

PROCEDURES FOR REVISIONS TO NATIONAL HIGHWAY SYSTEM CONNECTIONS TO MAJOR INTERMODAL FACILITIES

**Pennsylvania Department of Transportation
Bureau of Planning and Research
Transportation Planning Division**

April 2014

(Revised March 2018)

Procedures for Revisions to National Highway System Connections to Major Intermodal Facilities

Section 103(b) of the Federal-aid Highway Act, Title 23, US Code issued the authority to prescribe guidelines for the establishment, submission and approval of modifications to the National Highway System (NHS). The guidance for principal connectors to major intermodal terminals and for other NHS routes is located in 23 CFR 470A and can be found on the web at: <http://uscode.house.gov/search/criteria.shtml>. Additional criteria for connectors and terminals are in Paragraph 9 of Appendix D.

Revisions to NHS Connections to Major Intermodal Facilities may be recommended by Local Officials, Planning Agencies, Federal Highway Administration or the Pennsylvania Department of Transportation (PennDOT) and should meet the criteria of these guidelines.

Another source of information for NHS Update Procedures can be found at:
https://www.fhwa.dot.gov/planning/national_highway_system/update/index.cfm

A list of the current FHWA list of Pennsylvania Intermodal Connectors can be found at:
http://www.fhwa.dot.gov/planning/national_highway_system/intermodal_connectors/pennsylvania.cfm

The Bureau of Planning and Research in accordance with these guidelines has developed the following procedures for National Highway System Connections revisions.

Please select your agency type:

[PennDOT Engineering District](#)

[Metropolitan Planning Organization \(MPO\)](#)

[Rural Planning Organization](#)

[Local Official](#)

PennDOT Engineering District:

National Highway System (NHS) connections to Major Intermodal Facilities may be requested by the appropriate PennDOT Engineering District Office.

The justification should be in accordance with the “Guidance and Criteria for Evaluating Requests for Modifications to the NHS” Appendix D. Please include the qualifying Appendix-D-23cfr470 primary criteria for the type of NHS connector being requested in the statement of justification. The criteria can be found at <http://www.fhwa.dot.gov/legsregs/directives/fapg/cfr0470a.htm#470113>









When a major intermodal facility change is occurring in an area covered by a Metropolitan Planning Organization (MPO) or Rural Planning Organization (RPO), the PennDOT engineering District shall coordinate with the MPO or RPO. A letter of concurrence from the MPO or RPO must be included as part of the request from the PennDOT Engineering District.

The agency requesting the major intermodal facility revisions must forward a cover letter of justification and concurrence from the necessary officials to the address listed below. The letter should include a statement of justification, the type of update (correction, addition, or deletion), and a route description (name, termini, and mileage) of the roadway being considered. A spreadsheet should be included in addition to the letter to address the following information needed to verify the requested intermodal connector update. The following information should be contained in the header row of the spreadsheet:

1. Map ID Number
2. Facility Name
3. Update Type (correction, addition, deletion)
4. County
5. Volume Criteria per FHWA Guidelines (Passenger, Freight, etc.)
6. NHS Connection(s) –
 - a. From Facility (include state route number and/or street name)
 - b. To NHS Route (include state route number)
7. Length (Mi)
8. Additional Identifiers
 - a. Urban/Rural
 - b. Functional Classification
 - c. Annual Average Daily Traffic (AADT)
 - d. Annual Average Daily Truck Traffic (AADTT)
 - e. Posted Speed Limit
9. Justification

- Enclosed with the letter must be three prints of a NHS map showing the NHS intermodal connection revision. When preparing a map with proposed NHS Intermodal Connector revisions, additions, or deletion use the following legend:

NHS INTERMODAL CONNECTORS LEGEND

	Proposed Airport Connector
	Proposed Port Facility Connector
	Proposed Amtrak Station Connector
	Proposed Rail/Truck Terminal Connector
	Proposed Bus Terminal Connector
	Proposed Public Transit/Multi-Modal Passenger Terminal Connector
	Proposed Pipeline Terminal Connector
	Delete from System

