

## ENGINEERING DIRECTIVES AND STANDARDS

Volume	Chapter	Section	Directive Number	Effective Date
I	1	1	20	10/15/2013

**SUBJECT: AUTHORIZATION AND DEFINITION OF THE STATE HIGHWAY SYSTEM**

1. **PURPOSE:** This directive establishes a uniform policy and process to define, organize and authorize the content of the state highway system including state routes in active service and planned future state routes or the planned part of the state highway system, and the route marking consistent with state law and Department policy.
2. **SCOPE:** This directive encompasses the description, the management of the content and the authorization of the state highway system including the state routes in active service and planned future state routes, and the route marking on the state highway system.
3. **POLICY:** The description and management of the content of the state highway system through the authorization of the state routes in active service, the route marking on the state highway system and the planned future state routes or the planned part of the state highway system shall be conducted according to LRS 48:191 and LRS 48:192 and other applicable state law and the procedures described herein.
4. **OBJECTIVE:** Provide the means to describe the state highway system and the processes to authorize revisions and thereby manage its content including the state routes in active service and the planned future state routes, and the route marking on the state highway system based on sound documentation and the application of property management principles and practices.

**5. PROCEDURE:****Part 1 — State Highway System**

- 5.1 The authorization of revisions to the state highway system and the management of the content of the description of the state highway system are the responsibility of the Department and processed as follows:
  - 5.1.1 The current description of the state highway system is the complete listing of the authorized state route segments in the LADOTD Control-Section Manual, developed and maintained by the Department. This listing consists of the state routes in active service (open to traffic) and the planned future state routes or the planned part of the state highway system. The state highway system is defined according to LRS 48:191 as the highways originally identified in this statute revised and authorized by Act 40 of 1955 and all of the revisions made since authorized by the Department according to LRS 48:191:
    - 5.1.1.1 The total length of the state highway system is managed by the Department insofar as it is possible not to exceed the established statutory limit according to LRS 48:191. The total length of the state highway system is the sum of the centerline length of the state route segments in active service. The Department accomplishes this by maintaining the length of each authorized state route segment in active service provided in the LADOTD Control-Section Manual. See the appended commentary for more detail.
    - 5.1.1.2 Each state route segment listed in the LADOTD Control-Section Manual is defined by a unique five digit number in the format 000-00 where the first three digits are the control number and the remaining two digits are the section number. Each route segment and its unique number are referred to as a control-section. The control number provides a convenient and orderly means to uniquely identify a series of related route segments on the state highway system. Controls are subdivided into sections to define route segments with unique physical and functional characteristics to rationally segregate the inventory. See the appended table titled

Functional Systems and Control Numbers and the appended commentary for more detail.

- 5.1.1.3 Each control-section is further defined by the description of its beginning point and its end point that together define the control-section by geographical location and its direction.
- 5.1.1.4 Each control-section is further defined by its centerline length in miles from its beginning point to its end point. The centerline length is approximated by the length measured to the nearest 0.01 mile along the centerline of the outside-most, through, travel lane in the direction of the control-section. The beginning point of a control-section is defined as log mile 0.00 and any other point on the control-section is defined as the log mile at its distance from the beginning point measured to the nearest 0.01 mile along the control-section. See the appended commentary for more detail.
- 5.1.1.5 Each control-section is further defined by its individual or concurrent route markings that include the numbered highway system and the route numbers assigned. See part 5.2 of this directive for the procedures governing numbered highway systems.
- 5.1.1.6 Each control-section is further defined by the functional systems to which it is assigned and used to identify the design and rehabilitation guidelines and the available funding sources.
- 5.1.1.7 A control-section may contain incidental roadway segments other than the main roadway that are in the contiguous right of way and included in the control—section but not included in its centerline length. These segments may serve the mobility and limited access functions of freeways and expressways. They are ramps, service roads and segments of grade-separated, and lateral public roads other than state highways at interchanges or at overpasses carried by bridges. The extent of the lateral public roads other than state highways is typically bounded by the limits of their construction and thereby the right of way owned by the State. Grade-separated, lateral public roads other than state highways that cross the right of way on grade as an underpass and not an interchange are considered a servitude and excluded from the control-section. Crossover roads/streets that connect adjacent couplet roadways and are not part of an intersecting state highway, and turnouts for at-grade intersections are incidental roadway segments.
- 5.1.1.8 Each control-section is contained within a parish, and therefore, does not cross a parish boundary with the practical exception of the parish boundaries defined by a waterway or skewed to the direction of the control. The beginning and end points of control-sections located at a parish boundary crossed by a bridge over a waterway are selected at the end of the bridge (abutment) to avoid the bridge structure being located and accounted for in two separate control-sections. Some larger bridges and their approaches may be assigned a separate control-section. The beginning or end point of a control-section located at a parish line skewed with the direction of the control-section shall be located at the intersection of the centerline of the roadway or the median of a divided highway. The parish line markers shall be located on the shoulder directly across from each other and on the line through this intersection and perpendicular to the direction of the control-section.
- 5.1.1.9 A series of control-sections that carries the same state route number is typically assigned the same control number. The control is subdivided into a series of usually not more than ten sections numbered sequentially 01, 02, 03,... that increase in the general direction of the route that is assigned as either the west to east direction or the south to north direction. The direction of each control-section in a series is defined in this same direction. Control-sections typically begin/end at an intersection with a state route or a parish boundary. The control-sections that begin/end at a parish boundary located at a waterway with a bridge crossing typically begin/end on the west or the south end (abutment) of the bridge not defined by the local direction of the road, but the general direction assigned to the state route. See the appended commentary for more detail.

