
350 ADOT ROUTE NUMBERING COMMITTEE AND PROCESSES

350.1 SCOPE

The ADOT Route Numbering Committee is charged with developing recommendations for the Director's Office and the State Transportation Board on the following issues:

- Creation of new route numbers for the State Highway System:
- Modifications to existing route numbers or route alignments on the State Highway System
- Establishment or modifications to mile-posting (logs, reference markers, etc.) on the State Highway System.

The ADOT Route Numbering Committee has authority to make recommendations on numbering on the following types of routes in Arizona:

- Interstate Routes
- Interstate Special Routes (Business, Temporary, etc.)
- US Routes
- US Special Routes (Alternate, Business, etc.)
- US Bicycle Routes
- State Routes
- State Special Routes (Alternate, Truck, Spur, Business, etc.)
- State Bicycle Routes.

Historic routes are designated by the state Parkways, Historic, and Scenic Roads Advisory Committee (PHSRAC) {see ADOT Traffic Engineering Guidelines and Processes #335}. The ADOT Route Numbering Committee may advise the PHSRAC on whether and where Historic routes should be defined or applied.

The authority to establish Detour routes for Interstate, US, and State highways or routes will not require action by the ADOT Route Numbering Committee. If requested, the ADOT Route Numbering Committee may act in an advisory role on the establishment of Detour routes.

The ADOT Route Numbering Committee may also coordinate with county, city, tribal and other agencies on issues regarding Interstate, US and State-level routes on local roads and streets, and on county and tribal routes along roads on the State Highway System. The ADOT Route Numbering Committee may also coordinate as appropriate with adjoining States on route numbering issues as deemed appropriate by the Committee.

350.2 CREATION OF NEW ROUTE NUMBERS

ADOT has established conventional methods in route numbering. Odd numbers are used for north-south routes and even numbers for east-west routes.

Interstate routes are assigned lower numbers in the western and southern parts of the state and higher numbers to the east and north. For explanation purposes only and given this arrangement and knowing that there are no routes numbered less than SR60, except for I-11, SR24 and SR51, an example would be an SR-1 Freeway, which would be the most western north-south route, and SR-59 the most eastern north-south route. Conversely, SR-2 would be the most southern east-west route, and SR-58, the most northern east-west route.

There shall be no designation of the same number between State routes, US Routes or Interstate Routes.

No route should be considered for inclusion in the U.S. numbered system that does not substantially meet the current AASHTO design standards.

No new divided numbered (such as U.S. 96W and U.S. 96E, etc.) shall be adopted.

Sufficient room should be left in assigning numbers to the routes of the State and Interstate System to allow for future expansion to keep the numbering pattern in sequence.

350.3 COMMITTEE STRUCTURE

The ADOT Route Numbering Committee is comprised of Executive Members and Advisory Members. The Committee will typically meet as a whole; however, only Executive Members shall have the power to cast votes on Route Numbering Committee recommendations and other action items. A quorum will be defined as there being a simple majority of Executive Members in attendance.

350.4 EXECUTIVE MEMBERS

The following persons are ex officio Executive Members of the Route Numbering Committee:

- ❖ Deputy Director /State Engineer (chair of Route Numbering Committee)
- ❖ Deputy Director of Business Enterprise (Vice Chair)
- ❖ Deputy Director and Chief Operation Officer
- ❖ Deputy Director and Chief Financial Officer
- ❖ Director of Law and Policy
- ❖ Multimodal Planning Division Director
- ❖ Infrastructure Delivery and Operations Division Director
- ❖ Transportation System Management and Operations Division Director
- ❖ Alternative Delivery Major Projects Division Director
- ❖ Administrator, FHWA Arizona Division

A person listed in one of the positions above may designate another person to serve and vote as an Executive Member on their behalf, either on a temporary or permanent basis.

350.5 ADVISORY MEMBERS

Advisory Members are selected from staff of ADOT Divisions, Groups and Sections, or other outside agencies or councils, in the list below:

- ❖ Traffic Engineering Group
- ❖ Roadway Group
- ❖ Right of Way Group
- ❖ System Management Group
- ❖ Operational Traffic and Safety Group
- ❖ Communication and Public Involvement Group
- ❖ Materials Group
- ❖ Project Management Group
- ❖ System Technology Group
- ❖ ADOT Districts
- ❖ MPD GIS Team
- ❖ MPD Data Team
- ❖ Other ADOT areas as requested by the Executive Committee
- ❖ FHWA Arizona Division Office
- ❖ Councils of Governments or Metropolitan Planning Organizations
- ❖ Counties
- ❖ Cities
- ❖ Tribal Governments

The Advisory Members may be the manager or Assistant State Engineer responsible for a Group or Section, or can be a designee or delegate. More than one person may participate from a Group, Section, or other organization.

