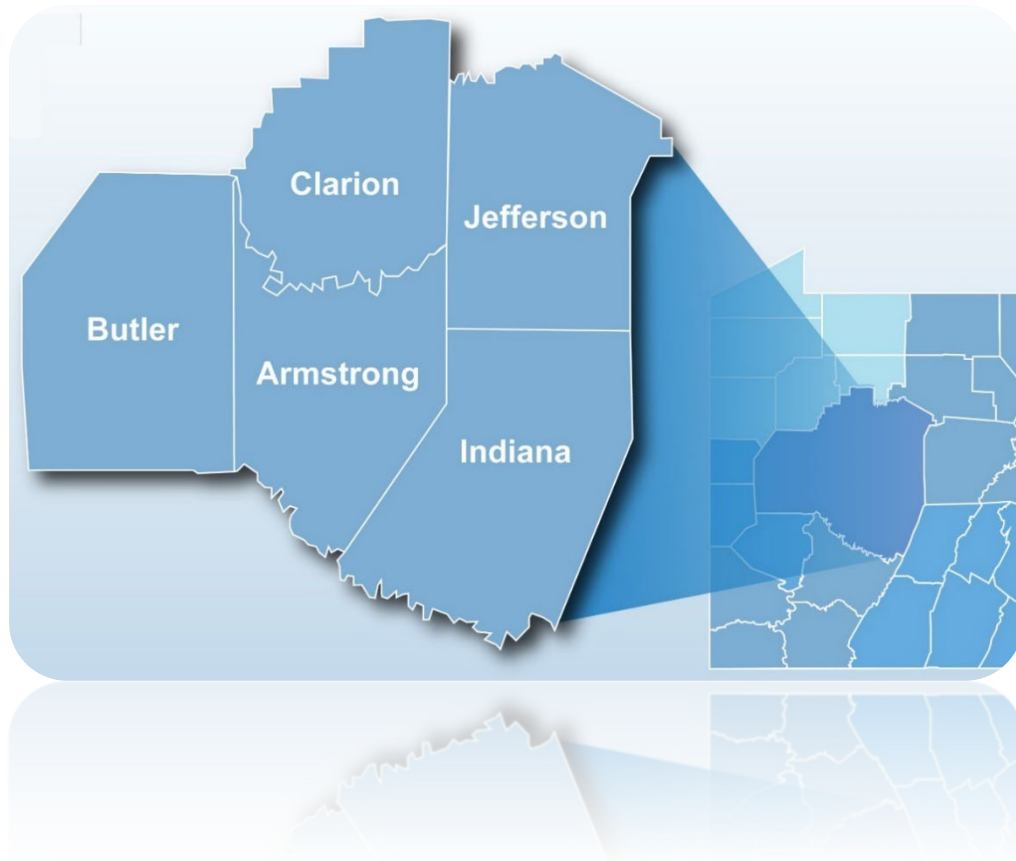


Doing Business with PennDOT District 10



FROM THE DISTRICT EXECUTIVE

“Doing Business with PennDOT” is a publication of District 10 which covers Armstrong, Butler, Clarion, Indiana, and Jefferson counties. It serves as a one-stop source for information about regional and statewide transportation topics.

The information included within highlights a wide range of topics and contacts that can be used to share information with the public and direct them to the appropriate people to best serve their needs within District 10.

We rely on motorists, residents, business owners, elected officials, and others to help us identify possible issues, recognize areas of potential improvements, and develop solutions. This philosophy of partnership and cooperation will help us as we continue to deliver a sustainable transportation system and quality services that are embraced by our communities and add value to our customers.

Brian N. Allen, P.E.
District 10 Executive

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CONTACT US

District Executive, Brian Allen, P.E.	724-357-2806
Assistant District Executive - Construction, Paul Koza, Jr., P.E.	724-357-2812
Assistant District Executive - Design, Alice Hammond, P.E.	724-357-2805
Assistant District Executive - Maintenance, Matthew Burkett	724-357-2809
Community Relations Coordinator, Tina Gibbs	724-357-2829
District 10 Website	www.penndot.pa.gov/district10

Maintenance Issues.....1-800-FIX-ROAD (1-800-349-7623) or contact the County Maintenance Office

PennDOT Engineering District 10 is organized into a District Office and five County Maintenance Offices.

District Office (10-0)

2550 Oakland Avenue
 Indiana, PA 15701
 724-357-2800

Armstrong County (10-1)

County Manager - Aaron Raible

504 S. Water Street
 Kittanning, PA 16201
 724-543-1811

Butler County (10-2)

County Manager - Mike Mattis

351 New Castle Road
 Butler, PA 16001
 724-284-8800

Clarion County (10-3)

County Manager - Josh Clinger

21057 Paint Boulevard
 Shippensburg, PA 16254
 814-226-8200

Indiana County (10-4)

**County Manager – Aaron Emhoff,
 P.E.**

2550 Oakland Avenue
 Indiana, PA 15701
 724-357-2817

Jefferson County (10-5)

County Manager – Acting Manager

205 Witherow Street
 Punxsutawney, PA 15767
 814-938-6300

Standard hours of operation are 8:00 AM to 4:30 PM.

Online Concerns - Customer Care Center

Customers may report a concern online through the Customer Care Center (CCC). The online form requires information regarding the location, nature of the concern, and contact information for the customer reporting it. To access the CCC, visit [District 10 \(pa.gov\)](https://www.pa.gov). Click Submit Roadway Concern under the District Links heading.

When a concern is reported through the CCC, contact is typically made with the customer within two business days to establish an initial contact. Our objective is to have corrective action in place, if needed, within 14 calendar days of receiving a concern. Additional time may be required for completion due to the nature of the concern, personnel or material requirements, or seasonal/weather-related restrictions.

Written and Phone Concerns

For a written concern, our objective is to respond in writing within 14 calendar days upon receipt. During this time, we will investigate the concern to determine corrective action and then address the situation. Written concerns may be sent to the County Maintenance Offices or the District office.

Customers may also contact the County Maintenance Offices or the District office via phone with concerns.

Right-to-Know Law (RTKL)

Right-to-Know Law requests can be made by letter or by completing a RTKL request form and submitting it to PennDOT in person, via e-mail, U.S. mail, or fax. For more information on the RTKL process, visit our website at [Right to Know Law \(Request Records\) \(pa.gov\)](https://www.pa.gov).

Employment

Information regarding Civil Service and Non-Civil Service employment, as well as additional resources, can be found on our website, [Employment \(pa.gov\)](https://www.pa.gov). You may also call 724-357-3208 or use the Telephone Relay Service (TRS) 711.

Contractors and Consultants

If an organization desires to work with PennDOT as a construction contractor, engineering consultant, or in another capacity, they must register as a business partner. This allows use of PennDOT's Engineering and Construction Management System (ECMS) to conduct business (e.g. submit bids on PennDOT projects) with PennDOT. Information and guidance regarding registering as a business partner can be found on the ECMS website [ECMS Home Page](https://www.pa.gov). Click Register as a PennDOT Business Partner under the Links heading.

Small Businesses, Small Diverse Businesses and Veteran Business Enterprises

To participate in the Commonwealth's procurement process, businesses must register as a Commonwealth Vendor on the Pennsylvania Supplier Portal at [PA Supplier Portal Home - SAP NetWeaver Portal \(pasupplierportal.state.pa.us\)](https://www.pa.gov). Download the Vendor Registration Guide ([procurement-registration-guide.pdf \(pa.gov\)](https://www.pa.gov)) for step-by-step instructions. Call 724-357-2800 or email ra-pdroadstoopport@pa.gov with questions. Eligibility requirements include:

- For-profit United States business
- Independently owned
- Not dominant in its field of operation
- No more than 100 Full-Time Equivalent Employees
- May not exceed three-year average gross revenues of \$47 million (effective 1/1/2024)

TRAFFIC ENGINEERING AND OPERATIONS UNIT

Kirk J. Schrecengost, P.E., Traffic Engineer, 724-357-2845

Speed Limits

Any alteration of a speed limit on a state-maintained roadway must be made based on an Engineering and Traffic Study performed by PennDOT. Requests should be made in writing and submitted by the local municipality. PennDOT is responsible for the maintenance of the necessary signs for speed limits of 40 m.p.h. and greater. Responsibility for maintaining speed limit signs below 40 m.p.h. lies with the local municipality, including the cost of replacements.

Traffic Control

Any alteration of a traffic control restriction for one-way streets, stop or yield at intersections, stop or yield at locations other than intersections, no-passing zones, and turn restrictions on a state-maintained roadway must be made based on an Engineering and Traffic Study performed by PennDOT. Requests should be made in writing and submitted by the local municipality. PennDOT is responsible for the installation and maintenance of the necessary signs along state-maintained roadways and intersections.

Convex Mirrors

PennDOT no longer approves requests to install convex mirrors at new locations within PennDOT right-of-way. Existing mirrors may remain in place until they need to be replaced, at which time they must be removed.

Logo, Wayfinding, Attraction, and Business Signs

Logo signage along interstate highways for gas, food, lodging, and camping services is permitted as a public service to motorists. Only those services that are readily available at the interchange may be signed. In addition, Wayfinding signs are used to enhance tourism within the Commonwealth. This signage falls under the responsibility of the PA Tourism Signing Trust. For more information, contact the PA Tourism Signing Trust at 877-272-1332 or www.palogo.org.

Traffic Operations

Primary Contact: Daniel Tyger, Assistant Traffic Manager, 724-357-3063

Traffic Signals

Traffic signals and flashing beacons are the responsibility of the local municipality to install, operate, and maintain. At the request of a municipality, PennDOT will perform a study at an existing intersection or location to determine if a device is warranted or needs to be modified. Municipalities agree to take responsibility for the design, construction, and maintenance of the signal before the study has begun. To do this, municipalities must fill out a TE-160 form which is a written verification that the municipality will assume all costs associated with the installation, maintenance, and operation of the traffic signal.

