

 <p style="text-align: center;">STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES</p> <p style="text-align: center;">Policy and Procedure</p>	POLICY AND PROCEDURE NUMBER 09.03.060	PAGE 1 of 21
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SUBJECT Roadway Designations	SUPERSEDES 80-5001 01.03.020 09.03.040	DATED October 3, 1983 July 3, 2006 December 1, 2002
CHAPTER Planning, Budget and Research	SECTION Planning	APPROVED BY Signature on File

PURPOSE

This formalizes the policy and procedure (P&P) of the department on establishing guidelines for managing classification, designation, property management and routine maintenance responsibility of Alaska's roadways.

POLICY

The Alaska Department of Transportation & Public Facilities shall develop and maintain a process to manage the state and federal classification, designation and revision, including changes in property management and routine maintenance responsibilities of Alaska's roadways.

This includes revisions to:

- Alaska Highway System (pages 6-7)
- State Highway System (pages 6-7)
- Federal-aid Highway System (Interstate System, National Highway System and STRAHNET) (pages 8-9)
- Functional Classification (pages 9-11)
- Industrial Use Highway (pages 11-12)
- Federal Lands Access Program (pages 12-13)
- National Freight Network (pages 13-14)
- Road Maintenance Category (pages 14-15)
- Safety Corridors (pages 15-17)
- Scenic Byways (Alaska Scenic Byways, National Scenic Byways and All-American Roads) (pages 17-19)
- U.S. Bike Route System (pages 19-21)

All of the above necessitate collaboration among the regional offices, headquarters and/or state and federal agencies. Where applicable, this policy will comply with other federal, state and local regulations.

The attached matrix provides a summary of responsible parties and actions.

Definitions

Alaska Highway System (AHS): The AHS includes existing or planned surface facilities that are of statewide significance though not included in the National Highway System. AHS routes are established in regulation, in 17 AAC 05.170.

Commissioner: Refers to the Commissioner of the Department of Transportation & Public Facilities.

Department: Refers to the Alaska Department of Transportation & Public Facilities.

Federal-Aid Highway System: The Federal-aid Highway means a highway eligible for assistance under this chapter other than a highway classified as a local road or rural minor collector according to 23 USC 101. The “Federal-aid Systems” are the Interstate System and the National Highway System (NHS) according to 23 USC 103.

Federal Lands Access Program (FLAP): FLAP allocates funding for highway and bridge projects located on or adjacent to, or that provide access to federal lands. Eighty percent of the funds go to states with large areas of public land, i.e., Alaska. Programming decisions are made within each state by a committee (in consultation with the federal land management agencies) comprised of representatives from the FHWA, State Department of Transportation, and an appropriate political subdivision of the state (i.e., local government). Data necessary to distribute funding are provided by the federal land management agencies: National Park Service, Forest Service, U.S. Fish & Wildlife Service, Bureau of Land Management, and Corps of Engineers. The committee gives preference to projects that provide access to, are adjacent to, or are located within “high-use” federal recreation sites or federal economic generators, as identified by the secretaries of the appropriate federal land management agencies. For related programs see Tribal Transportation Program.

Functional Classification: The process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. The functional classes include:

- Rural: Principal Arterials (Interstate, Other), Minor Arterials, Major Collectors, Minor Collectors, and Local Roads.
- Urban: Principal Arterials (Interstate, Other Freeways, and Expressways), Minor Arterials, Collectors, and Local Roads.

Industrial Use Highways (Resource Roads): Industrial Use Highways refer to roadways, or corridors that provide surface access to petroleum, mining, and other development opportunities. Industrial Use Highways are designed to accommodate long and/or heavy loads and the State of Alaska may levy fees or tariffs on extra-legal traffic that would not

apply to ordinary traffic. The Klondike Highway from Skagway to the Canadian Border is designated as an Industrial Use Highway. See 17 AAC 35.010.

Interstate System: Refers to routes of highest importance to the nation, built to the uniform geometric and construction standards of 23 USC 109(b) which connect as directly as practicable, the principal metropolitan areas, cities and industrial centers, including important routes into, through, and around urban areas, serve the national defense and, to the greatest extent possible, connect at suitable border points with routes of continental importance in Canada and Mexico 23 CFR Part 470.107. Alaska is exempt from conforming to the official Interstate Highway Standards even though many highways are designed as Interstate.