Advisory Members may participate in the meetings and other activities of the Route Numbering Committee (except if Executive Members meet in executive session), but will not have the power to vote on recommendations or action items.

Multimodal Planning Division Director will serve as the Secretary for the ADOT Route Numbering Committee.

350.6 MEETINGS

There will typically be two regular meetings of the ADOT Route Numbering Committee per calendar year. These meetings will generally be held in February and July of each year, in conjunction with the American Association of State Highway and Transportation Officials (AASHTO) process for soliciting applications for additions, changes, and deletions to Interstate and US highways to be considered at the AASHTO Spring and Annual Meetings.

Other meetings may be called by the Chair as appropriate to consider items brought before the Route Numbering Committee for action.

350.7 ROUTE NUMBERING PROCESS

Please see Attachment #2 and #3 for Route Numbering Process Flow Charts.

1. When there is the need to develop a new number for a route on the State Highway System under the authority of the Route Numbering Committee, or to establish a new special route in the State system such as an alternate, truck, bypass, temporary, spur, or other route, or to revise an existing route number or special route, a request will be transmitted to the Route Numbering Committee for consideration and selection of a recommended route number and/or type. A request may be submitted by the appropriate District or Districts, or by other ADOT Groups, Sections, or Teams.
2. The Route Numbering and Control Section Action Proposal Worksheet must be initiated by the requestor or the originator of the request in coordination with the Secretary of the RNC. Please see Attachment #1.
3. The Secretary of the RNC consults with the Executive Members of the RNC to schedule action on the proposal, either at a regularly-scheduled meeting or a special meeting.
4. The Secretary of the RNC reviews the proposal and determines if any additional information or material is required, and requests any additional information or material from the Requestor/Originator, or area submitting the proposal. The Secretary of the RNC also identifies any Advisory Members or other agencies or entities that may have a special interest in the proposal, and adds them if needed to the invitation list for the meeting at which the proposal will be discussed.
5. If the proposal is ready for action by the RNC, the proposal is placed on the agenda for an upcoming RNC meeting (regular or special).
6. At the RNC meeting, the proposal is discussed and voted upon. A simple majority vote of the Executive Members is required for approval.
7. If the proposal is rejected, the rejection is noted in the minutes for the meeting, the proposer is notified, and no further action is taken.
8. If the proposal is approved by the RNC, the approval is noted in the minutes for the meeting and the proposer is notified. The RNC then forwards the proposal to the ADOT Director's Office for concurrence. Note that recommendation or selection of a number or designation for a **state route** or changes to the numbering of an existing route by the Route Numbering Committee shall not be considered 'establishment', 'designation', or 'acceptance' of a state highway as defined or described in Arizona Revised Statutes until final approval by the State Transportation Board, and/or AASHTO and/or FHWA if applicable.
9. If the proposal is approved by the Director's Office, the Chair of the RNC then designates ADOT staff to develop a formal proposal for action by the State Transportation Board.
 - If the proposal involves changes to designation or numbering of a **US Numbered, US Bicycle, or Interstate route** (including changes to special routes), the Chair of the RNC designates ADOT staff to complete and submit the appropriate AASHTO Route Numbering application for consideration by the AASHTO Special Committee on US Route Numbering (USRN) at their next scheduled meeting. Note

that changes to US highways that do not involve numbering or designation (such as changes to mile-posting on an existing route with no realignment) do not require AASHTO approval or concurrence.

- If the proposal involves changes to designation or numbering of an Interstate route or special Interstate route (business, etc.), the Chair of the RNC designates ADOT staff to draft and submit a request to FHWA for a change to the Interstate Highway System.

10. An Executive Member (or their designee) attends the State Transportation Board meeting at which the proposal is discussed and voted upon, and answers questions from the Board regarding the proposal if needed.
11. If the State Transportation Board rejects the proposal, the proposer and the members of the RNC are notified, and no further action is taken.
12. If the State Transportation Board tables the proposal awaiting further information and data, the meeting minutes are noted and the members of the RNC are notified. Upon completion of the requested information by the STB, the RNC Chair is notified and concurrence of the ADOT Director is obtained prior to presenting again at the STB meeting for final approval.
13. If the proposal is approved by the State Transportation Board, and the proposal involves an Interstate, US Numbered, US Bicycle, or special Interstate or US Route, the RNC Chair places the proposal on hold until all AASHTO and FHWA approvals have been received. Note that AASHTO policy does not allow changes to Interstate or US routes (including special routes) by states except by specific prior approval by AASHTO. In addition, FHWA policy requires prior approval by FHWA of all changes to the Interstate Highway System, including special routes. The Secretary of the RNC is responsible for diligent contact and follow-up with AASHTO and FHWA to determine the status of a proposal during this stage of the process.
14. After all necessary approvals are received from the Board, AASHTO, and FHWA, the Secretary of the RNC then forwards the approved proposal to the following specific areas for action:
 - The MPD GIS Team for updating the State Highway System Log
 - Traffic Engineering, for signing changes to implement the change to route designation
 - ADOT Traffic Operations, and/or the Regional Traffic Engineer for signing changes to implement the change to route designation
 - ADOT Division Directors for their information to be used for updating internal references
 - All Districts and Groups for their information to be used for updating internal references
 - Any other area, agency, or entity as directed by the Chair of the RNC.