To determine if a traffic signal is needed, PennDOT will conduct a Warrant Analysis study. This takes into consideration traffic and pedestrian volumes, crash history, and the geometry of the intersection.

If a traffic signal is warranted:

- After receiving the completed application from the municipality, PennDOT will authorize the

design of the signalized intersection and issue a permit for construction of the traffic signal to the municipality.

- Upon completion of the traffic signal installation, PennDOT will inspect the installation and issue the Traffic Signal Permit.

If a traffic signal is not warranted:

- PennDOT will notify the municipality, in writing, within two weeks of the completed Warrant Analysis study and work with the municipality to determine if there is another solution.

Flashing Beacons

Flashing beacons include those at intersections and on advanced signing. After a traffic study, PennDOT will advise the municipality in writing if a flashing beacon is warranted. Traffic studies consider the crash history and additional special considerations, such as roadway geometry and intersection alignment.

15 miles per hour (m.p.h.) School Zone Signs and Flashers

A 15-m.p.h. school zone speed limit may be established in a school zone during the normal hours that **walking** students are arriving at or leaving school. The municipality and/or school district may request an Engineering and Traffic Study to determine if a school speed zone can be established.

To establish a school zone, the municipality/school district must prepare a drawing showing the locations where students walk along or across roadways that are adjacent to school property, the hours that students are going to or from school, and the proposed limits for the school zone. This must be submitted to PennDOT for review and approval.

The Department is responsible for approving the establishment of all school zones, including the locations and hours of operation. Local authorities are responsible for approving school zones at the following locations:

- On local highways when the municipality has received municipal traffic engineering certification under Chapter 205 (relating to municipal traffic engineering certification).
- On State-designated highways when the municipality has entered into an agreement with the Department thereby transferring to the local authorities the authority to install traffic-control devices without specific Department approval.
- On highways in cities of the first and second class, except not on expressways.

The duration of a 15-m.p.h. school zone speed limit should be only long enough to include the time that **walking** students routinely arrive at or leave school.

If a school zone can be established, a permit for a flashing device will be issued to the municipality upon receipt of the completed application. In all situations, once a permit is issued, PennDOT does not have any further involvement, except to inspect the completed installation for compliance with the permit.

PennDOT is available for consultation at the request of the municipality or school. The jurisdictional municipality is responsible for funding the installation and subsequent maintenance of any flashing school speed limit signs and/or flat sheet aluminum signs.

Notes:

- Municipalities are responsible for furnishing the permit condition diagram to PennDOT for approval.
- PennDOT will issue the application to install flashing warning devices upon approval of the Engineering and Traffic Study.
- PennDOT does not place school or school-related signs. Any person wishing to erect a School sign

(S1-1), School Bus Stop Ahead sign (S3-1), School Bus Turn Around sign (S3-1-1), or School Bus Crossing sign (S3-3) must contact the municipality.

- Approvals/permits are issued to the school district or the local municipality. A request for review by PennDOT to determine if conditions warrant the placement of the sign can be made by the school district or local municipality.

Dynamic Message Signs (DMS)

Dynamic Message Signs are located along roads to inform motorists of local traffic conditions, major incidents, severe weather, roadway construction and maintenance, and safety initiatives. DMS play a vital role in the facilitation of daily traffic management operations by providing up-to-date, accurate travel condition information and advisories. The purpose of DMS is to provide traffic and safety information to the road users. PennDOT does not post messages containing advertisements or promotions.

Permanent and Semi-permanent Speed Display Signs (SDS)

- Permanent Speed Display Signs
 - Prior to deployment of a permanent SDS system, a flashing warning device permit issued by the local PennDOT Engineering District is required.
 - When requesting a flashing warning device permit, submit the application, detailed location information (photos and description), proposed permanent SDS system, and discussion of the alternatives that were considered prior to requesting a permanent SDS system.
 - Entering into a Traffic Signal Maintenance Agreement is required as part of the application process.
 - In addition to a flashing warning device permit, all permanent SDS systems shall be subjected to a 12-month field data collection to adequately determine the effectiveness of the device over time.
 - The Department requests the following information be reported every three months to the local Engineering District and Bureau of Highway Safety and Traffic Engineering.
 - At least one week of speed information every three months.
 - Crash information in the vicinity of the permanent SDS system.
 - A log of enforcement activities within the vicinity of the sign.
 - Other pertinent information such as the maintenance history or the devices effectiveness.
- Semi-Permanent Speed Display Signs
 - If the semi-permanent SDS system is placed along a state highway, the District Traffic Engineer shall be notified approximately three business days prior to deployment.
 - The semi-permanent SDS system should be in place for a maximum of two weeks.
 - The semi-permanent SDS system should not be used for enforcement purposes as outlined in the Vehicle Code (75 Pa. C.S. §3368).
 - An enforcement component is essential after deployment of the semi-permanent SDS system.
 - The semi-permanent SDS system shall be placed behind curb or in another location that presents the least practicable obstruction to the motoring public.
 - The semi-permanent SDS system shall be placed to minimize the potential of being struck by an errant vehicle.

- The SDS system shall not be placed where it restricts sight distance or blocks other regulatory, warning, or guide signage.
- The SDS system should not block existing driveway entrances or intersections.
- Locate upstream of known bottlenecks and high crash locations.
- Locate upstream of major diversion decision points, such as interchanges.
- Avoid locations where drivers frequently perform lane-changing maneuvers in response to static guide information.

Highway Safety

Primary Contact: Adam Marshall, P.E., Assistant Traffic Engineer, 724-357-2844

Permitted Signs

There are various types of signs that can be placed by municipalities after first receiving approval from PennDOT, including but not limited to, cattle crossing, farm machinery, truck crossing, equestrian crossing, fire station, emergency vehicle entrance, handicapped area, plant entrance, park entrance, hospital, church, driveway, and deaf child area. Installation and maintenance of these signs are the responsibility of the municipality.

Banner Permits

For devices to be suspended across the roadway, a written request and copy of a passed resolution must be submitted to PennDOT by municipal officials including:

- Description of the device being used (sign, banner, etc.)
- Size of the device (length, width, height)
- Proposed location of the device
- Date(s) of device installation and removal

A statement from the municipality assuming responsibility for erecting, maintaining, and removing the device, as well as any liability that might result, must be obtained by PennDOT. The municipality must receive written consent from PennDOT before installing the device. The municipality will receive a response within two weeks of PennDOT's receipt of the request.

Special Events (Races, Parades, and Film Shoots)

The jurisdictional municipality is responsible for submitting a [Special Event Permit Form](#) to PennDOT three weeks prior to a special event. A detailed map indicating the road(s) to be closed and the detour route(s) to be used must be submitted with the Special Event Permit form. The form should be submitted via email to ra-pdd10specialevent@pa.gov. Guidance on completing the form is available at [SEP-Guidance-Document.pdf \(pa.gov\)](#)

Hazardous Walking Route Studies

The purpose of Hazardous Walking Route Studies is to determine if conditions are hazardous for a designated school student's walking route along a public highway as defined in Sections 1362 and 2541 of the Public School Code. Requests for Hazardous Walking Route Studies must be made by the local school district. The form is available at [TE-111.pdf \(state.pa.us\)](#).

Guide Rail

Requests for the placement or alteration of a guide rail require a detailed Department review of the location. If the location meets the Department's criteria, PennDOT will place the guide rail on the highway right-of-way. If the location requires an alteration of an existing guide rail due to the construction of a driveway or similar facility, the property owner is responsible for obtaining a permit from the Department. Property owners can also place a guide rail off the highway right-of-way for the protection of personal property.

Crash Data and Accident Reports

Information and data compiled from accident reports and statistics from the [Pennsylvania Crash Information Tool \(pa.gov\)](#) are used for safety-related traffic research, design, and planning of highway projects, and scheduling of highway maintenance activities.

Speed Enforcement

PennDOT has no authority in the enforcement of speed limits. Authority for speed limit enforcement lies with the Pennsylvania State Police on all roadways, and with the local police enforcement agency within municipal boundaries. For speed enforcement issues or concerns, contact the respective PA State Police Barracks or the local municipal Police Department.

Safety Concerns

Safety staff will perform a thorough evaluation of safety issues, including a review of the location's applicable crash history, field conditions, history of public concerns, and existing safety features. If a safety issue is discovered, PennDOT will use a progressive approach from low- to high-cost countermeasures to address the concern. Applied countermeasures will be monitored for effectiveness and additional measures will be placed if needed.

