

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF TRANSPORTATION

www.dot.state.pa.us  
Engineering District 6-0  
7000 Gerdees Boulevard  
King of Prussia, PA 19406  
February 15, 2005



**Subject : Improving Coordination of the Development Process**

Dear Municipal Official:

In this time of rapid development and increasing demand on Pennsylvania's roadway infrastructure, communication and coordination between municipalities and the Department of Transportation (PennDOT) is becoming ever more critical. By this letter, we hope to promote cooperation by working together to improve communication, coordination and the overall development process. *We firmly believe the first step towards achieving this is convincing all municipalities to encourage developers (along state highways) to seek preliminary comment on their projects from PennDOT as early in the municipal review process as possible.*

Developers commonly approach completion of their municipal review process without ever having discussed their project with PennDOT. Apparently, this path has been precipitated by a misunderstanding - that PennDOT requires an "approval" letter from the municipality prior to even considering the project. A clarification is needed: A developer / property owner may submit their project to PennDOT for review at anytime, however, we do not "issue" the Highway Occupancy Permit until evidence of municipal review is presented.

Pre-negotiated approvals and/or agreements between a developer and a municipality may sometimes unintentionally conflict with PennDOT regulations, standards or policies. In these situations, PennDOT is forced to insist on changes that may substantially affect the approved subdivision, and possibly result in the repeating of all or part of the subdivision process. Time consuming, costly changes such as these may be avoided when effectively addressed at the beginning of the process. Two glaring examples involve the location / number of accesses and appropriate signal locations. These should be established with some degree of certainty before parking lots and/or structures are approved, under contract or under construction.

We do not wish, nor do we intend, to interfere in the municipal process. Our preliminary reviews will be brief and address only the basics such as the general concept for access and level of potential traffic impact. Our intention is simply to improve the overall development process for all involved by communicating on major issues up front. Your cooperation is critical. We encourage your feedback through Mr. Fran Hanney, Traffic Services Manager, at 610-205-6560.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew L. Warren".

Andrew L. Warren  
District Executive  
Engineering District 6-0