350.8 REFERENCES

1. ADOT Traffic Engineering Guidelines and Processes #351, "Special Route Signs"
2. AASHTO Policy HO-1, "Establishment and Development of United States Numbered Highways"
3. AASHTO Policy HO-2, " Establishment of a Marking System of the Routes Comprising the National System of Interstate and Defense Highways"
4. Arizona Revised Statutes, Title 28, Chapter 20, Article 5, "State Highways and Routes"
5. Arizona Administrative Code, Title 17, Chapter 3, Article 8, "Arizona Parkways and Historic and Scenic Roads"
6. Code of Federal Regulations, Title 23, Part 470, Section 111, "Interstate System Procedures"

ATTACHMENT 1

ROUTE NUMBERING ACTION PROPOSAL WORKSHEET

ROUTE NUMBERING ACTION PROPOSAL WORKSHEET

Please complete this worksheet with all available information. Note that a separate worksheet is required for each action taken (e.g., moving a route to a new roadway and transferring an old roadway to another jurisdiction are two actions and require two worksheets). Contact the Secretary of the Route Numbering Committee for assistance or questions.

Applicant Name:	Date:
Applicant Phone:	Worksheet :
Applicant Office:	Construction/Maintenance:

SUBJECT ROUTE AND LOCATION

Current Identifier (I, US, SR) & Number:	
Begin Milepost:	
End Milepost:	
Cities/Counties	
Regional Traffic District:	

DESCRIPTION OF PROPOSAL

STATUS OF PROPOSAL

ESTIMATED PROJECT COMPLETION DATE

Start Date:	Completion Date:
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PROPOSAL CONSIDERATIONS

		YES	NO
a.	Does the proposal involve a change of roadway jurisdiction?		
b.	Does the proposal include construction of a new roadway at a new location? If yes, what are the plans for the old roadway?		
c.	Does the proposal include a realignment?		
d.	Does the proposal include a change in state highway route numbers?		
e.	Does the proposal involve assignment of a route to a new location?		
f.	Does the proposal involve a new route number designation?		
g.	Do any postal addresses within the project limits include the highway route number?		

ROUTE CHARACTERISTICS

a.	Average Annual Daily Traffic (AADT):	
b.	Combination Average Annual Daily Traffic (Heavy Trucks):	
c.	FHWA Functional Classification:	

