Policy & Process for Access to the District of Columbia Interstate and Freeway System

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district department of transportation

Federal Highway Administration

District Department of Transportation

DATE: JULY 7, 2010

SUBJECT: Policy and Process for Access to the District of Columbia Interstate and Freeway System

This document establishes the District Department of Transportation (DDOT) policy and process regarding requests for new or modified access points to the Interstate and Freeway System within the District of Columbia, which has been developed in coordination with the Federal Highway Administration, District of Columbia Division (FHWA-DC). The requirements for the justification and documentation necessary to substantiate any request that requires DDOT and FHWA-DC approval are also included in this document.

With the issuance of this policy document, the District Department of Transportation (DDOT) Policy for Access to the District of Columbia Interstate and Freeway System (Policy) is hereby established to define procedures for reviewing and approving requests for new or modified access to the system. The intent of this Policy is to be fully compliant with Federal Highway Administration (FHWA) authority (23 U.S.C. 111) and policy (74 Federal Register 165 [27 August 2009], pp. 43743-43746) specific to the Interstate Highway System and to establish similar technical and procedural requirements for the non-interstate network (other freeways and expressways and principal arterials with limited access) within the District of Columbia. Hence forward, this policy document is applicable to all DDOT owned Interstate and Freeway System. All new or modified access to the District of Columbia Interstate and Freeway System requests shall follow the policy and process established herein.

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Photos on front cover:

left: South Capital Street SE and Malcolm X Avenue SE

top right: DC 295/Anacostia Freeway and Pennsylvania Avenue SE

bottom right: I-66 and E Street Expressway

Photos on back cover:

top: South Capital Street SE and Malcolm X Avenue SE

bottom: I-66 and E Street NW

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Policy and Process for Access to the District of Columbia Interstate and Freeway System

1.0 Purpose

The District of Columbia (DC/District) Department of Transportation (DDOT) Policy for Access to the District of Columbia Interstate and Freeway System (Policy) is hereby established to define procedures for reviewing and approving requests for new or modified access to the system. The intent of this Policy is to be fully compliant with Federal Highway Administration (FHWA) authority (23 U.S.C. 111) and policy (74 Federal Register 165 [27 August 2009], pp. 43743-43746) specific to the Interstate System and to establish similar technical and procedural requirements for the non-interstate network (other freeways, expressways, and limited-access principal arterials) within the District.

2.0 DC Interstate and Freeway System

This Policy applies to the DC Interstate and Freeway System, which includes both the interstate and the non-interstate network in the District of Columbia, as identified below. The specific interstate and freeway facilities in the District are shown in Exhibit 1, District of Columbia Interstate and Freeway System.

2.1 Interstate

Facilities in the District that are currently designated as interstates (I) include I-66, I-295, I-395, and I-695.

2.2 Non-Interstate

Non-interstate facilities in the DC Freeway System are other freeways and expressways that may or may not be connected to the Interstate System, as designated by DDOT in its

functional classification of roadways. These include Suitland Parkway, Anacostia Freeway (DC 295), portions of East Capitol Street, portions of New York Avenue, 9th Street, 12th Street Expressway, Whitehurst Freeway, part of North Capitol Street, and Military Road. In addition, the Policy may also apply to limited-access principal arterials on a case-by-case basis, as determined by DDOT.

3.0 FHWA and DDOT Authority and Responsibility

3.1 FHWA Authority

The United States Department of Transportation (USDOT) Secretary has delegated authority to the Federal Highway Administrator per Section 111 of Title 23 U.S.C. (Appendix B) and requires that proposed new or modified interstate access must be approved by FHWA before such access modifications can be made.

> **United States Code Title 23, Section 111 (23 U.S.C. 111) – Agreements relating to use of and access to rights-of-way – Interstate System**
>
> *All agreements between the Secretary and the State transportation department for the construction of projects on the Interstate System shall contain a clause providing that the State will not add any points of access to, or exit from, the project in addition to those approved by the Secretary in the plans for such project, without the prior approval of the Secretary.*

This approval is usually a two-step process, which consists of (1) approval of Engineering and Operational Acceptability and (2) final approval after the National Environmental Policy Act (NEPA) process is complete. The FHWA approval constitutes a Federal action and requires that NEPA procedures have been followed. This requirement applies even when changes to the interstate are being financed completely by funds not issued by FHWA.

3.2 FHWA Responsibility for Interstate Access Approvals

FHWA has established an internal delegation of authority for approving new or modified access to the Interstate System. The lists below clarify the approvals allowed at the FHWA DC Division Office and the approvals for which the Division will seek concurrence from FHWA Headquarters in Washington, D.C. Because the District of Columbia is located in a Transportation Management Area (TMA), most interstate access approvals by FHWA must occur at two levels—the Division Office and Headquarters.

The FHWA DC Division Office may approve the following requests for new or modified access to the Interstate System.

- Minor modifications of freeway-to-crossroad interchanges
- Completion of basic movements at partial interchanges
- Locked-gate access
- Abandonment of ramps or interchanges
- All other types of access not defined above

The following types of requests for new or modified access to the Interstate System require that the FHWA Division Office seek concurrence from FHWA Headquarters, Washington, D.C.

- New freeway-to-freeway interchanges
- Major modifications of freeway-to-freeway interchanges
- New partial interchanges or ramps to/from continuous frontage roads that create a partial interchange
- New freeway-to-crossroad interchanges
- Major modification of freeway-to-crossroad interchanges

3.3 DDOT Authority

Under FHWA Policy, requests for new or modified access to the Interstate System must be submitted through the state transportation agency (State DOT). DDOT serves as the state agency for transportation infrastructure in the District. DDOT owns all right-of-way and infrastructure associated with the interstate, freeway, and local roadway system within the District except the roadways maintained by the National Park Service (NPS) and the Architect of Capitol (AOC). DDOT has jurisdiction over all design and construction approvals as defined in 23 U.S.C. 101, 23 U.S.C. 111, 23 U.S.C. 302, and 23 CFR 1.2.

As the state agency responsible for processing interstate and freeway access requests, DDOT has the authority for establishing local policy with respect to the review and approval of new or modified interchange access proposals. DDOT has developed this Policy (according to and consistent with Federal law) as an application of the FHWA policy.

3.4 DDOT Responsibility

DDOT has dual responsibilities for the DC Interstate and Freeway System. It functions as steward of the interstates in the District on behalf of FHWA and also as the agency with responsibility for the local freeway network. DDOT is responsible for submission of all requests for change in new or modified access to the Interstate System to FHWA. DDOT is also responsible for all approvals for new or modified access to the non-interstate system. At its discretion, DDOT can also engage FHWA regarding an approval for access to the non-interstate system, especially if the request concerns a facility with a direct connection to the interstate or is in close proximity to the interstate.

Requests for a change in access may originate from within DDOT or from an external entity (Requestor). A Requestor can be a private development or a sponsoring agency, which could include an administration or department of the Federal government, a regional department or office, or a local government entity.

Regardless of the source of the request for change in interstate or non-interstate access, DDOT is responsible for the technical content of the proposed plan, focused on three key areas to ensure quality and consistency.

- Access and Geometric Review – ensuring that the proposed change in access is acceptable in the context of the existing interstate/freeway system and that the geometric configuration of the proposed plan is acceptable in terms of satisfying the requirements of applicable design standards and sound engineering
- Operational and Safety Review – ensuring that the proposed change in access operates acceptably and does not degrade the operational performance or the safety of the freeway or local street network
- Policy and Planning Review – ensuring that the proposed change in access is in compliance with local and Federal policies and is consistent with approved transportation plans

DDOT may prepare requests for changes to interstate or non-interstate access or may review requests prepared by or on behalf of Requestors. Regardless of the source of the request, the same technical and reporting requirements apply, and all requests for new or modified access are ultimately considered the responsibility of DDOT.

Requests for changes in interstate or non-interstate access are submitted to the Associate Director for Planning, Policy and Sustainability Administration. DDOT Planning, Policy and Sustainability Administration (PPSA) will coordinate the approval process with the Traffic Operations Administration (TOA) and the Infrastructure Project Management Administration (IPMA).

Once DDOT is satisfied that the proposed change in access meets the requirements of DDOT Policy, the access request will be signed by the Associate Directors of the PPSA, the TOA, and the IPMA Chief Engineer which will be followed by DDOT Director's signature. The final approval of the Interchange Justification Report (IJR)/Interchange Modification Report (IMR) by DDOT will occur by the DDOT Director's Signature. The DDOT Director will approve this IJR/IMR after the Associate Directors of PPSA and TOA and the IPMA Chief Engineer (all three) have approved the Final IJR/IMR.

Based on the location and type of access modification, DDOT will coordinate with the FHWA DC Division Office to determine the applicability and appropriate review and approval responsibilities within FHWA. If necessary, DDOT will facilitate coordination between FHWA and the Requestor throughout the review and approval process.

If FHWA approval is required, DDOT will then formally submit the proposed change in access to the FHWA DC Division Office for review and comment. At the same time, DDOT will coordinate the approval process for the corresponding NEPA documentation required as part of the Federal approval. Once the NEPA requirements are completed, FHWA will consider the request for formal approval.

4.0 Applicability of this Policy

This Policy applies to requests for permanent and temporary modifications to the DC Interstate and Freeway System. Permanent modifications include additions to, relocation of, or elimination of, or other significant changes to existing access or egress. Requests for permanent access modifications to the DC Interstate and Freeway System will be considered by the DDOT and FHWA, as required, on a case-by-case basis.

Requests for temporary access modifications to the Interstate System shall not be approved for any circumstance. The only exceptions are DDOT activities that do not permanently change existing geometric or operational features of the roadway. Requests for temporary access modifications to the non-interstate system (other freeways, expressways and limited-access principal arterials) will be considered by DDOT on a case-by-case basis.

5.0 Technical Requirements for Access Change Reports

In 2009, FHWA issued its statement of policy regarding requests for new or modified access points to the Interstate System (Appendix C). DDOT technical requirements for addressing each of the eight points of the FHWA policy are provided in this section. These technical requirements apply to all access requests related to the DC Interstate and

Freeway System. Proper technical studies are necessary to assure that the proposed access action will result in continuation of the safety and operational integrity of the DC Interstate and Freeway System, that its primary function of serving regional trips is maintained, and to ensure that appropriate coordination among land use planners and transportation providers has occurred.

The configuration and operational character of the DC Interstate and Freeway System create unique demands related to any potential changes in access. The entire system consists of already closely spaced interchanges, with extensive infrastructure that would be difficult to expand, and limited right-of-way. Traffic demands exceed the capacity on most individual links and across the overall system during much of a typical day. Any substantive changes in access to the system can be expected to produce significant traffic and other effects that should be fully understood before implementing such changes.

The technical requirements specified below apply to all requests for access changes to the DC Interstate and Freeway System and shall be addressed in the appropriate report for each request. An Interchange Justification Report (IJR) report documents a request for approval to add a new interchange, while an Interchange Modification Report (IMR) documents a request for approval to add or modify an access point (including removal of access) to an existing interchange.

Policy Point 1 – Need for Change in Access

FHWA policy states that a request for new or modified access must show that: *The need being addressed by the request cannot be adequately satisfied by existing interchanges to the Interstate, and/or local roads and streets in the corridor can neither provide the desired access, nor can they be reasonably improved (such as access control along surface streets, improving traffic control, modifying ramp terminals and intersections, adding turn bays or lengthening storage) to satisfactorily accommodate the design-year traffic demands.*

The addition of new ramps presents special challenges with respect to the DC Interstate and Freeway System. DDOT's involvement in the determination of need, consideration,

and analysis of any proposed change in access is essential. Documentation for all access changes shall be accompanied by an analysis of alternatives to such access change. This analysis may include other infrastructure, traffic control, or operational improvements to local streets. DDOT will consider changes to access only if the alternatives to the proposed change are found to be infeasible and/or ineffective in addressing the transportation need.

Access changes involving closure or significant relocation may produce substantial changes in the volume or pattern of traffic on the street system in the vicinity of the closure. DDOT will consider closing access points or significant relocation only if the impacts of such action on the interstate/freeway and local street system traffic are evaluated, understood, and mitigated or addressed.

Requests for change in access shall include complete documentation of a "no-build," or "status-quo," option.

Policy Point 2 – Incorporate Transportation System Management

FHWA policy states that a request for new or modified access must show that: *The need being addressed by the request cannot be adequately satisfied by reasonable transportation system management (such as ramp metering, mass transit, and High Occupancy Vehicle (HOV) facilities), geometric design, and alternative improvements to the Interstate without the proposed change(s) in access.*

DDOT expects documentation of requests for change in access will include full consideration and promotion of transit or other solutions that minimize vehicular traffic and increase facility efficiency.

Policy Point 3 – Operational & Safety Analysis

FHWA policy states that a request for new or modified access must show that: *An operational and safety analysis has concluded that the proposed change in access does not have a significant adverse impact on the safety and operation of the Interstate facility (which includes mainline lanes, existing, new, or modified ramps, ramp intersections with*

crossroad) or on the local street network based on both the current and the planned future traffic projections. The analysis shall, particularly in urbanized areas, include at least the first adjacent existing or proposed interchange on either side of the proposed change in access. The crossroads and the local street network, to at least the first major intersection on either side of the proposed change in access, shall be included in this analysis to the extent necessary to fully evaluate the safety and operational impacts that the proposed change in access and other transportation improvements may have on the local street network. Requests for a proposed change in access must include a description and assessment of the impacts and ability of the proposed changes to safely and efficiently collect, distribute and accommodate traffic on the Interstate facility, ramps, intersection of ramps with crossroad, and local street network. Each request must also include a conceptual plan of the type and location of the signs proposed to support each design alternative.

The intent of this requirement is to ensure that sufficient operational analyses are conducted to determine the impact of the modified or new access on the Interstate System, but also on the adjacent local street system. While FHWA is primarily focused on the Interstate System, DDOT is equally concerned about operations on the interfacing local street network at highway interchanges. Therefore, the analysis performed to satisfy this policy point shall include a detailed assessment of the traffic and other impacts to the local street network. The traffic analysis shall contain analyses for the existing year, opening year, and the Metropolitan Washington Council of Governments (MWCOG) forecast/horizon year (typically 25 years from the existing year). To meet FHWA requirements, the forecast horizon year shall be at least 20 years from the date FHWA approves final design plans.

Study Area Limits

FHWA policy states that the operational impact on the mainline interstate between the proposed new/modified access and adjacent existing interchanges is critical and must be analyzed. FHWA requires that the analysis include at least the adjacent interchanges on either side of the proposed access change location.

