

## All about the Oregon Functional Classification Change Request Form

The form can be found under the Reports section here:  
<https://www.oregon.gov/ODOT/Data/Pages/Functional-Class.aspx>

Field	Description
Agency	What agency is submitting the change request?
Completed By	Your name.
Title	Your title.
Phone	Your phone number.
County Name	What county is this road in?
City Name	What city, if any, is this road in?
Date	Date form submitted to ODOT
TSP Date	Year of TSP used for FC change request
ODOT Region	To be filled out by ODOT staff.
Reviewed By	To be filled out by ODOT staff.
Date	To be filled out by ODOT staff.
Map Ref. No.	This number should match a number on the map to make the requested change easy to locate. Using the given example, if you put a '1' in this field, you should also put a '1' on the map next to Toliver Rd between Hwy 213 and Molalla Ave.
Street Name	Name of the road in question.
ODOT Road ID	To be filled out by ODOT staff.
Road ID	This is the road ID used by the agency with jurisdiction over the road in question, whether it be county, city, BLM, State Parks, etc.
Jurisdiction	What agency is responsible for this road? If someone else has jurisdiction over this road, you must collaborate with them to get this request approved.
Begin Termini	Where does the proposed change begin?
End Termini	Where does the proposed change end?
Length (miles)	Distance from Begin Termini to End Termini in miles.
Existing (E) or Planned (P)	Does the road already exist or not? If this is a planned road, it must be in the STIP plan to be built in the next 4 years, for consideration.
Current Functional Classification	What is the current FC of the road in question? If this is a planned road, leave this field blank.
Proposed Functional Classification	What is the proposed FC of the road in question?
Average Daily Traffic	How many vehicles use this road in a day?
Change Justification/Reason	Why do you want to change the FC of this road? What does the local TSP say about this road and it's function?

Please note that a requested change in Functional Classification does not imply a change to NHS status.

If you have any questions, please call Eric Arndt at 503-986-4138 or email [Eric.D.Arndt@odot.state.or.us](mailto:Eric.D.Arndt@odot.state.or.us)