National Freight Network: Moving Ahead for Progress in the 21st Century Act (MAP 21) addresses the National Freight Program (NFP) to assist states in strategically directing resources toward improved system performance for efficient movement of freight on highways, including NHS, freight intermodal connectors and aerotropolis transportation systems. The NFP consists of a Primary Freight Network, as designated by the secretary, as the most critical to the movement of freight. The NFP also consists of the Interstate System not designated as part of the primary freight network and Critical Rural Freight Corridors. A Critical Rural Freight Corridor is a rural principal arterial roadway and has a minimum of twenty-five percent of the annual average daily traffic of the road.

National Highway System (NHS): The NHS consists of:

- NHS approved by the secretary before the date of enactment of the MAP-21
- other urban and rural principal arterial routes, and border crossings on those routes that were not included on the NHS
- other connector highways (including toll facilities) that were not included in the NHS but provides motor vehicle access between arterial routes on the NHS and a major intermodal transportation facility
- a strategic highway network (STRAHNET) that:
 - consists of a network of highways that are important to the United States strategic defense policy, that provide defense access, continuity, and emergency capabilities for the movement of personnel, materials, and equipment in both peacetime and wartime, and that were included on the NHS before the date of enactment of the MAP-21
 - may include highways on or off the Interstate System; and that shall be designated by the secretary, in consultation with appropriate federal agencies and states
 - shall be designated by the secretary, in consultation with appropriate federal agencies and the states
- major strategic highway network connectors that consist of highways that provide motor vehicle access between major military installations and highways that are part of the strategic highway network but were not included on the NHS before

the date of enactment of the MAP-21; and shall be designated by the secretary, in consultation with appropriate federal agencies and states

Public Road: A public road must be a platted right of way. A public road refers to any road or street under the jurisdiction of and maintained by a public authority and open to public travel. A public authority is considered to be a federal, state, county, town, or township, tribe, municipal or other local government with the authority to finance, build, operate or maintain toll or toll-free highway facilities.

Open to the public means the roads or sections of the roads are open to the public without restriction. Restrictions do not include times when the road is closed because of weather, seasonal closures, emergency closures, or scheduled periodic closures. All public roads must be capable of carrying standard four-wheel passenger car. The term may also include proposed roads expected to be opened to public travel within 5-10 years.

Road Maintenance Category: The department assigns maintenance service levels and categories to roads. Service levels provide the basis for dispatching operators and equipment so they can effectively perform snow and ice removal and control operations. Codes are assigned to each road and maintained in the department's Maintenance Management System (MMS).

Safety Corridors: A safety corridor is a designated "safety zone", similar to a school zone or a work zone. Candidate road segments are primarily rural and have a high rate or concentration of fatal or severe injury crashes.

The purpose of designating a zone is to reduce the rate or concentration of fatal and severe injury crashes. Typical actions taken in safety corridors to increase safety include a more frequently coordinated response of enforcement, low cost engineering improvements and education efforts as well as gain insights from emergency medical providers and local governments. These agencies perform regular audits and have the authority and responsibility to take actions to respond to serious crash areas and improve public safety. Drivers are asked to pay extra attention, modify driving behaviors, and carefully obey all traffic laws when driving in these areas.

In Alaska we have several highway corridors designated as Safety Corridors located on the Seward, Parks and Sterling Highways and the Knik/Goose Bay Road with the initial results achieving a reduction of serious crashes by half, while awaiting more permanent roadway changes. Road designations are a responsibility of the department in consultation with the Department of Public Safety. See AS 19.10.075 and the Alaska Traffic Manual Section 2B.17.

Scenic Byways: There are different levels of scenic byway designations:

- 1) Alaska Scenic Byways are transportation corridors that are of particular statewide interest. They are representative of a region's scenic, recreational, cultural, natural, historic or archaeological significance. Designating scenic byways

starts at the local level with a grass-roots byway organization. If approved by the state, the route becomes eligible for grant funding to enhance and promote the byway's special qualities. They also become eligible to apply for national designations by the U.S. Secretary of Transportation.