PA State Police Barracks Serving District 10 Counties

Troop A - Indiana County

724-357-1960
4221 Route 286 Highway West
Indiana, PA 15701

Troop C - Clarion County

814-226-1710
209 Commerce Road
Clarion, PA 16214

Troop C - Jefferson County

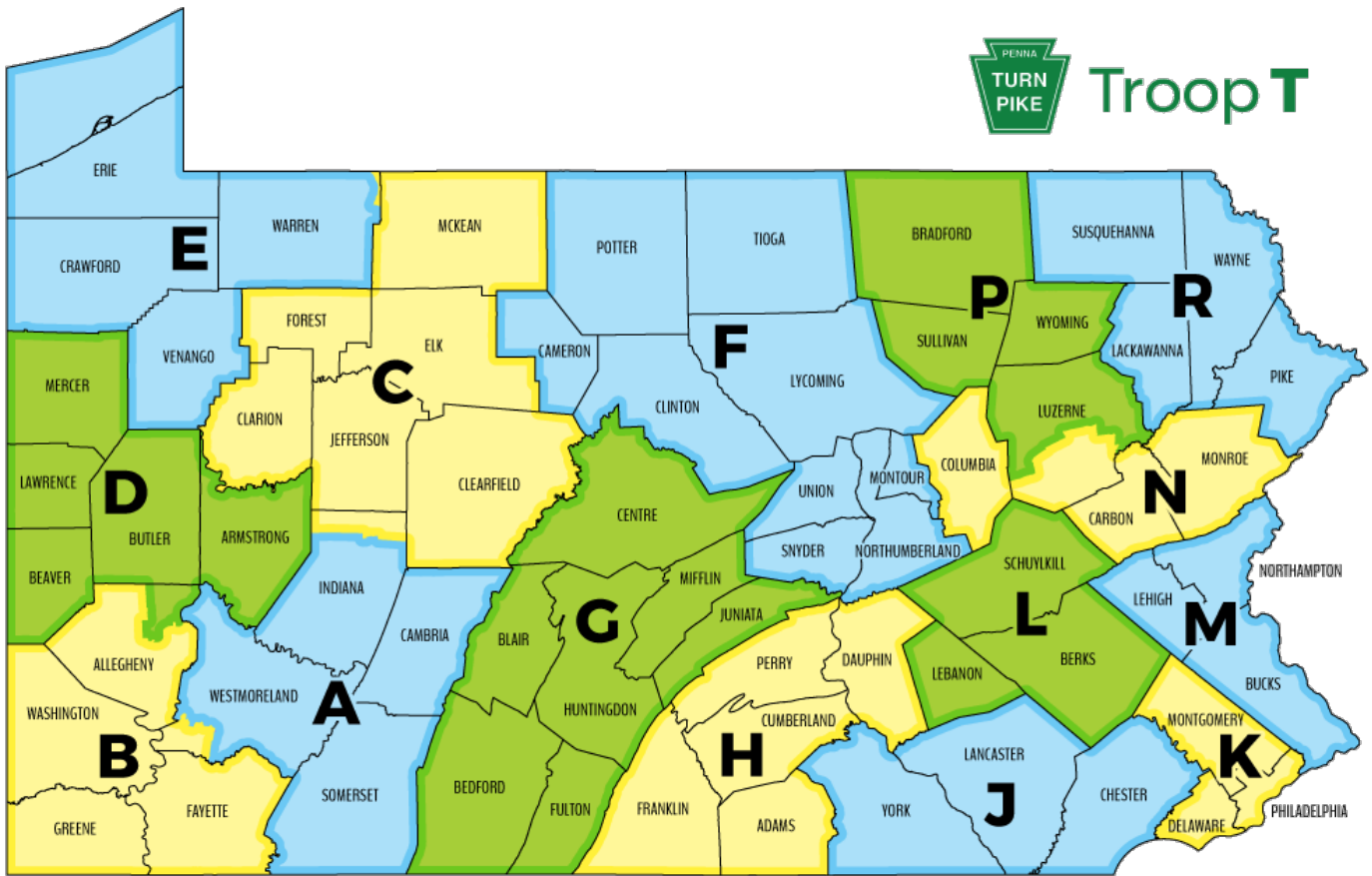
814-938-0510
485 N. Findley Street
Punxsutawney, PA 15767

Troop D - Armstrong County

724-543-2011
184 Nolte Drive
Kittanning, Pennsylvania 16201

Troop D - Butler County

724-284-8100
200 Barracks Road
Butler, PA 16001



MAINTENANCE UNIT

Matthew Burkett, Assistant District Executive Maintenance - 724-357-2809

Maintenance Work Planning

Primary Contacts: Courtney Snyder, P.E., Maintenance Services Engineer, 724-357-2949
John Copeland, Maintenance Manager, 724-357-2883

Each year District 10 completes an Annual Work Plan to establish goals and priorities. This helps to reconcile monetary, personnel, material, and equipment needs. Work activity and state routes are broken down into period plans. From this step, weekly plans are developed which include the scheduling of personnel, materials, and equipment for foremen/crews to complete the work activities.

Agility

Agility is a program introduced by PennDOT that makes it possible to work with our customers to provide additional services to all residents of Pennsylvania. This also permits us to make agreements with our partners to share services, equipment, commodities, and manpower.

How does Agility work?

- A meeting is scheduled with a PennDOT representative and potential partners.
- Each partner offers suggestions or a “wish list” for services, equipment, or resources.
- A dollar value is assigned for these services, equipment, or resources.

- Each partner reviews the items, and an agreement for an equal value of services is reached.

Who are our partners?

- Partners include but are not limited to AFSCME, local municipalities, businesses, civic organizations, and other state agencies.

Examples of Agility Projects:

- Local municipalities clean bridges or mow along state highways in exchange for crack sealing on township roads.
- Township employees attend PennDOT sponsored training in exchange for sweeping state highways.

Agility Coordinators

District 10 – John Copeland	724-357-2883
Armstrong County - Tim Claypoole	724-543-1811
Butler County - Chris Robinson	724-284-1021
Clarion County - Matthew Smith	814-226-8200
Indiana County – Dave Bocz	724-357-2867
Jefferson County – Matt Gaston	814-618-2401

Types of Surface Treatments

- Seal Coat (Tar and Chip) – A very effective preventative maintenance technique that extends pavement life by sealing pavement cracks. This technique also improves the skid resistance of the pavement. Projects normally involve 100 percent state funds from the county maintenance budget.
- Level and Seal Coat – The purpose of this type of work is to level existing pavement, reestablish roadway cross section, and seal bituminous material as stated above. Projects normally involve 100 percent state funds from the county maintenance budget.
- Mill and Fill (Paving) – This work is performed to excavate the ruts and bumps out of a roadway surface and replace the area with a new bituminous riding surface. Projects can be funded with 100 percent state or federal funds.
- Level and 1.5 Inch Overlay (Paving) – This treatment is used to level and pave higher volume roads with a solid base.
- Microsurface – A thin layer of highly skid-resistant aggregate is used to restore surface friction to a roadway surface that is beginning to become slippery when wet. This process also seals the roadway surface creating a water-tight surface. Projects can be funded with 100 percent state or federal funds.
- Restoration, Rehabilitation, and Resurfacing (3Rs) – The purpose of this type of work is to reconstruct the surface, drainage, shoulders, and guide rail on our highest volume roads. Yearly, PennDOT allocates a portion of the statewide federal dollars for restoration, rehabilitation, and resurfacing construction. Projects are selected based on rehabilitating the state’s most important corridors and overall need.

Line Painting

PennDOT primarily paints road and highway dividing lines, but also paints STOP road markers, intersection arrows, and some railroad crossing marks. Lines are repainted yearly due to normal wear and weather. State roads with the highest traffic volumes and safety needs are painted first. These include interstates and the National Highway System followed by secondary roadways. Most line painting is done during the day except for high traffic roads where the painting is done at night.

PennDOT's painting policy for secondary roads is determined by the roadways' Average Daily Travel (ADT) rate. Roads with under 500 ADT do not receive any lines. Roads with 500 - 1,000 ADT receive yellow center lines. Roads with above 1,000 ADT and that are at least 21 feet wide receive yellow center lines and white edge lines.

Motorists who accidentally get paint on their vehicles should immediately wash the paint off with a high-pressure water stream and detergent. Dried paint can be removed with denatured alcohol and a soft cloth. Generally, PennDOT is not responsible for paint on vehicles.

Shoulder Maintenance

At the entrance to any private driveway, the owner is responsible for highway shoulder maintenance from the edge of pavement to the right-of-way line. The proper shoulder slope must be maintained to prevent shoulder washout damage and roadway icing caused by water being diverted onto the road. Even after the owner has secured a permit for the driveway, the property owner maintains responsibility for maintenance to assure compliance with the permit.

Deer Carcass Removal

Each county handles deer carcass removal from **state roads** differently. PennDOT is not responsible for removal from non-state owned roadways.

- Armstrong County: Contact the Armstrong County Maintenance Office.
- Butler County: Contact the Butler County Maintenance Office.
- Clarion County: Contact the Clarion County Maintenance Office.
- Jefferson County: Contact the Jefferson County Maintenance Office.
- Indiana County: Contact the Indiana County Maintenance office for deer removal on state roads located in Armstrong, Blacklick, Brush Valley, Center, Conemaugh, White, and Young Townships. For all other townships, contact the Southwest Regional Game Commission Office.

If a dead deer is on private property, contact the Pennsylvania Game Commission for your county.

Game Commission Contacts:

- Butler, Clarion, and Jefferson Counties: Northwest Regional Game Commission Office: 814-432-3187
- Armstrong and Indiana Counties: Southwest Regional Game Commission Office: 724-238-9523

Other options to report a deer carcass on a state road are as follows:

- Call 1-800-FIX-ROAD
- Submit the concern through the Customer Care Center (CCC) by going to the PennDOT website [District 10 \(pa.gov\)](https://www.penn.gov) and selecting Submit Roadway Concern.

Mailboxes

Mailboxes may be placed within PennDOT's right-of-way. However, they are not covered by a permit regulation and are placed at the owner's risk. PennDOT is not liable for damages caused by winter and summer maintenance activities to mailboxes, fencing, shrubbery, trees, etc. within the legal right-of-way.

Drainage Systems

Under normal circumstances, PennDOT is responsible for drainage systems on the surface of state roads and subsurface drainage within townships. Underground systems located within a borough or city belong to that municipality.

The PennDOT Drainage Policy can be accessed at [Regulations and Policies \(pa.gov\)](#). Specific questions regarding drainage systems should be directed to the appropriate County Maintenance Office.

Pipes and Drainage Ditches on Private Property

By law, Section 417, State Highway Act of 1945, P.H. 1242 gives PennDOT the right to enter private property to clean drainage facilities. PennDOT is authorized to enter upon any private property, if necessary, to correct, maintain, or restore any existing drainage facility. Property owners may not physically block any pipes or ditches. The placement of additional pipes by PennDOT on private property to eliminate ditches is not permitted.

