

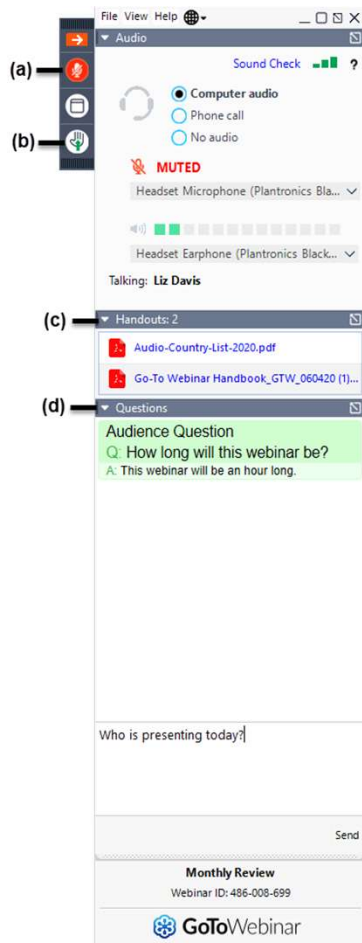
LOCAL TECHNICAL ASSISTANCE PROGRAM VIRTUAL DROP-IN SESSION

SPECIAL EVENTS: HOW DO YOU CONTROL TRAFFIC?