2) National Scenic Byways was created by Congress in 1991. The U.S. Secretary of Transportation recognizes certain roads as National Scenic Byways or All-American Roads for their outstanding qualities. Designation of a National Scenic Byway indicates that the route possesses distinctive cultural, historic, natural or other qualities that are unique among neighboring states. Designation as an All-American Road, the higher designation of the two, indicates that the route is not only regional but national significance and is a destination unto itself. National Scenic Byways and All-American Roads are collectively referred to as "America's Byways."

Alaska has over a dozen Scenic Byways, and several designated as America's Byways.

State Highway System (SHS): Refers to the system of highways and roads that are owned by the department. This includes most NHS, AHS and some collectors and local roads. These routes must be designated by the commissioner in accordance with 17 AAC 05.010 and AS 19.10.

Statewide Transportation Improvement Program (STIP) 23 CFR Part 450.216:
The STIP is the state's four-year program for transportation system preservation and development. It covers all system improvements for which partial or full federal funding is approved and that are expected to take place during the four-year duration of the STIP. Funding sources include:

- National Highway Performance Program (NHPP)
- Alaska Highway System (AHS)
- Community Transportation Program (CTP)
- Trails and Recreational Access for Alaska (TRAAK)
- Federally Required Programs and Preventative Maintenance
- Earmark Projects
- Public Transportation (Transit)
- Federal Lands Access Program

Tribal Transportation Program (TTP):

The TTP covers the "tribal transportation facilities" that are:

- included in the Bureau of Indian Affairs system inventory prior to October 1, 2004
- owned by the Bureau of Indian Affairs
- built under the Indian Reservation Roads and Bridges Program
- public roads and bridges within the exterior boundary of Indian reservations
- public roads within or providing access to an Indian reservation
- primary access routes proposed by tribal governments

The department shall coordinate with FHWA Western Federal Lands.

U.S. Bicycle Route System: The U.S. Bicycle Route System (USBRS) is a national network of bicycle routes that span multiple states and are of national and regional significance. These routes are nominated for national designation by State Department of Transportation, and designated and catalogued by the American Association of State Highway and Transportation Officials (AASHTO). In the spring and fall of each year, states can submit additions and changes to the USBRS.

PROCEDURE

ALASKA HIGHWAY SYSTEM & STATE HIGHWAY SYSTEM

This section defines the applicable Alaska Highway System (AHS) and the State Highway System (SHS) related responsibilities and procedures which are divided into the following groups:

- Regional Planning Offices
- Division of Program Development
- Commissioner

Regional Planning Offices

Regional Planning Offices, through the regional directors, are responsible for proposing designations, revisions, additions or deletions to the AHS and SHS within their respective region (Southeast, Central, and Northern).

In cooperation with the regional directors, Statewide Right-of-Way, Maintenance & Operations (M&O), Construction, Aviation, Alaska Marine Highway System (AMHS), Design & Engineering Services (D&ES), Program Development and with Metropolitan Planning Organizations (MPO) and/or local elected officials:

- Monitor the AHS and SHS within their respective regions. This entails periodic monitoring of factors that could alter the AHS or SHS designation, i.e., demographics, travel characteristics, highway performance, urban and small urban area boundaries, functional class, resource access traffic, airport or port traffic, land use or jurisdictional changes.
- Prepare necessary documents outlining recommendations for proposed AHS or SHS routes and route revisions, including a summary of input by local officials and factors necessitating the revision or addition. This includes preparing a best interest finding per 17 AAC 05.985.
- Recommend AHS or SHS related actions and forward to the Division of Program Development Director for review, together with supporting documentation.

- Notify Division of Program Development of any changes to property ownership or maintenance responsibility.
- Notify regional directors, MPO's and local elected officials of decision as received from the Division of Program Development.
- Serve as focal point for all AHS and SHS actions within their respective regions. This includes maintaining records of proposals, supporting documents and approvals.
- Conform to 17 AAC 05.170, 17 AAC 05.010, 17 AAC 05.985, AS 19.10, 23 CFR Part 470 and 23 USC Chapter I.