DDOT Policy requires that any analysis of change in access must include traffic operations analyses for the DC Interstate and Freeway System mainline for at least one mile in either direction of the proposed access. If the one-mile freeway analysis section does not include at least two service interchanges on either side of the proposed access, or one system interchange, it should be extended to include those interchanges. Also, DDOT may require extending the minimum interstate/freeway study area to include additional existing interchanges necessary to assess the extent and scope of the impacts of the proposed change in access.

A map of the service and system interchanges is provided in Exhibit 1. For proposed access changes near the DC borders, DDOT shall identify the appropriate interchanges in Virginia or Maryland to include in the analysis. For shorter facilities that transition to arterial streets (e.g., North Capitol Street), DDOT shall identify the local street intersections to include in the analysis.

Service interchanges include crossroads on the arterial roadway network. For proposed access changes to service interchanges, the analysis shall include, at minimum, the first two major signalized intersections on either side of the interchange ramp terminal intersections. Exceptions may be granted where there are not two signalized intersections within one mile of the interchange. For crossroads at the adjacent interchanges, the minimum analysis should include the ramp terminal intersections. Depending on the nature of the location, additional intersections may be included as part of the analysis (as determined by DDOT).

Traffic Operational Analysis Requirements

As a minimum, FHWA policy requires the use of the current edition of the Transportation Research Board *Highway Capacity Manual* (HCM) techniques and procedures for traffic operations analysis of access changes. DDOT policy requires that all studies of proposed access changes incorporate more robust and sophisticated microsimulation traffic operational analysis tools, in addition to the techniques and procedures in the HCM. DDOT shall be responsible for identifying appropriate best practices of freeway and street system operational analyses for use in access request studies.

The methods, assumptions, design traffic conditions, time periods for analysis, performance measures, and data sources and inputs will be approved by DDOT for all access request studies.

Changes in access that require modifications to ramp terminal intersections, placement or timing of signals, or changes in the signalization of adjacent intersections should be accompanied by complete signal timing plans that adhere to DDOT policy and requirements. These should include provisions for bus and other transit vehicles and sufficient signal timing for safe accommodation of pedestrians.

Traffic Safety Requirements

Every request for change in access shall include an analysis of the quantitative safety effects expected as a result of the change. This should include a summary of the history of crashes (frequency, type, contributing factors, and severity) in the vicinity of the proposed access change and a determination of the expected change in safety performance of the interstate or freeway as a result of the change in access.

Every request for a change in access shall include an analysis of the potential for queuing vehicles on exit ramps under design traffic conditions. Approval of access changes will be contingent on the ability to demonstrate that channelization and street system traffic control can be managed in a way to minimize the potential for such queuing onto the freeway mainline.

Signing Requirements

Every request for change in access shall include a functional signing plan documenting new or relocated signs and their relationship to existing signs that will remain. Functional signing plans should include consideration of static signs and changeable and variable message signs. Plans should be based on the current edition of the *Manual on Uniform Traffic Control Devices*.

DDOT may also require documentation of off-system local navigational or trailblazing signs that could be needed as a result of changes in access.

Policy Point 4 – Design Requirements

FHWA policy states that a request for new or modified access must show that: *The proposed access connects to a public road only and will provide for all traffic movements. Less than ``full interchanges'' may be considered on a case-by-case basis for applications requiring special access for managed lanes (e.g., transit, HOVs, High Occupancy Toll (HOT) lanes) or park and ride lots. The proposed access will be designed to meet or exceed current standards.*

DDOT will not approve or recommend to FHWA for approval any proposal to allow new direct access to any non-public roadway, including private roadways and/or developments.

DDOT discourages the creation of partial interchanges. If circumstances arise in which a partial interchange is considered appropriate as an interim design, then commitments should be made to provide for the ultimate design, such as purchasing necessary right-of-way, during the initial project stage. Special-purpose access for HOV's, transit vehicles, or park and ride lots should be treated as special cases and will be decided on a case-by-case basis by DDOT.

Design criteria for access projects involving the interstate and other National Highway System (NHS) freeways shall be based on the most current version of the following documents:

- *A Policy on Geometric Design of Highways and Streets*, American Association of State Highway and Transportation Officials (AASHTO)
- *A Policy on Design Standards - Interstate System*, AASHTO

Supporting documentation should include design criteria established for the proposed project and a discussion of design exceptions incorporated in the request. The DDOT PPSA, TOA, and IPMA team assigned to the project shall be responsible for review and approval of design criteria for all access request projects.

Every request for access change submitted to FHWA by DDOT shall include design plans showing plan, profile, and cross section; bridge and retaining wall locations and basic dimensions; intersection channelization plans in sufficient detail to establish right-of-way requirements; and preliminary-level construction cost estimates.

DDOT requires that every request for change in access include an estimate of the costs of construction, including design, construction, construction management, right-of-way acquisition, and mitigation.

When design exceptions are required, documentation should address the expected adverse effects of the exceptions and include appropriate mitigation. Note that approval of a change in access that incorporates one or more anticipated design exceptions does not constitute approval of the design exceptions or negate the need for separate formal approval and documentation of design exceptions per DDOT policies and procedures.

Every request for access change should include a plan documenting the expected maintenance of traffic during construction. This plan should show the expected closure of ramps during construction, with associated detour plans that include temporary signing, signal timing changes along streets where detours are expected, and other mitigation, requirements for closure of mainline lanes, and construction schedule.

The DDOT Planning, Engineering and Design team assigned to the project shall be responsible for review and approval of maintenance of traffic plans and detours associated with interstate access request approvals.

Policy Point 5 – Transportation Plans

FHWA policy states that a request for new or modified access must show that: *The proposal considers and is consistent with local and regional land use and transportation plans. Prior to receiving final approval, all requests for new or revised access must be included in an adopted Metropolitan Transportation Plan, in the adopted Statewide or Metropolitan Transportation Improvement Program (STIP or TIP), and the Congestion Management Process within transportation management areas, as appropriate, and as*

specified in 23 CFR part 450, and the transportation conformity requirements of 40 CFR parts 51 and 93.

All changes/modifications to access must be included in the Constrained Long Range Plan (CLRP) and the Transportation Improvement Program (TIP). DDOT submits its updates to the Metropolitan Washington Council of Governments (MWCOG) regularly to be included in the most recent CLRP and TIP. Requests for changes to access are the relevant planning documents associated with Policy Point 5. Requests for access changes shall demonstrate coordination with DDOT plans, CLRP, TIP, and MWCOG through DDOT. Final approval of a change in access by DDOT and FHWA will be contingent upon acceptance and inclusion of the change in the approved transportation plans.

Policy Point 6 – Need For Systematic Study of Effects

FHWA policy states that a request for new or modified access must show that: *In corridors where the potential exists for future multiple interchange additions, a comprehensive corridor or network study must accompany all requests for new or revised access with recommendations that address all of the proposed and desired access changes within the context of a longer-range system or network plan.*

Every request for new or modified access should include an analysis of the implications of other potential access changes in the same corridor as the proposal. DDOT may, as a condition of submitting a request to FHWA, include commitments to FHWA precluding any future changes in access in the vicinity of the proposed project.

Policy Point 7 – Coordination with Related Development

FHWA policy states that a request for new or modified access must show that: *When a new or revised access point is due to a new, expanded, or substantial change in current or planned future development or land use, requests must demonstrate appropriate coordination has occurred between the development and any proposed transportation system improvements. The request must describe the commitments agreed upon to assure*

adequate collection and dispersion of the traffic resulting from the development with the adjoining local street network and Interstate access point.

Prior to submission of a request for new or modified access to FHWA, DDOT may require execution of formal agreements with agencies or private interests regarding funding of improvements; dedication of right-of-way; acquisition of permits, land use approvals, or other actions considered necessary by DDOT to ensure that the project can be completed as proposed and mitigation of expected impacts can be implemented.

DDOT may also require submission of formal letters of acceptance or concurrence from other governmental agencies as part of the access request documentation to demonstrate that coordination has occurred.

DDOT may approve a request for change in access contingent on implementation or completion of improvements or actions by others.

Commitments to dedicate right-of-way, share in or fully fund costs of construction, or implement mitigation or other measures will not necessarily be sufficient to assure acceptability of a requested or proposed change in access to the DC Interstate and Freeway System.

Policy Point 8 – Status of Planning and NEPA

FHWA policy states that a request for new or modified access must show that: *The proposal can be expected to be included as an alternative in the required environmental evaluation, review and processing. The proposal should include supporting information and current status of the environmental processing.*

The approval of new or modified access on the interstate constitutes a Federal action and requires adherence to NEPA irrespective of the sources of financing for the project. NEPA approval is a precondition to receiving final FHWA access approval on an interstate. The approval of new or modified access to the non-interstate system (DC Freeway System)

may or may not require a Federal approval. As such, the environmental compliance process will be determined by the DDOT Environmental Office.

DDOT expects that environmental evaluations and public involvement processes will be conducted concurrently with traffic engineering and the design elements of the proposed access change. DDOT will not forward requests for a change in access to FHWA unless DDOT is satisfied that the appropriate public involvement and environmental studies are proceeding, that environmental risks are understood and incorporated into the work, and that the proposed plan can be found acceptable from an environmental perspective.

DDOT may withhold submission of a request for access change to FHWA until NEPA actions have proceeded or have been completed. At DDOT's discretion, a request for a finding of Engineering and Operational Acceptability may be sought from FHWA prior to completion of concurrent environmental studies.

The final approval of the access request cannot be granted by FHWA before the completion of the NEPA process (i.e., approval of ROD, FONSI, or Cat Ex, whichever is applicable). Environmental compliance per the District of Columbia Environmental Policy Act (DCEPA) is required prior to DDOT approval of the IJR/IMR for projects not requiring an approval from FHWA or any other Federal action.

6.0 Policy Implementation

The implementation of this Policy will occur as outlined in Exhibit 2, DDOT Process for Development, Review and Approval of New or Modified Access to the DC Freeway System. Exhibit 2 contains a flow chart and summary text that outlines the process for review and approval of new or modified access. As part of the implementation process, standardized forms (Forms 1, 2, 3, and 4) shall be utilized for submissions and approvals. The appropriate report type (IJR or IMR) to document the information necessary for new or modified access approval will be determined by DDOT and FHWA. The format of the report will be based on the sample outline attached. Typically, IJRs are prepared for the approval of new access, while IMRs are prepared for modifications to existing access.

7.0 References

AASHTO. *A Policy on Geometric Design of Highways and Streets* (Green Book). American Association of State Highway and Transportation Officials. Washington, D.C. 2004.

AASHTO. *A Policy on Design Standards – Interstate System*. Washington, D.C. 2005. [Complements *A Policy on Geometric Design of Highways and Streets and Standard Specifications for Highway Bridges*, AASHTO 2005]

FHWA. *Manual on Uniform Traffic Control Devices (MUTCD)*. Federal Highway Administration. 2009. Website: http://mutcd.fhwa.dot.gov/

DDOT Policy for Interstate Access Requests. Complements Chapter 36, D.C. Department of Transportation – Design and Engineering Manual.

District of Columbia and Regional (Metropolitan Washington Council of Governments – MWCOG) Project Development Process (PDP)

FHWA Traffic Analysis Toolbox Volume III: *Guidelines for Applying Traffic Microsimulation Modeling Software*, July 2004, Publication No. FHWA-HRT-04-040

8.0 Access Policy & Process Development Team

This document was developed by the following team:

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Exhibit 1

District of Columbia Interstate and Freeway System

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Exhibit 1: District of Columbia Interstate and Freeway System

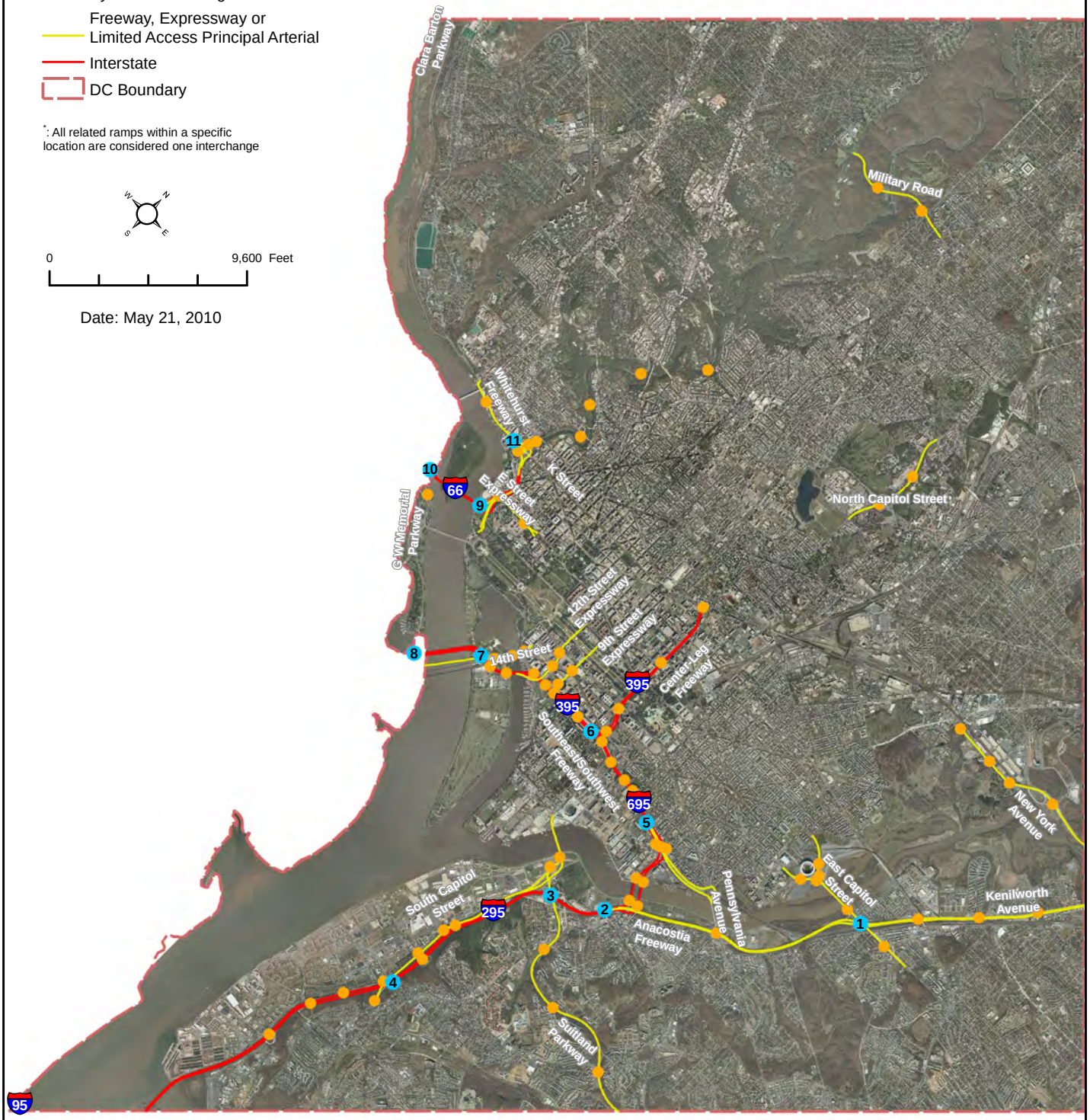

Exhibit 2

DDOT Process for Development, Review, and Approval of Access to the DC Interstate and Freeway System

