



# Project Initiation Form

**Meeting Date:**

The Project Initiation Form should be completed in conjunction with the Level 2 Screening Form. Process Leads and/or Planners should complete the Project Initiation Form to document coordination with local planners. Please select the Level 2 Screening Form tab to identify the location, title, purpose, and need. Upon saving this information will populate onto the Project Initiation Form.

**Project Name:**

**Project Location:**

**Project Purpose:**

**Project Need:**

**Short Project Description and Scope:**

Every transportation project should begin its life as a project that improves safety, mobility, and accessibility for all users: drivers, pedestrians, bicyclists, transit passengers, freight carriers, and area residents and businesses. Early scoping should ensure that the design and development process clearly documents considerations that meet as many objectives as reasonably possible, including maintenance considerations. If the decision is made to not include specific considerations in the project scope, those decisions should be documented, as well. The following sections document various considerations related to these objectives. Supportive web maps are available as a resource for those completing this form on [MPMS IQ](#).



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## Pedestrians

Dedicated pedestrian facilities should be evaluated for all highway projects. Depending on the project's context, these may include elements like a multiuse trail, sidewalk, and crosswalks with supportive elements like flashing beacons. In rural areas, a wider shoulder can serve as a very basic pedestrian path.

**Pedestrian facilities to be considered (Document any maintenance considerations discussed):**

Shared roadway/wide shoulder

Sidewalks

Crosswalks

Pedestrian Signalization

Multi-use trail

Additional element(s):

**Pedestrian facilities will NOT be accommodated because (at least one):**

Location is greater than .25 mile from any existing pedestrian facility or public transit stop, and is not recommended for a pedestrian connection in any local, county, or regional plan.

Location has unique site constraints, such as steep slopes.

Safer pedestrian accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure future pedestrian accommodations are not precluded by the design).

Additional reasons(s) and notes:



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## Bicyclists

Bicycle mobility should be evaluated for all highway projects. Depending on the project's context, improvements may include elements like a multiuse trail, protected bicycle lane, striped bicycle lane (standard or buffered), sharrows, and supportive elements like dashed pavement markings in conflict areas and bicycle detection at traffic signals. In rural areas, a marked shoulder can serve as a very basic bicycle connection, provided it is supplemented with pavement markings in conflict areas as necessary.

### **Bicycle facilities to be considered (Document any maintenance considerations discussed):**

Multi-use trail

Protected bike lane

Striped bike lane (buffered or standard)

Marked shoulder with supplemental pavement markings

Additional element(s):

### **Bicycle facilities will NOT be accommodated because (at least one):**

Location is greater than .25 mile from any existing pedestrian facility or public transit stop, and is not recommended for a bicycle connection in any local, county, regional, or state plan.

Location has unique site constraints, such as steep slopes.

Safe bicycle accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure future bicycle accommodations are not precluded by the design).

Additional reasons(s) and notes:



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## Public Transit

Public transit needs should be evaluated for all highway projects. Depending on the project's context and the nature of area transit service (if any), these may include elements like improved bus stops, sidewalks or other pedestrian ways (see 1.) providing access to stops and stations, transit curb extensions, bus pullouts that are long enough for efficient transit operations, signal schemes that accommodate transit preferentially, or other elements.

### Public transit improvements to be considered:

Improved bus stops

Sidewalks or pedestrianways providing access to stops or stations

Transit curb extensions or bus pullouts

Other transit-preferential elements, including signal treatments

Additional element(s):

### Public transit improvements will NOT be accommodated because (at least one):

Location is not served by any public transit routes and no new service is identified in any public transit agency plans.

Location has unique site constraints, such as steep slopes.

Improved public transit accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure future public transit improvements are not precluded by the design).

Additional reasons(s) and notes:



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## TSMO & ITS Enhancements

Transportation Systems Management and Operations (TSMO) and Intelligent Transportation Systems (ITS) Enhancements should be evaluated for all highway projects. Depending on the project's context and the nature of the needs (if any), this category would include elements necessary to mitigate these issues. For example, there are a wide variety of solutions to address congestion including traffic signal improvements, traffic incident management, active traffic management, and integrated corridor management.