Division of Program Development

- The Division of Program Development Director will review proposals from Regional Planning Offices and may forward to commissioner's office for approval, together with supporting documentation.
- Upon notification of approval and in coordination with the Regional Planning Offices, the Division of Program Development shall:
 - Proceed to amend 17 AAC 05.170 (AHS) to incorporate by regulation the proposed revisions into the Alaska Highway System.
 - Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition (includes revisions in property management or routine maintenance responsibility).
 - Notify the respective Regional Planning Offices.
- Maintain a list of AHS designations and make available to department personnel.
- Furnish road network, crash and traffic data to regional offices as needed to support highway classification and designation proposals.
- Responsible for functional classification, program designations and federal system classification of local, state and federal transportation systems.
- Maintains central record of SHS and AHS road system functional classification, program designations and federal system classification of the state roadways.

Commissioner

- Has final authority for designation of the AHS and SHS.
- Review AHS and SHS proposals from Regional Planning Offices via Division of Program Development Director.
- Adopts regulations to make revisions to AHS.

FEDERAL-AID HIGHWAY SYSTEM

This section defines the Federal-aid Highway System (For National Highway System, Interstates, STRAHNET and other principal arterials) related responsibilities and procedures which are divided into the following groups:

- Regional Planning Offices
- Division of Program Development
- Commissioner

Regional Planning Offices

Regional Planning Offices, through the regional directors, are responsible for proposing revisions or additions to the Federal-aid Highway System within their respective region (Southeast, Central, and Northern).

In cooperation with the regional directors, M&O, Construction, Aviation, AMHS, D&ES, Program Development and with Metropolitan Planning Organizations (MPO) and/or local elected officials:

- Monitor the Federal-aid Highway System within their respective regions and propose revisions following guidance criteria for evaluating requests for modifications.
- Prepare necessary documents outlining recommendations of the proposed Federal-aid Highway System, including a summary of input by local officials and factors necessitating the revision or addition.
- Recommend Federal-aid Highway System related actions to the Division of Program Development Director for review, together with supporting documentation.
- Notify regional directors, MPO's and local elected officials of decision as received from FHWA.
- Serve as focal point for all Federal-aid Highway System actions within their respective regions. This includes maintaining records of proposals, supporting documents and approvals.
- Conform to 23 CFR, Part 470, Sections 107- 115.

Division of Program Development

- The Division of Program Development Director will review proposals from Regional Planning Offices and may forward to commissioner for review, together with supporting documentation.

- Upon commissioner's approval, the Division of Program Development will forward proposals to FHWA for approval.
- Upon FHWA response, the Division of Program Development shall:
 - Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
 - Notify the respective Regional Planning Offices.
- Maintain a list of Federal-aid Highway System designations and make available to department personnel.
- Furnish road network, crash and traffic data to regional offices as needed to support highway classification and designation proposals.

Commissioner

- Review proposals from Division of Program Development Director and may recommend forwarding proposal to FHWA for approval.
- Upon FHWA response, will notify the Division of Program Development Director.

FUNCTIONAL CLASSIFICATION

This section includes responsibilities and procedures as it relates to changes in a road or road segment's functional classification (FC). Changes in FC may be a factor in determining changes to the SHS and Federal-aid Highway System. Responsibilities are divided into the following groups:

- Regional Planning Offices
- Division of Program Development

Regional Planning Offices

Regional Planning Offices, through the regional directors, are responsible for proposing revisions or additions to the Alaska Functional Classification Update Plan within their respective region (Southeast, Central, and Northern).

In cooperation with the regional directors, M&O, Construction, Aviation, AMHS, D&ES, Program Development and with Metropolitan Planning Organizations (MPO) and/or local elected officials:

- Monitor the FC within their respective regions. This entails periodic monitoring of factors that could alter the FC, i.e., population threshold, traffic volumes, travel characteristics, services to major facilities (airports, sewage lagoons, schools, etc.), urban and small urban area boundaries, etc.
- Recommend FC changes, including urban and small urban area boundary changes within their respective regions and propose revisions following guidance

criteria in the Alaska Functional Classification Update Plan.

- Prepare necessary documents outlining recommendations of the proposed FC, including a summary of input by local officials and through the public involvement process and factors necessitating the revision or addition.
- Recommend FC related actions to Division of Program Development Director for review, together with supporting documentation.
- Notify regional directors, MPO's and local elected officials of decision as received from FHWA.
- Serve as focal point for all FC actions within their respective regions. This includes maintaining records of proposals, supporting documents and approvals.