- 5.1.2 The state highway system consists of the state routes in active service originally authorized by statute and those that have since been authorized by the Department to be added, revised or removed from the system, and the planned future state routes authorized by the Department. Proposed state route segments to be constructed and that are not part of the state highway system are assigned a control-section that is reserved but not authorized by the Department:
- 5.1.2.1 Authorization of revisions to the state highway system by the Department and delegated to the Secretary is required to revise the state highway system and it includes the state route segments defined by control-section, and the assignment of the functional system and route marking.
  - 5.1.2.2 State route segments are real property typically acquired or disposed of in conjunction with the right of way acquisitions or disposals associated with highway construction projects or other real estate transactions. The other real estate transactions are property transfers that result from public road exchange or transfer agreements according to LRS 48:224.1 and EDSM I.1.1.19, city-state or parish-state agreements, and the disposal of excess rights of way according to LRS 48:224 and EDSM I.1.1.10. See the appended commentary for more detail.
  - 5.1.2.3 Changes to the footprint of state route segments by completed construction projects such as an increase or decrease in length, relocation, realignment, widening or other dimensional changes to highway facilities or rights of way require authorization by the Department for incorporation into the state highway system.
  - 5.1.2.4 Changes to state route segments by construction projects such as concrete overlays, seal coats or shoulders for example ordinarily do not result in dimensional changes that require authorization by the Department.
  - 5.1.2.5 When reconstruction on an existing control-section in active service is proposed, the reconstructed route is authorized by the Department only after it is completed and accepted by the Chief Engineer and then followed by the appropriate revisions to the LADOTD Control-Section Manual and the LADOTD Surface Type Log database.
  - 5.1.2.6 When a state route segment is proposed to be constructed on either a new control-section or on an extended control-section length and it is not a planned future state route, the appropriate revisions to the LADOTD Control-Section Manual and the LADOTD Surface Type Log database are made without authorization by the Department and are thereby reserved. The proposed reserved control-section or extended control-section length therefore it is not an authorized part of the state highway system. See the appended commentary for more detail. See part 5.3 of this directive for the procedures for processing planned future state routes.
  - 5.1.2.7 The planned future state route and the proposed reserved state route shall be incorporated in the LADOTD Control-Section Manual where the description of the beginning point and the end point for the total length of the control-section are provided in the limit descriptions of the control-section. The estimated total length of a control-section including the segments in active service, and the planned future segments or proposed reserved segments shall be recorded in the "limit to" description for the control-section. The length of only the portions of the control-section in active service shall be recorded in the length of the control-section.
  - 5.1.2.8 The centerline length of only the portions of the authorized state routes in active service shall be included in the length of a control-section. See part 5.3 of this directive for the definition of, and procedures for proposed reserved and planned future state routes.
- 5.1.3 The authorization of revisions to the state highway system by the Department is accomplished with the standard form titled "Revision to the State Highway System" referred to herein as the form. It is executed by the Secretary or a designated representative and it provides for the addition, removal or revision of, or an addendum to, the description of a control-section and the references to related property and highway system transactions:

- 5.1.3.1 All right of way transactions concern real property and they shall therefore be executed and recorded in the conveyance records of the office of the parish clerk of court in the appropriate parish before a related authorization to revise a control-section is executed. The identifying instrument numbers assigned by the clerk of court to the recorded property transactions shall be referenced on the form. The transactions for the conveyance of the right of way parcels acquired for highway construction projects are excluded but referenced indirectly on the form by the project number of the construction or right of way plans where the property transactions are documented. See the appended commentary for more detail.
- 5.1.3.2 The construction contract on a control-section shall have been completed and accepted by the Chief Engineer — the Certificate of Acceptance recorded in the conveyance records of the office of the clerk of court in the appropriate parish — and the state route segment shall be in active service before it is authorized by the Department and incorporated in the LADOTD Control-Section Manual. The date the Certificate of Acceptance is recorded on the form. See the appended commentary for more detail.
- 5.1.3.3 When the authorization of a revision to the state highway system is one of several related transactions, all related transactions shall be referenced on the form. Some examples of transactions related to an authorization are construction projects, right of way projects, acts to abandon, exchange or transfer property, other revisions to the state highway system and route marking orders.
- 5.1.3.4 When a control-section or extended control-section length is a planned future state route authorized by the Department, its origin and status shall be completely described on the form and then incorporated in the LADOTD Control-Section Manual. When a portion of a planned future state route is completed, the project is accepted by the Chief Engineer and it is in active service, an amended authorization is appropriate to include in the total length of the state highway system the portion of the control-section that is in active service. See part 5.3 of this directive for the procedures for processing planned future state routes.
- 5.1.3.5 When a control-section or an extended control-section length for a reserved state route segment is in active service, construction is completed and accepted by the Chief Engineer, the Department will authorize the revision to the state highway system and the length of the authorized control-section will then be included into the LADOTD Control-Section Manual as a segment of the state highway system.

## **Part 2 – Numbered Highway Systems**

- 5.2 The authorization of the numbered highway systems and the assigned route numbers for the route marking applied to the state highway system, the management of their application to the state highway system, and the maintenance of their current description are the responsibility of the Department and processed as follows:
  - 5.2.1 The state highway system is organized into numbered highway systems each with assigned route numbers that uniquely identify the corresponding route marking on each state route to facilitate the efficient and effective use of the state highway system by motorists in conjunction with published highway maps.
  - 5.2.2 The numbered highway systems in Louisiana are the state, US and Interstate highways.
  - 5.2.3 Authorized route numbers in Louisiana are assigned such that there is no duplication of route numbers within each numbered highway system. With rare exception, usually caused by historic precedence, is there duplication of a route number in any two numbered highway systems.
  - 5.2.4 The state numbered highway system was developed to generally follow the preexisting US Route numbering rules such that the state, US and Interstate numbered highway systems follow similar patterns of rules-based numbering:
    - 5.2.4.1 The state numbered highway system loosely follows a rules-based numbering system that was planned and executed when the numbered state highway system was reorganized as provided

by Act 40 of 1955. However, due to practical and unanticipated conditions that occurred during and following the implementation, it was not closely followed. See the appended commentary for more detail.

