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DEPARTMENT OF TRANSPORTATION

## **GUIDANCE TO REQUEST A CHANGE OF STATE FUNCTIONAL CLASSIFICATION WHICH ADDS ROADS TO THE STATE HIGHWAY SYSTEM**

A County, City, may request the Department of Transportation to reclassify any segment of highway, road, or street for which they have jurisdictional responsibility to a “Major Arterial” or higher classification. Cities with a population less than 5,000 may request a reclassification of any road segment for which they have jurisdictional responsibility through their County Board. Reference Neb. Rev. Stat. 39-2103, 39-2104, and 39-2112.

County or Municipal officials’ should make a thorough study to determine if the facility qualifies for reclassification and provide the following information.

- A brief narrative of the reason for reclassification.
- Appropriate data supporting any traffic pattern changes.
- One copy of the Boards Resolution requesting reclassification.
- Historical and current average daily traffic counts.
- Map showing the location of the subject road.

Requests involving a county line road or a road intersecting a county line are to be coordinated with the adjacent County. Both Counties must agree either separately or together, to request reclassification and provide appropriate supporting data.

The Department of Transportation will review the request and either grant or deny the request in whole or in part.

Any County or Municipality dissatisfied with the action taken by the Department of Transportation may appeal the department’s decision to the Board of Public Roads Classifications and Standards in accordance with Nebraska Revised Statute 39-2111 and the Board’s Rules and Regulations.

Requests for reclassification are to be submitted to:

Director State Engineer  
Nebraska Department of Transportation  
P.O. Box 94759  
Lincoln, NE 68509-4759

For any additional information, submit questions to:  
<http://www.roads.nebraska.gov/contact-us/>

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