Conform to 23 CFR 470.105, the FHWA publication "Highway Functional Classification – Concepts, Criteria and Procedures, "the Alaska Functional Classification Update Plan" and updates to the U.S. Census.

Division of Program Development

- The Division of Program Development Director will review proposals from Regional Planning Offices and may forward to FHWA Alaska Division Office for approval, together with supporting documentation.
- Upon notification of approval, the Division of Program Development shall:
 - Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
 - Notify the respective Regional Planning Offices and the commissioner.
- Maintain a list of FC designations and make available to department personnel.
- Furnish road network, crash and traffic data to regional offices as needed to support FC proposals.
- The Division of Program Development manages the Alaska Functional Classification Update Plan and may also make recommendations to revise FC statewide. The Division of Program Development must coordinate with the Regional Planning Offices first, who will coordinate with MPO's and local elected officials. If FC revision is justified with Regional Planning Offices, the Division of Program Development shall prepare necessary documents outlining recommendations and forward to FHWA Alaska Division Office for approval, together with supporting documentation.

- Conform to 23 CFR 470.105, the FHWA publication “Highway Functional Classification – Concepts, Criteria and Procedures, “the Alaska Functional Classification Update Plan” and updates to the U.S. Census.

INDUSTRIAL USE HIGHWAY

This section includes responsibilities and procedures as it relates to revisions or changes to a highway or corridor designation as an Industrial Use Highway (IUH).

Responsibilities are divided into the following groups:

- Regional Planning Offices
- Division of Program Development
- Commissioner

Regional Planning Offices

Regional Planning Offices, through the regional directors, are responsible for proposing revisions or additions to the IUH’s within their respective region (Southeast, Central, and Northern).

In cooperation with the regional directors, M&O, Construction, Aviation, AMHS, MS&CVE, D&ES, Program Development and with Metropolitan Planning Organizations (MPO) and/or local elected officials:

- Monitor the IUH’s within their respective regions and propose revisions.
- Prepare necessary documents outlining recommendations for the proposed IUH, including summaries of input by local officials and factors necessitating the revisions or additions.
- Recommend IUH related actions to the Division of Program Development Director for review, together with supporting documentation.
- Notify regional directors, MPO’s and local elected officials of decisions received from the commissioner.
- Serve as focal point for all IUH actions within their respective regions. This includes maintaining records of proposals, supporting documents and approvals.
- Conform to 17 AAC 35.010.

Division of Program Development

- Will also generate IUH related proposals in coordination with the Region Planning Offices and forward to the commissioner for approval, together with supporting documentation.

- Will review proposals from Regional Planning Offices and may forward to the commissioner for approval, together with supporting documentation.
- Upon notification of approval, the Division of Program Development shall:
 - Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
 - Notify the respective Regional Planning Offices and the commissioner.
- Maintain a list of IUH designations and make available to department personnel.
- Furnish road network, crash and traffic data to regional offices as needed to support IUH proposals.
- Draft amendments to the regulations to encompass any changes to IUH designation.

Commissioner

- Has final authority for designation of an IUH.
- Review IUH proposals from Regional Planning Offices via Division of Program Development Director.
- Adopts regulations to add new provisions and to make changes to existing provisions related to IUH's.

FEDERAL LANDS ACCESS PROGRAM

This section defines the Federal Land Access Program related responsibilities and procedures. Department duties are divided into the following groups:

- Regional Planning Offices
- Division of Program Development

Regional Planning Offices

Regional Planning Offices are responsible for proposing revisions or additions to the Federal Lands Access Program (FLAP) within their respective region (Southeast, Central, and Northern).

In cooperation with the appropriate tribal government or Federal land management agency (National Park Service, Forest Service, U.S. Fish & Wildlife Service, Bureau of Land Management, and Corps of Engineers), FHWA-Office of Federal Lands Highway, and local governments:

- Provide supporting data and documentation requested by the appropriate federal agency and FHWA.