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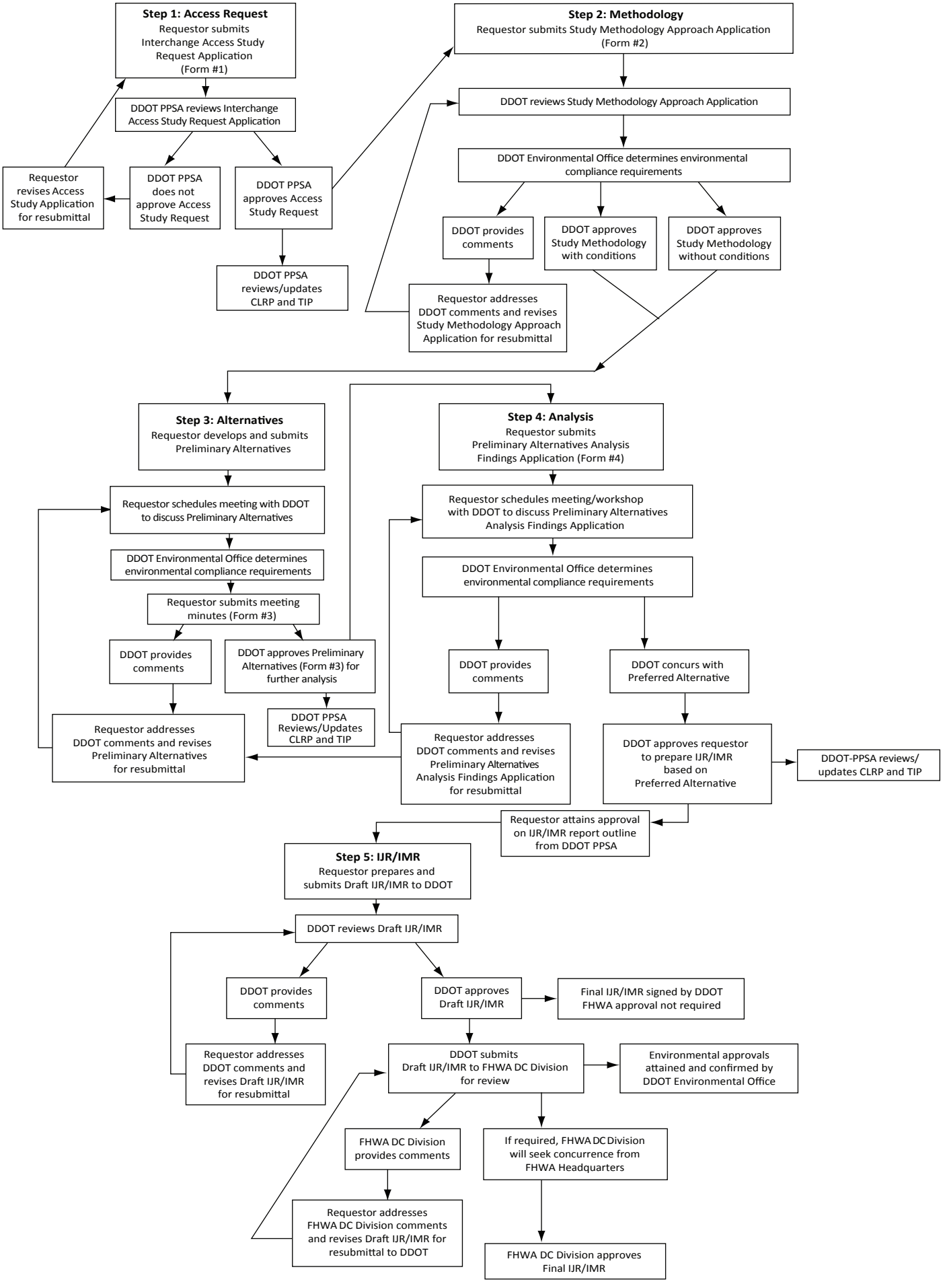
Exhibit 2

DDOT Process for Development,
Review, and Approval of Access to the
DC Interstate and Freeway System

Flow Chart

Exhibit 2. DDOT Process for Development, Review, and Approval of Access to the DC Interstate and Freeway System



Summary

Exhibit 2

DDOT Process for Development, Review, and Approval of Access to the DC Interstate and Freeway System

Exhibit 2 – Summary: DDOT Guidance for Development, Review, and Approval of Access to the DC Interstate and Freeway System

Guidance Purpose:

The District of Columbia Department of Transportation (DDOT) has developed guidance to assist in clarifying the DDOT Process for Development, Review, and Approval of Access to the DC Interstate and Freeway System (Guidance) as described in the DDOT Policy & Process for Access to the District of Columbia Interstate and Freeway System (Policy) and shown in Exhibit 1, District of Columbia Interstate and Freeway System.

DDOT's Authority:

Under the FHWA Policy, requests for new or modified access must be submitted through the respective state transportation agency (State DOT). DDOT serves as the state agency for transportation infrastructure in the District. DDOT owns all right-of-way and infrastructure associated with the interstate, freeway, and local roadway system within the District and has jurisdiction over all design and construction approvals as defined by 23 U.S.C. 101, 23 U.S.C. 302, 23 U.S.C. 111 and 23 CFR 1.2.

As the state agency responsible for processing interstate and freeway access requests, DDOT has the authority for establishing local policy with respect to the review and approval of new or modified interchange access proposals. DDOT has developed this policy (according to and consistent with federal law) as an application of FHWA's policy.

Procedures for Access Requests

The text below is a summary of the process shown as a flow chart in Exhibit 2. In all steps, the Planning Policy & Sustainability Administration (PPSA), in its role as the agency tasked with planning, reviewing, and processing permit applications, will serve as the primary point of contact for the Requestor. PPSA will coordinate with the Infrastructure Project Management Administration (IPMA) and the Traffic Operations Administration (TOA) in all steps. The final approval of the Interchange Justification Report (IJR)/Interchange Modification Report (IMR) by DDOT will occur by the DDOT Director's Signature. The DDOT Director will approve this IJR/IMR after the DDOT Chief Engineer, Associate Director for TOA, and Associate Director for PPSA (all three) have approved the Final IJR/IMR.

Step 1: Interchange Access Study Request

Objective: DDOT to review and approve request to add, eliminate, or alter existing access (either ingress or egress) to the DC Interstate and Freeway System.

Requestor Action: Requestor to complete the Interchange Access Study Request Application (Form #1) and submit to DDOT-PPSA for review and response.

DDOT Action: PPSA will Review and respond to the Interchange Study Access Request Application submitted by the Requestor by coordinating with IPMA and TOA.

Form #1: Interchange Access Study Request Application

Requests may originate from private interests, governmental agencies, or from DDOT either in response to a proposed action by others or in conjunction with an agency sponsored project or corridor study.

The Interchange Access Study Request Application will be reviewed by DDOT personnel and approved or disapproved based on the information provided. If the application is not approved, DDOT will provide a response to the Requestor. The Requestor may elect to revise the application for resubmittal and reconsideration. DDOT-PPSA will review the Constrained Long-Range Transportation Plan (CLRP) and Transportation Improvement Plan (TIP) and submit updates as necessary.

Step 2: Study Methodology

Objective: DDOT to review and approve the Requestor's Study Methodology Approach Application prior to the Requestor initiating alternatives development or technical analysis.

Requestor Action: Requestor to complete Study Methodology Approach Application (Form #2) and submit to DDOT for review and response.

DDOT Action: Review and respond to the Study Methodology Approach Application submitted by the Requestor.

Form #2: Study Methodology Approach Application

Upon approval of the Interchange Access Study Request Application, the Requestor can complete and submit to DDOT the Study Methodology Approach Application that will summarize the Requestor's approach to conducting the technical analysis of the proposed Access Study. The application shall include sufficient documentation, deemed by DDOT, of the study area, data, traffic analysis methods, and assumptions and design criteria to be used in the proposed Access Study.

The DDOT Environmental Program Office will determine environmental compliance requirements prior to the approval of the Study Methodology Approach Application by DDOT.

Upon receiving this Study Methodology Approach Application, PPSA will coordinate with IPMA and TOA to ensure that appropriate study area, data, traffic analysis methods, analysis assumptions, and design criteria are used. All three administrations will appoint/assign appropriate staff for the project. PPSA will approve this Study Methodology Approach Application after approval by IPMA and TOA. After the approval/review, PPSA will notify the Requestor regarding the application.

Based on the Study Methodology Approach Application presented to DDOT by the Requestor, DDOT will either provide approval with or without conditions, or provide written comments to the Requestor.

- If the application is approved with no conditions, the Requestor is authorized to begin developing alternatives.
- If the application is approved with conditions, the Requestor is authorized to begin developing alternatives with the understanding that the DDOT conditions are required to be incorporated into the Access Study.
- If DDOT does not approve the application and provides written comments, the Requestor is required to address the DDOT comments and revise the study methodology for re-submittal to DDOT for review prior to developing alternatives.

Step 3: Alternatives

Objective: DDOT to review and approve the Preliminary Alternatives submitted by the Requestor, prior to the Requestor conducting technical analysis and developing recommendations.

Requestor Action: Requestor to meet with DDOT to discuss the Preliminary Alternatives and complete and submit Preliminary Alternatives Review Meeting Summary (Form #3) to document the meeting conclusions and required actions.

DDOT Action: Attend meeting with Requestor and review proposed alternatives. Review and respond to the Preliminary Alternatives Review Meeting Summary submitted by the Requestor.

Form #3: Preliminary Alternatives Review Meeting Summary

The Requestor is required to meet with DDOT to discuss the Preliminary Alternatives. In addition, the DDOT Environmental Program Office will determine environmental compliance requirements for the Preliminary Alternatives. This meeting will include staff from IPMA, TOA, and PPSA. After the meeting has been held and the response from the DDOT Environmental Program Office has been attained, the Requestor shall complete the Preliminary Alternatives Review Meeting Summary. This will

include the meeting minutes, as well as all exhibits and documentation distributed and reviewed at the meeting.

The Requestor is to attain approval on the Preliminary Alternatives Review Meeting Summary (including Preliminary Alternatives) from DDOT prior to conducting technical analysis. PPSA will approve the Meeting Summary after the review and approval of IPMA and TOA. PPSA will then inform the Requestor about the result of this step of the application. DDOT's review of the Preliminary Alternatives Review Meeting Summary is to ensure that all reasonable alternatives have been fully considered and that environmental requirements for programming or design have been addressed.

- If DDOT approves the Preliminary Alternatives as presented by the Requestor, the Requestor is authorized to proceed in analyzing the Preliminary Alternatives.
- If DDOT provides written comments on the Preliminary Alternatives, the Requestor is required to address the DDOT comments and revise the Preliminary Alternatives as necessary for re-submittal to DDOT for review.

DDOT-PPSA will review the CLRP and TIP and submit updates as necessary.

Step 4: Preliminary Alternatives Analysis Findings and Recommendations

Objective: DDOT reviews and approves the Preliminary Alternatives Analysis Findings Application submitted by the Requestor, prior to the Requestor completing an Access Study report.

Requestor Action: Requestor to complete Preliminary Alternatives Analysis Findings Application (Form #4) and submit to the DDOT for review and response.

DDOT Action: Review and respond to the Preliminary Alternatives Analysis Findings Application submitted by the Requestor.

Form #4: Preliminary Alternatives Analysis Findings Application

The Requestor is required to submit the Preliminary Alternatives Analysis Findings Application to the DDOT for review and is then requested to schedule a meeting/workshop with the DDOT to review the materials and findings. In addition, the DDOT Environmental Program Office will determine environmental compliance requirements. PPSA will approve this Preliminary Alternatives Analysis Findings after the review and approval of IPMA and TOA. PPSA will then inform the requestor about the result of this step of the application.

The DDOT will respond to the Requestor with one of the following actions.

- If DDOT provides written comments, the Requestor is required to address the comments prior to proceeding to Step 5. This may require the Requestor to conduct additional analysis or revise the Preliminary Alternatives.
- If DDOT approves the Preliminary Alternatives Analysis Findings Application the Requestor is authorized to initiate the Interchange Access Study report (IJR/IMR). The IJR/IMR Sample Outline is to be reviewed by the Requestor and modified, as appropriate, for the proposed project. This outline is required to be approved by DDOT-PPSA prior to submitting a Draft IJR/IMR, thus initiating Step 5. DDOT-PPSA will review the CLRP and TIP and submit updates as necessary.

Step 5: Preparation and Approval of IJR/IMR

Objective: DDOT reviews and approves the Draft IJR/IMR from the Requestor and submits to FHWA for approval, as required.

Requestor Action: Requestor to complete Draft IJR/IMR and submit to DDOT for review and response.

DDOT Action: Review and respond to the Draft IJR/IMR submitted by the Requestor, and coordinate with FHWA for Division and/or Headquarters review, as required, based on the proposed project.

The Requestor will submit the Draft IJR/IMR to DDOT for review and approval. The Requestor is required to address all comments received from the DDOT review prior to receiving the DDOT approval. Final IJR/IMR approval can only be attained after all required environmental approvals are attained. DDOT may provide the Requestor with a Finding of Preliminary Engineering and Operational Acceptability before the environmental approvals are attained.

Projects may require approval by the DDOT only; the DDOT and FHWA DC Division Office only; or the DDOT, FHWA Division, with concurrence by FHWA Headquarters. DDOT will coordinate with the FHWA Division Office on behalf of the Requestor during the review process to determine the appropriate approval process.