- 5.2.4.2 Discontinued route numbers on the state numbered highway system provided by Act 40 of 1955 are typically not reused. However, some discontinued route numbers previously assigned to roads on the local system typically serving a small area may be reassigned after being out of use for a decade or more. These route numbers are reassigned to roads also on the local system serving a small area reasonably removed from the area where they were previously assigned.
- 5.2.5 While the assignment of route numbers to the state numbered highway system is left to the prerogative of the state, the assignment of route numbers to the US and Interstate numbered highway systems are not. This is because there are national policies associated with US and Interstate numbered highway systems concerning the coordination of unique, rules-based route number assignments.
  - 5.2.5.2 Revisions to the routes and route numbers for the US numbered highway system must be submitted to, and approved and assigned by the AASHTO Special Committee on US Route Numbering. Proposed US numbered highways or their relocation must be approved by the Committee in advance for use on the state highway system. The application is made to the Committee on its standard form designed to demonstrate if a proposal meets Committee policies and guidelines. An application involving more than one state must be coordinated and submitted simultaneously by each state.
  - 5.2.5.3 The routes and route numbers for the Interstate numbered highway system must be approved and assigned by the Federal Highway Administration according to 23USC103(c)(4)(B) and the procedures provided by 23CFR470 Section 470.111. Proposed Interstate numbered highways must be submitted through the Division Office of the Federal Highway Administration and to the AASHTO Special Committee on US Route Numbering and approved in advance for use on the state highway system.
- 5.2.6 The authorization of a route marking order on the state highway system by the Department is accomplished with the standard form titled "Route Marking Order on the State Highway System" executed by the Secretary or a designated representative. Referred to herein as the "order," it provides a complete description of the portion of the state route and the route marking to be added, revised or removed from the state highway system:
  - 5.2.6.1 If an authorized route marking order on the state highway system is but one of several related transactions, all of the related transactions are referenced on the order.
  - 5.2.6.2 The description of a route marking authorized to be revised on the state highway system and appearing on the order includes the whole parish(s) where the revision occurs.
  - 5.2.6.3 The description of the route marking authorized to be revised on the state highway system by the order will be incorporated into the LADOTD Surface Type Log database and into the LADOTD Control-Section Manual as the means to document and manage the numbered highway systems.

### **Part 3 — Planned Future State Routes**

- 5.3 The authorization of planned future state routes as the planned part of the state highway system, their incorporation in the LADOTD Control-Section Manual and the LADOTD Surface Type Log database and the management of their content is the responsibility of the Department and processed as follows:
  - 5.3.1 Planned future state routes identified by the Governor's office or the Legislature shall be authorized by the Department. Planned future state routes from other sources shall be submitted to the Office of Multimodal Planning for evaluation and authorization by the Department as may be appropriate.

- 5.3.2 The authorization to add planned future state routes to the planned part of the state highway system is accomplished with the standard form titled "Revision to the State Highway System" executed by the Secretary or a designated representative and referred to herein as the form. The executed form provides the description of the planned future state route, and a reference to the origin and documentation of the proposal. A planned future state route may be a new control-section or extended control-section length with a new route number, an existing route number, or a temporary route number.
- 5.3.3 A planned future state route authorized by the Department shall be incorporated in the LADOTD Control-Section Manual where the description of the beginning point and the end point of the total length of the planned control-section are provided in the limit descriptions of the control-section. The estimated total length of a new or extended control-section including the segments of state route in active service and the planned future state route segments shall be recorded in the "limit to" description for the control-section. The length of only the portions of the control-section in active service is recorded in the length of the control-section.
- 5.3.3.1 When an amended authorization is executed by the Secretary for the completion of a planned future state route in a control-section, the estimated total length of the control-section for the planned future state route recorded in the "limit to" description of the control-section is removed and the length of the control-section shall be revised to reflect the total length of the control-section in active service.
- 5.3.3.2 When an amended authorization is executed by the Secretary for the partial completion of a planned future state route in a control-section, the description of the full extent of its planned control-section provided in the limit descriptions of the control-section and the estimated total length of the planned control-section recorded in the "limit to" description of the control-section shall remain. The portion of the length of the control-section in active service is revised and recorded in the length of the control-section.
- 5.3.3.3 A temporary route number when authorized is recorded in the route description of the control-section.
- 5.3.4 Planned future state routes authorized by the Department are incorporated into the planned part of the state highway system; assigned a control-section number, functional system and route marking; incorporated into the planning and programming processes; maintained in the LADOTD Surface Type Log database; and displayed on the district and parish map products.
- 5.3.5 The Office of Multimodal Planning will periodically review the planned future state routes on the planned part of the state highway system for their continuing viability and recommend to the Secretary revisions as may appropriate.