OTHER ROUTE FEATURES

		YES	NO
a.	National Highway System		
b.	Other Route Designations or Memorials		

OTHER COMMENTS, CONSIDERATIONS, AND INFORMATION

COMMUNITY AND STAKEHOLDER INVOLVEMENT

ROUTE NUMBERING COMMITTEE SECTION

	YES	NO
National Highway System		
Other Route Designations or Memorials		

ATTACHMENTS

	YES	NO
Construction Plans		
Special Provisions		
Turnback Agreements		

MAP LINKS

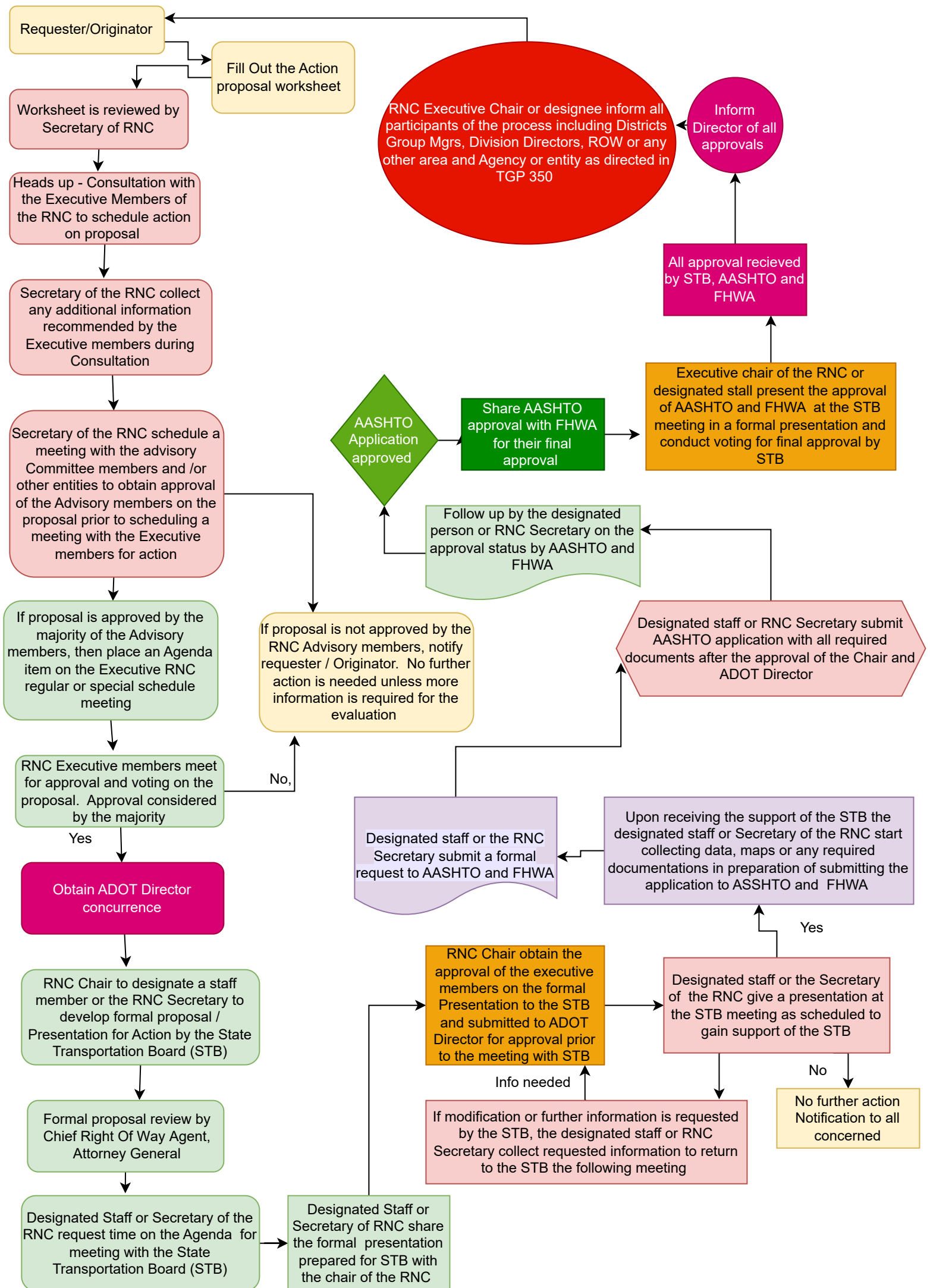
Route Numbering Website	https://arcg.is/iLjzO
Roadway Data/Data Products Website (AZGeo)	https://azgeo-open-data-agic.hub.arcgis.com/maps/azgeo::2021-adot-highway-performance-monitoring-system-hpms-data/about
Control Sections and Statutory Routes (Constitutional/Legislative Routes)	https://azgeo-open-data-agic.hub.arcgis.com/datasets/azgeo::2021-adot-highway-performance-monitoring-system-hpms-data/explore?layer=77&location=34.157762%2C-111.874019%2C8.31
District (Engineering District)	https://experience.arcgis.com/experience/0f2bdf6042d4421296fc4141f76f44f4/
Average Annual Daily Traffic (AADT)	https://azgeo-open-data-agic.hub.arcgis.com/maps/azgeo::aadts-2021/about
Combination Average Annual Daily Traffic (Heavy Trucks)	https://azgeo-open-data-agic.hub.arcgis.com/datasets/azgeo::aadts-2021/explore?layer=1&location=34.136162%2C-111.911329%2C8.32
FHWA Functional Classification	https://azgeo-open-data-agic.hub.arcgis.com/datasets/azgeo::adot-functional-classification/explore
National Highway System (NHS)	https://experience.arcgis.com/experience/0b8730e1e9e2421cba14c86e43ac2cb0/
Strategic Highway Performance Monitoring System (HPMS) Data	https://azgeo-open-data-agic.hub.arcgis.com/datasets/d2afcd06d1e4471a86af6c775b807cf1
ADOT Interactive Basemap	https://experience.arcgis.com/experience/0f2bdf6042d4421296fc4141f76f44f4/

ATTACHMENT 2

ROUTE NUMBERING PROCESS FLOW CHART (US ROUTES, INTERSTATE ROUTES, AND US BIKE ROUTES)

Route Numbering Committee

Process for US Routes, Interstate Routes and US Bike Routes



ATTACHMENT 3

ROUTE NUMBERING PROCESS FLOW CHART (STATE ROUTES)

Route Numbering Committee Process

For State Routes