JANUARY 4, 2024



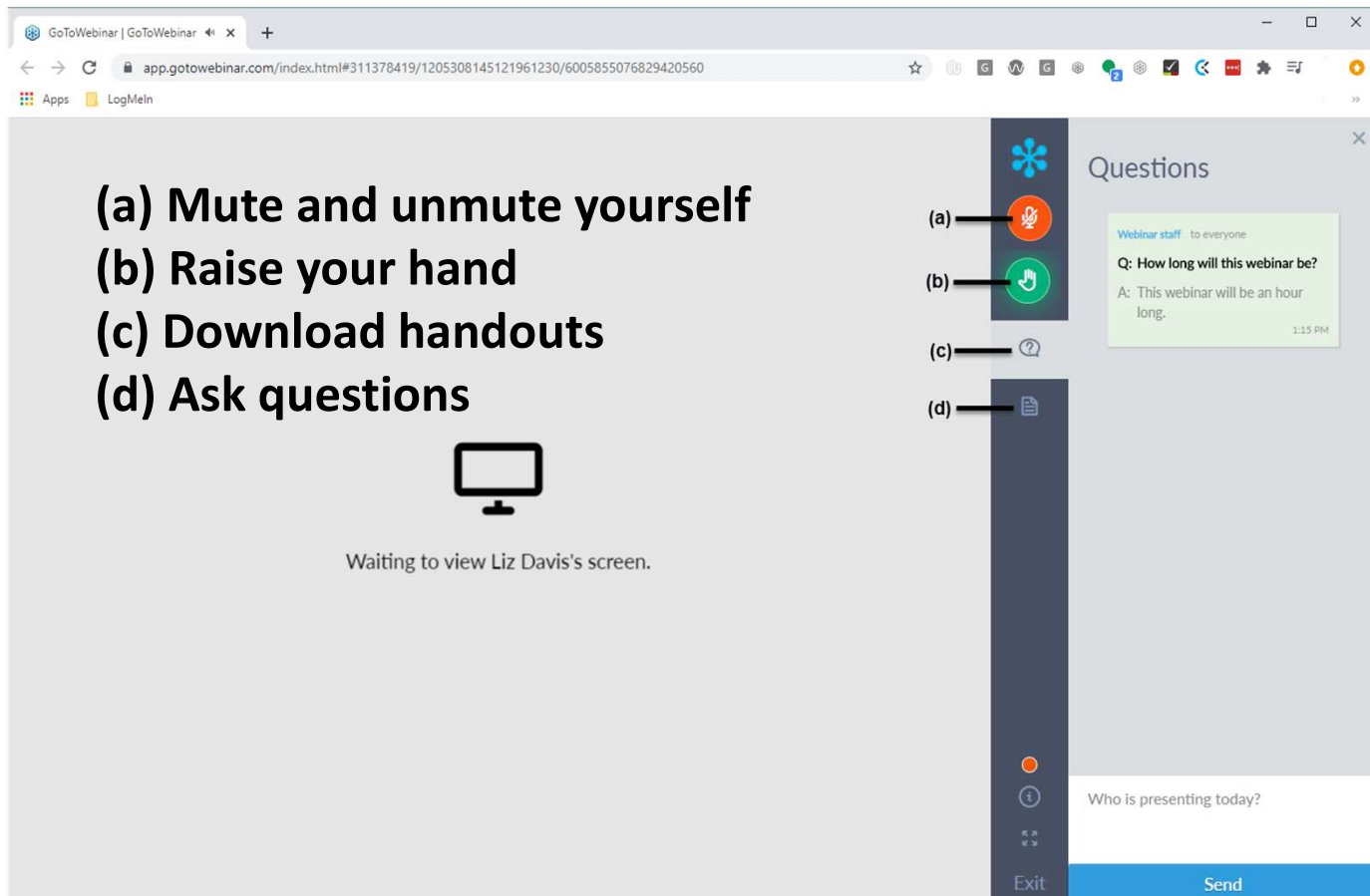
ATTENDEE OVERVIEW GUIDE



- (a) Mute and unmute yourself**
- (b) Raise your hand**
- (c) Download handouts**
- (d) Ask questions**





Waiting to view Liz Davis's screen.



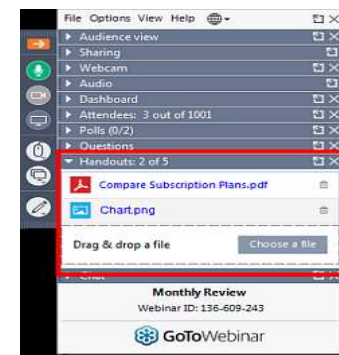
HANDOUTS

- <https://gis.penndot.gov/ltap/>, Training Descriptions
- Click on the course description and scroll to the bottom to download handouts.

Handout Upload: No file chosen

Course Handouts:	#	File Name	Date	Download	Delete
	1	00_ClassWorkbook_2021-01-13.pdf	1/13/2021 10:23:00 AM		
	2	01_Handout_1.pdf	1/13/2021 10:23:00 AM		

On the GoToWebinar Panel: Expand the “Handouts” pane, click on handout, download and open in browser.



LTAP

Local Technical Assistance Program

Types of Services

Training

- In-Person & Virtual
- Road Shows

Technical Support Services

- Onsite
- Phone/email



All Services
are FREE.



www.gis.penndot.gov/ltap



Home LTAP Tools Help Sign In

My Training Schedule

Upcoming training, completed training and completion certificates

My Technical Assistance Requests

Information on your current and past tech assist requests

My User Data and Roads Scholar Status

Update your user information, view Roads Scholar status, and print certificates

Register for Training

Classes, Drop-Ins, Webinars and Workshops

Request Technical Assistance

Have a technical expert evaluate your transportation issue and provide potential solutions

Resources and Technical Information

Resources to assist with safety and maintenance topics



All services are free to municipalities

LTAP Programs

About LTAP Roads Scholar Program LTAP Resources Training Descriptions Why do I need an Account?

About LTAP

Upcoming Training

08:00 AM
29 AUG

ASPHALT ROADS
COMMON MAINTENANCE
PROBLEMS (RS-M03-B1)
VIRTUAL



PRESENTER INFORMATION

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LTAP Traffic/Safety Engineer

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AGENDA

- What is a Special Event?
- Requirements for Closing Local Roads
- Requirements for Closing State Roads
- Temporary Traffic Control (TTC) for a Detour
- Key Takeaways
- Resources



WHAT IS A SPECIAL EVENT?

Special Event

A procession, assemblage, or special activity held within the right-of-way of a public roadway. (TE-300)

- Special Activity is included in the definition.



CAN WE HAVE THESE?

Special Event

An organized vehicle race, speed competition or contest, drag race or acceleration contest, test of physical endurance, exhibition of speed or acceleration, or any other type of event conducted for the purpose of making a speed record.

Includes those races defined in Section 3367 of Title 75.



CAN WE HAVE THESE?