The final approval of the IJR/IMR by DDOT will occur by DDOT Director's Signature. The DDOT Director will approve this IJR/IMR after the DDOT Chief Engineer, Associate Director for TOA, and Associate Director for PPSA (all three) have approved the Final IJR/IMR. If the project requires FHWA approval, then DDOT will formally submit the Draft IJR/IMR to the FHWA DC Division Office for review and comment; PPSA will coordinate this effort with the Division Office on behalf of DDOT. The FHWA DC Division Office would then either approve the IJR/IMR, seek concurrence from FHWA Headquarters prior to final approval (if required), or return the access request documentation back to DDOT-PPSA with comments.

Exhibit 2

Form 1
Interchange Access Study Request Application

Form 1

Interchange Access Study Request Application [Form #1]

DDOT IJR/IMR Assigned Project Number:

Requestor Information

Name:	
Agency/Company:	
Address:	
Phone Number:	
Fax Number:	
Email Address:	

1. Proposed Project Location

A. Route to be Modified:

B. Location of Access Issue (attach exhibit showing location):

2. Purpose and Need of Interchange Access Study

Modify Existing Interchange Access	O
Provide New Interchange Access	O
Provide Temporary Interchange Access (Considered only on non-Interstate system on a case by case basis)	O
Close Interchange Access	O

A. Reason for the Project:

B. Proposed Schedule:

C. Anticipated Funding Source for Improvements:

D. DDOT Comments:

3. DDOT Approval

DDOT-PPSA Approver Name:	
DDOT-PPSA Approver Title:	PPSA Associate Director
DDOT-PPSA Approver Signature:	
Assigned PPSA Project Manager:	
Phone Number:	
Email Address:	

Exhibit 2

Form 2
Study Methodology Approach Application

Form 2

Study Methodology Approach Application [Form #2]

DDOT IJR/IMR Assigned Project Number:

Requestor Information

Name:	
Agency/Company:	
Address:	
Phone Number:	
Fax Number:	
Email Address:	

1. Study Area

A. Description of Proposed Study Area (attach exhibit):

B. List all freeway segments, ramps, arterial and street segments and Intersections to be analyzed (attach exhibit):

C. DDOT Comments:

---

2. Traffic Analysis Methods/Assumptions

(Refer to FHWA Traffic Analysis Toolbox Volume 3: Guidelines for Applying Traffic Microsimulation Modeling Software)

A. Study Year Considered for Traffic Volumes

- Existing/Base Year:
- Opening Year:
- Design Year (MPO Year, "at least 20 years from the date FHWA approves final plans"):

B. Traffic Counts (attach exhibit)

- DDOT Permanent Count Locations
- Manual Count Locations
- Other Recent Studies (describe source and year data were collected)

C. Future Volumes

- Travel Demand Model to be used:

- Land Use to be utilized for Travel Demand Model:

D. Design or Analysis Hour/Period:

E. Describe Analysis Methods to be used:

F. List MOEs to be provided for each Analysis Hour/Period (Ex. LOS, Travel Time, Queues):

G. Describe Technical Assumptions for Existing, No-Build and Future Build Scenarios:

H. DDOT Comments:

Approver Name:	
Approver Title:	
DDOT Department:	
Approver Signature:	

3. Safety Analysis:

A. Quantitative Safety Analysis to be conducted for the years (Contact IPMA to obtain Crash Data):

B. Describe below if there are any known high crash locations within the Study Area.

C. Type, location, severity, frequency, and contributing cause provided for 3-year crash history

D. DDOT Comments

Approver Name:	
Approver Title:	
DDOT Department:	
Approver Signature:	

4. Alternative Development

A. Attach design criteria to be used for Alternative Development Process.

B. DDOT Comments

Approver Name:	
Approver Title:	
DDOT Department:	
Approver Signature:	

5. Environmental Compliance

A. Describe existing resources in the proposed project footprint that have the potential to be impacted

B. Identify existing resources that have regulatory requirements to be considered as part of the alternatives development process (wetlands/waters, Section 4(f) resources, Section 106 resources)

C. Describe approach to environmental compliance for the proposed project (type of environmental document and coordination with respective regulatory agencies)

D. Describe approach for public involvement on the project (meetings and notices)

DDOT-Environmental Office Approver Name:	
DDOT-Environmental Office Approver Title:	
DDOT-Environmental Office Approver Signature:	

6. Other Requirements

A. List agencies providing Project Commitment Letters (Ex. NCPC, TPB, GSA, Ward Council) :

B. Land Use

1) Does the project require any rezoning? If yes, provide the details and status of the application.

2) List if there are any other issues affecting the land use.

C. List source(s) of funding for anticipated improvements:.

7. DDOT Comments:

8. DDOT Conditions:

9. DDOT Approval

DDOT–IPMA Approver Name:	
DDOT–IPMA Approver Title:	
DDOT –IPMA Approver Signature:	
Assigned DDOT - IPMA Project Manager:	
Phone Number:	
Email Address:	

DDOT–TOA Approver Name:	
DDOT–TOA Approver Title:	
DDOT –TOA Approver Signature:	
Assigned DDOT - TOA Project Manager:	
Phone Number:	
Email Address:	

DDOT–PPSA Approver Name:	
DDOT–PPSA Approver Title:	
DDDOT–PPSA Approver Signature:	
Assigned DDOT–PPSA Project Manager:	
Phone Number:	
Email Address:	

Exhibit 2

Form 3
Preliminary Alternatives Review Meeting Summary

Form 3

Preliminary Alternatives Review
Meeting Summary [Form #3]

DDOT IJR/IMR Assigned Project Number:

Please attach all materials, graphics, etc. that were presented at the review meeting to this form.

Requestor Attendees:	
DDOT Attendees:	
Copies:	
Meeting Date:	

1. Record of Meeting Minutes:

Requestor must provide clear documentation of the presented alternatives; summarize the process/considerations for their development, inclusive of addressing environmental concerns and requirements.

2. DDOT Response to Alternatives:

3. DDOT Approval

DDOT–IPMA Approver Name:	
DDOT–IPMA Approver Title:	
DDOT –IPMA Approver Signature:	
Assigned DDOT - IPMA Project Manager:	
Phone Number:	
Email Address:	

DDOT–TOA Approver Name:	
DDOT–TOA Approver Title:	
DDOT –TOA Approver Signature:	
Assigned DDOT - TOA Project Manager:	
Phone Number:	
Email Address:	

DDOT–PPSA Approver Name:	
DDOT–PPSA Approver Title:	
DDDOT–PPSA Approver Signature:	
Assigned DDOT-PPSA Project Manager:	
Phone Number:	
Email Address:	

Exhibit 2

Form 4
Preliminary Alternatives Analysis Findings Application

Form 4

Preliminary Alternatives Analysis Findings Application [Form #4]

DDOT IJR/IMR Assigned Project Number:

Requestor Information

Name:	
Agency/Company:	
Address:	
Phone Number:	
Fax Number:	
Email Address:	

1. Status of Alternatives

Attach minutes and documentation of meeting(s) at which alternatives were presented to DDOT for review and comment. Attach exhibits depicting alternatives.

Preliminary Alternatives Approved O

Date of Approval:

2. Describe any design exceptions that may be required for the preferred alternative.

3. **Summarize status of environmental studies or analyses. Provide reports, constraints maps, or other documentation as necessary.**

4. **Summarize recommended Preferred Alternative.**

5. DDOT Comments on Preliminary Analysis Findings

6. DDOT Concurrence with completion of IJR and Environmental Studies*

DDOT–Environmental Office Approver Name:	
DDOT– Environmental Office Approver Title:	
DDOT– Environmental Office Approver Signature:	
Phone number:	

*Concurrence indicates that DDOT finds the study process and preliminary preferred alternative reasonable, but does not guarantee acceptance of the preferred plan.

DDOT–IPMA Approver Name:	
DDOT–IPMA Approver Title:	Chief Engineer
DDOT –IPMA Approver Signature:	
Assigned DDOT - IPMA Project Manager and phone number:	

*Concurrence indicates that DDOT finds the study process and preliminary preferred alternative reasonable, but does not guarantee acceptance of the preferred plan.

DDOT–TOA Approver Name:	
DDOT–TOA Approver Title:	Associate Director
DDOT –TOA Approver Signature:	
Assigned DDOT - TOA Project Manager and phone number:	

*Concurrence indicates that DDOT finds the study process and preliminary preferred alternative reasonable, but does not guarantee acceptance of the preferred plan.

DDOT–PPSA Approver Name:	
DDOT–PPSA Approver Title:	Associate Director
DDOT–PPSA Approver Signature:	
Assigned DDOT–PPSA Project Manager and phone number:	

*Concurrence indicates that DDOT finds the study process and preliminary preferred alternative reasonable, but does not guarantee acceptance of the preferred plan.

Exhibit 2

DDOT and FHWA IJR/IMR Title Page
for the Interstate or Freeway System

DDOT and FHWA IJR/IMR Title Page
for the Interstate or Freeway System

[Project Title]

[Sub-Title]

F.A.P. [Enter Number]

DC Project Number [Enter Number]

Interchange [Justification/Modification] Report

Interstate Project

This document has been prepared and submitted pursuant to 23 U.S.C. 111 to obtain FHWA approval to add new access ramps/modify existing interchange ramps on fully-controlled interstate highways.

Submitted by

District of Columbia Department of Transportation

The request for reconfiguration of the interstate access points is approved for engineering and operational acceptability. This approval is conditional upon compliance with applicable federal requirements, specifically with the National Environmental Policy Act (NEPA). Completion of the NEPA process is considered acceptance of the general project location and concepts described in the environmental document.

[Type Name Here] Director District Department of Transportation	Date of Approval
[Type Name Here] Division Administrator Federal Highway Administration – D.C. Division	Date of Approval

[Project Title]

[Sub-Title]

DC Project Number [Enter # Here]

Interchange [Justification/Modification] Report

Freeway Project

Approved by

District of Columbia Department of Transportation

The request for reconfiguration of the access points is approved for engineering and operational acceptability. This approval is conditional upon compliance with applicable environmental requirements, specifically with the National Environmental Policy Act (NEPA) or District of Columbia Environmental Policy Act (DCEPA). Completion of the NEPA/DCEPA process is considered acceptance of the general project location and concepts described in the environmental document.

[Type Name Here]
Associate Director for Traffic Operations
District of Columbia Department of Transportation

Date of Approval

[Type Name Here]
Associate Director for Transportation Planning
District of Columbia Department of Transportation

Date of Approval

[Type Name Here]
Chief Engineer
Infrastructure Project Management Administration
District of Columbia Department of Transportation

Date of Approval

[Project Title]

[Sub-Title]

Interchange [Justification/Modification] Report

This document has been prepared according to requirements set forth by:

United States Department of Transportation

Federal Highway Administration

Submitted on behalf of:

District of Columbia

d. District Department of Transportation

Prepared under the direction of:

[Type Name Here]
Project Manager

[DDOT Administration Name]

District Department of Transportation

Date:

Exhibit 2

DDOT IJR/IMR Title Page
for the Freeway System

DDOT IJR/IMR Title Page
for the Freeway System

[Project Title]

[Sub-Title]

DC Project Number [Enter # Here]

Interchange [Justification/Modification] Report

Freeway Project

This document has been prepared and submitted pursuant to 23 U.S.C. 101, 23 U.S.C. 111, 23 U.S.C. 302, and 23 CFR 1.2 to obtain District approval to add new access ramps/modify existing interchange ramps on controlled-access highways.

Submitted by

District of Columbia Department of Transportation

The request for reconfiguration of the access points is approved for engineering and operational acceptability. This approval is conditional upon compliance with applicable environmental requirements, specifically with the National Environmental Policy Act (NEPA) or District of Columbia Environmental Policy Act (DCEPA). Completion of the NEPA/DCEPA process is considered acceptance of the general project location and concepts described in the environmental document.

[Type Name] Director District Department of Transportation	Date of Approval

[Project Title]

[Sub-Title]

DC Project Number [Enter # Here]

Interchange [Justification/Modification] Report

Freeway Project

Approved by

District of Columbia Department of Transportation

The request for reconfiguration of the access points is approved for engineering and operational acceptability. This approval is conditional upon compliance with applicable environmental requirements, specifically with the National Environmental Policy Act (NEPA) or District of Columbia Environmental Policy Act (DCEPA). Completion of the NEPA/DCEPA process is considered acceptance of the general project location and concepts described in the environmental document.

[Type Name Here]
Associate Director for Traffic Operations
District of Columbia Department of Transportation

Date of Approval

[Type Name Here]
Associate Director for Transportation Planning
District of Columbia Department of Transportation

Date of Approval

[Type Name Here]
Chief Engineer
Infrastructure Project Management Administration
District of Columbia Department of Transportation

Date of Approval

[Project Title]

[Sub-Title]

Interchange [Justification/Modification] Report

District of Columbia

d. District Department of Transportation

Prepared under the direction of:

[Type Name Here]
Project Manager

[DDOT Agency Name]

District Department of Transportation

Date:

Exhibit 2

IJR/IMR Sample Outline

IJR/MJR Sample Outline

IJR/IMR Sample Outline

Cover Sheet / Signature Sheet

Executive Summary

a. Project Background
b. Purpose and Need
c. Proposed Action / Preferred Alternative
d. Summary Responses to 8-Point Policy Requirements