- Notify regional directors and Division of Program Development of decision as received from FHWA-Office of Federal Lands Highway, tribal governments and federal agencies.
- Ensure improvement programs are included in the Statewide Transportation Improvement Program and other significant improvement plans.
- Serve as focal point for all FLAP actions within their respective regions. This includes maintaining records of proposals, supporting documents and approvals.
- Conform to 23 USC 204.

Division of Program Development

- Designate representative to participate in the FLAP programming decisions committee.
- Furnish road network, crash and traffic data to regional offices as needed to support FLAP.
- Upon notification of approval, the Division of Program Development shall update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.

NATIONAL FREIGHT NETWORK

This section includes responsibilities and procedures as it relates to revisions or changes to the National Freight Network (NFN) which includes Primary Freight Corridors and Critical Rural Freight Corridors.

Responsibilities are divided into the following groups:

- Regional Planning Offices
- Division of Program Development

Regional Planning Offices

Regional Planning Offices, through their Regional Directors, are responsible for proposing revisions or additions to the NFN within their respective region (Southeast, Central, and Northern).

In cooperation with the commissioner's office, regional directors, M&O, Construction, Aviation, AMHS, MS&CVE, D&ES, Program Development and with Metropolitan Planning Organizations (MPO) and/or local elected officials:

- Once the NFN is approved, the Regional Planning Offices shall periodically monitor the Primary Freight Corridors and the Critical Rural Freight Corridors within their respective regions and propose revisions.

- Prepare necessary documents outlining recommendations of the proposed corridors, including a summary of input by local officials and factors necessitating the revision or addition. This includes referencing and conforming to the Alaska State Freight Plan.
- Recommend corridor related actions to the FHWA for review, together with supporting documentation.
- Shall proceed to obtain governor's endorsement, or from the authorized representative.
- Notify commissioner's office, regional directors, Division of Program Development, MPO's and local elected officials of decision as received from FHWA.
- Serve as focal point for all National Freight Network route actions within their respective regions. This includes maintaining records of proposals, supporting documents and approvals.
- Conform to Title 23 USC 658.

Division of Program Development

- Upon notification of approval, the Division of Program Development shall update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
- Maintain a list of NFN route designations and make available to department personnel.
- Furnish road network, crash and traffic data to regional offices as needed to support freight proposals.

ROAD MAINTENANCE CATEGORY

Roads maintained by the department include roads within the State Highway System and owned by other government agencies via responsibility agreements.

This section defines the applicable road maintenance category and service level designation responsibilities and procedures which are divided into the following groups:

- Regional M&O Offices
- Commissioners Office, State Maintenance Engineer

Regional M&O Offices

Regional M&O Offices are responsible for proposing maintenance category and service level designations. In cooperation with local jurisdictions responsibilities include:

- Propose revisions or additions to the maintenance categories and service levels. This includes establishing the maintenance category code and a synopsis of the recommendations. Coordinate with local jurisdictions on responsibility agreements.
- Recommend road maintenance category and service level actions to the State Maintenance Engineer for review, together with supporting documentation.
- Upon approval, update the department's Maintenance Management System (MMS).
- Serve as focal point for all maintenance category and service level actions. This includes updating highway databases (MMS), maintaining records of proposals, supporting documents and approvals.

Commissioners Office, State Maintenance Engineer

- Has final authority for designation of a road maintenance category and service level.
- Review proposals from Regional M&O Offices.
- Notify Regional M&O Offices of decision.

SAFETY CORRIDORS

This section defines the safety corridor designation responsibilities and procedures which are divided into the following groups:

- State Traffic & Safety Office
- Regional Traffic & Safety Offices
- Division of Program Development, Alaska Highway Safety Office
- Commissioner's Office

Statewide Traffic & Safety Office

- Lead office responsible for monitoring injury and fatality crash rates and leading segments statewide.
- Review and accept the eligibility of safety corridors proposed by the Regional Traffic and Safety Offices.
- Advise the Regions of the statewide crash records and potential candidates for consideration within the Regional Traffic and Safety Offices.
- Monitor the effectiveness of Safety Corridor designation and engineering implementation strategies.

- Conform to the Alaska Traffic Manual Section 2B.17 and AS 19.10.075.

