



STATE HIGHWAY SYSTEM ADJUSTMENTS

Purpose

This policy sets forth the procedure to make adjustments to the State Highway System that serves statewide economic interests, movement of products and materials, and statewide mobility.

Legal Authority

- Idaho Code 40-120(5) – Definition of State Highway System.
- Idaho Code 40-203(B) – The Department may abandon or assume control of a highway with the consent of the local highway jurisdiction.
- Idaho Code 40-310(1) – The Board shall determine which highways in the state, or sections of highways shall be designated and accepted as part of the State Highway System.
- Idaho Code 40-310(3) – The Board has authority to abandon any highway and remove it from the State Highway System.

The Board Subcommittee on State Highway System Adjustments is authorized to review and make recommendation of a State Highway System addition, removal or other State Highway System adjustment. The Board recognizes that local travel needs are most effectively met by the local highway jurisdiction using county highway systems and local roads.

Board Subcommittee on State Highway System Adjustments

All requests for adjustment (addition, removal, or other system action) to the State Highway System are referred to the Board Subcommittee on State Highway System Adjustments for consideration before Department staff undertakes any actions or studies.

The Transportation Board Chairman shall appoint a Chairman of the Subcommittee, a “general” Subcommittee member and a “floating” Subcommittee member. A Transportation Board member representing a State Highway District which has an adjustment request/issue on the Subcommittee agenda shall have the opportunity to attend the meeting and vote as a full member of the Subcommittee in place of the “floating” member. The “floating” member shall attend meetings where the Chairman of the Subcommittee, or the “general” member of the Subcommittee, is representing his/her individual State Highway District. A quorum to conduct business shall be two members attending.

Staff as needed, may provide assistance to the subcommittee:

- Chief Engineer or his designee;
- District Engineer or designee from the affected district when the subcommittee's agenda includes an item proposing an adjustment to the State Highway System in that area;
- Administrator of the Local Highway Technical Assistance Council or designee;

- Representative from the Federal Highway Administration;
- Representative from the Attorney General's Office;
- Executive Assistant/Secretary to the Board; and a
- Representative from the Division of Highway Development

The appropriate District Engineer or a delegate works with the Board Subcommittee on the proposed system adjustments in his respective district. The Executive Assistant to the Board schedules meetings as necessary.

State Highway Evaluation

Upon review of the request for a State Highway System adjustment, the Board Subcommittee directs the Director, or delegate, to conduct an analysis and establish System Procedures to determine the highway's operating and network characteristics using criteria that has been reviewed and approved by the Idaho Transportation Board.

State Highway System Action

When a State Highway System action is warranted, the Director, or a delegate, negotiates with the local highway jurisdiction on the proposed adjustment. In the event the Department establishes a new state highway, such as, but not limited to, an alternate route, bypass, and/or interchange, the Director, or delegate, works closely to negotiate state highway adjustments with the local highway jurisdiction prior to the project being entered into the Idaho Transportation Investment Program (ITIP).

The Director, or delegate, is encouraged to be creative and consider all feasible options in the negotiations, including financial assistance or maintenance assistance such as snowplowing or striping.

The full Idaho Transportation Board has final approval of all transactions on the State Highway System; adjustments are accomplished by an "Official Minute". The Department and the local highway jurisdiction signs a cooperative agreement whenever needed to clarify responsibilities and other specifications.



Bill Moad
Board Chairman

Approved by the Board on:

Date 12/12/19