- Maps should be titled “Proposed Intermodal Connector Revision(s).”
- Each of the three maps must include a signature block with designated space for the appropriate local official’s signature, his or her title, and the date. Each map should be signed as follows:
 - If a **Metropolitan Planning Organization (MPO)** covers the entire county where the change is being requested – the chairman of the MPO must sign each of the functional classification maps.
 - If the requested change occurs in a county not covered by a MPO, determine the **predominant** location of the change and select from below:

Small Urban Area:

- If the requested change is in a **First Class Township** – the President of the Board of Commissioners must sign each of the functional classification maps.
- If the requested change is in a **Second Class Township** – the President of the Board of Supervisors must sign each of the functional classification maps.

- If the requested change is in a **City** – the Mayor must sign each of the functional classification maps.
- If the requested change is in a **Borough** – the Mayor must sign each of the functional classification maps.

Rural Area:

- If the requested change is in a **Rural Area** – the Chairman of the County Commissioners must sign each of the functional classification maps.

The final submittal package from the **PennDOT Engineering District** for any revision(s) of a major intermodal connector the NHS should include:

1. A letter of concurrence from the necessary agency (i.e. MPO, Mayor, Commissioner, or Supervisor).
2. A letter of justification and concurrence from the Engineering District which includes a statement of justification, the type of update (correction, addition, or deletion), and a route description (name, termini, and mileage) of the roadway being considered.
3. A spreadsheet.
4. 3 prints of the map with the appropriate title, legend, and signature block.

All submittal packages should be forwarded to:

Mr. Laine Heltebride, Director
Pennsylvania Department of Transportation
Bureau of Planning and Research
P.O. Box 3555
Harrisburg, PA 17105-3555

All intermodal connector change requests will be carefully reviewed for completeness and accuracy by PennDOT Bureau of Planning and Research (BPR) HPMS Staff and forwarded to the Federal Highway Administration Division Office for review and approval. All intermodal facility requests are sent to FHWA Headquarters for final review and approval. All affected agencies will be notified by BPR HPMS Staff when final Federal Highway Administration approval is received by the Office of Planning.

Metropolitan Planning Organization (MPO):

National Highway System (NHS) connections to Major Intermodal Facilities may be requested by the appropriate Metropolitan Planning Organization (MPO).

The justification should be in accordance with the “Guidance and Criteria for Evaluating Requests for Modifications to the NHS” Appendix D. Please include the qualifying Appendix-D-23cfr470 primary criteria for the type of NHS connector being requested in the statement of justification. The criteria can be found at <http://www.fhwa.dot.gov/legsregs/directives/fapg/cfr0470a.htm#470113>









When a major intermodal facility change is occurring in an area covered by a Metropolitan Planning Organization (MPO), the MPO shall coordinate with the PennDOT Engineering District. A letter of concurrence from PennDOT Engineering District must be included as part of the request from the MPO.

The agency requesting the major intermodal facility revisions must forward a cover letter of justification and concurrence from the necessary officials to the address listed below. The letter should include a statement of justification, the type of update (correction, addition, or deletion), and a route description (name, termini, and mileage) of the roadway being considered. A spreadsheet should be included in addition to the letter to address the following information needed to verify the requested intermodal connector change. The following information should be contained in the header row of the spreadsheet:

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- If the requested change is in a **City** – the Mayor must sign each of the functional classification maps.
- If the requested change is in a **Borough** – the Mayor must sign each of the functional classification maps.

Rural Area:

- If the requested change is in a **Rural Area** – the Chairman of the County Commissioners must sign each of the functional classification maps.

The final submittal package from the **Metropolitan Planning Organization (MPO)** for any revision(s) of a major intermodal connector the NHS should include:

1. A letter of concurrence from the necessary agency (i.e. MPO, Mayor, Commissioner, or Supervisor).
2. A letter of justification and concurrence from the Engineering District which includes a statement of justification, the type of update (correction, addition, or deletion), and a route description (name, termini, and mileage) of the roadway being considered.
3. A spreadsheet
4. 3 prints of the map with the appropriate title, legend, and signature block.