PennDOT is not permitted to spend public funds to engage in construction activity for the specific purpose of improving drainage on private property, such as placing additional pipes on private property to eliminate ditches.

Snow and Ice

PennDOT equipment and personnel are never permitted to clean private driveways or business parking areas. Snow can be pushed from in front of driveways and mailboxes if the truck does not leave the highway or perform backup or turning maneuvers.

It is not safe to push snow from a personal driveway onto the road. When plowing snow from a driveway, push the snow in the direction traffic travels on the state roadway, leading up to and from in front of a driveway, to prevent PennDOT plows from redepositing the snow from the roadway onto a driveway entrance.

Municipal Services Unit

The District 10 Municipal Services Unit provides local and county government officials with information pertaining to the proper administration of their Liquid Fuels Tax Funding, Act 44 Funding, Act 89 County Bridge Funding, and the county-specific \$5 Fee for Local Use Funding. These dedicated funding sources are limited in their usage toward construction, reconstruction, maintenance, and/or repair of the public roadways or bridges, which the county or local government is legally responsible to maintain. It is extremely important that the county and local governments handle these funding sources properly as they are subject to audit by the Pennsylvania Department of the Auditor General.

Municipal Services Contacts

Municipal Services Supervisor – Steve Vasbinder	724-422-1118
Armstrong & Butler Counties - Cory Shaffer	724-422-1116
Armstrong & Indiana Counties – JP Bregenti	724-422-1117
Clarion & Jefferson Counties - Mark Skarbek	724-422-1115

Liquid Fuels

If a municipality remains in compliance with PennDOT regulations, Liquid Fuels for Municipalities (Act 655 of 1956) are distributed March 1 of each year based on a ratio derived from total population and the total linear miles of roadway that is listed on their approved Liquid Fuels roadway inventory. To have a new roadway added to the approved inventory list, the municipality must formally adopt it as a public roadway, and then the roadway must meet all the minimum standards required by PennDOT. Prior approval by the Municipal Services Unit is required for all construction projects utilizing this funding.

Note: Act 44 Funding for local governments is included within the Liquid Fuels allocation.

According to the Liquid Fuels for Counties (Liquid Fuels Tax Act of 1931), if a county remains in compliance with PennDOT regulations, they will receive funding based on a predetermined formula. Allocations will be distributed to them in June and December. The Act also provides that counties may allocate monies from this fund to their political subdivisions for viable roadway or bridge improvement projects. Prior approval by the Municipal Services Unit is required for all construction projects to utilize this funding, including all County Aid projects.

Additional information on the [Liquid Fuels](#) funding is available online at [Local Government \(pa.gov\)](#).

Bridge Funding (County Bridge Funding - Act 44 of 2007)

If a county remains in compliance with PennDOT regulations, allocations are distributed in December of each year and are based on the ratio of the square footage of county-maintained bridge deck area to the total square footage of deck area of county-maintained bridges throughout the Commonwealth. The funding must be used for county-owned bridge construction, maintenance, or repair projects, and may not be given to political subdivisions. Prior approval by the Municipal Services Unit is required for all bridge construction projects utilizing this funding. The approval may include a structural adequacy review by District Bridge Unit personnel.

\$5 County Fee for Local Use Fund (Act 89 of 2013)

This Act allows counties to impose a \$5 fee on all non-exempt vehicles registered to an address located within the county. PennDOT will collect fees imposed, and then distribute in June and December to each participating county based on the amounts collected. The usage of this funding is the same as Liquid Fuels, to be used towards construction, reconstruction, maintenance, and/or repair of the public roadways and bridges that the county is legally responsible to maintain.

However, a broader transportation usage criterion, if used in accordance with Section 9010 (C of the Act), allows funding to be apportioned to political subdivisions through either a formula based on population and roadway mileage, or through an application process like that used to allocate County Liquid Fuels Funding (County Aid). In addition, the section also allows counties to distribute monies to non-profit

corporations through an application process if used for eligible transportation purposes, e.g. the creation of highway and bridge planning studies. Prior approval of the Municipal Services Unit is required for all construction projects utilizing this funding.

Act 89 County Bridge Funding

Act 89 Funding (formerly Act 26) provides funding to distressed counties, allowing them to remain in compliance with PennDOT regulations to receive funding. Allocations are distributed on the first business day in June and December of each year based on the ratio of the square footage of county-maintained bridge deck area to the square footage of deck area of county-maintained bridges throughout the state. Counties can use the funding for the construction, reconstruction, maintenance, and/or repairs of the bridges for which they are legally responsible. Prior approval by the Municipal Services Unit is required for all bridge projects utilizing this funding. In addition, any bridge equipment requires price quotes, in accordance with the County Code, and must be pre-approved by the Municipal Services Unit prior to purchase. End of year reporting is required.

Posted and Bonded Roads

Primary Contact: Brock Heigley, Assistant District Permits Manager, 724-427-3517

Why are highways posted?

Many of the Commonwealth's secondary and rural highways are not designed to support heavy truckloads. Consequently, many of these routes are damaged due to overweight hauling activities. The Department's posting and bonding policies require heavy haulers to be financially responsible for excess maintenance on the roadways they use. In this way, the Department can maintain its rural routes for use by passenger vehicles and heavy haulers.

Who determines if a highway must be posted?

The posting authority for state owned roadways is the Pennsylvania Department of Transportation. Local governments are the posting authority for locally owned roadways.

How does a hauler permit a section of posted roadway?

The user should first contact the Posted Bonded Road Coordinator in the District where they plan to haul to determine what type of permit is required. They may need to enter into an Excess Maintenance Agreement and provide security in the form of a bond or letter of credit.

The amount of security that must be provided for bonding posted highways is as follows:

- For haulers likely to cause damage (heavy haulers)
 - \$6,000 per linear mile for unpaved highways
 - \$12,500 per linear mile for paved highways
- For haulers not likely to cause damage (minimum use haulers)
 - \$10,000 for each county where hauling occurs

Types of Permits:

- Type 1 (Heavy Haulers) - Route Specific Permit authorizes the use of overweight vehicle belonging to the user. Permit is carried in the vehicle.
- Type 2 (Heavy Haulers) - Permanent Site, Route Specific Permit is posted at the user's place of business. Intended for a user requiring pickups and/or deliveries by vehicles not under the user's control.
- Type 3 (Minimum Use Haulers) - Permit authorizes use of several specified routes. This does

not provide blanket county use. The permit is carried in vehicles.

- Letters of Local Determination (LoLD) - Exemption letter based on hauling activity, roadway condition, and time of year.

For more information, visit [Posted and Bonded Roadways \(pa.gov\)](#).

Damage Claims

Customers with claims for damage to private property should follow the instructions listed on the [Damage Claims \(pa.gov\)](#) webpage. The commonwealth's Bureau of Finance and Risk Management (FARM) within the Department of General Services is responsible for determining if a claim should be paid. FARM is not associated with PennDOT.

NOTE: The process to file a damage claim changed as of February 1, 2022. Customers are no longer required to contact the PennDOT county office first. Instead, all claims must be filed directly with FARM.

Reimbursement for Highway Facilities Damaged by Motorists

PennDOT seeks reimbursement from the responsible party for the repair of roadway facilities damaged because of crashes. Common types of damages are to guide rails and signs. The owner of the vehicle, determined by police to be responsible for the crash, will be sent a bill for the costs incurred by PennDOT to make the repairs. The motorist receives the bill directly from PennDOT and is instructed to forward it to their insurance carrier.

Spill Cleanups and/or Bridge or Pavement Damage

These high-cost items are frequently billed because of a crash involving a large trailer truck or other commercial vehicle and can include labor, materials, engineering, and construction costs.

Roadside Management

Primary Contact: Ryan Succheralli, Roadside Specialist, 724-357-2883

Adopt-A-Highway (AAH)

The AAH program reinforces PennDOT's litter pick-up efforts by involving citizens across the state in anti-litter efforts. The program serves to provide clean, well-cared for highways for Pennsylvania citizens, highway users, and the millions of tourists who visit the state each year. The program allows groups or individuals to become special caretakers on portions of state highways.

The AAH program has a designated program coordinator in each of the District's county maintenance offices, as well as a program administrator in the District Office. For more information visit [Pennsylvania Adopt-A-Highway \(penndot.gov\)](#).

Keep Pennsylvania Beautiful

Keep Pennsylvania Beautiful is the state affiliate of Keep America Beautiful, Inc., the nation's largest volunteer-based community action and education organization. Groups interested in adopting a locally-maintained road can contact Keep Pennsylvania Beautiful through their website at [Home - Keep PA Beautiful](#).

Adopt and Beautify (A&B)

Volunteers expand upon PennDOT's planting efforts to cultivate wildflowers and/or other approved

plantings along our state roadways under a two-year commitment. In return, PennDOT places a sign recognizing the group for its efforts. Additional information on the A&B program can be found online at [Adopt and Beautify \(pa.gov\)](#).

Sponsor-a-Highway (SAH)

While PennDOT's AAH program relies on volunteer groups to maintain adopted sections of roadway, the SAH program involves businesses and interested parties securing agreements with AAH Maintenance Corporation to use its skilled maintenance forces to perform roadside work, including litter removal, graffiti removal, sweeping, landscape plantings, and mowing. Sponsored roadways will have signs placed that recognize the sponsors. Find more information on becoming a highway sponsor by visiting the AAH Maintenance Corporation website at [Adopt A Highway® | Sponsor A Highway® | Build Brand Awareness](#).

Great American Cleanup of Pennsylvania/Pick Up Pennsylvania

The cleanup is sponsored each year by PennDOT, the PA Department of Environmental Protection, Keep Pennsylvania Beautiful, and other partners. Groups participating in PennDOT's AAH program, which involves volunteers cleaning roadsides year-round, are also encouraged to participate in the cleanup.