Table of Contents

I. Project Background, Purpose & Need and Proposed Action

a. Project Background & History
b. Applicant, Sponsor, & Lead Agency
c. Study Area Limits
    1. Location of Project (include maps and aerial photography)
    2. Limits of Proposed Project Footprint
    3. Area of Influence
        a) Adjacent Interchanges
        b) Adjacent Signal Locations
d. Purpose and Need of the Project
    1. Project Goals and Objectives
    2. Description of Problem and Deficiencies
    3. Transportation Needs Requiring Modification to Interchange Access:
        a) Systems linkage or connectivity
        b) Road user benefits
        c) Access to areas currently not served
        d) Address existing congestion or safety problem
        e) Prevent future congestion or safety problem
    4. Performance Criteria for Project Alternatives

e. Proposed Action

f. Relationship to Other Major Public and Private Proposed Actions

    1. Other Highway Improvement Plans and Programs

    2. Proposed Major Changes to Adjacent Land Use

    3. Consistency with Local Planning Process

    4. Supporting Information and Data

g. Existing Roadway Network

    1. Existing Interstate or Freeway System Network

    2. Existing Interchange Spacing

    3. Existing Local Transportation Network (including bike, pedestrian, transit)

h. Alternatives Considered

    1. Alternatives Development Process

    2. No Build Alternative

    3. Description and Comparison of Build Alternatives

i. Support & Commitment from state and sponsoring agencies

j. Summary and status of environmental compliance

k. Public Involvement

II. Interstate or Freeway Access Modification Request: Policy Considerations

a. Policy Point 1: Existing network improvements cannot satisfactorily provide the intended access

b. Policy Point 2: Consideration of all reasonable alternatives

    1. Alternatives for Build Concepts, Design Options, and Location

    2. Incorporation of Transportation System Management Improvements

    3. Accommodation of Mass Transit

    4. Accommodation of Pedestrians and Bicyclists

c. Policy Point 3: No significant adverse impact on safety and operations

    1. Traffic Operational Analysis

        a) Traffic Analysis Study Area

        b) Development of Traffic Volumes and Forecasting

c) Lane Geometry

d) Traffic Operations Measures of Effectiveness

e) Freeway Traffic Analysis

i. No Build Analysis Results

ii. Build Analysis Results

2. Preliminary Freeway Guide Signing Plan
3. Safety Analysis

a) Crash History

b) Safety Improvements & Impacts

d. Policy Point 4: Connects to a public road and provides for all movements
e. Policy Point 5: Consistent with regional land use and transportation plans
f. Policy Point 6: Need for systematic study of effects
g. Policy Point 7: Coordination with related development
h. Policy Point 8: Coordination with environmental evaluation and approval process

III. Project Implementation: Proposed Sequence of Construction, Schedule and Project Cost Estimate

a. Proposed Conceptual Sequence of Construction & Conceptual MOT
b. Proposed Preliminary Construction Schedule
c. Projected Construction Cost Estimate & Validation
d. Project Financial Plan

IV. Conclusion and Summary of Recommended Access Modification

List of Acronyms

Glossary of Commonly Used Terms

<u>Appendices</u>

A. Traffic Analysis Technical Report (or other previous studies & reports)
B. Letters of Commitment from Stakeholder Agencies or Boards of Government
C. Copy of the portion of MPO plan showing proposed project (CLRP and TIP)
D. Alternative Development Process Documentation

E. Project Parameters / Design Criteria for Development of Functional Plans

F. Functional Plans for Preferred Alternative

G. Signing Concept Plan

H. Traffic Analysis Data and Software Output

I. Optional Items:

   Excerpts from MWCOG's most recent "Traffic Quality on the Metropolitan Washington Area Freeway System Report"

   Existing and Historical Freeway Performance Measures

   Existing Traffic Congestion Aerial Survey Photography

   Environmental compliance documentation/public meetings/public notices

Exhibit 2

DDOT IJR/IMR Policy Guidance – Checklist

DDOT IJR/IMR Policy Guidance – Checklist

DDOT IJR/IMR Policy Guidance - Checklist
DDOT Internal Use Only

S. No.	Form to be Referenced	Section	Y/N	Items	Requirements
1	Form 1	Project Background		Project Location	Maps, Drawings, plans (as applicable)
				Purpose and Need	Specific description of deficiencies and proposed project objectives
				Relationship to other improvements	Supporting information for other plans/programs (Maps as applicable)
				Consistency with Local and Regional Land Use	Statement that interchange is within a Transportation Management Area
2	Form 2	Traffic Volumes		Existing Traffic Counts	Schematic drawings showing ADT and DHV (opening and design year) for mainline, ramps, cross roads, and intersection turning movement volumes.
				Travel Demand Modeling - Land Use	Plan view map showing AM and PM Peak Hour volumes for Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions using the current COG Model
				Opening Year Volumes	
				Design Year Traffic Volumes	COG Horizon year (typically 25 years) or 20 years from approval of final plans
				Study Area	At least one mile in either direction of the proposed access, at least two interchanges on either side of the proposed access, or at least through the next major system interchange as shown in Exhibit 1, whichever is greater
3	Form 2	Traffic Analysis		Assumptions for Operational Parameters	Summary (table) of operational analysis, showing Freeway LOS, Ramp LOS and Weave LOS for Existing, Design Year No-Build, and Design Year Build Peak Hours
				Analysis Procedure	Plan view map showing AM and PM Peak Hour LOS for Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions
				Existing Traffic Analysis	Basic Freeway Segments Analyses (Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions)
				Proposed Traffic Analysis - Opening Year	Ramp Junction Analyses (Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions)
				Proposed Traffic Analysis - Design Year	Weave Area Analyses (Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions)
					Ramp Terminal Intersection Analysis (Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions)
					Queuing Analysis (Existing, Opening & Design Year No-Build, Opening & Design Year Build Conditions)
					Comparison of operational performance for alternatives considered (Appendix)
					Copy of raw input and output traffic analysis data (Appendix)
4	Form 2	Safety Analysis		Summary of Existing Crash Data	
				Deficiencies in the Existing Network	
				Proposed Safety Improvements - Crash Reduction Factors	
5	Form 2	Funding		Project Commitment Letters	
				Financial Plan	Funding sources, Implementation schedule, Preliminary Cost Estimate
				Land Use	Large-scale layout of proposed project on aerial photography
				CLRP ID Number	
				TIP ID Number	
				Social Impacts	Known issues of concern or controversy
6	Form 3	Alternatives Considered		No Build Option	All reasonable alternatives for design options, location and transportation system management type improvements have been assessed and provided for
				Parameters for development of Alternatives	A full interchange with all traffic movements is provided, and the interchanges connects to a public road
				Comparison matrix for Alternatives considered	
				TSM Strategies	
				Design Exceptions/Design Waivers	
7		Environmental Compliance		NEPA	CE, EA/FONSI, EIS/ROD
				DCEPA	
				technical reports	Noise, air quality, cultural resources, biology, possibly others
				public notices	Scoping, circulation of draft environmental documents, issuance of final environment document, public meetings
				public meetings/hearings	
				other compliance or approval requirements	Section 106, Section 4(f), Clean Water Act
8		Preferred Alternative		Functional Plans	
				Preliminary Signing Plan	Ability to provide adequate signing
				MOT	
				Preliminary Sequence of Construction - Constructability Report	
9		Policy Information		Address each of the 8 policy requirements listed in the Federal Register	
				Value Engineering Requirement	**If estimated total cost is $25 million or more then Value Engineering is required per Section 1904 of the SAFETEA-LU – Federal law (23 U.S.C. 106)**
				Major Project Requirements	If the estimated total cost is $ 100 M or more, provide financial plan, Project Management Plan, and other related documents

Appendix A

Definitions

d. delivers

district department of transportation

Appendix A Definitions

access A means of entering or leaving a public road, street, or highway with respect to abutting property or another public road, street, or highway.

access break Any point from inside or outside the state limited access right of way limited access hachures that crosses over, under, or physically through the plane of the limited access, is an access break or "break in access" (including, but not limited, to locked gates and temporary construction access breaks).

access point Any point from inside or outside the limited access hachures that allows entrance to or exit from the traveled way of a limited access freeway, including "locked gate" access and temporary construction access.

access point revision A new access point or a revision of an existing interchange/ intersection configuration. Locked gates and temporary construction breaks are also access point revisions.

accident rate Accidents per one million vehicle miles traveled.

alternatives Possible solutions to accomplish a defined purpose and need. These include local and state transportation system design options, locations, and travel demand management and transportation system management type improvements, such as ramp metering, mass transit, and high occupancy vehicle (HOV) facilities.

area of influence The area that will be directly impacted by the proposed action: freeway main line, ramps, crossroads, immediate off-system intersections, and local roadway system.

assumptions document A document developed at the beginning of the study phase to capture access study assumptions and criteria such as traffic volumes, design year,

opening year, travel demand assumptions, baseline conditions, and design year conditions. The document also serves as a historical record of the processes, dates, and decisions made by the team.

baseline The existing transportation system configuration and traffic volumes for a specific year against which to compare possible alternative solutions.

break See "access break" above.

design year 20 years from the beginning of construction or as defined by the MPO.

ECS Environmental Classification Summary (Documented Categorical Exclusion).

FONSI Finding of No Significant Impact (Environmental Assessment).

freeway A divided highway that has a minimum of two lanes in each direction, for the exclusive use of traffic, and with full access control.

Interchange Justification Report (IJR) A report documenting a request for approval to add a new interchange on the Interstate System.

Interchange Modification Report (IMR) A report documenting a request for approval to add or modify access points to an existing Interstate interchange.

limited access Full, Partial, or Modified access control is planned and established for a corridor and then acquired as the right to limit access to each individual parcel.

need A statement which identifies the transportation problem(s) that the proposal is designed to address and explains how the problem will be resolved. An existing or anticipated travel demand that has been documented through the study process to require a change in access to the state's limited access freeway system.

no-build condition The baseline, plus state transportation plan and comprehensive plan improvements expected to exist, as applied to the year of opening, or the design year.

proposal The combination of projects/actions selected through the project study process to meet a specific transportation system need.

purpose General project goals such as: (1) improve safety, (2) enhance mobility, or (3) enhance economic development.

Record of Decision Under the National Environmental Policy Act, the Record of Decision (ROD) accompanies the Final Environmental Impact Statement, explains the reasons for the project decision, discusses alternatives and values considered in selection of the preferred alternative, and summarizes mitigation measures and commitments that will be incorporated in the project.

requestor An entity requesting a new or modified access to the DC Interchange or Freeway System other than DDOT. A Requestor may represent a private development or a sponsoring agency, including an administration or department of the Federal government, a regional department or office, or a local government entity.

service interchange Grade-separated interchange between a major freeway or highway and a crossroad.

study area The transportation system area to study in both step one of the study process and for an IJR/IMR. The study area is a minimum of one interchange upstream and downstream from the proposal.

support team An integral part of the IJR/IMR process consisting of an assemblage of people organized to develop and analyze solutions to meet the need of a proposal.

system interchange Grade-separated interchange between two major freeway or highway facilities where all of the movements are maintained without stopping or delays.

Transportation Management Area (TMA) An area designated by the US Secretary of Transportation, having an urbanized area population of over 200,000, or upon special request from the Governor and the Metropolitan Planning Organization (MPO), or under special circumstances designated for the area.

travel demand Local travel demand constitutes short trips that should be made on the local transportation system, such as intracity roads and streets. Regional travel demand constitutes long trips that are made on the regional transportation system, such as Interstate, regional, and/or intercity/ interregional roads, streets, or highways.

traveled way The portion of the roadway intended for the movement of vehicles, exclusive of shoulders and lanes for parking, turning, and storage for turning.

trips Short trips are normally intracity. Long trips are normally interstate, regional, or interregional.

Appendix B

Federal Legislation and Regulations

d. delivers
district department of transportation

(c) STATE PROGRAMMATIC DISTRIBUTION.—Of the funds to be apportioned to each State under subsection (b)(4) for a fiscal year, the Secretary shall ensure that such funds are apportioned for the Interstate and National Highway System program, the bridge program, the surface transportation program, and the congestion mitigation air quality improvement program in the same ratio that each State is apportioned funds for such programs for such fiscal year but for this section.

(d) AUTHORIZATION OF APPROPRIATIONS.—There are authorized to be appropriated from the Highway Trust Fund (other than the Mass Transit Account) such sums as may be necessary to carry out this section for fiscal years beginning after September 30, 1998.

(e) After making any calculation necessary to implement this section for fiscal year 2001, the amount available under paragraph (a)(1) shall be increased by $128,752,000. The amounts added under this subsection shall not apply to any calculation in any other fiscal year.

(f) For fiscal year 2001, prior to making any distribution under this section, $22,029,000 of the allocation under paragraph (a)(1) shall be available only for each program authorized under chapter 53 of title 49, United States Code, and title III of Public Law 105–178, in proportion to each such program's share of the total authorization in section 5338 (other than 5338(h)) of such title and sections 3037 and 3038 of such Public Law, under the terms and conditions of chapter 53 of such title.

(g) For fiscal year 2001, prior to making any distribution under this section, $399,000 of the allocation under paragraph (a)(1) shall be available only for motor carrier safety programs under sections 31104 and 31107 of title 49, United States Code; $274,000 for NHTSA operations and research under section 403 of title 23, United States Code; and $787,000 for NHTSA highway traffic safety grants under chapter 4 of title 23, United States Code.

§ 111. Agreements relating to use of and access to rights-of-way—Interstate System

(a) IN GENERAL.—All agreements between the Secretary and the State transportation department for the construction of projects on the Interstate System shall contain a clause providing that the State will not add any points of access to, or exit from, the project in addition to those approved by the Secretary in the plans for such project, without the prior approval of the Secretary. Such agreements shall also contain a clause providing that the State will not permit automotive service stations or other commercial establishments for serving motor vehicle users to be constructed or located on the rights-of-way of the Interstate System. Such agreements may, however, authorize a State or political subdivision thereof to use or permit the use of the airspace above and below the established grade line of the highway pavement for such purposes as will not impair the full use and safety of the highway, as will not require or permit vehicular access to such space directly from such established grade line of the highway, or otherwise interfere in any way with the free flow of traffic on the Interstate System. Nothing in this section, or in any agreement entered into under this section, shall require the discontinuance, obstruction, or removal of any es-

tablishment for serving motor vehicle users on any highway which has been, or is hereafter, designated as a highway or route on the Interstate System (1) if such establishment (A) was in existence before January 1, 1960, (B) is owned by a State, and (C) is operated through concessionaries or otherwise, and (2) if all access to, and exits from, such establishment conform to the standards established for such a highway under this title.

(b) VENDING MACHINES.—Notwithstanding subsection (a), any State may permit the placement of vending machines in rest and recreation areas, and in safety rest areas, constructed or located on rights-of-way of the Interstate System in such State. Such vending machines may only dispense such food, drink, and other articles as the State transportation department determines are appropriate and desirable. Such vending machines may only be operated by the State. In permitting the placement of vending machines, the State shall give priority to vending machines which are operated through the State licensing agency designated pursuant to section 2(a)(5) of the Act of June 20, 1936, commonly known as the "Randolph-Sheppard Act" (20 U.S.C. 107a(a)(5)). The costs of installation, operation, and maintenance of vending machines shall not be eligible for Federal assistance under this title.

(c) MOTORIST CALL BOXES.—

(1) IN GENERAL.—Notwithstanding subsection (a), a State may permit the placement of motorist call boxes on rights-of-way of the National Highway System. Such motorist call boxes may include the identification and sponsorship logos of such call boxes.

(2) SPONSORSHIP LOGOS.—

(A) APPROVAL BY STATE AND LOCAL AGENCIES.—All call box installations displaying sponsorship logos under this subsection shall be approved by the highway agencies having jurisdiction of the highway on which they are located.