Regional Traffic & Safety Section

The Regional Traffic & Safety Section, through the Regional Director, is responsible for:

- Monitor eligible routes for potential safety corridors.
- Submit a Safety Corridor Study for a proposed corridor to the State Traffic & Safety Office.
- Prepare an Engineering Implementation Plan for a proposed safety corridor. Include signing, striping and other traffic control needs, cost estimates, and schedules. Identify resources available and budgets in place to implement Safety Corridor infrastructure changes effectively.
- Coordinate the Safety Corridor Study and Engineering Implementation Plan with the Alaska Highway Safety Office and the Department of Public Safety in conjunction with their implementation plans for education and enforcement.
- Once all studies, implementation plans, and startup dates are approved by the regional director and commissioner, coordinate with other sections as needed to prepare implementation plans prior to the official Safety Corridor designation date.
- Participate in annual Safety Corridor Audits as conducted by the Alaska Highway Safety Office.

Division of Program Development, Alaska Highway Safety Office

The Alaska Highway Safety Office is the statewide lead for ongoing highway safety corridor planning and monitoring once an eligible corridor has been forwarded for designation. Responsibilities include:

- Review the accepted Safety Corridor Study of eligible corridors.
- Coordinate the packaging of a statewide “3 E’s” strategy including engineering, education, and enforcement implementation plans, as well as schedules, and budgets.
- Prepare the Education Implementation Plan for a proposed safety corridor, including a summary of marketing strategies, cost estimates, and schedules.
- Request an Enforcement Implementation Plan from the Department of Public Safety, Bureau of Highway Patrol.
- Facilitate the overall Highway Safety Corridor package and signatures. Forward to the department’s commissioner and Department of Public Safety Commissioner for review.

- Serve as focal point for all safety corridor designation related actions. This includes notifying stakeholders, maintaining records of proposals, supporting documents and approvals.
- Coordinate the Department of Public Safety enforcement grants and enforcement efforts within the Safety Corridors.
- Monitor the effectiveness of Implementation Plans.
- Lead and report on annual Safety Corridor Audits using the “3 E’s” process. Present status and progress towards reducing severe crashes. Coordinate a core multi-disciplinary team of staff who has the responsibility and authority to make changes to engineering, education, and enforcement. Also seek local emergency responders input as the fourth “E” for coordination.
- Update the Safety Corridor web page to reflect revisions or additions.
- Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
- Maintain a list of Safety Corridor designations and make available to department personnel.

Commissioner’s Office

- Review safety corridor implementation package from the Alaska Highway Safety Office.
- Review proposed Safety Corridors with the Department of Public Safety Commissioner.
- In coordination with Department of Public Safety Commissioner, make the final determination as to whether to designate a Safety Corridor.
- Authorize and direct resources to implement Safety Corridors through making the designation.
- Review and accept annual Safety Corridor Audits as status reporting. Informally confer with Department of Public Safety Commissioner on the status of joint efforts within Safety Corridors.

SCENIC BYWAYS

This section defines the Alaska Scenic Byways, the National Scenic Byways and All-

American Roads program related responsibilities and procedures which are divided into the following groups:

- Division of Program Development-Scenic Byways Office
- Commissioner

The scenic byways program is a cooperative effort of federal, state, and local governments and private industry. Four state agencies jointly manage the program. The department is the lead agency and manages the transportation system and overall coordination of the program. The Department of Natural Resources, the Department of Fish & Game, and the Department of Commerce, Community, and Economic Development manage areas that are their respective responsibilities, such as trails, watchable wildlife and promotion of tourism.

The management team works with federal agencies, boroughs, local governments, native groups, and private enterprise to ensure that the scenic byways program addresses the needs of the public. Management agreements with other governmental agencies may be required to implement the program.

Division of Program Development, Scenic Byways Office

The Scenic Byways Office, through the Division of Program Director, facilitates all levels of scenic byways corridor designations in Alaska, collaborating with other local, state and federal agencies, and native groups. Responsibilities for all levels of scenic byway designations include:

- Serve as focal point for all scenic byway initiatives.
- Facilitate designations with local and public organizations interested in designating a highway or section of highway.
- Provide guidance in filling out the Alaska Scenic Byways Designation Application, Corridor Partnership Plan or writing nominations for America's Byway.
- Assist in generating widespread support for the nomination and coordinate with Regional Planning Offices.
- Provide applicants with supporting highway inventory data, maps or plans.
- Post public notices of pending applications for Alaska's Scenic Byways.
- Organize interagency committee's and meetings to discuss and evaluate the applications and develop recommendations for the commissioner.
- Forward recommendation to the commissioner for action. Include supporting documentation such as maps, highway data, letters of support, etc.