The cleanup brings together nonprofit organizations, state agencies, local governments, businesses, and more than 130,000 volunteers annually to keep our communities clean and beautiful. Volunteers conduct litter and illegal dump cleanups, community beautification, plantings, and restoration as well as host special collections for community recycling.

For additional information visit [Home - Keep PA Beautiful](#) or call 1-877-772-3673.

Winter Maintenance Environmental Efforts

As environmental stewards, District 10 recognizes the potentially negative impacts of using salt-based products for snow and ice removal and implements other techniques, when possible, to reduce the amount of salt being used.

One such technique is salt pre-wetting, a combination of salt and water that forms a brine, which has multiple benefits. The salt brine requires less material for each application, so less salt enters the environment while staying on the roads better than rock salt. Each truck can treat more roads using less solution without sacrificing District 10's commitment to keeping state roads safe and passable.

It is also necessary to properly maintain salt stockpiles. Stockpile sheds can leak sodium chloride into the ground, resulting in polluted land and ground water as well as other detrimental effects if they are not taken care of properly.

To ensure employee safety, stockpiles are evaluated in the summer and winter. The evaluations are based upon requirements ranging from the general housekeeping of the stockpile to the proper storage of chemicals and materials.

Roadside Vegetation

Title 75, Section 6112 of the PA Motor Vehicle Code gives PennDOT wide-ranging authority to trim or remove any vegetation that may obstruct the view of motorists, thus constituting a traffic hazard.

The first step in invoking these provisions is to determine whether a traffic hazard exists. This is done by

measuring the available sight distance in the field and comparing it with minimum standards. If the minimum safe stopping sight distance is not achieved, then a traffic hazard has been demonstrated.

If the vegetation that restricts sight distance is within the right-of-way, PennDOT has the absolute right to trim or remove it regardless of who planted it or what landscaping function it serves.

Should the obstructing vegetation be on private property, it must be trimmed or removed by the property owner within ten days of receipt of written notice from PennDOT. If the owner fails to remove the traffic hazard within the time given, the owner is guilty of a summary offense which is punishable by a daily fine of \$10 until the vegetation is cleared.

PennDOT's goal is to maintain desirable vegetation along the road edge and control the natural tendency of plant succession to replace low-growing vegetation with weeds, shrubs, and trees. If unchecked, biological succession would result in our highway system being overgrown with woody plants. This slow and steady natural invasion, by degrees, causes the highway to be overgrown, reducing sight distance at curves and intersections, and obscuring guide rail, traffic signs, and driveways.

Rest Areas

District 10's Rest Areas on Interstate 80 are available to provide highway travelers a safe and convenient facility to rest before continuing with their journey. The centers are open seven days a week, including most holidays, from 7:00 AM to 7:00 PM, unless otherwise noted. A listing of Rest Areas is available at [Pennsylvania Rest Areas | Roadside PA Rest Stops | Maps | Facilities](#).

Environmental Awareness

Primary Contact: Jessica Schrecengost, Environmental Supervisor, 724-357-2982

Environmental Awareness ensures that all maintenance employees are aware of the potential impacts to the environment because of a spill or release of hazardous/residual waste associated with their daily responsibilities as an equipment operator or mechanic.

PennDOT annually trains all maintenance employees in waste management awareness that focuses on spill prevention and spill management requirements.

Environmental Policies:

- **Conserve:** Minimize the amount of waste produced to perform the job. Make employees aware of the waste minimization issue and always practice good housekeeping.
- **Recycle:** Minimize the amount of waste produced by recycling a variety of products. For example, oils, antifreezes, and cleaner solvents can be recycled. Also, oil filters can be drained, and the metal container recycled through a scrap metal vendor.
- **Substitution:** Minimize the amount of waste produced by substituting less harmful materials. For example, clean equipment with citrus degreaser instead of hydrocarbon degreasers.
- **Re-use:** Minimize the amount of waste produced by reusing materials. For example, tires can be recapped, batteries and drums can be reconditioned, and dirty paint solvents can be used to thin paints.

Surplus Supplies and Equipment

Information regarding state and federal surplus supplies and equipment programs can be found on the Pennsylvania Department of General Services website at [Home | Department of General Services](#). Click on Surplus Supplies & Equipment.

DESIGN UNIT

Alice Hammond, P.E., Assistant District Executive Design - 724-357-2805

Inspection of Bridges

Primary Contact: Anthony Pioli, P.E., Bridge Inspection Supervisor, 724-357-2428

In 1971, the National Bridge Inspection Standards were implemented as a federal regulation of the United States and mandated that all bridges in the nation must be inspected on a maximum two-year frequency. The inspection data is computerized and forwarded yearly to establish distribution of federal critical bridge funds to the states based on actual conditions and needs.

State System

PennDOT District 10 has full-time bridge inspection teams that inspect all bridges which span eight feet and greater on a two-year maximum frequency. Bridges posted for a weight limit or with critical structural problems are inspected on a more frequent basis.

Local System

All owners of bridges on the local system (county, city, township, and borough) must also inspect their bridges in accordance with federal law. PennDOT is charged with the responsibility of administering the inspection program for the Federal Highway Association (FHWA) and works with local municipalities to ensure the inspections are completed. Eighty percent of the bridge inspection cost is funded with federal funds with a 20 percent match from local government. At this time, District 10 is moving toward owning more agreements which will reduce the work of the municipalities. Only bridges with spans 20 feet and greater are inspected under this program.

Posted Bridges

When heavy vehicles use Pennsylvania's roads and bridges, wear and tear is increased. To help slow the deterioration and extend the service-life of the state's bridges, certain structurally deficient bridges are posted with weight restrictions based on a bridge's safe-load capacity. Owners of heavy vehicles must obtain a permit, Form M-4902, to cross weight-restricted bridges with weights higher than the posted limit.

An applicant must identify:

1. The state route or local road the bridge is located on
2. The nearest adjacent intersection(s)
3. The PennDOT District where the weight-posted bridge is located

Planning and Programming

Primary Contact: Harold Swan, Planning and Programming Manager, 724-357-2082

12-Year Transportation Program

Pennsylvania Act 120 was passed by the Legislature and signed by Governor Shaffer in 1970. It established the Department of Transportation, the State Transportation Commission (STC), and the 12-Year Transportation Program.

The Act requires PennDOT to “prepare and submit, every even-numbered year prior to the first day of September, to the STC for its consideration, a program which it recommends to be undertaken by the Department of Transportation during the following twelve fiscal years.”

For information on the 12-Year Program, visit [Four & Twelve Year Plans \(penndot.gov\)](http://penndot.gov).

Projects, Programs, and Planning

- During the summer of the odd-numbered years PennDOT, in cooperation with its planning partners, provides a schedule for the new program.
- During the fall of the odd-numbered years, the STC, PennDOT, Metropolitan Planning Organizations (MPO), and Rural Planning Organizations (RPO) conduct public involvement activities to identify candidate projects for consideration in the upcoming program cycle. Also, during the fall, PennDOT updates estimates for all candidate projects and carryover projects.
- The MPOs, RPOs, and PennDOT share candidate lists of all transit projects for possible inclusion into the program. Rail freight and aviation projects are solicited by their respective sponsors. During the spring of even-numbered years, MPOs and RPOs meet individually with PennDOT to review and negotiate all candidate projects. All project data is stored in one database, the Multi-Modal Project Management System (MPMS) and shared with planning partners.
- The MPOs and RPOs develop a preliminary draft highway, bridge, and transit Transportation Improvement Program (TIP), which is the first four-year period of the 12-Year Program. The MPOs and RPOs submit their TIPs to PennDOT and the STC perform air quality analyses (when necessary), and open 30-day public comment periods.
- In late spring, the MPOs and RPOs close the 30-day public comment periods, formally approve their individual portions of the program, and submit their portions of the program to PennDOT. During the summer of the even-numbered years, the STC approves the 12-Year Program. On behalf of the Commonwealth, the Governor and the Secretary of Transportation submit the State Transportation Improvement Program (STIP), a compilation of all the MPOs’ and RPOs’ TIPs into a statewide TIP, to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for approval.
- In the fall of the even-numbered years, PennDOT obtains joint approval from FHWA and FTA for the new program. The new program takes effect on October 1 of the even-numbered years.
- The 12-Year Program consists of three, four-year segments and is updated every two years. The first four-year segment is the active portion of the 12-Year Program and represents the STIP.
- The District usually cannot work on any phase (engineering, right-of-way, utilities, or construction) until that phase is in the first, four-year period of the 12-Year Program.
- The process of getting a new project added to the TIP, which is the first four-year period of the 12-Year Program, is a cooperative one carried out by PennDOT and its planning partners.

Types of Projects

- Major Capital Improvements (bypasses and relocations)
- Interstate and Expressway Restoration and Reconstruction
- Highway Restoration and Reconstruction
- Betterments (Resurfacing, Restoration, and Rehabilitation)
- State and Local Bridge (Replacements and Rehabilitation)
- Preventive Maintenance

- Safety Improvements
- Congestion Management
- Air Quality
- Multimodal
- Intelligent Transportation Systems
- Transportation Alternatives
- Smart Transportation

PennDOT Connects

PennDOT Connects aims to transform capital and maintenance project development by ensuring community collaboration happens early. Each project is examined for opportunities to improve safety, mobility, access, and environmental outcomes for all modes of transportation.

Specific areas to be discussed during collaboration include, but are not limited to, safety issues, bicycle/pedestrian accommodations, transit access, stormwater management, utility issues, local/regional plans and studies, and freight-generating land uses.