## **6 RESPONSIBILITY:**

- 6.2 The Office of Multimodal Planning will maintain the LADOTD Control-Section Manual and the LADOTD Surface Type Log database as an accurate, current description of the authorized state highway system. The Office of Multimodal Planning will prepare "Revision to the State Highway System" forms to authorize revisions to the state highway system, and submit them to the Secretary to consider for execution. The Office of Multimodal Planning will also prepare "Route Marking Order on the State Highway System" forms to authorize state route marking, and submit them to the Secretary to consider for execution. The Office of Multimodal Planning will promulgate the executed "Revision to the State Highway System" and "Route Marking Order on the State Highway System" forms by revising the LADOTD Control-Section Manual and the LADOTD Surface Type Log database to reflect the authorized revisions and send copies of the authorizations to the components of the Department affected to expedite appropriate action.
- 6.3 The Right of Way Section will prepare the necessary instruments to transfer or exchange the ownership of public road segments and to dispose of state routes segments, and have them executed and recorded in the conveyance records of the office of the parish clerk of court in the appropriate parish and send copies of the recorded instruments to the components of the Department affected to expedite appropriate action.

6.4 The Chief Engineer will send notification of the executed and recorded Certificate of Acceptance of the completed construction projects to the components of the Department affected to expedite appropriate action.

6.5 The districts will expedite the installation of the route marking that reflects the revisions authorized by the executed "Route Marking Order on the State Highway System" forms. The districts will determine if rights of way have no useful purpose to the Department particularly the bypassed state route segments no longer required as a public road located outside of the required right of way of completed construction projects and initiate their disposal through the Right of Way Section.

**7 OTHER ISSUANCES AFFECTED:** This directive revises EDSM I.1.1.20 by the same title adopted January 18, 2011, replaces EDSM I.1.1.20, *Administration of Proposed Future Routes*, adopted June 14, 1999 by incorporating its revised contents and expanding its scope, and it replaces EDSM I.1.1.9, titled *Determination of Control-Section, Route and Maintenance Mileage*, adopted February 22, 1984. All directives, memoranda or instructions issued heretofore in conflict with this directive are hereby rescinded.

**8 EFFECTIVE DATE:** This directive will become effective immediately upon receipt.

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## Functional Systems and Control Numbers

### Functional Classification:

- |  |                   |
|--|-------------------|
| 1 Principal Arterial - Interstate                        | 4 Minor Arterial  |
| 2 Principle Arterial - Other Freeways<br>and Expressways | 5 Major Collector |
| 3 Principal Arterial - Other                             | 6 Minor Collector |
|  | 7 Local           |

### Control Numbers:

Numbers	Reservations
001-449	Assigned to segments of the state highway system in 1953.
450-459	Assigned to Interstate highway system
500-599	Assigned to public works projects. *
600-699	Assigned to non-highway facilities owned and operated by the Department; buildings and grounds used in the operations and maintenance of state highways. *
700-799	Assigned to projects not on the state highway system and when it is not desirable or otherwise appropriate to assign costs to a state highway system control. *
800	Assigned to state parks and historic sites for roads, driveways and parking lots where a unique section number is assigned to each state park and historic site.
801-864	Assigned to the local and minor collector systems — the last two digits of the control number is the parish number in which the control-section is located.
900-999	Assigned to certain private, and municipal, parish and state airports and heliports. *

\* The use of new project numbers based on random numbering resulted in these control numbers that were originally reserved for various facility and project types for the purpose of assigning project numbers and charging other costs are now defunct.



The following commentary is not part of the policy of EDSM No. I.1.1.20. It is included to add clarity and understanding to policy verbiage that may otherwise blur intent.

#### COMMENTARY:

##### Section 5.1.1.1

The total length of the state highway system is the sum of the centerline length of all the state route segments in active service (open to traffic). The total centerline length of the state highway system is managed by the Department insofar as it is possible not to exceed the statutory limit for the total centerline length according to LRS 48:191. The Department accomplishes this in part by maintaining the current description of the state highway system in the LADOTD Control-Section Manual and the LADOTD Surface Type Log database and by actively avoiding real estate transactions that increase the net centerline length of the state highway system such as acts of transfer and exchange that reflect agreements negotiated with local governments to exchange public roads. The Legislature is the principal source for increasing the centerline length of the state highway system by authorizing the construction of new state route segments through the capital outlay program and ordering the Department to accept parish roads or municipal streets into the state highway system without revising the statutory limit for the total centerline length of the **state** highway system.