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Rural Planning Organization:

If a Rural Planning Organization (RPO) requires National Highway System (NHS) changes, the RPO must coordinate with the appropriate PennDOT Engineering District. The PennDOT Engineering District will take the lead on submitting the National Highway System changes to PennDOT Central Office.

PennDOT Engineering Districts Planning and Programming Manager Contacts:

Engineering District 1-0

Brian A. McNulty
brmcnulty@pa.gov
814-678-7035

Engineering District 2-0

Vickie Rusnak
virusnak@pa.gov
814-765-0441

Engineering District 3-0

Christopher D. King
chriking@pa.gov
570-368-4222

Engineering District 4-0

Marie Bishop
mabishop@pa.gov
570-963-3134

Engineering District 5-0

Jen Ruth
jeruth@pa.gov
610-871-4558

Engineering District 6-0

Linda Guarini
lguarini@pa.gov
610-205-6950

Engineering District 8-0

Nathan Walker
natwalker@pa.gov
717-783-0166

Engineering District 9-0

David Lybarger
dlybarger@pa.gov
814-696-7178

Engineering District 10-0

Dave Cook
davcook@pa.gov
724-357-2082

Engineering District 11-0

Robert Miskanic
rmiskanic@pa.gov
412-429-4822

Engineering District 12-0

Angela Saunders
ansaunders@pa.gov
724-409-1891

Local Official:

If a Local Official requires functional classification or federal-aid system revisions, the revisions must be coordinated through the appropriate Metropolitan Planning Organization (MPO) or Rural Planning Organization (RPO). The organizations shall work together to provide a complete submittal package for PennDOT Central Office by following the appropriate functional classification or federal-aid system revisions guideline.

MPO/RPO Contacts

Agency	County(s) Covered	Phone Number
Adams MPO	Adams	717-337-9824
Altoona MPO	Blair	814-693-2080
Centre County MPO	Centre	814-231-3050
Delaware Valley Regional Planning Commission (DVRPC)	Bucks, Chester, Delaware, Montgomery, Philadelphia	215-592-1800
Erie MPO	Erie	814-451-6000
Johnstown MPO	Cambria	814-472-2106
Franklin MPO	Franklin	717-261-3855
Lackawanna County Regional Planning Commission	Lackawanna	570-963-6830
Luzerne County Regional Planning Commission	Luzerne	570-825-1564
Lancaster MPO	Lancaster	717-299-8333
Lebanon MPO	Lebanon	717-228-4444
Lehigh Valley MPO	Lehigh, Northampton	610-264-4544
North Central RPO	Cameron, Clearfield, Elk, Jefferson, McKean, Potter	814-773-3162
Northeastern Pennsylvania Alliance (NEPA) MPO	Carbon, Monroe, Pike, Schuylkill	570-655-5581
Northern Tier RPO	Bradford, Sullivan, Susquehanna, Tioga, Wyoming	570-265-9103
Northwest RPO	Clarion, Crawford, Forest, Venango, Warren	814-677-4800
Reading MPO	Berks	610-478-6300
SEDA-Council of Governments MPO	Clinton, Columbia, Juniata, Mifflin, Montour, Northumberland, Snyder, Union	570-524-4491

Agency	County(s) Covered	Phone Number
Shenango Valley MPO	Mercer	724-981-2412
Southern Alleghenies RPO	Bedford, Fulton, Huntingdon, Somerset	814-949-6513
Southwestern Pennsylvania Commission MPO	Allegheny, Armstrong, Beaver, Butler, Fayette, Greene, Indiana, Lawrence, Washington, Westmoreland	412-391-5590
Tri-County Regional Planning Commission	Cumberland, Dauphin, Perry	717-234-2639
Wayne County Department of Planning / GIS	Wayne	570-253-5970
Williamsport MPO	Lycoming	570-320-2130
York Area MPO	York	717-771-9870