Environmental Department

Primary Contact: Jim Vautar, P.E., Environmental Manager, 724-357-2505

Stewardship

To ensure environmental stewardship, PennDOT has developed and implemented an environmental management system within its core business plan that strives to minimize unavoidable environmental impacts associated with maintaining a safe and efficient transportation system. PennDOT's environmental management system is based upon developing policies, procedures, and training programs that address impacts to a vast array of potential environmental resources while staying in compliance with federal and state laws and regulations.

Environmental Issues

- Wetlands and Streams
- Permitting
- Erosion and Sediment Control
- Post-Construction Stormwater Management
- Contaminated Materials
- Cultural/Historical Resources
- Air/Noise Quality
- Water Quality
- Threatened and Endangered Species
- Farmlands
- Socio-Economic Resources
- Public Involvement

Wetlands

Wetlands describe what are known as marshes, bogs, swamps, or shallow ponds. The State uses a more legal definition (25 PA Code, Chapter 105): "Those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do

support a prevalence of vegetation typically adapted for life in saturated soil conditions."

There are a variety of benefits derived from wetlands. First, they buffer the surges of water after rainfall, which often minimizes flooding. Also, they have several natural water purifying characteristics. Wetlands may also provide groundwater recharge/discharge, sediment/shoreline stabilization, and endangered species habitat.

Finally, wetlands are valuable for their beauty, wildlife habitat, and recreational value as well as the opportunities they provide for environmental studies.

Due to the importance of wetlands, several laws have been developed to ensure the preservation of them. Title 25 PA Code, Chapter 105 particularly, outlines several laws pertaining to wetlands.

All wetlands within project areas are identified by federal and state mandated delineation methods (1987 Corps of Engineers Wetland Delineation Manual).

- An alternative analysis is performed to determine if the project can avoid or minimize impacts to the wetlands.
- All impacts to wetlands that cannot be avoided must be mitigated based on functions and values lost from impacts.
- PennDOT must mitigate wetland impacts. Mitigation can be in the form of a replacement site; paying into the wetland fund, if applicable; or receiving credits from a previously constructed wetland bank.
- The Pennsylvania Department of Environmental Protection and the U.S. Army Corps of Engineers permits are required when wetlands are impacted. The U.S. Environmental Protection Agency, U.S. Fish and Wildlife Services, Pennsylvania Fish and Boat Commission, Pennsylvania Game Commission, Pennsylvania Historic and Museum Commission, and County Conservation Districts may also be involved in the permit process.

Cultural Resources

Cultural resources include things like artifacts, prehistoric and historic sites and properties, structures, objects, and landscapes. In order to be eligible for the National Register of Historic Places, a historic property must possess at least one of the following criteria: (1) association with events that have made a significant contribution to the broad patterns of our history; (2) association with the lives of persons significant in our past; (3) distinctive characteristics of a type or period of architecture, method of construction, the work of a master architect, high artistic value, or representative of a significant and distinguishable entity whose components may lack individual distinction; (4) potential to yield or have yielded information important in prehistory or history.

Cultural resources, unlike natural resources, are non-renewable. Once they have been destroyed, they and the information they contain are lost forever. PennDOT's cultural resource staff includes qualified professional archaeologists and architectural historians. To better protect cultural resources, District 10 follows a general outline to determine the best methods of preservation.

Archaeology studies consist of three basic levels:

- Phase I: Determination as to the presence or absence of cultural deposits within a given area by literature search and fieldwork.
- Phase II: Evaluation of site significance and eligibility for listing on the National Register of Historic

Places.

- Phase III: If the site is significant and cannot be avoided, impacts are minimized and mitigated by recovering data.

Historic structures consist of buildings, structures, and districts. Some examples include historic bridges, rural and urban historic districts, and architecturally significant buildings. The property may be of value to the nation, the Commonwealth of Pennsylvania, or the community in which it is located. A historic resource may be considered significant (eligible for the National Register of Historic Places) if it is associated with an important historic context and retains its integrity (has not been extensively altered). Historic Preservation seeks to document, conserve, and protect significant historic resources.

Pennsylvania has a rich and diverse prehistoric and historic cultural heritage. Development and maintenance of our transportation system is necessary for growth and progress and such activities may impact the cultural resources in that area. PennDOT is bound by federal and state laws and regulations to consider the effects of its actions on all aspects of the environment for transportation-related projects.

PennDOT is the single largest source of public sector archaeological and historic resources investigations in Pennsylvania. The goal of the District is not only to comply with these historic preservation laws, but also to manage cultural resources so that transportation projects may proceed efficiently and on time.

Title VI and Environmental Justice (EJ)

Primary Contact: Jessica Schrecengost, Environmental Supervisor, 724-357-2982

The Title VI and EJ Committee monitors compliance for District 10. This involves submitting semi-annual reports to the Federal Highway Administration (FHWA) detailing the District's Title VI and EJ activities, coordinating Title VI and EJ training for District staff, and providing translation services to individuals with Limited English Proficiency (LEP).

Title VI of the Civil Rights Act of 1964 prohibits discrimination by recipients of federal financial assistance on the basis of race, color, and national origin, including matters related to language access for persons with LEP. Supplemental legislation provides these same protections from discrimination based on sex, age, disability, or religion.

Executive Order (EO) 13166: Improving access to services for persons with LEP. An example of complying with this EO would be to provide an interpreter at a public meeting for an individual who does not speak English.

Environmental Justice refers to the implementation of EO 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (1994), which directs procedures to be put in place to identify and address any disproportionately high and adverse human health or environmental effects on minority and low-income population groups.

The fundamental principles of EJ can be defined as:

- Avoiding, minimizing, or mitigating disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low-income populations
- Ensuring the full and fair participation by all potentially affected communities in the transportation decision making process
- Preventing the denial of, reduction in, or significant delay in the receipt of benefits by

minority and low-income populations

Title VI and EJ are additional considerations when analyzing impacts associated with transportation projects and, if applicable, are included within the National Environmental Policy Act (NEPA) document.

Public Involvement

As part of the NEPA process, PennDOT coordinates with the public throughout the design and construction process for transportation projects. The District 10 Public Involvement process utilizes multiple methods to reach out to the public beyond the standard coordination letters and meetings with local representatives and property owners.

- **Public Meetings:** Depending on the impacts, a public meeting may be held to inform the public about the details of a project and how it will affect the community. These meetings may be virtual or in-person.
- **Plans Displays:** A second method of reaching out to the community is plans displays. With this scenario, the design plans, detour, and contact information are displayed within the local municipality for the public to view at their convenience.
- **Township Meetings:** A third method is to present the transportation project during a regularly scheduled township meeting.
- **Online Presentations:** PennDOT may post information about a project on the local township's webpage or social media page that directs the user to the District 10 PennDOT home webpage for details of the project.

Regardless of which process is used, local representatives and the public are provided with an opportunity to ask questions and provide feedback so that we are aware of and can take into consideration the concerns of the local community.

Noise Concerns

Because District 10 includes urban areas, roadway noise is often a concern for residents and businesses along many of our roadways. PennDOT's noise abatement policy is currently limited to the construction of warranted noise barriers as part of a highway project on new alignment or for a major reconstruction project with additional travel lanes. PennDOT does not have a funding mechanism for noise barrier retrofit projects on existing highways at this time.

Railroad Structures and Crossings

Primary Contact: Jeffrey Matko, P.E., Grade Crossing Engineer, 724-357-2526

Requests for information regarding where a highway (state route or local public road) crosses at-grade, above-grade, or below-grade (bridges) the tracks of a railroad should be referred to the District Grade Crossing Administrator.

The following will help process your request for information:

- **Location:** County, Township, Borough, or City
- **Highway:** State Route or Township Road
- **Crossing Number:** a six-digit number and letter located on a small sign attached to railroad sign/light post at grade crossings only

Other information can be obtained from:

Public Utility Commission

Bureau of Transportation & Safety

P.O. Box 3265

Harrisburg, PA 17105-3265

717.787.6680

www.puc.state.pa.us

PennDOT is only responsible for the pavement two feet outside of the rails. The railroad is responsible for the pavement at the tracks. The Public Utility Commission (PUC) has exclusive jurisdiction over the construction, relocation and suspension, and abolition of public highway-railroad crossings.

Highway Occupancy and Utility Permits

Primary Contact: Thomas Williams, P.E., Permit Engineer, 724-357-2831

Underground Utility Permits (Gas, Water, Sewer Lines)

Utility companies must apply for permits for an installation within the highway right-of-way including service lines to the property lines. Property owners can get permits to cross highways for drilling or boring.

Overhead Utility Permits (Telephone, Electric, Cable Television)

Only PUC-controlled companies can apply. A permit is required for the placement or replacement of utility poles. The minimum height required on all overhead lines is 18 feet.

Driveway Permits

A permit is required for any driveway accessing onto a State Highway. Applications can be made at our District Office or our County Maintenance Offices. Permits are required to ensure that PennDOT has control over the location and size of driveways to provide maximum safety for persons using the driveway and the traveling public.

- **Sight Distance:** PennDOT has requirements that driveways meet minimum sight distance measurements for users to safely exit and enter.
- **Drainage:** The site is reviewed to ensure a drainage problem is not created because of the driveway construction.
- **Guide Rail:** If a guide rail is involved within the location of a driveway, the permittee must remove the guide rail and reconstruct end treatments to meet Department safety regulations at the permittee's expense. The removed guide rail is then to be delivered to the nearest PennDOT stockpile location.

e-Permitting – Highway Occupancy Permit (HOP)

e-Permitting is designed to streamline the permit application process for utility companies, businesses, engineering consultants, municipalities, and individuals who need to apply for a HOP.

The secure, user-friendly system provides the tools you need to create an HOP application (M-945A), attach documents, submit the package to PennDOT, and view the response from any internet enabled computer.