(B) SIZE ON BOX.—A sponsorship logo may be placed on the call box in a dimension not to exceed the size of the call box or a total dimension in excess of 12 inches by 18 inches.

(C) SIZE ON IDENTIFICATION SIGN.—Sponsorship logos in a dimension not to exceed 12 inches by 30 inches may be displayed on a call box identification sign affixed to the call box post.

(D) SPACING OF SIGNS.—Sponsorship logos affixed to an identification sign on a call box post may be located on the rights-of-way at intervals not more frequently than 1 per every 5 miles.

(E) DISTRIBUTION THROUGHOUT STATE.—Within a State, at least 20 percent of the call boxes displaying sponsorship logos shall be located on highways outside of urbanized areas with a population greater than 50,000.

(3) NONSAFETY HAZARDS.—The call boxes and their location, posts, foundations, and mountings shall be consistent with requirements of the Manual on Uniform Traffic Control Devices or any requirements deemed necessary by the Secretary to assure that the call boxes shall not be a safety hazard to motorists.

§ 625.1 Purpose.

To designate those standards, policies, and standard specifications that are acceptable to the Federal Highway Administration (FHWA) for application in the geometric and structural design of highways.

§ 625.2 Policy.

(a) Plans and specifications for proposed National Highway System (NHS) projects shall provide for a facility that will—

(1) Adequately serve the existing and planned future traffic of the highway in a manner that is conducive to safety, durability, and economy of maintenance; and

(2) Be designed and constructed in accordance with criteria best suited to accomplish the objectives described in paragraph (a)(1) of this section and to conform to the particular needs of each locality.

(b) Resurfacing, restoration, and rehabilitation (RRR) projects, other than those on the Interstate system and other freeways, shall be constructed in accordance with standards which preserve and extend the service life of highways and enhance highway safety. Resurfacing, restoration, and rehabilitation work includes placement of additional surface material and/or other work necessary to return an existing roadway, including shoulders, bridges, the roadside, and appurtenances to a condition of structural or functional adequacy.

(c) An important goal of the FHWA is to provide the highest practical and feasible level of safety for people and property associated with the Nation's highway transportation systems and to reduce highway hazards and the resulting number and severity of accidents on all the Nation's highways.

§ 625.3 Application.

(a) *Applicable Standards.* (1) Design and construction standards for new construction, reconstruction, resurfacing (except for maintenance resurfacing), restoration, or rehabilitation of a highway on the NHS (other than a highway also on the Interstate System or other freeway) shall be those approved by the Secretary in cooperation with the State highway departments. These standards may take into account, in addition to the criteria described in § 625.2(a), the following:

(i) The constructed and natural environment of the area;

(ii) The environmental, scenic, aesthetic, historic, community, and preservation impacts of the activity; and

(iii) Access for other modes of transportation.

(2) Federal-aid projects not on the NHS are to be designed, constructed, operated, and maintained in accordance with State laws, regulations, directives, safety standards, design standards, and construction standards.

(b) The standards, policies, and standard specifications cited in § 625.4 of this part contain specific criteria and controls for the design of NHS projects. Deviations from specific minimum values therein are to be handled in accordance with procedures in paragraph (f) of this section. If there is a conflict between criteria in the documents enumerated in § 625.4 of this part, the latest listed standard, policy, or standard specification will govern.

(c) Application of FHWA regulations, although cited in § 625.4 of this part as standards, policies, and standard specifications, shall be as set forth therein.

(d) This regulation establishes Federal standards for work on the NHS regardless of funding source.

(e) The Division Administrator shall determine the applicability of the roadway geometric design standards to traffic engineering, safety, and preventive maintenance projects which include very minor or no roadway work. Formal findings of applicability are expected only as needed to resolve controversies.

(f) *Exceptions.* (1) Approval within the delegated authority provided by FHWA Order M1100.1A may be given on a project basis to designs which do not conform to the minimum criteria as set forth in the standards, policies, and standard specifications for:

(i) Experimental features on projects; and

(ii) Projects where conditions warrant that exceptions be made.

(2) The determination to approve a project design that does not conform to the minimum criteria is to be made only after due consideration is given to

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(ii) Projects where conditions warrant that exceptions be made.

(2) The determination to approve a project design that does not conform to the minimum criteria is to be made only after due consideration is given to

all project conditions such as maximum service and safety benefits for the dollar invested, compatibility with adjacent sections of roadway and the probable time before reconstruction of the section due to increased traffic demands or changed conditions.

§ 625.4 Standards, policies, and standard specifications.

The documents listed in this section are incorporated by reference with the approval of the Director of the Federal Register in accordance with 5 U.S.C. 552(a) and 1 CFR part 51 and are on file at the Office of the Federal Register in Washington, DC. They are available as noted in paragraph (d) of this section. The other CFR references listed in this section are included for cross-reference purposes only.

(a) *Roadway and appurtenances.* (1) A Policy on Geometric Design of Highways and Streets, AASHTO 2001. [See § 625.4(d)(1)]

(2) A Policy on Design Standards Interstate System, AASHTO, January 2005. [See § 625.4(d)(1)]

(3) The geometric design standards for resurfacing, restoration, and rehabilitation (RRR) projects on NHS highways other than freeways shall be the procedures and the design or design criteria established for individual projects, groups of projects, or all nonfreeway RRR projects in a State, and as approved by the FHWA. The other geometric design standards in this section do not apply to RRR projects on NHS highways other than freeways, except as adopted on an individual State basis. The RRR design standards shall reflect the consideration of the traffic, safety, economic, physical, community, and environmental needs of the projects.

(4) Erosion and Sediment Control on Highway Construction Projects, refer to 23 CFR part 650, subpart B.

(5) Location and Hydraulic Design of Encroachments on Flood Plains, refer to 23 CFR part 650, subpart A.

(6) Procedures for Abatement of Highway Traffic Noise and Construction Noise, refer to 23 CFR part 772.

(7) Accommodation of Utilities, refer to 23 CFR part 645, subpart B.

(8) Pavement Design, refer to 23 CFR part 626.

(b) *Bridges and structures.* (1) Standard Specifications for Highway Bridges, Fifteenth Edition, AASHTO 1992. [See § 625.4(d)(1)]

(2) Interim Specifications—Bridges, AASHTO 1993. [See § 625.4(d)(1)]

(3) Interim Specifications—Bridges, AASHTO 1994. [See § 625.4(d)(1)]

(4) Interim Specifications—Bridges, AASHTO 1995. [See § 625.4(d)(1)]

(5) AASHTO LRFD Bridge Design Specifications, First Edition, AASHTO 1994 (U.S. Units). [See § 625.4(d)(1)]

(6) AASHTO LRFD Bridge Design Specifications, First Edition, AASHTO 1994 (SI Units). [See § 625.4(d)(1)]

(7) Standard Specifications for Movable Highway Bridges, AASHTO 1988. [See § 625.4(d)(1)]

(8) Bridge Welding Code, ANSI/AASHTO/AWS D1.5–95, AASHTO. [See § 625.4(d) (1) and (2)]

(9) Structural Welding Code—Reinforcing Steel, ANSI/AWS D1.4–92, 1992. [See § 625.4(d)(2)]

(10) Standard Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals, AASHTO 1994. [See § 625.4(d)(1)]

(11) Navigational Clearances for Bridges, refer to 23 CFR part 650, subpart H.

(c) *Materials.* (1) General Materials Requirements, refer to 23 CFR part 635, subpart D.

(2) Standard Specifications for Transportation Materials and Methods of Sampling and Testing, parts I and II, AASHTO 1995. [See § 625.4(d)(1)]

(3) Sampling and Testing of Materials and Construction, refer to 23 CFR part 637, subpart B.

(d) Availability of documents incorporated by reference. The documents listed in § 625.4 are incorporated by reference and are on file and available for inspection at the National Archives and Records Administration (NARA). For information on the availability of this material at NARA, call 202–741–6030, or go to: *http://www.archives.gov/federal__register/code__of__federal__regulations/ibr__locations.html.* These documents may also be reviewed at the Department of Transportation Library, 400 Seventh Street, SW., Washington, DC, in Room 2200. These documents are

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(5) Location and Hydraulic Design of Encroachments on Flood Plains, refer to 23 CFR part 650, subpart A.

(6) Procedures for Abatement of Highway Traffic Noise and Construction Noise, refer to 23 CFR part 772.

(7) Accommodation of Utilities, refer to 23 CFR part 645, subpart B.

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also available for inspection and copying as provided in 49 CFR part 7, appendix D. Copies of these documents may be obtained from the following organizations:

(1) American Association of State Highway and Transportation Officials (AASHTO), Suite 249, 444 North Capitol Street, NW., Washington, DC 20001.

(2) American Welding Society (AWS), 2501 Northwest Seventh Street, Miami, FL 33125.

[62 FR 15397, Apr. 1, 1997, as amended at 67 FR 6395, Feb. 12, 2002; 69 FR 18803, Apr. 9, 2004; 71 FR 26414, May 5, 2006]

PART 626—PAVEMENT POLICY

Sec.
626.1 Purpose.
626.2 Definitions.
626.3 Policy.

AUTHORITY: 23 U.S.C. 101(e), 109, and 315; 49 CFR 1.48(b)

SOURCE: 61 FR 67174, Dec. 19, 1996, unless otherwise noted.

§ 626.1 Purpose.

To set forth pavement design policy for Federal-aid highway projects.

§ 626.2 Definitions.

Unless otherwise specified in this part, the definitions in 23 U.S.C. 101(a) are applicable to this part. As used in this part:

Pavement design means a project level activity where detailed engineering and economic considerations are given to alternative combinations of subbase, base, and surface materials which will provide adequate load carrying capacity. Factors which are considered include: Materials, traffic, climate, maintenance, drainage, and life-cycle costs.

§ 626.3 Policy.

Pavement shall be designed to accommodate current and predicted traffic needs in a safe, durable, and cost effective manner.

PART 627—VALUE ENGINEERING

Sec.
627.1 Purpose and applicability.
627.3 Definitions.
627.5 General principles and procedures.

AUTHORITY: 23 U.S.C. 106(d), 106(f), 112(b), 302, 307, and 315; 49 CFR 18.

SOURCE: 62 FR 6868, Feb. 14, 1997, unless otherwise noted.

§ 627.1 Purpose and applicability.

(a) This regulation will establish a program to improve project quality, reduce project costs, foster innovation, eliminate unnecessary and costly design elements, and ensure efficient investments by requiring the application of value engineering (VE) to all Federal-aid highway projects on the National Highway System (NHS) with an estimated cost of $25 million or more.

(b) In accordance with the Federal-State relationship established under the Federal-aid highway program, State transportation departments (STDs) shall assure that a VE analysis has been performed on all applicable projects and that all resulting, approved recommendations are incorporated into the plans, specifications and estimate.

[62 FR 6868, Feb. 14, 1997, as amended at 67 FR 75924, Dec. 10, 2002]

§ 627.3 Definitions.

Project. A portion of a highway that a State proposes to construct, reconstruct, or improve as described in the preliminary design report or applicable environmental document. A project may consist of several contracts or phases over several years.

Value engineering. The systematic application of recognized techniques by a multi-disciplined team to identify the function of a product or service, establish a worth for that function, generate alternatives through the use of creative thinking, and provide the needed functions to accomplish the original purpose of the project, reliably, and at the lowest life-cycle cost without sacrificing safety, necessary quality, and environmental attributes of the project.

§ 627.5 General principles and procedures.

(a) *State VE programs*. State transportation departments must establish programs to assure that VE studies are performed on all Federal-aid highway projects on the NHS with an estimated cost of $25 million or more. Program

Appendix C

FHWA Policy
FHWA: Access to the Interstate System
Federal Register: August 27, 2009
(Volume 74, Number 165, Page 43743-43746)

d. delivers
district department of transportation

DEPARTMENT OF TRANSPORTATION

Surface Transportation Board

[STB Docket No. AB–33 (Sub-No. 280X); STB Docket No. AB–1038X); STB Docket No. AB–546X]

Union Pacific Railroad Company—Abandonment Exemption and Discontinuance of Service—in Tarrant County, TX; Fort Worth and Dallas Belt Railroad Company—Discontinuance of Service—in Tarrant County, TX; Fort Worth and Western Railroad Company—Discontinuance of Service—in Tarrant County, TX

On August 7, 2009, Union Pacific Railroad Company (UP), Fort Worth and Dallas Belt Railroad Company (FWDB), and Fort Worth and Western Railroad Company (FWWR) (collectively, petitioners) jointly filed with the Surface Transportation Board (Board) a petition under 49 U.S.C. 10502 for exemption from the provisions of 49 U.S.C. 10903 to permit: (1) UP to abandon and discontinue service over a segment of its North Fort Worth Branch line of railroad between milepost 633.02 and milepost 634.25, a distance of approximately 1.23 miles in Tarrant County, TX; (2) FWDB to discontinue operations over the subject line segment; [1] and (3) FWWR to discontinue overhead and local trackage rights over the subject line segment.[2] The line traverses United States Postal Service Zip Code 76106.[3]

In addition to an exemption from the prior approval requirements of 49 U.S.C. 10903, petitioners seek exemption from 49 U.S.C. 10904 (offer of financial assistance procedures) and 49 U.S.C. 10905 (public use conditions). Petitioners also seek relief from the trail use provisions of the Board's regulations at 49 CFR 1152.29. In support, petitioners state that the sole purpose of their joint petition is to allow the proposed acquisition of the right-of-way associated with the line segment by the Tarrant Regional Water District for a public flood control and redevelopment project in the north downtown area of Forth Worth, TX, commonly known at the Trinity Uptown Project. These requests will be addressed in the final decision.

The line does not contain federally granted rights-of-way. Any documentation in petitioners' possession will be made available promptly to those requesting it.

The interest of railroad employees will be protected by the conditions set forth in *Oregon Short Line R. Co.—Abandonment—Goshen,* 360 I.C.C. 91 (1979).

By issuing this notice, the Board is instituting an exemption proceeding pursuant to 49 U.S.C. 10502(b). A final decision will be issued by November 25, 2009.

Any offer of financial assistance (OFA) under 49 CFR 1152.27(b)(2), will be due no later than 10 days after service of a decision granting the petition for exemption. Each OFA must be accompanied by a $1,500 filing fee. *See* CFR 1002.2(f)(25).