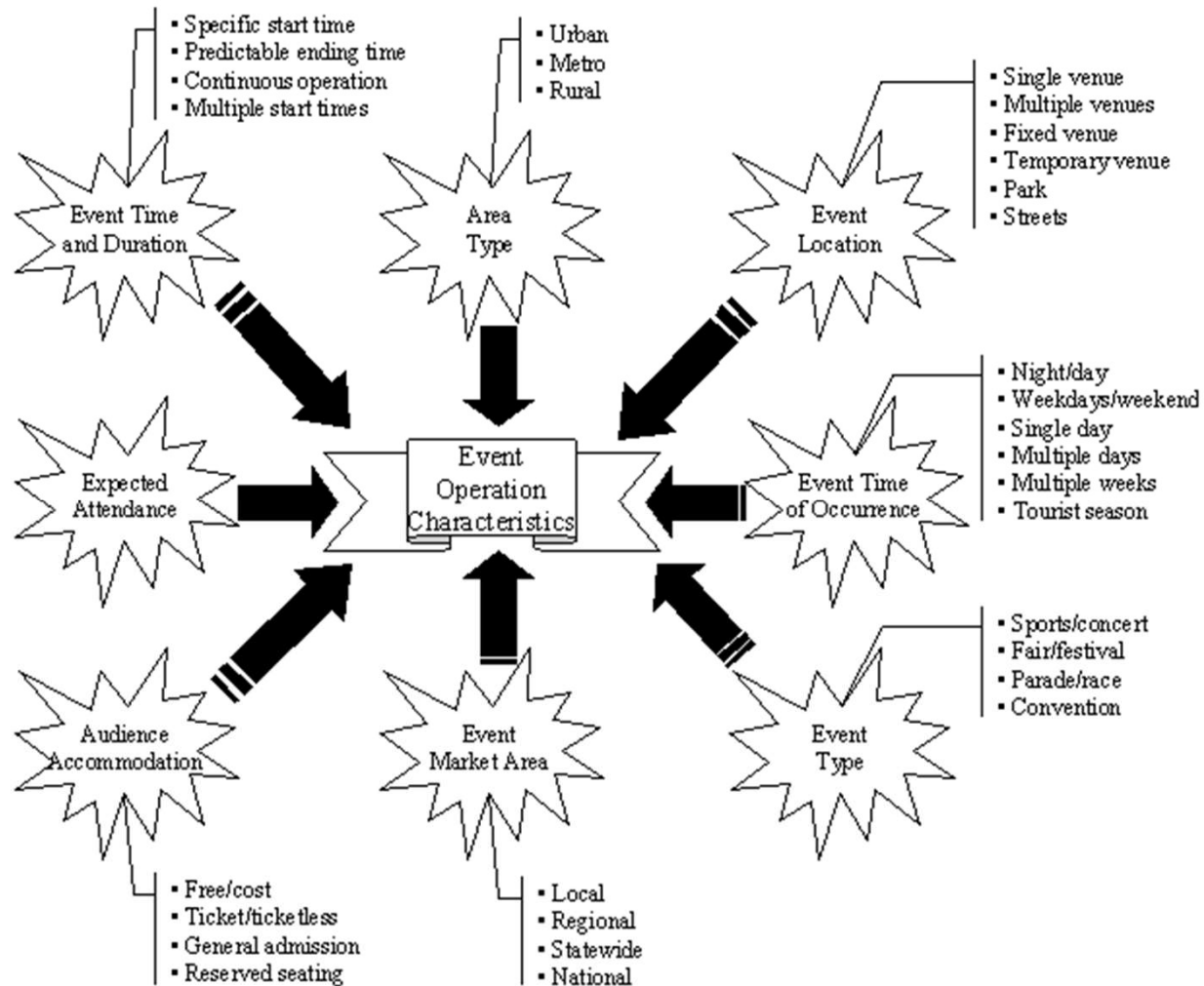
- Section 6109(a)(3) of Title 75

YES...

With a study and a
permit



EVENT OPERATION CHARACTERISTICS



REQUIREMENTS FOR CLOSING LOCAL ROADS

Section 212.701(a). Warrants.

- Establish an alternate route not more than 5 miles or 5x the normal travel distance
- Provide adequate detour signing or police controls along the alternate route
- Closure will not adversely affect adjacent properties
- Previous similar closures show no substantial problems or citizen complaints.