Applicants who work with permits regularly can become an e-Permitting BusinessPartner or there is an Express Registration option for one-time applicants. Go to the e-Permitting Site [ePermitting System](#)

[Home Page](#) for more information or to complete an application.

Design Services

Primary Contact: Chad Mosco, P.E., Portfolio/Plans Engineer, 724-357-2852

Locally Sponsored Projects

PennDOT oversees the project delivery of locally sponsored projects which use certain types of federal and state funding to assist the local sponsor with compliance in all required processes and procedures.

Right-of-Way (ROW)

Primary Contacts: Kevin Pollino, Right-of-Way Administrator, 724-357-2837
Teala Dalfonso, Chief Negotiator, 724-357-4809

The ROW Unit is responsible for the acquisition of property for transportation purposes, including bridge and highway projects, multi-modal programs, and bicycle and pedestrian pathways. The Unit is governed principally by the 1970 Uniform Act (Federal Legislation), the Pennsylvania Constitution, and the Pennsylvania Eminent Domain Code.

Outdoor Advertising

The ROW Unit oversees signs outside the ROW located on controlled state routes. Tourist Oriented Directional Signs (TODS) and the LOGO Program signs that are posted inside the ROW are governed by the Pennsylvania Tourist Signing Trust. For more information, call 877-272-1332 or visit [Pennsylvania Tourism Signing Trust \(palogo.org\)](http://palogo.org).

Campaign/Advertising Signs in the Right-of-Way (ROW)

Federal regulations and Pennsylvania state law prohibit certain advertising signage within the ROW, including but not limited to yard sale, political, realtor, business, or event signage. Signs may not be attached to light, signals, utility poles, guide rails, or traffic signs. By regulating outdoor advertising in the ROW area, PennDOT protects the safety of the travelling public by reducing roadway distractions and improving sight distance at intersections.

ROW includes land purchased by PennDOT on which a highway is built, as well as the shoulder or berms, plus any additional area needed for highway purposes. It is often 33 feet wide in total (from one side of the road to the other) but may be much wider (120 feet or more in some cases).

Signs removed by PennDOT are temporarily stored at the nearest PennDOT maintenance office for pick up by the sign owner. Removed signs are kept for 30 days prior to being disposed of by the Department. Sign owners wishing to retrieve their removed signs can contact their County or District PennDOT office.

If your sign is removed by a PennDOT employee, you want to obtain information on PennDOT's outdoor advertising control, or want to know specific locations of a ROW, call the PennDOT District Office.

Lawn Signs

PennDOT is responsible for areas around State highways in addition to the roadway itself. Both the highway right-of-way (real property rights obtained for a transportation-related facility) and additional land beside the highway on controlled routes are managed to maintain safe travel and uphold applicable state and federal regulations.

Care should be taken before lawn signs are placed near a roadway. Political campaign signs, real estate or "For Sale" signs, yard sale signs, and similar devices cannot be placed within the highway right-of-

way, in median areas, or on light posts, guide rail, or other traffic control devices. Such signs can distract drivers, block sight distance at intersections, or turn into litter. They should be placed on private property instead.

Signs within or along the highway right-of-way that do not comply with the State and Federal requirements are subject to removal by Department staff without notice. Signs will be held at the local county office for 30 days for sign owner retrieval.

Junkyard Permits

PennDOT issues permits pertaining to junkyards to ensure, when needed, that screenings are erected to shield the roadway and traffic from the junk. The definition of junk follows the federal Highway Beautification Act and can be found at [67 Pa. Code Chapter 451. Control Of Junkyards And Automotive Dismantlers And Recyclers \(pacodeandbulletin.gov\)](http://pacodeandbulletin.gov).

To receive a junkyard permit, applicants are asked if their land is defined as industrial or non-industrial by their local municipality. If an application is missing information, applicants will be given 30 days to provide the information. PennDOT will follow up to see if screening plans have been followed and further legal action can be taken if the screening is not in place.

For more information on Outdoor Advertising Controls for local governments, lawn signs, service clubs/religious, businesses, events and temporary signs or junkyards, visit [Outdoor Advertising Control \(pa.gov\)](http://pa.gov).

CONSTRUCTION UNIT

Paul F. Koza Jr., P.E., Assistant District Executive Construction - 724-357-2812

The District 10 Construction Unit inspects, coordinates, and oversees construction activities by Department contractors in our five counties. They primarily ensure roadway and bridge construction projects are conducted to comply with the Department's specifications, policies, and executed contracts.

Information regarding construction activities, detours, and traffic restrictions are released periodically from the District's Community Relations Coordinator. Press releases are available online by visiting [District 10 \(pa.gov\)](http://District 10 (pa.gov)).

Locally Sponsored Projects

- Administers all locally sponsored projects funded with any federal and/or state monies.
- The Federal Highway Administration (FHWA)/PennDOT Stewardship and Oversight Agreement includes a requirement for PennDOT to assume certain FHWA oversight and approval responsibilities on specific categories of projects.
- Ensures project compliance with applicable federal and state requirements.
- Ensures locally sponsored projects have supervision and inspection during the construction phase.
- Ensures the project is completed in conformity with approved plans and specifications.
- Determines eligibility for federal funds on extra work added by local sponsor.
- Assists local sponsor with compliance in all required processes and procedures.

Consultant Inspection Agreements

Consultant Inspection Agreements develop and maintain engineering legal agreements for consultants' construction inspection.

Structural Control

Primary Contact: Ron Schreckengost, P.E., Structural Control Engineer, 724-549-8556

The Structural Control Engineer provides technical oversight and support for bridge construction projects and solves technical bridge construction-related issues such as:

- Demolition
- Temporary Shoring
- Foundations
- Beam Erection
- Deck Placement
- Shop Drawing Review

Constructability Review and Scheduling

Primary Contact: Jeff Mountain, Constructability Manager, 724-970-5124

Questions pertaining to constructability and pre-bid construction schedules can be directed to the District Constructability Manager. This includes questions regarding:

- Constructability reviews of all Department designs
- Constructability reviews performed by consultants
- Pre-bid schedules
- Contractor baseline and updated schedules

Materials Unit

Primary Contact: Marc Gardner, P.E., Materials Manager, 724-357-2076

Bulletin 15 is a listing of approved construction materials. These materials are used by contractors doing work for PennDOT and by Department forces. Nearly every item in a contract or bid document requiring materials other than bituminous concrete, ready-mix concrete, or raw aggregates can be found in Bulletin 15 along with the corresponding approved vendors of these materials. Producers of the previously mentioned bituminous and cement concrete and aggregates are found in other Department publications.

Vendors wishing to have their products included in Bulletin 15 may apply online through Electronic Construction and Materials Management System (eCAMMS). The Bureau of Construction and Materials handles the process through its Product Evaluation Unit which conducts an evaluation of the product and determines the feasibility of the product, along with its cost effectiveness. The vendor will then be notified of their acceptance or rejection for Bulletin 15. Further instructions can be found online at [npets.pdf \(state.pa.us\)](#).

Approval for all materials used on a state/federally funded project must be approved by PennDOT. The Materials Unit is responsible for:

- Dealing with a wide variety of materials such as road salt, anti-skid, structural bolts, steel, concrete, paint, straw, mulch, and grass seed
- Design approvals for asphalt and concrete plant calibration and mix

- Quality Assurance reviews of concrete and asphalt plants

Geotechnical Unit

Primary Contact: Doug Zubal, P.E., Geotechnical Engineer, 724-422-1113

The Geotechnical Unit takes soil samples and soil borings to help design bridge foundations, soil and rock slopes, and roadway design parameters. The unit evaluates existing ground conditions and identifies cost-effective bridge and roadway foundation solutions. The Geotechnical Unit is responsible for:

- Conducting geotechnical investigations and reports for design and maintenance projects including bridge foundation designs, landslide repair designs, and retaining walls
- Investigating geologic hazard investigations for landslides, mine subsidence, Department of Environmental Protection mine permit applications, and retaining wall failures
- Completing foundation checks during construction
- Supporting municipalities and counties on geotechnical issues for locally sponsored projects
- Reviewing Highway Occupancy Permits

Contractor Prequalification

Section 102.01 of PennDOT's specifications requires contractors become prequalified before the date fixed for the opening of bids for state highway construction work. To become prequalified, contractors must establish Proof of Competency and Responsibility in accordance with 67 PA Code Chapter 457, Regulations Governing Prequalification of Prospective Bidders. Subcontractors must prequalify in the same manner if they intend to undertake partial or total construction of one or more items of work. To obtain a complete set of application forms, or for additional information, contact:

Bureau of Project Delivery

Prequalification Office

Pennsylvania Department of Transportation 400

North St., 7th Floor

Harrisburg, PA 17105

717-787-7032 or 717-787-3733

Conducting Business with PennDOT

The Bureau of Equal Opportunity works to ensure compliance with all related state and federal non-discrimination laws, regulations, directives and executive orders. This includes the Disadvantaged Business Enterprise (DBE) Program, the Small Business Enterprise (SBE) Element, and the Diverse Business (DB) Program. For information on these efforts visit [Bureau of Equal Opportunity \(pa.gov\)](http://Bureau of Equal Opportunity (pa.gov)).



Pennsylvania
Department of Transportation

Department of Motor Vehicle (DMV) Information

Customer Call Center, 717-412-5300, ext. 711

The Pennsylvania DMV is the resource for a host of services related to motorists. Motorists can:

- Request or renew vehicle registration
- Request or renew driver's license (DL) or photo ID cards
- Change addresses on DL or photo ID cards
- Request duplicate DL or photo ID cards
- Pay DL restoration fees
- Request DL restoration letters
- Check on the status of retired vehicle registration

Additional information and online services are available online at <https://www.dmv.pa.gov/Pages/default.aspx>.