##### Section 5.1.1.2

Each state route segment listed in the LADOTD Control-Section Manual is defined by a unique five-digit number in the format 000-00 where the first three digits are the control number and the remaining two digits are the section number. Each route segment and its unique number are referred to as a control-section. The control number provides a convenient and orderly means to uniquely identify route segments on the state highway system. Controls are subdivided into sections to further segment and define route segments with unique statistical data and to facilitate record keeping. However, in practice the static control and section numbers do facilitate orderly record keeping but they are not practical to define unique statistical data by route segments some of which tends to vary over time. The control numbers 001 to 499 and 801 to 864 are retained for the segment-by-segment description of the state highway system. Control number 800 is retained for roads, parking lots and driveways not on the state highway system but located in state owned parks and historic sites and other facilities that are maintained by the Department according to LRS 48:757. The remaining controls were retained for the Department's classified expenditures now obsolete. See the table titled Functional Systems and Control Numbers for more details.

#### Section 5.1.1.4

Each control-section is in part defined by its centerline length in miles from its beginning point to its end point. In practice, it is approximated by measuring the length to the nearest 0.01 mile on the centerline of the outside-most, through, travel lane in the direction of the control-section. The beginning point of a control-section is defined as log mile 0.00 and any other point on the control-section is defined as its log mile and its distance from the beginning point measured to the nearest 0.01 mile along the control-section. A point on a control-section is defined by its log mile and a segment on a control-section is defined by its beginning and end log mile and both can be reasonably located by an odometer reading or a distance measuring instrument.

#### Section 5.1.1.9

When a state route bypass segment is constructed adjacent to the bypassed state route, the control-section number assigned to the bypassed state route segment that remains in active service is retained. The control-section number for the state route bypass segment is assigned the same control number as the control-section for the bypassed state route. However, a new sequence of section numbers (typically 30, 31, 32, ...) is assigned to the control-section numbers for the bypass segment. For control-section numbers with the control numbers (801, 802, 803, ...), the last two digits of each control number are the parish number to which they are uniquely assigned to state routes that are typically on the local system and contained in the parish. Each of these state routes are assigned a control-section number with the unique parish control number, and a sequentially and chronologically unique section number (01, 02, 03...). Historically, state project numbers assigned to a control-section were a two digit number that followed the control-section number. Project numbers were sequentially assigned 01, 02, 03,... until the number 99 was reached. Then a new control-section number was assigned to the control-section. The control number was retained and a new section number was assigned (typically 90, 91, 92...). Some years later the two digit state project number was increased to a four digit number essentially eliminating this problem. The project number format of the control-section number followed by a project number is now obsolete and replaced with an arbitrary, random number in the format of H.000000 and it has no relationship to the state highway system inventory that still uses the control-section number.

#### Section 5.1.2.2

Right of way or real property transactions are legal acts to convey ownership or other rights concerning real property such as servitude or fee title. All such acts shall be executed and recorded in the conveyance records of the office of the parish clerk of court in the appropriate parish before the authorization of the corresponding revisions to the state highway system. These are the acts to transfer real property such as the act of transfer and acceptance or the act of transfer and exchange according to agreements concerning public roads that are negotiated with the governing body of the local governments according to LRS 48:224. 1 and EDSM I.1.1.19, and similar city-state or parish-state agreements executed between the local government and Department officials. They also include the acts of

abandonment of formally and informally dedicated public road servitudes and the disposal of public roads owned by fee title according to LRS 48:224 and EDSM I.1.1.10. The identifying instrument number and related information assigned to the recorded transactions by the clerk of court shall be referenced on the authorization. The recorded transactions for the right of way parcels acquired as part of a highway construction project are excluded because they are documented in the construction and right of way plans that are referenced by project numbers on the authorization.

#### Section 5.1.2.6

Proposed state route segments to be constructed on an assigned a new control-section or assigned to an existing control-section with an extended length have historically been "reserved" by being entered into the LADOTD Control-Section Manual but not "authorized" by the Department with the execution of the Form 1104. The reserved new control-section or the control-section with an extended length may be considered as authorized by a different source — the authorization of the project to construct the proposed state route segment. However, the reserved route segment is authorized by the Department only after it is in active service, the construction contract is completed, and the Certificate of Acceptance is executed by the Chief Engineer and recorded in the office of the clerk of court in the appropriate parish. The proposed reserved route segment is different from the planned future highway segment but their entries into the LADOTD Control-Section Manual are in the same format. Planned future highway segments have historically been informally incorporated into the Department's map products and/or into the LADOTD Control-Section Manual with no documentation of their origin. The planned future highway entry is now authorized by the Department as part of the planned state highway system and the Revision to the State Highway System authorization is used to document the origin of each planned future highway.