WHAT??? ALL THOSE DETOUR SIGNS EVERY TIME???

Section 212.701(a)(1)(i)(A). Detour Exceptions. Only ONE has to be met

- Roadway to be closed is not a numbered traffic route AND is primarily used by local drivers who are familiar with alternate routes
- Roadway is only partially or periodically closed AND police control can safely maintain traffic on the remainder of the roadway.
- Roadway closing is for less than 20 minutes AND excessive backup will not occur during the closing.



LOCAL ROAD CLOSURE TIME FRAME

Section 212.701(c)

- Requests to close a local roadway must be made in writing to the local authorities at least 3 weeks before the anticipated road closure.
- If the closure also requires the closure of State-designated highways, the request must be made in writing to the local authorities at least 2 months before the anticipated road closure.



REQUIREMENTS FOR CLOSING STATE ROADS

PERMIT REQUIRED

- All warrants in Section 212.701(a) above must be met
- Sponsor (private entity or municipality) must submit permit request at least 3 weeks before the proposed event. PennDOT requires the use of TE-300.
- Must include items from Section 212.701(b) including permission from the hosting municipality
- Permit request must also be submitted to the Commissioner of the State Police.



WHAT DOES SECTION 212.701(B) REQUIRE?

Title 67, Section 212.701(b)

- A map of the proposed routing showing all SR numbers and the names of all highways, including terminal points.
- The known or anticipated number and type of vehicles or pedestrians that will be in the event.
- The purpose, the proposed date and rain date and the time and duration.
- A statement that the sponsor will agree to reimburse the Commonwealth for all costs for police escort and traffic-control services.
- A copy of the letter sent from the sponsor of the event to each municipality in which the event is to occur, requesting permission to allow the event.



WHAT DOES SECTION 212.701(B) REQUIRE?

Title 67, Section 212.710(b)

- A copy of a letter from each municipality in which the event is to occur indicating approval of the municipality allowing the sponsor to conduct the event.
- Statements that the municipality AND sponsor will agree to fully indemnify, save harmless and, if requested, defend the Commonwealth, Commonwealth departments and their officers, agents and employees from and against claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employees.
- The sponsor shall also name the Department as an additional insured on its liability policies. The liability insurance policies must be occurrence based and the insurance certificate must indicate that the insurance is occurrence based.



DO WE ALWAYS HAVE TO INDEMNIFY THE DEPARTMENT?

Title 75, Section 6109(j). NO! As long as...

- The sponsor of the procession, special activity or assemblage is not the local authority.
- (2) The sponsor will fully indemnify, save harmless and, if requested, defend the Commonwealth, Commonwealth departments and their officers, agents and employees from and against claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employees.
- (3) The sponsor names the department as an additional insured on its liability policies and the liability insurance policies are occurrence based and the insurance certificate indicates that the insurance is occurrence based.
- (4) The sponsor agrees to reimburse the Commonwealth for all costs for police escort and traffic-control services.
- (5) The local authority approves of the sponsor conducting the procession, special activity or assemblage.
- (6) The local authority agrees to provide adequate detour signing or police controls for the rerouting of traffic along an alternate route, if requested by the department.
- NOTE: PennDOT still has sovereign immunity.