- Upon action, notify applicants, the interagency committee, regional offices and commissioner (if applicable).
- Facilitate project funding and scenic byways grants program. This includes organizing a review committee and assisting in filling out grant applications.
- Maintain the department's scenic byways web page and supporting documents and maps.
- Assist byways organizations in the development of interpretive plans for each scenic byways. Coordinate with Regional Design and Engineering staff on signage.
- Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
- Maintain a list of Scenic Byway and America's Byways' designations and make available to department personnel.

Commissioner

- Has final authority for designation of an Alaska Scenic Byway.
- Review Alaska Scenic Byway applications from the Scenic Byways Office via the Division of Program Development Director. Notify Scenic Byway Coordinator of decision.
- Review and provide recommendations for America's Byways nominations and forward to the FHWA Division Office for action. The U.S. Secretary of Transportation has final authority for designations of an America's Byway as carried out in 23 USC 162. Notify Scenic Byway Coordinator of FHWA decision.

U.S. BICYCLE ROUTE SYSTEM

This section defines the U.S. Bicycle Route System (USBRS) program related responsibilities and procedures which are divided into the following groups:

- Division of Program Development-State Bicycle/Pedestrian Coordinator
- Commissioner

The USBRS program is a cooperative effort of federal, state, and local governments, private industry and local interest groups. The department is the lead agency and manages the transportation system and overall coordination of the program for Alaska routes.

Division of Program Development, State Bicycle & Pedestrian Office

The State Bicycle & Pedestrian Office, through the Division of Program Director, facilitates the USBRS designations in Alaska, collaborating with regional offices and other local, state and federal government agencies, private industry and local interest groups. Responsibilities include:

- Serve as focal point for all USBRS initiatives.
- Periodic monitoring of Alaska bicycle routes listed in the USBRS.
- Facilitate designations with regional offices, local and public organizations interested in designating a highway or section of highway.
- Prepare and submit USBRS applications, including supporting documentation such as highway data, letters of agreement and maps. This entails following the AASHTO Task Force on U.S. Bicycle Routes guidelines and criteria.
- Assist in generating widespread support for the nomination.
- Organize USBRS proposal committee's and meetings to discuss and evaluate the applications and develop recommendations for the commissioner.
- Forward recommendation to the commissioner for action. Include supporting documentation such as maps, highway data, letters of agreement, etc.
- Upon action, notify stakeholders.
- Facilitate project funding and applying for grants to support the U.S. Bicycle Routes.
- Develop a long range bicycle route plan that identifies corridor improvements throughout the state.
- Maintain the department's Bicycle & Pedestrian web page and supporting documents and maps.
- Update the Highway Analysis System (HAS) and the spatial geodatabase to reflect a revision or addition.
- Maintain a list of USBRS designations and make available to department personnel.

Commissioner

- Review USBRS applications from the State Bicycle & Pedestrian Office via Division of Program Development Director. Notify State Bicycle & Pedestrian Coordinator of action.

- If approved, forward to the AASHTO for action. AASHTO has final authority for designation of a U.S. Bicycle Route. Notify State Bicycle & Pedestrian Coordinator of AASHTO decision.

ATTACHMENT:

Roadway Designation Matrix

AUTHORITY

17 AAC 05.010
17 AAC 05.170
17 AAC 35.010
17 AAC 20
AS 19.10
AS 19.10.075
23 USC 101
23 USC 103
23 USC 109(b)
23 USC 162
23 USC 204
23 CFR Part 450.216
23 CFR Part 470
23 CFR Part 658
23 CFR Part 660
23 CFR Part 661

IMPLEMENTATION RESPONSIBILITY

Commissioner, Program Development Director, and Regional Planning Directors

DISTRIBUTION

All department employees via the DOT&PF website