



REQUEST FOR A CHANGE OF FUNCTIONAL CLASSIFICATION
WHICH CHANGES ONLY THE COUNTY OR CITY SYSTEM

1. A County, City or County/Village (Village through County assistance), may request the Department of Roads to reclassify any segment of highway, road or street for which they have jurisdiction of. The request must be submitted in accordance with Neb. Rev. Stat. 39-2112.
2. The County or City agency should make a thorough study to determine if the facility qualifies for reclassification.
3. Along with the agency's formal Resolution historical and current traffic data, as an average daily traffic (ADT), must be provided.
4. If the requesting agency does not have the equipment to do such counting, the Department will provide, when available, the necessary equipment at no charge. The state will either help and/or provide the necessary expertise to the agency for collecting, analyzing and adjusting the raw traffic data in order to present it in the proper format. The agency will provide the appropriate data supporting any traffic pattern change.
5. 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 minimum documentation required is a brief narrative of the reason for reclassification, one copy of the Boards Resolution requesting reclassification, the traffic data and a map showing the location of the subject road (segment).

Requests for reclassification are to be submitted to:

Mr. Dan Nichols P.E.
Roadway Asset Management Engineer
Materials and Research Division
Nebraska Department of Road
P.O. Box 94759
Lincoln, NE 68509-4759

Please contact Dave Brokaw should you need any additional information concerning this process.

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