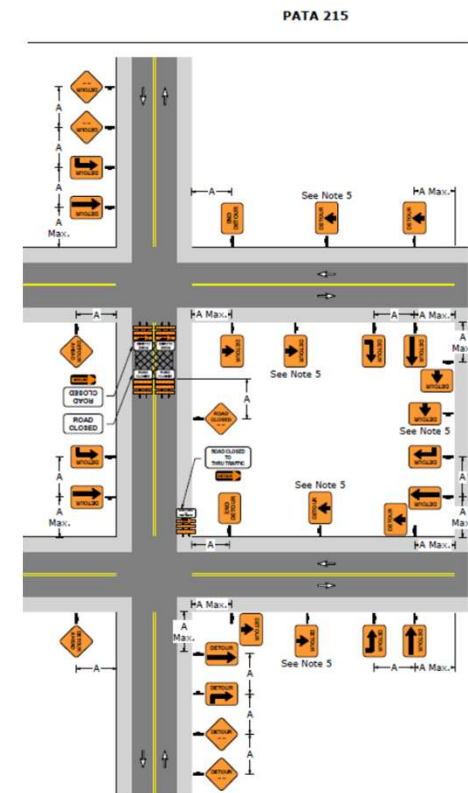
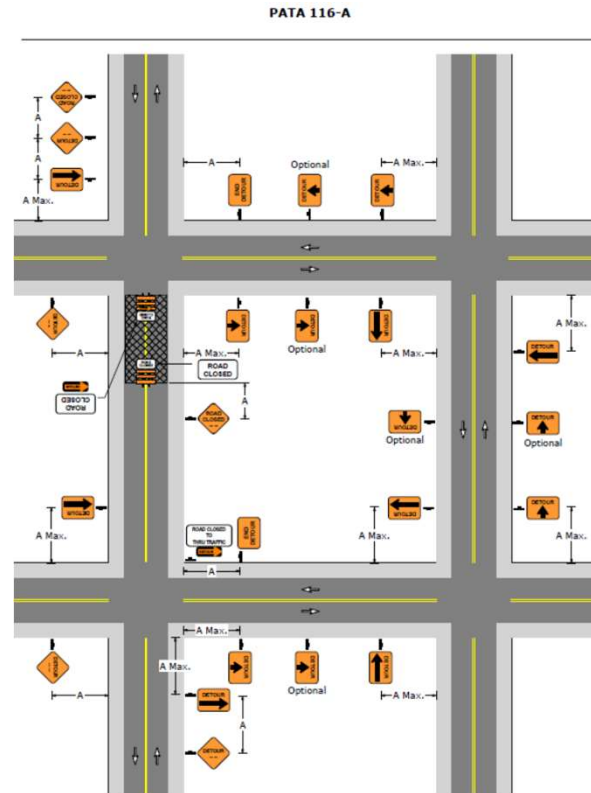


- Special Event Permit
- Documents all of the requirements
- PennDOT requires this for events on state highways

[illegible]

WHAT DOES A DETOUR LOOK LIKE?

- PennDOT Publication 213
- PATA 116-A and 116-B: Road Closure with a Detour
 - Great for events of short duration like parades on LOCAL roads
- PATA 215: Detour of a Numbered Traffic Route
 - Great for events of short duration like parades on STATE roads
- Don't forget to cover confusing signs!



FHWA PLANNED SPECIAL EVENTS CAPABILITY MATURITY FRAMEWORK

- Free Online Self-Assessment Tool from FHWA
- Business Processes
- Systems and Technology
- Performance Measurement
- Organization and Workforce
- Culture
- Collaboration
- 4 Levels for each Dimension