#### Section 5.1.3

The standard form titled "Revision to the State Highway System" formally replaces the standard Form 1104 titled "Changes in State Maintenance System" (circa 1953). It was a numbered form once printed in quantity and filled out with a typewriter. With the general use of the personal computer in the 1980s and word processing software, the form was developed with a word processor, stored in a computer file and filled out using the word processor. The use of the Form 1104 was defunct by 1985 eliminating the use of the Department's standard printed form and the need for the form number to order additional forms. The general format and content of the Form 1104 randomly changed and deteriorated in content with the use of the word processor. The form titled "Revision to the State Highway System" has a required format that preserves the basic content and intent of the original Form 1104 with revisions to address previous deficiencies in the process and information provided.

#### Section 5.1.3.1

Requiring all the acts to transfer real property to be executed and recorded in the conveyance records of the office of the parish clerk of court in the appropriate parish before, and referenced in, the revision to the state highway system authorization

reasonably assures that there are no outstanding legal issues associated with the conveyance and disposition of the ownership of the real property when the authorization occurs. Legal deficiencies associated with inattention to the disposition of real property and the liability problems that result have a long and costly history to the State as the last owner of record because the acts to transfer real property were not executed and recorded in the parish conveyance records.

#### Section 5.1.3.2

The Certificate of Acceptance is executed by the Chief Engineer and recorded in the office of the clerk of court in the appropriate parish to certify "...that the work provided for in the contract has been completed and accepted under the terms of the contract..." according to Subsection 109.08 Acceptance and Final Payment. of the Louisiana Standard Specifications for Roads and Bridges. This certificate releases the contractor from the liability and responsibility for traffic control on the route segment and the Department accepts full responsibility for the operation and maintenance of the route segment. The Department should not authorize this revision to the state highway system while the contractor retains responsibility for traffic control.

#### Section 5.2.4.1

The state numbered highway system loosely follows a logical pattern of numbering formed by a rules-based numbering system that was planned to be used when the numbered state highway system was reorganized and provided by Act 40 of 1955. Due to practical and unanticipated conditions during and following implementation, this planned numbering system was not followed closely.

Smaller route numbers were reserved for more important state routes connecting two or more parishes. Even route numbers were assigned to those state routes considered to provide for east-west travel and odd route numbers were assigned to those state routes considered to provide for north-south travel. Also, route numbers for state routes providing north-south travel were increased as they occurred from west to east and route numbers for the state routes providing east-west travel were increased as they occurred from north to south.

State route numbers were originally reserved between 1 and 30 for the principal arterial system and between 31 and 200 for the minor arterial system that together were previously referred to as class A highways or the primary system; between 300 and 500 in north Louisiana, and between 501 and 700 in south Louisiana for the major collector system previously referred to as class B highways or the secondary system; and between 701 and 1250 for the minor collector and local systems previously referred to as class C highways or the farm-to-market system. The same route number was occasionally applied to two or more separate, nearby state route segments on the class C highways by the use of the series of whole numbers 1-9 added to it as a hyphenated suffix such as LA 1200-1, LA 1200-2, ...

In later years, state route numbers between 3000 and 3999 were reserved and continue to be used for temporary route marking for the portion of a state route brought into active service while there is a remainder under construction not in active service that once completed the route will be reassigned the permanent route marking. However, these route numbers have since been used extensively and indiscriminately for permanent route marking. This practice has ceased and permanent route numbers have been sequentially assigned beginning with LA 1250.

#### Section 5.2.6

The standard form titled "Route Marking Order on the State Highway System" replaces the standard Form 1103 titled "Changes in State Highway System" (circa 1953). It was once printed in quantity and filled out with a typewriter. With the general use of the personal computer in the 1980s and word processing software, the general form was developed with a word processor, stored in a computer file and filled out using the word processor. The use of the Form 1103 was defunct by 1985 eliminating the use of the Department's standard printed form and the need for the form number used to order additional forms. The general format and content of the Form 1103 randomly changed and deteriorated in content with the use of the word processor. The form titled "Route Marking Order on the State Highway System" has a required format that preserves the basic content of the original Form 1103 with revisions to address minor deficiencies in the information provided.