All interested persons should be aware that, following abandonment of rail service and salvage of the line, the line may be suitable for other public use, including interim trail use. Any request for a public use condition under 49 CFR 1152.28 or for trail use/rail banking under 49 CFR 1152.29 will be due no later than September 16, 2009. Each trail use request must be accompanied by a $200 filing fee. *See* 49 CFR 1002.2(f)(27).

All filings in response to this notice must refer to STB Docket No. AB–33 (Sub-No 280X), STB Docket No. 1038X), and STB Docket No.546X, and must be sent to: (1) Surface Transportation Board, 395 E Street, SW., Washington, DC 20423–0001; and (2) Mack H. Shumate, Jr., 101 North Wacker Drive, Room 1920, Chicago, IL 60606, and Paul H. Lamboley, Bank of America Plaza, 50 W. Liberty Street, Suite #645, Reno, NV 89501. Replies to the petition are due on or before September 16, 2009.

Persons seeking further information concerning abandonment or discontinuance procedures may contact the Board's Office of Public Assistance, Governmental Affairs, and Compliance at (202) 245–0238 or refer to the full abandonment or discontinuance regulations at 49 CFR part 1152. Questions concerning environmental issues may be directed to the Board's Section of Environmental Analysis (SEA) at (202) 245–0305. Assistance for the hearing impaired is available through the Federal Information Relay Service (FIRS) at 1–800–877–8339.

An environmental assessment (EA) (or environmental impact statement (EIS), if necessary) prepared by SEA will be served upon all parties of record and upon any agencies or other persons who commented during its preparation. Other interested persons may contact SEA to obtain a copy of the EA (or EIS). EAs in these abandonment proceedings normally will be made available within 60 days of the filing of the petition. The deadline for submission of comments on the EA will generally be within 30 days of its service.

Board decisions and notices are available on our Web site at *http://www.stb.dot.gov.*

Decided: August 24, 2009.

By the Board, Joseph H. Dettmar, Acting Director, Office of Proceedings.

Jeffrey Herzig,

Clearance Clerk.

[FR Doc. E9–20743 Filed 8–26–09; 8:45 am]

BILLING CODE 4915–01–P

[1] FWDB operates the line pursuant to a lease with UP. *See Fort Worth and Dallas Belt Railroad–Acquisition and Operation Exemption–Certain Lines of St. Louis Southwestern Railway Company,* Finance Docket No. 32514 (ICC served June 22, 1994).

[2] FWDB, a corporate affiliate of FWWR, granted FWWR these trackage rights. *See Forth Worth & Western Railroad Company–Trackage Rights Exemption–Forth Worth and Dallas Belt Railroad Company,* Finance Docket No. 32590, (ICC served Nov. 10, 1994).

[3] Petitioners state that the lease and trackage rights will remain in full force and effect for the remainder of the North Fort Worth Branch.

DEPARTMENT OF TRANSPORTATION

Federal Highway Administration

Access to the Interstate System

AGENCY: Federal Highway Administration (FHWA), DOT.

ACTION: Notice of revised policy statement.

SUMMARY: This document issues the revised FHWA policy statement regarding requests for new or modified access points to the Interstate System. The policy includes the requirements for the justification and documentation necessary to substantiate any request that is submitted to FHWA for approval.

FOR FURTHER INFORMATION CONTACT: For technical information: Mr. Jon Obenberger, Office of Program Administration (HIPA–20), (202) 366–2221. For legal information: Mr. Robert Black, Office of the Chief Counsel (HCC–32), (202) 366–1359, Federal Highway Administration, 1200 New Jersey Avenue, SE., Washington, DC 20590. Office hours are from 7:45 a.m. to 4:15 p.m., e.t., Monday through Friday, except Federal holidays.

SUPPLEMENTARY INFORMATION:

Background

The surface transportation system plays a key role in shaping the economic health, quality of life and sustainability of a metropolitan area, region, and State. The Interstate System is a critical element providing a network of limited access freeways which facilitate the distribution of virtually all goods and services across the United States. The Interstate System also influences the mobility and safety of people and goods by providing access to local highways and a network of public

streets. As a result, it is in the national interest to preserve and enhance the Interstate System to meet the needs of the surface transportation system of the United States for the 21st century.

The FHWA's Policy on Access to the Interstate System provides the requirements for the justification and documentation necessary to substantiate any proposed changes in access to the Interstate System. This policy also facilitates decisionmaking regarding proposed changes in access to the Interstate System in a manner that considers and is consistent with the vision, goals and long-range transportation plans of a metropolitan area, region and State. This policy reflects the congressional intent and direction provided in section 1909(a)(3) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA–LU) (Pub. L. 109–59, 119 Stat. 1144), which amended section 101 of title 23, United States Code by adding subsection (b)(3)(H): ''the Secretary should take appropriate actions to preserve and enhance the Interstate System to meet the needs of the 21st century.''

Section 111 of title 23, United States Code, provides that all agreements between the Secretary and the State departments of transportation (State DOTs) for the construction of projects on the Interstate System shall contain a clause providing that the State will not add any points of access to, or exit from, the project in addition to those approved by the Secretary in the plans for such project, without the prior approval of the Secretary. The Secretary has delegated the authority to administer 23 U.S.C. 111 to the Federal Highway Administrator pursuant to 49 CFR 1.48(b)(1). A formal policy statement including guidance for justifying and documenting the need for additional access to the existing sections of the Interstate System was published in the **Federal Register** on October 22, 1990 (55 FR 42670), and modified on February 11, 1998 (63 FR 7045).

The FHWA has adopted the AASHTO publication ''A Policy on Design Standards—Interstate System'' as the standard for projects on the Interstate System as incorporated by reference at 23 CFR 625.4(a)(2). Section 625.4(a)(2) further requires that access to the Interstate System shall be fully controlled, and that access to the Interstate System shall be achieved by interchanges at selected public highways.

Summary of Changes

The changes in FHWA's policy were made to reflect the direction provided in SAFETEA–LU, to clarify the operational and safety analysis and assessment of impacts that provides the basis for proposed changes in access to the Interstate System, and to update language at various locations to reference Federal laws, regulations, and FHWA policies. The following specific revisions have been made to the existing policy statement:

1. Updates were made to Requirement 1 clarifying the need for agencies to analyze and justify that the projected design-year traffic demands cannot be adequately accommodated by existing access to the Interstate.

2. Additional examples were added to Requirement 2 to identify the type of improvements to be considered in the planning for and development of proposed changes in access.

3. Text was added to Requirement 3 to clarify that the safety and operational analysis to be performed and documentation to be submitted provide the justification for proposed changes in access.

4. Revisions were made to Requirement 4 clarifying the need to meet or exceed design standards for all roadway improvements included in proposals to change access.

5. Changes were made to Requirement 5 to reference the current requirements contained in SAFETEA–LU and 23 CFR part 450.

6. Text was added to Requirement 6 clarifying the analysis to be performed in support of proposed changes in access involving multiple interchanges.

7. Clarification to Requirement 7 was made identifying the justification needed to support any proposed change in access due to changes in land use or density of development.

8. Revision was made to Requirement 8 to clarify and avoid duplication with Requirement 5.

9. Updates were made to the Application section to reference current Federal laws, regulations, and FHWA policies. Revisions were made to paragraph 4 and a new paragraph 5 was added to clarify what is a change in access and how this policy may apply to different types of access changes. Paragraph 8 was added to clarify how FHWA's review and approval of proposed changes in access relate to other Federal actions, reviews, and approvals. Paragraph 9 was added to clarify that proposals for changes in access need to be reevaluated and the proposal resubmitted to FHWA for review and approval if the project has not proceeded to construction within 8 years.

The revised policy statement also includes various editorial changes to enhance clarity and readability. The revised policy statement is as follows:

Policy

It is in the national interest to preserve and enhance the Interstate System to meet the needs of the 21st Century by assuring that it provides the highest level of service in terms of safety and mobility. Full control of access along the Interstate mainline and ramps, along with control of access on the crossroad at interchanges, is critical to providing such service. Therefore, FHWA's decision to approve new or revised access points to the Interstate System must be supported by substantiated information justifying and documenting that decision. The FHWA's decision to approve a request is dependent on the proposal satisfying and documenting the following requirements.

Considerations and Requirements

1. The need being addressed by the request cannot be adequately satisfied by existing interchanges to the Interstate, and/or local roads and streets in the corridor can neither provide the desired access, nor can they be reasonably improved (such as access control along surface streets, improving traffic control, modifying ramp terminals and intersections, adding turn bays or lengthening storage) to satisfactorily accommodate the design-year traffic demands (23 CFR 625.2(a)).

2. The need being addressed by the request cannot be adequately satisfied by reasonable transportation system management (such as ramp metering, mass transit, and HOV facilities), geometric design, and alternative improvements to the Interstate without the proposed change(s) in access (23 CFR 625.2(a)).

3. An operational and safety analysis has concluded that the proposed change in access does not have a significant adverse impact on the safety and operation of the Interstate facility (which includes mainline lanes, existing, new, or modified ramps, ramp intersections with crossroad) or on the local street network based on both the current and the planned future traffic projections. The analysis shall, particularly in urbanized areas, include at least the first adjacent existing or proposed interchange on either side of the proposed change in access (23 CFR 625.2(a), 655.603(d) and 771.111(f)). The crossroads and the local street network, to at least the first major intersection on either side of the proposed change in access, shall be included in this analysis to the extent necessary to fully evaluate the safety and operational impacts that

the proposed change in access and other transportation improvements may have on the local street network (23 CFR 625.2(a) and 655.603(d)). Requests for a proposed change in access must include a description and assessment of the impacts and ability of the proposed changes to safely and efficiently collect, distribute and accommodate traffic on the Interstate facility, ramps, intersection of ramps with crossroad, and local street network (23 CFR 625.2(a) and 655.603(d)). Each request must also include a conceptual plan of the type and location of the signs proposed to support each design alternative (23 U.S.C. 109(d) and 23 CFR 655.603(d)).

4. The proposed access connects to a public road only and will provide for all traffic movements. Less than ''full interchanges'' may be considered on a case-by-case basis for applications requiring special access for managed lanes (*e.g.,* transit, HOVs, HOT lanes) or park and ride lots. The proposed access will be designed to meet or exceed current standards (23 CFR 625.2(a), 625.4(a)(2), and 655.603(d)).

5. The proposal considers and is consistent with local and regional land use and transportation plans. Prior to receiving final approval, all requests for new or revised access must be included in an adopted Metropolitan Transportation Plan, in the adopted Statewide or Metropolitan Transportation Improvement Program (STIP or TIP), and the Congestion Management Process within transportation management areas, as appropriate, and as specified in 23 CFR part 450, and the transportation conformity requirements of 40 CFR parts 51 and 93.

6. In corridors where the potential exists for future multiple interchange additions, a comprehensive corridor or network study must accompany all requests for new or revised access with recommendations that address all of the proposed and desired access changes within the context of a longer-range system or network plan (23 U.S.C. 109(d), 23 CFR 625.2(a), 655.603(d), and 771.111).

7. When a new or revised access point is due to a new, expanded, or substantial change in current or planned future development or land use, requests must demonstrate appropriate coordination has occurred between the development and any proposed transportation system improvements (23 CFR 625.2(a) and 655.603(d)). The request must describe the commitments agreed upon to assure adequate collection and dispersion of the traffic resulting from the development with the adjoining local street network and Interstate access point (23 CFR 625.2(a) and 655.603(d)).

8. The proposal can be expected to be included as an alternative in the required environmental evaluation, review and processing. The proposal should include supporting information and current status of the environmental processing (23 CFR 771.111).

Application

This policy is applicable to new or revised access points to existing Interstate facilities regardless of the funding of the original construction or regardless of the funding for the new access points. This includes routes incorporated into the Interstate System under the provisions of 23 U.S.C. 103(c)(4)(A) or other legislation.

Routes approved as a future part of the Interstate System under 23 U.S.C. 103(c)(4)(B) represent a special case because they are not yet a part of the Interstate System. Since the intention to add the route to the Interstate System has been formalized by agreement, any proposed new or significant changes in access beyond those covered in the agreement, regardless of funding, must be approved by FHWA.

This policy is not applicable to toll roads incorporated into the Interstate System, except for segments where Federal funds have been expended or these funds will be used for roadway improvements, or where the toll road section has been added to the Interstate System under the provisions of 23 U.S.C. 103(c)(4)(A). The term ''segment'' is defined as the project limits described in the Federal-aid project agreement.

Each break in the control of access to the Interstate System right-of-way is considered to be an access point. For the purpose of applying this policy, each entrance or exit point, including ''locked gate'' access, is considered to be an access point. For example, a diamond interchange configuration has four access points.

Ramps providing access to rest areas, information centers, and weigh stations within the Interstate controlled access are not considered access points for the purpose of applying this policy. These facilities shall be accessible to vehicles only to and from the Interstate System. Access to or from these facilities and local roads and adjoining property is prohibited. The only allowed exception is for access to adjacent publicly owned conservation and recreation areas, if access to these areas is only available through the rest area, as allowed under 23 CFR 752.5(d).

Generally, any change in the design of an existing access point is considered a change to the interchange configuration, even though the number of actual points of access may not change. For example, replacing one of the direct ramps of a diamond interchange with a loop, or changing a cloverleaf interchange into a fully directional interchange would be considered revised access for the purpose of applying this policy.

All requests for new or revised access points on completed Interstate highways must closely adhere to the planning and environmental review processes as required in 23 CFR parts 450 and 771. The FHWA approval constitutes a Federal action and, as such, requires that the transportation planning, conformity, congestion management process, and the National Environmental Policy Act procedures be followed and their requirements satisfied. This means the final FHWA approval of requests for new or revised access cannot precede the completion of these processes or necessary actions.

To offer maximum flexibility, however, any proposed change in access can be submitted by a State DOT to the FHWA Division Office for a determination of engineering and operational acceptability. This flexibility allows agencies the option of obtaining this acceptability determination prior to making the required modifications to the Transportation Plan, performing any required conformity analysis, and completing the environmental review and approval process. In this manner, State DOTs can determine if a proposal is acceptable for inclusion as an alternative in the environmental process. This policy in no way alters the planning, conformity or environmental review and approval procedures as contained in 23 CFR parts 450 and 771, and 40 CFR parts 51 and 93.

An affirmative determination by FHWA of engineering and operational acceptability for proposals for new or revised access points to the Interstate System should be reevaluated whenever a significant change in conditions occurs (*e.g.,* land use, traffic volumes, roadway configuration or design, environmental commitments). Proposals shall be reevaluated if the project has not progressed to construction within 8 years of receiving an affirmative determination of engineering and operational acceptability (23 CFR 625.2(a)). If the project is not constructed within this time period, an updated justification report based on current and projected future conditions must be submitted to FHWA to receive either an affirmative determination of engineering and operational acceptability, or final approval if all

other requirements have been satisfied (23 U.S.C. 111, 23 CFR 625.2(a), and 23 CFR 771.129).