DMV Addresses

General Mailing Address

Pennsylvania Department of Transportation
1101 South Front Street
Harrisburg, PA 17104

Local DMV Offices

Armstrong County
159 Butler Road
Kittanning, PA 16201

Butler County
356 Point Plaza
Butler, PA 16201

Clarion County
Clarion Mall
22631 PA 68, Suite 50
Clarion, PA 16214

Indiana County
Indiana Mall
2334 Oakland Avenue
Indiana, PA 15701

Jefferson County
547 W. Mahoning Street & Route 36
Punxsutawney, PA 15767

REAL ID

Beginning **May 7, 2025**, Pennsylvanians will need a REAL ID-compliant driver's license, photo ID card, or another form of federally acceptable identification (such as a valid passport or military ID) to board a domestic commercial flight or enter a federal building or military installation that requires ID.

Customers have three options for obtaining a REAL ID product:

1. [Order their REAL ID online](#) if they have been pre-verified. Their REAL ID product will be mailed to them within 15 business days
2. Visit any PennDOT Driver's License Center that is open for driver license services, have their documents verified and imaged, and their REAL ID product will be mailed to them within 15 business days
3. Visit one of 12 REAL ID Centers and receive their REAL ID product over the counter at the time of service

More information about document requirements for REAL ID, including a [printable document checklist](#), can be found on the [Document Check page](#) of the [PennDOT Driver and Vehicle Services website](#).

Yellow Dot

The Yellow Dot program assists citizens who are in the “golden hour” with emergency care following a traffic crash when they may not be able to communicate their needs themselves. Placing a Yellow Dot decal in a vehicle's rear window alerts first responders to check the glove compartment for vital information to ensure appropriate medical attention is received. The program is a cooperative effort between PennDOT, the State Departments of Health and Aging, the Pennsylvania State Police, the Pennsylvania Turnpike Commission, first responders, and local law enforcement.

Citizens can complete a participation form online to have a Yellow Dot kit mailed. Visit [Yellow Dot \(pa.gov\)](#) to sign up.

For large quantities, please contact the PennDOT Sales Store at ra-penndotsalesstore@pa.gov or 717-787-6746. Due to the large volume of kit requests, please allow a few weeks for delivery. All requests are given priority based on availability of supplies.

Veteran Designation

Act 176 of 2012 allows for the issuance of a Pennsylvania Driver's License or Identification Card that clearly indicates the bearer is a veteran of the United States Armed Forces. Qualified applicants for a Veterans Designation on their Driver's License or Identification Card include those who have received a Certificate of Release or Discharge from Active Duty/DD214 or equivalent for service in the United States Armed Forces, including a reserve component or the National Guard.

Specific eligibility requirements are available at [Veterans Designation \(pa.gov\)](#). Once the Veterans Designation has been added to a license or ID, it will automatically appear each time the license or ID is renewed.

Donate Life Pennsylvania

For information regarding becoming an organ donor or changing donor status visit [Home - DonateLife PA](#).

Mobile Apps

PennDOT offers several applications for mobile devices to aid in travel information and motorist education. All applications can be downloaded on the App Store and Google Play. A list of available apps can be found at <https://www.pa.gov/apps>.

- [PA Driver's Practice Test](#)

Use this PennDOT app for a realistic representation of the driver's knowledge test.

Download the app for practice questions that will help to prepare for the PennDOT driver's

knowledge test or to refresh knowledge and become a better driver. The application also provides valuable information for licensed drivers to stay safe, informed, and compliant on the roads.

- [PA Motorcycle Practice Test](#)

Use this PennDOT app for a realistic representation of the motorcycle knowledge test. Download the app for practice questions that will help to prepare for the PennDOT motorcycle knowledge test or to refresh knowledge and become a better rider. The application also provides valuable information for licensed drivers to stay safe, informed, and compliant on the roads.

- [511PA](#)

Get the most current and relevant Pennsylvania traffic information on your smart phone with 511PA. 511PA provides real-time, hands-free traffic advisories for every PennDOT roadway in Pennsylvania and for major roadways in the neighboring states of New Jersey and West Virginia.

Motorists can visit [511PA](#) to see plow truck locations, road restrictions, and check conditions on more than 40,000 roadway miles. 511PA, which is free and available 24 hours a day, also provides traffic delay warnings, weather forecasts, traffic speed information, and access to more than 1,000 traffic cameras.

511PA is also available through a smartphone application for iPhone and Android devices.

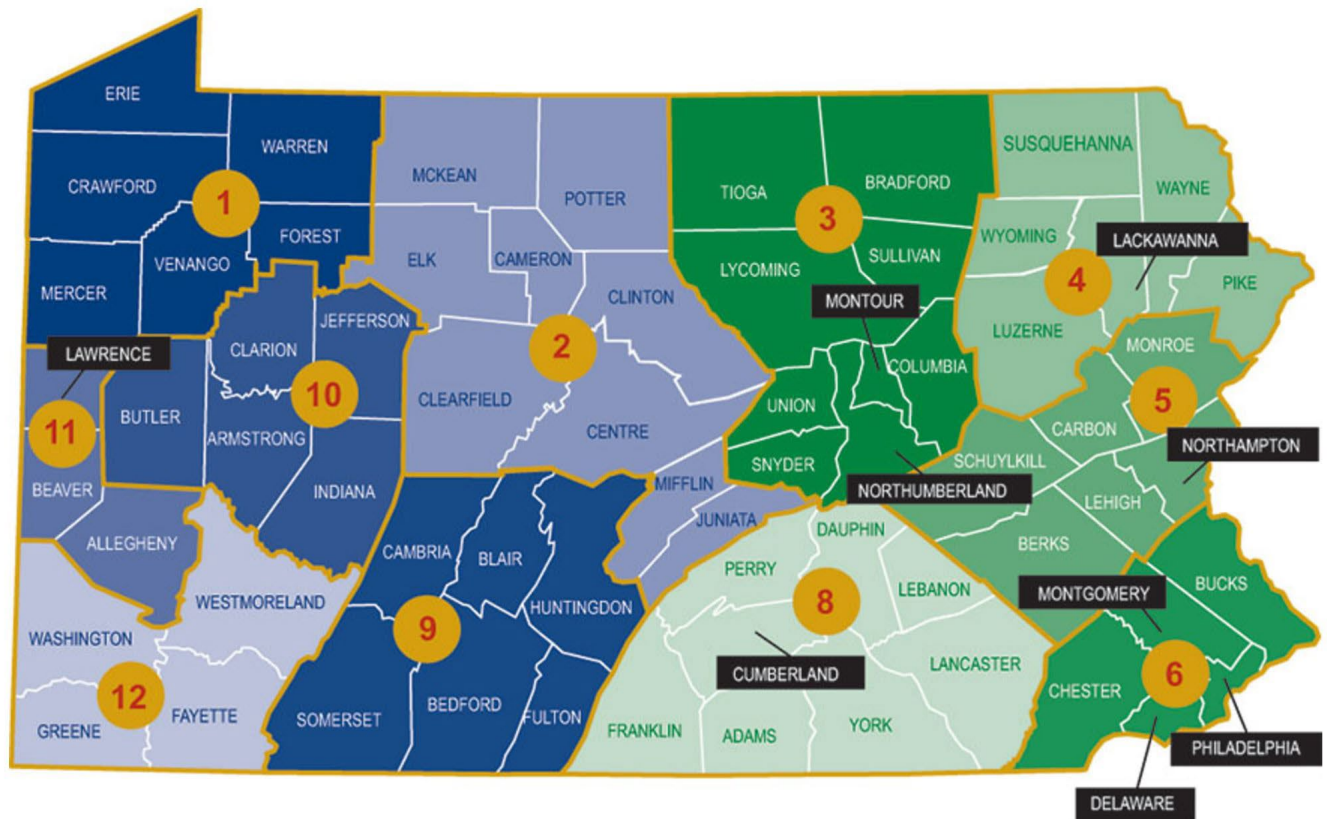
Other apps include PA Crime Victims, Eat Safe PA, Fine Wine and Good Spirits, Farmers Market Nutrition Program (FMNP) Locator, PA Game Commission, PA Fish and Boat Commission, PA Lottery, myCoMPASS PA, and See Something Send Something.

PA Turnpike E-ZPass

This subscription allows travelers to prepay toll route charges through an electronic device kept in the vehicle. For more information visit the PA Turnpike E-ZPass website [Pennsylvania's Turnpike E-ZPass \(paturnpike.com\)](#) or call the E-ZPass Customer Service Center at 877-736-6727.



PennDOT Regional Map



District 1 –Crawford, Erie, Forest, Mercer, Venango, and Warren Counties

District 2 – Cameron, Centre, Clearfield, Clinton, Elk, McKean, Juniata, Mifflin, and Potter Counties

District 3 – Bradford, Columbia, Lycoming, Montour, Northumberland, Snyder, Sullivan, Tioga, and Union Counties

District 4 – Lackawanna, Luzerne, Pike, Susquehanna, Wayne, and Wyoming Counties

District 5 – Berks, Carbon, Lehigh, Monroe, Northampton, and Schuylkill Counties

District 6 – Bucks, Chester, Delaware, Montgomery, and Philadelphia Counties

District 8 – Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry, and York Counties

District 9 – Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset Counties

District 10 – Armstrong, Butler, Clarion, Indiana, and Jefferson Counties

District 11 – Allegheny, Beaver, and Lawrence Counties

District 12 – Fayette, Greene, Washington, and Westmoreland Counties

PennDOT District 10
2550 Oakland Avenue
Indiana, PA 15701

Read and subscribe to PennDOT District 10 news at www.penndot.pa.gov/District10.

Join us on Facebook at [Northwest Region PennDOT](#) or [Greater Pittsburgh Area PennDOT](#).

Find roadway conditions and traffic information at www.511PA.com.



Pennsylvania
Department of Transportation