

FUNCTIONAL CLASSIFICATION CHANGE REQUEST FORM

(rev 02/2024)

Date Request Initiated: _____

Local Government Requesting Change: _____

Instructions: Complete the following information for each roadway segment that requires a change in functional classification. Use additional sheets as necessary.

#	Description of Road Segment	Reason for Change
1	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
2	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
3	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
4	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
5	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
6	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
7	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable): Proposed FC: Circle one: Proposed Rd/Existing Rd	
8	Road No. & Termini: Mileage: Current FC: State Proj # (if applicable):	

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Proposed FC:	Circle one: Proposed Rd/Existing Rd	
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Summary of Requested Changes:

For each request, summarize the change in functional classification mileage. Include miles added and miles deleted for each affected classification type.

Request #	Principal Arterial	Major Collector	Minor Collector	Local Road
1				
2				
3				
4				
5				
6				
7				
8				
Total				

Describe the impact of these changes on functional classification percentages in the jurisdiction and the plan for maintaining balance.

City/County Engineer Signature	Date
RDC/MPO Board Review Signatures	Date
District Planner/District State Aid Engineer	Date
<p>Next Steps for MnDOT District:</p> <ol style="list-style-type: none"> 1. Scan Signed Document to PDF format 2. Email PDF file to: <ul style="list-style-type: none"> * City/County and RDC/MPO who initiated the request and any others as appropriate * MnDOT State Aid Contact (As of July 2021, Kim DeLaRosa, State Aid, Kimberlie.delarosa@state.mn.us) * MnDOT Functional Class Change Contact (As of February 2024, Erika Shepard, OTSM, erika.shepard@state.mn.us) <p>A copy of the map showing the Change in Functional Classification should be attached to the email.</p>	