SYSTEMS AND TECHNOLOGY



COLLABORATION



PERFORMANCE
MEASUREMENT



ORGANIZATION AND
WORKFORCE



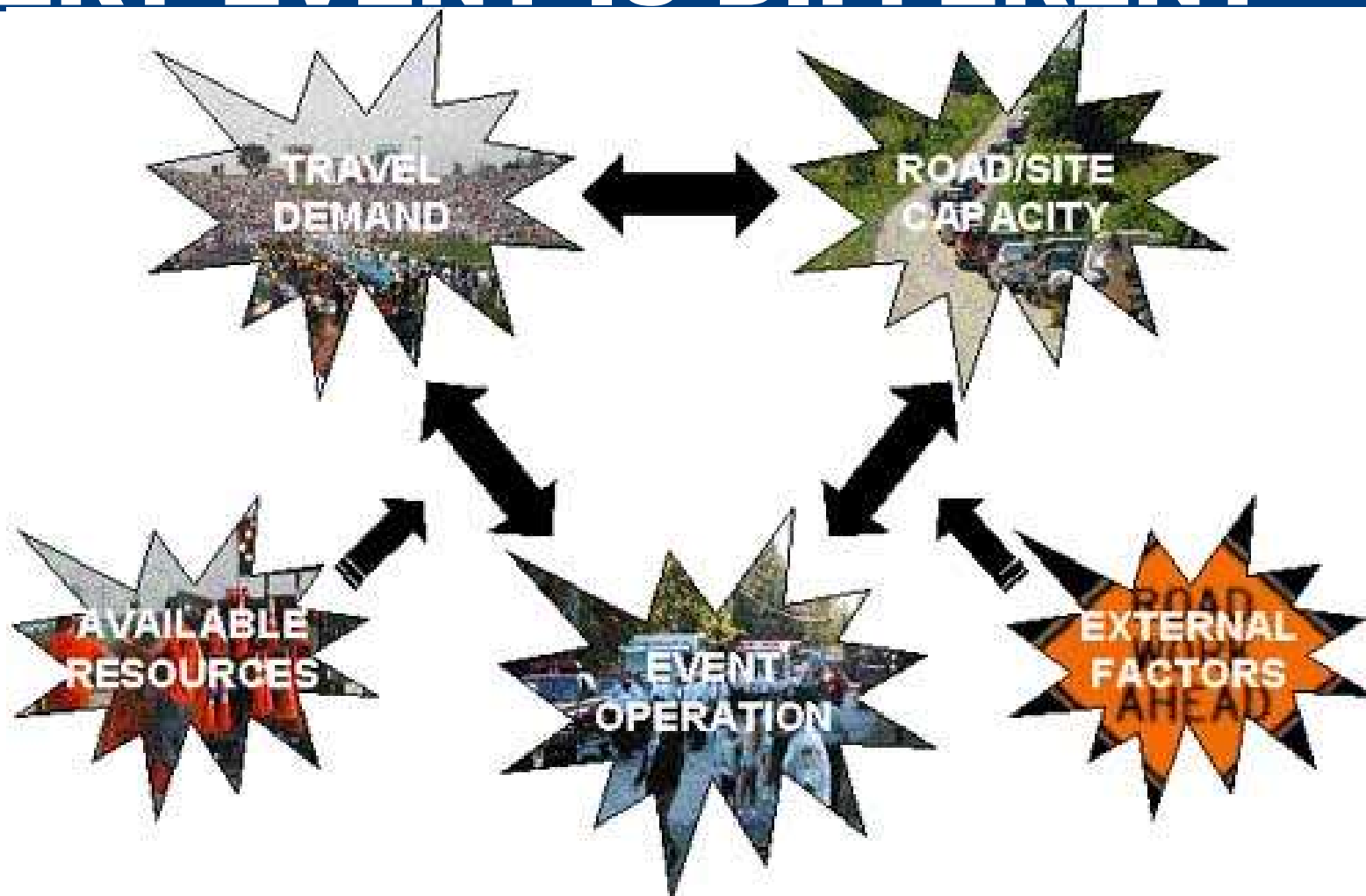
BUSINESS PROCESSES



CULTURE



EVERY EVENT IS DIFFERENT



KEY TAKEAWAYS

- There is a process – don't wing it
- Plan ahead
- Know what has worked in the past and what has not
- Use existing resources like TE-300
- There are resources for larger scale events



RESOURCES

PennDOT Publication 212 (Subchapter H, Section 212.701):

<https://www.dot.state.pa.us/public/PubsForms/Publications/Pub%2046.pdf>

PennDOT Publication 213 (PATAs 116, 215):

<https://www.dot.state.pa.us/public/pubsforms/publications/pub%20213.pdf>

PennDOT Publication 46 (Closing State Highways for Special Events):

<https://www.dot.state.pa.us/public/PubsForms/Publications/Pub%2046.pdf>

PennDOT Publication 213:

<https://www.dot.state.pa.us/public/pubsforms/publications/pub%20213.pdf>

TE-300 Special Events:

<https://www.dot.state.pa.us/public/PubsForms/Forms/TE-300.pdf>

PA LTAP Moving Forward Spring 2017:

https://gis.penndot.gov/BPR_PDF_FILES/Documents/LTAP/MF_Spring2017.pdf

FHWA Planned Special Events Capability Maturity Framework Tool:

https://ops.fhwa.dot.gov/tsmoframeworktool/available_frameworks/planned_events.htm

FHWA Managing Planned Special Events Handbook:

<https://ops.fhwa.dot.gov/publications/fhwaop04010/toc.htm>



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THANK YOU!

Mark Hood

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pennsylvania

DEPARTMENT OF TRANSPORTATION

LOCAL TECHNICAL ASSISTANCE PROGRAM

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Future drop-in sessions:

STAY TUNED!



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