Implementation

State DOTs are required to submit requests for proposed changes in access to their FHWA Division Office for review and action under 23 U.S.C. 106 and 111, and 23 CFR 625.2(a). The FHWA Division Office will ensure that all requests for changes in access contain sufficient information, as required in this policy, to allow FHWA to independently evaluate and act on the request. Guidance to assist with the implementation and consistent application of this policy can be accessed electronically through the FHWA Office of Infrastructure's Web page at: *http://www.fhwa.dot.gov/programadmin/index.htm.*

Policy Statement Impact

The policy statement, first published in the **Federal Register** on October 22, 1990 (55 FR 42670), and modified on February 11, 1998 (63 FR 7045), describes the justification and documentation needed for requests to add or revise access to the existing Interstate System.

The revisions made by the publication of this policy statement reflect the direction provided in SAFETEA–LU, clarify the operational and safety analysis to accompany proposed changes in access on the Interstate System, and update language at various locations to ensure consistency with other Federal laws, regulations and FHWA policies. State DOTs should take these factors into consideration when making requests for new or revised access points, but the overall effort necessary for developing the request will not be significantly increased.

(Authority: 23 U.S.C. 111 and 315; 49 CFR 1.48)

Issued on August 18, 2009.

Victor M. Mendez,

Federal Highway Administrator.

[FR Doc. E9–20679 Filed 8–26–09; 8:45 am]

BILLING CODE 4910–22–P

DEPARTMENT OF TRANSPORTATION

Surface Transportation Board

[STB Finance Docket No. 34936]

Port of Moses Lake—Construction Exemption—Moses Lake, WA [STB Finance Docket No. 34936 (Sub-No. 1)]; Port of Moses Lake—Acquisition Exemption—Moses Lake, WA

AGENCY: Surface Transportation Board, Department of Transportation.

ACTION: Notice of exemption.

SUMMARY: Subject to a Programmatic Agreement negotiated by the parties and environmental mitigation measures, the Board is granting exemptions under 49 U.S.C. 10502 from the prior approval requirements of 49 U.S.C. 10901 for the Port of Moses Lake (Port) in STB Finance Docket No. 34936 to construct two segments of rail line in Moses Lake, WA, one between the community of Wheeler and Parker Horn at the mouth of Crab Creek and another between Columbia Basin Railroad Company, Inc. (CBRW) trackage and the east side of the Grant County International Airport, and in STB Finance Docket No. 34936 (Sub-No. 1) to acquire a segment of rail line from CBRW that runs approximately from Parker Horn near Stratford Road to near the Grant County International Airport, which would connect the newly constructed segments. The Port plans to rehabilitate and upgrade this line segment, including the upgrade of two signalized grade crossings. The Port estimates the total mileage of its construction and acquisition proposals to be approximately 11.5 miles in length.

DATES: The exemption will be effective on September 11, 2009. Petitions to reopen must be filed by September 16, 2009.

ADDRESSES: An original and 10 copies of all pleadings, referring to STB Finance Docket No. 34936 and STB Finance Docket No. 34936 (Sub-No. 1), must be filed with the Surface Transportation Board, 395 E Street, SW., Washington, DC 20423–0001. In addition, one copy of all pleadings must be served on petitioner's representative: Adrian L. Steel, Jr., Mayer Brown LLP, 1909 K Street, NW., Washington, DC 20006.

FOR FURTHER INFORMATION CONTACT: Joseph H. Dettmar, (202) 245–0395. Assistance for the hearing impaired is available through the Federal Information Relay Service (FIRS) at 1–800–877–8339.

SUPPLEMENTARY INFORMATION: Additional information is contained in the Board's decision. Board decisions and notices are available on our Web site at *http://www.stb.dot.gov.*

Decided: August 21, 2009.

By the Board, Chairman Elliott, Vice Chairman Nottingham, and Commissioner Mulvey.

Jeffrey Herzig,

Clearance Clerk.

[FR Doc. E9–20666 Filed 8–26–09; 8:45 am]

BILLING CODE 4915–01–P

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

Westfield-Barnes Airport, Westfield MA; FAA Approval of Noise Compatibility Program

AGENCY: Federal Aviation Administration, DOT.

ACTION: Notice.

SUMMARY: The Federal Aviation Administration (FAA) announces its findings on the noise compatibility program submitted by the Westfield Airport Commission under the provisions of Title I of the Aviation Safety and Noise Abatement Act of 1979 (Pub. L. 96–193) and 14 CFR part 150. These findings are made in recognition of the description of federal and non-federal responsibilities in Senate Report No. 96–52 (1980). On August 3, 2009, the Airports Division Manager approved the Westfield-Barnes Airport noise compatibility program. All of the proposed program elements were approved.

DATES: *Effective Date:* The effective date of the FAA's approval of the Westfield-Barnes Airport noise compatibility program is August 3, 2009.

FOR FURTHER INFORMATION CONTACT: Richard Doucette, Federal Aviation Administration, New England Region, Airports Division, 12 New England Executive Park, Burlington, Massachusetts 01803, Telephone (781) 238–7613.

Documents reflecting this FAA action may be obtained from the same individual.

SUPPLEMENTARY INFORMATION: This notice announces that the FAA has given its overall approval to the Westfield-Barnes Airport noise compatibility program, effective August 3, 2009.

Under Section 104(a) of the Aviation Safety and Noise Abatement Act of 1979 (hereinafter the Act), an airport operator who has previously submitted a noise exposure map may submit to the FAA a noise compatibility program which sets forth the measures taken or proposed by the airport operator for the reduction of existing non-compatible land uses and prevention of additional non-compatible land uses within the area covered by the noise exposure maps.

The Act requires such programs to be developed in consultation with interested and affected parties including local communities, government agencies, airport users, and FAA personnel.

Appendix D

References

d. delivers

district department of transportation

Memorandum

U.S. Department
of Transportation

Federal Highway Administration

Subject: **INFORMATION:** Operational Analysis of Access Points to the Interstate System

Date: August 21, 2001

From: Dwight A. Horne
Director, Office of Program Administration

Reply to
Attn. of: HIPA-20

To: Resource Center Directors
Division Administrators
Federal Lands Highway Division Engineers

The FHWA policy regarding requests for access points to the Interstate System was published in the Federal Register on February 11, 1998. One requirement of the policy is an analysis of current and future traffic to determine the effect of proposed access points.

The FHWA will continue to use the current edition of the Highway Capacity Manual (HCM), published by the Transportation Research Board, in its review of proposed access points. Other traffic analysis methods including simulation programs may also be used in the access request report to aid in the decision-making process. However, if the access request report does not contain an HCM analysis, the data submitted with the report must be sufficiently detailed and compatible with the HCM procedures to allow the FHWA reviewing office to independently perform an HCM evaluation of the traffic impacts.

A new edition of the HCM, referred to as HCM 2000, was recently published and distributed to field offices with our memorandum dated May 1. Also distributed were Highway Capacity Software (HCS 2000) and Highway Capacity Analysis Package (HiCAP 2000), two software products that replicate the procedures in the HCM 2000. As stated in the May 1 memorandum, all new studies beginning after October 1, 2001, should use the HCM 2000 analysis procedures. A previous edition of the HCM is currently included in the list of guides in the Federal-aid Policy Guide, Non-Regulatory Supplement 23 CFR 625, paragraph 16. This will be updated to show the HCM 2000 as the current edition.

U.S. Department of Transportation

Federal Highway Administration

Memorandum

Subject: ACTION: Delegation of Authority - Requests for New or Revised Access Points on Completed Interstate Highways

Date: August 19, 1996

From: Rodney E. Slater
Administrator

Reply to Attn. of: HNG-14

To: Regional Administrators
Federal Lands Highway Program Administrator

The authority to approve requests for new or revised access points on completed Interstate highways, except for specifically enumerated types of access changes, is retained at the Headquarters level, as documented in the FHWA Delegations and Organization Manual M1100.1A. The November 8, 1994, Implementation Plan for Headquarters Streamlining Actions recommended that the Offices of Engineering, Real Estate Services, and Environment and Planning initiate a review of the current delegation, with the aim of removing as many restrictions as practicable. At that time a special task group was convened and proposed changes were developed and distributed to you for comment. The results of consideration of your comments, further analysis by the task group, and review by management are contained in this memorandum.

Requests for new or revised access points on completed Interstate highways must be closely coordinated with the planning and environmental processes. With regard to the planning process, the implementation of ISTEA and 23 CFR 450 already ensures coordination of the access request process. This does not preclude FHWA from commenting on whether a proposed access point is acceptable from an engineering and operational standpoint prior to inclusion in a transportation plan or transportation improvement program.

Close coordination with the environmental process requires that the final approval of access points cannot precede the completion of the environmental process. For maximum flexibility, however, an access point request can be submitted to FHWA for a determination of engineering and operational acceptability at any time during or after completion of the environmental process. Final approval of an access point request can only occur after a finding of acceptability and completion of the planning and environmental processes.

If an access request is found to be acceptable after an engineering and operational review, the suggested wording for the acceptability finding depends on when the request is submitted.

When the request is submitted after completion of the environmental process, the action document should contain a statement similar to: "Based on an engineering and operations review, the access request is considered acceptable. The access request has been reviewed under provisions of the National Environmental Policy Act and other pertinent environmental mandates, and the FHWA executed a record of decision or FONSI on (date). This determination is subject to reevaluation in accordance with 23 CFR 771.129. This includes determining whether a changed design concept and scope warrants application of the major investment study (MIS) provisions of 23 CFR 450.318 or other metropolitan planning requirements." The reference to the MIS requirement should not be used where Federal funds are not involved or the proposed interchange is outside a metropolitan planning area. The finding of acceptability in this case constitutes final approval of the access request if the environmental document is determined to be satisfactory and the major investment study requirement does not apply. When the request is submitted during the environmental process, the action document should contain a statement similar to: "Based on an engineering and operations review, the access request is considered acceptable. If there are no major changes in the design of the proposal, final approval may be given upon completion of the environmental process."

Therefore, effective immediately, the delegation of authority located in FHWA Order 1100.1A is revised as follows:

1. The approval authority for engineering and operational <u>acceptability</u> is:

   a. The Federal Highway Administrator retains the authority to determine acceptability of access requests for: new interchanges in transportation management areas, new or major modification of freeway-to-freeway interchanges, and new partial interchanges. Transportation management areas are defined in 23 U.S.C. 134(i) and, for purposes of this delegation of authority, include only the urbanized portion as determined by the Bureau of the Census.

   b. Regional Administrators are delegated authority to determine acceptability of all other access requests. This includes access requests for: new interchanges outside of transportation management areas (except new freeway-to-freeway interchanges and new partial interchanges), modification of existing interchanges (except major modification of freeway-to-freeway interchanges), completion of partial interchanges, locked gate access, and

closing of individual access points or entire interchanges. This authority may be redelegated to Division Administrators. Transportation management areas are defined in 23 U.S.C. 134(i) and, for purposes of this delegation of authority, include only the urbanized portion as determined by the Bureau of the Census.

2. Regional Administrators are delegated authority for final approval of changes in points of ingress or egress with Interstate through traffic lanes and with interchange ramps on completed sections of the Interstate System only after a finding of acceptability and completion of the planning and environmental processes. This authority may be redelegated in accordance with Part I, Chapter 5, paragraph 22b.

The delegation of authority for a determination of engineering and operational acceptability as described in item 1 above is shown in Attachment 1. A comparison of the old and new delegation of authority is shown in Attachment 2. The FHWA Order M1100.1A will be changed to reflect the delegations in this memorandum as soon as possible.

Each regional and division office is encouraged to designate a contact person for additional access request coordination purposes and to keep a listing of all actions (location, date, status, etc.) taken on access requests. This will assist us when information is needed to respond to other agencies, members of Congress, or public citizens.

2 Attachments

Delegation of Authority -- Acceptability of Access Requests on Interstate Highways				
Type of New Access	TMA	HQ/Federal Highway Administrator	Regional Administrator	Division Administrator
New Freeway-to-Freeway Interchange	Yes	X		
	No	X		
Major Modification of Freeway-to-Freeway Interchange	Yes	X		
	No	X		
New Partial Interchange or New Ramps To/From Continuous Frontage Roads That Create a Partial Interchange	Yes	X		
	No	X		
New Freeway-to-Crossroad Interchange	Yes	X		
	No		Y	Z
Modification of Existing Freeway-to-Crossroad Interchange	Yes		Y	Z
	No		Y	Z
Completion of Basic Movements At Partial Interchange	Yes		Y	Z
	No		Y	Z
Locked Gate Access	Yes		Y	Z
	No		Y	Z
Abandonment of Ramps or Interchanges	Yes		Y	Z
	No		Y	Z

X = Determination of acceptability not redelegated to field offices
Y = Determination of acceptability delegated to Regional Administrators
Z = Determination of acceptability that may be redelegated to Division Administrators
TMA = Transportation management area as defined in 23 USC 134(i). For purposes of this delegation of authority, TMA includes only the urbanized portion as defined by the Bureau of the Census.

Attachment 2

Type of New Access	Approval Authority*
New Freeway to Freeway Interchange	Approval at HQ now and will remain at HQ
Major Modification of Freeway to Freeway Interchange	Approval at HQ now and will remain at HQ
New Partial Interchange or New Ramps to/from Continuous Frontage Roads that Create a Partial Interchange	Approval at HQ now and will remain at HQ
New Freeway to Crossroad Interchange	Approval at HQ now. The approval of those within TMAs will remain at HQ. All others would be delegated to the field offices.
Modification of Existing Freeway to Crossroad Interchange	Approval at HQ now, except for minor modifications at the ramp terminals at the crossroad or redesign of entrance or exit terminals to achieve standards. All would be delegated to field offices.
Completion of Basic Movements at Partial Interchange	Approval at the field offices now and would remain there.
Locked Gate Access	Approval at the field offices now and would remain there.
Abandonment of Ramps or Interchanges	Approval at HQ now. To be delegated to the field offices.

*Note: Approval Authority is for determination of engineering and operational acceptability.

Government of
District of Columbia

Adrian M. Fenty, Mayor

District Department
of Transportation

Gabe Klein, Director

d. delivers

district department of transportation

Faisal Hameed
Division Chief
Project Development, Environment,
& Sustainability Division
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