

VIRGINIA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION AND MOBILITY PLANNING DIVISION
INSTRUCTIONAL AND INFORMATIONAL MEMORANDUM

GENERAL SUBJECT: Federal Functional Classification of Highways	NUMBER: IIM-TMPD-5.0
SPECIFIC SUBJECT: Highway Federal Functional Classification; Updates, Revisions, Requests, Processing, Mapping and Identification; Relation to Various Transportation Programs and Systems	DATE: 12/9/2019
	SUPERSEDES: N.A.
APPROVAL: <p style="text-align: center;">Marsha Fiol State Transportation Planning Director Approved December 9, 2019</p>	

EFFECTIVE DATE

- This policy affects the federal functional classification of the public highway facilities in Virginia and any requests for changes in the classification(s) on or after the date listed above.
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BACKGROUND/PURPOSE/SCOPE/REQUIREMENTS

Federal regulations and guidance establish the system and process for the federal functional classification of highways. The federal functional classifications identify categories that describe the general role and context of a highway's vehicle-travel usage (rural or urban; local, minor or major collector, minor or principal arterial). Generally, a road serves two primary functions: access and mobility.

The federal functional classification assigned to a highway affects:

- Project's federal funding eligibility in the Programming and Maintenance directorates. All routes designated as collector and above are part of the federal-aid highway system per the definition of a federal-aid highway at 23 USC 101 (example of funding eligibility for the National Highway Performance Program with the

- enhanced National Highway System designated network with principal arterials: 23 USC119(c) and 23USC103(b)(2));
- Payments to cities and towns eligible for funding for the maintenance, construction and reconstruction of highways (arterial allocation example: Code of Virginia §33.2-319);
 - Applicability of access management regulations (arterials and commercial entrances example: [24VAC30-73-120](#));
 - Highway Capital Outlay Code - As part of the cooperative effort between the Federal Highway Administration and VDOT an annual project expenditure data report stratified by the area, Functional Classification, Federal-aid system, and type of improvement was developed. (IIM-LD-204.25);
 - VDOT Office of Land Use regulation and permitting of roadside outdoor advertising (arterial and sign regulation example: [24VAC30-120-80](#));
 - Design criteria that affect the project development process (example of identifying code with an arterial: Highway capital outlay code IIM-LD-204; also see [Geometric Design Standards Section A-1 in Appendix A](#) of the Road Design Manual);
 - Applicability of transportation planning modelling and/or conformity analysis for regionally significant highways (example of principal arterials included the regulatory definition of a regionally significant facility: 23 CFR 450.104);
 - [Chapter 729](#) local/state plan and program consistency reviews with respect to a “significant new, expanded, or relocated roadway” consisting of a major or urban collector or higher functional classification that is on new location, relocates a roadway, or adds one or more through lanes or a new interchange; and
 - Candidacy for possible inclusion in the Interstate system and/or of the National Highway System (NHS) with respect to being a significant principal arterial and/or other important highway. A process additional and separate to functional classification is needed for such designation(s).
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PROCEDURES

The latest federal functional classification assigned to a highway is found on the maps at http://www.virginiadot.org/projects/fxn_class/maps.asp. TMPD serves as the primary and central role in the establishment, revision, update and documentation of all Virginia highway federal functional classifications, including those for the urban system, as well as approving revisions involving functional class with the VDOT project pool. TMPD processes and fulfills coordination of federal functional classification updates and revisions, preparing maps and tables that support the classification(s) submitted for FHWA Virginia Division Office approval. TMPD oversees VDOT’s official statewide mapping of highway functional classifications.

Initially a County, City or MPO may request a classification for a new road or a change in road classification via coordination with a VDOT District Planning Manager. The locality or MPO makes a request in the form of a resolution accompanied by a map and the appropriate VDOT form:

- [FORM FC-1](#)- used for a non-municipal urban or rural highway; and
- [VDOT U-1](#)- urban street addition.

These forms are completed by VDOT District staff, and if an urban facility in a municipality is involved, are coordinated by Local Assistance Division with TMPD.

On receipt of the request, TMPD coordinates with the affected MPOs, PDCs and/or localities regarding the status of the functional classification updates or revisions. Functional classification updates are performed cooperatively with the responsible local/regional officials, or appropriate Federal agency in the case of areas under Federal jurisdiction. TMPD coordinates the functional classification updates with Federal Highway Administration (FHWA) Division Office to obtain review and approval. A FHWA Virginia Division Office planner reviews and approves a functional classification change. Any NHS change would further require (separate) review and approval by the FHWA Headquarters Office.

As indicated, a change in functional classification can affect several VDOT programs and entities. For example, a change in a highway's functional classification in an air quality non-attainment or maintenance area must be communicated with the Environmental Division since changes can impact whether the segment becomes one of the regionally significant facilities (e.g. a change from collector to arterial) that are to be analyzed for air quality. Once changes are approved, TMPD notifies the appropriate affected VDOT offices (VDOT District, residency, planning, land use, programming, local assistance, maintenance, environmental, location and design, etc.) as well as the affected MPOs, PDCs and/or localities. Attributes regarding functional classification in VDOT's various databases and other working tools must be consistent with TMPD's reference maps, and should be updated accordingly as part the change.

NOTES

- Federal Functional classifications for highways (local, minor or major collector, minor or principal arterial, etc.) distinctly differ from State administrative-funding classifications that refer to the State Primary, Secondary and Urban systems. See [the VDOT LAD "Urban Manual" November 2014 see Appendix B](#) for the LAD policy table that compares federal classifications to the administrative state classifications
- [23 USC 101\(a\)\(6\)](#) - FEDERAL-AID HIGHWAY.—“The term “Federal- aid highway” means a public highway eligible for assistance under this chapter other than a highway functionally classified as a local road or rural minor collector.”

REFERENCES

- Current functional classifications are shown on maps that are accessible at http://www.virginiadot.org/projects/fxn_class/maps.asp
 - FHWA functional classification guidance (2013): http://www.fhwa.dot.gov/planning/processes/statewide/related/highway_functional_classifications/.
 - Federal regulations on the federal-aid highway system(s), functional classifications of highways, and provisions on specific system classifications are at [23 CFR 470](#)
 - VDOT Functional Classification Comprehensive Guide (2014): http://www.virginiadot.org/Functional_Classification_Comprehensive_Guide.pdf
 - Beyond federal system functional classification requirements, various state regulations, policies and procedures (such as policies in the CTB handbook accessible at <http://www.ctb.virginia.gov/policies.asp>) also may apply regarding the designation of and/or functional classification status of a road among the different systems (such as principle arterial, minor arterial, collector or local).
 - VDOT IIM on Interchange Justification/Modification Reports IIM-LD-200 <http://www.virginiadot.org/business/resources/LocDes/IIM/IIM200.pdf>
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