### TSMO and ITS Enhancements to be considered:

There are multiple types of emergency vehicles responding on this roadway

There is a future vision/plan of transportation operations and ITS enhancements on this roadway

This roadway is designated as an official detour route for a Limited Access facility, or is the nearest parallel route to a principal arterial or transit corridor

Traffic signals on this roadway are connected, or enhancements to connectivity are being considered

Additional element(s):

### TSMO and ITS Enhancements will NOT be accommodated because (at least one):

Congestion is currently not an issue within the project's limits or adjacent to its limits

No opportunities currently exist to improve traffic signal operations

No opportunities currently exist to connect fiber to PennDOT's TMC

Improved accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure TSMO and ITS Enhancements are not precluded by the design)

Additional reasons(s) and notes:



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## Freight/Economic Activity/ Manufacturing (Trucking, Rail, Ports, Pipeline)

Freight transportation needs such as those arising from truck operations should be evaluated for all highway projects. Depending on the project's context and the nature of area freight generators and operations, these may include considerations like vertical clearances, bridge weight allowances, pavement design, turning radii, intersection geometry, signage, pavement markings, highway-railroad grade crossings, designated pull/off waiting areas, alternate access, and traffic control devices.

### Freight considerations:

Freight operators currently use this roadway

There are existing freight generators adjacent to this facility

This project is a designated NHS intermodal freight connector and/or serves a concentration of freight generators like industrial parks.

There is a future vision/plan for freight operations on this transportation facility

Additional element(s):

### Freight improvements will NOT be accommodated because (at least one):

Location is currently not used by any freight operators, there are no significant adjacent freight facilities, and no new operations are identified in any development or freight plans.

Improved freight accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure future freight improvements are not precluded by the design)

Improved freight accommodations would pose significant conflict with other modes.

Additional reasons(s) and notes:



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## Stormwater and Green Infrastructure

Many stormwater retention and infiltration options are available to address flooding and drainage issues within the limits of a project. These may include elements like rain gardens, vegetated bioretention areas (retention basins), vegetated swales, vegetated infiltration gardens, storm water tree trenches, permeable pavements, etc.

### **Stormwater and Green Infrastructure to be considered (including appropriate maintenance agreements):**

Rain garden

Vegetation bioretention areas

Vegetated swales

Vegetated infiltration gardens

Appropriate stormwater elements to be determined. Determination on specific elements to be made during project design

Additional element(s):

### **Other improvements will NOT be accommodated because (at least one):**

Stormwater is currently not an issue within the project's limits or adjacent to its limits.

Improved accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure other improvements are not precluded by the design)

Additional reasons(s) and notes:



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## Other

### (Utilities, Health, Community/Cultural Events, etc.)

Other needs should be evaluated for all highway projects. Depending on the project's context and the nature of the needs (if any), this category would include elements necessary to mitigate these issues. Utilities may be present in the area of a proposed project and there may be opportunities to incorporate them into the project or the need to move them to a new location. There may be opportunities for a project to improve public health through transportation by increasing physical activity, decreasing air and noise pollution, and increasing access to goods and services that support public health.

#### **Other improvements to be considered and maintenance considerations have been made:**

Utility Relocation

Public Health Improvements (increasing physical activity, decreasing air and noise pollution, increasing access to good and services that support public health)

Timing of Community/Cultural Events will be considered during construction

Additional element(s):

#### **Other improvements will NOT be accommodated because (at least one):**

Utilities are currently not an issue within the project's limits or adjacent to its limits.

No opportunities currently exist to improve healthy living within the project's limits or adjacent to its limits.

Improved accommodations would drastically increase the overall anticipated project cost (in such cases, consider opportunities to ensure other improvements are not precluded by the design)

No Community/Cultural Events currently take place within the project's limits and no known events are planned for the future

Additional reasons(s) and notes:



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## Public Controversy

Anticipated substantial public controversy surrounding the project should be considered. Examples of reasons for public controversy include residential and commercial displacements, long detour routes, long construction times, and impacts to environmental, historic or community resources. Identifying potential public controversy early allows for the identification of increased public involvement measures during project scoping.

### Public controversy is anticipated because:

Likely residential and/or commercial displacements

Long detour route/long construction time

Business impacts

Impacts to environmental, historic or community resources

Other:

### Public controversy is NOT anticipated (at least one):

Construction impacts will be minimal

No/minimal detour involved

No/minimal displacements

Additional reasons(s) and notes:



# Project Initiation Form

## Source/References

Please list any source or reference documentation used in completing this form, along with any organizations or individuals that were consulted during the project analysis process. Include websites, studies, concept plans, etc. that were used to support the information on this form. Specifically identify any existing plans that include the project or the recommended additions to the project.

**Sources/References Consulted:**

**Organizations/Individuals Consulted:**



# Project Initiation Form

(Attach copies of any local or additional information. See attached Additional Notes at end of this form)

**Completed By:**

**Date:**

**Phone:**

**Email:**

**Reviewed by MPO:**

**Date:**

**Reviewed by PennDOT District:**

**Date:**

**Reviewed by PennDOT Program Center:**

**Date:**

**ADDITIONAL NOTES:**