

 U.S. Department of Transportation Federal Highway Administration Indiana Division		Standard Operating Procedure (SOP) Issued: <u>9/29/2011</u> Updated: _____ (date) (date)	
Subject:	New or Revised Interstate Access Points	Approved: _____ (signature) <u>Robert F. Tally, Division Administrator</u> (name and title)	

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II. REFERENCES

23 U.S.C. 111, Agreements relating to use of and access to rights-of-way - Interstate System
http://www.law.cornell.edu/uscode/html/uscode23/usc_sup_01_23.html

23 CFR 1.23, Rights-of-way

23 CFR 625, Design Standards for Highways

23 CFR 710, Subpart D, Real Property Management

23 CFR 771, Environmental Impact and Related Procedures

http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?sid=d26e67125ed1871155a846a35c4638aa&c=ecfr&tpl=/ecfrbrowse/Title23/23tab_02.tpl

23 CFR 625 Non-regulatory Supplement, entitled “Application of Design Standards, Uniform Federal Accessibility Standards, and Bridges”, 3/1/05

<http://www.fhwa.dot.gov/design/0625sup.cfm>

23 CFR 752 Non-regulatory Supplement, entitled “Information on Vending Machines in Interstate Rest Areas and Abandonment of Interstate Rest Areas”, 10/5/92
<http://www.fhwa.dot.gov/realestate/0752sup.htm>

23 CFR 630C Non-Regulatory Supplement, entitled “Interstate System Access”, 6/17/98
<http://www.fhwa.dot.gov/design/access.cfm>

FHWA policy statement regarding requests for new or modified access points to the Interstate System – Published in Federal Register (Volume 74, Number 165, Page 43743-43746), 8/27/09
<http://www.fhwa.dot.gov/programadmin/fraccess.cfm>

FHWA Policy Memorandum - Coordination of Vertical Clearance Design Exceptions on the Interstate System Vertical Clearance, Interstate System Coordination of Design Exceptions, 4/15/09
<http://www.fhwa.dot.gov/design/090415.cfm>

FHWA Policy Memorandum – Delegation of Authority, Requests for New or Revised Access Points on Completed Interstate Highways, 8/19/96
http://www.fhwa.dot.gov/modiv/Delegation_of_Authority.pdf

AASHTO publication "A Policy on Design Standards – Interstate System", 1/2005
<L:\Program\Design\Interstate Design Standards\Design Standards Interstate System 2005.pdf>

FHWA Interstate System Access Informational Guide, 8/2010
<http://www.fhwa.dot.gov/design/interstate/pubs/access/index.cfm>

Federal Highway Administration Area Engineer Manual, Federal Highway Administration, 2010.
http://one.dot.gov/fhwa/CPMDSS/Workforce%20Management%20Documents%20Library/FINAL%202010%20AE%20Manual%206-21-10%20_FINAL.pdf

FHWA Order M1100.1A FHWA Delegations and Organization Manual
<http://www.fhwa.dot.gov/legsregs/directives/orders/m11001a.htm>

Indiana Department of Transportation and FHWA Indiana Division Stewardship and Oversight Agreement, 2/2/07
<http://www.fhwa.dot.gov/federalaid/stewardship/agreements/pdf/in.pdf>

Indiana Design Manual, Chapter 48
<http://www.in.gov/dot/div/contracts/standards/dm.html>

III. PURPOSE/OBJECTIVE

The purpose of this SOP is to establish FHWA review and approval procedures for new or revised Interstate access points in accordance with the August 27, 2009 Interstate Access Policy and related FHWA guidance and policies. This Interstate Access Policy is applicable to new or revised access to existing Interstate facilities regardless of the funding of the original construction or regardless of the funding for the new access points. This includes routes incorporated into the Interstate System under the provisions of 23 U.S.C. 103(c)(4)(A) or other legislation.

IV. DEFINITIONS

INDOT– Indiana Department of Transportation

Access Point – Each break in the control of access to the Interstate System right-of-way is considered to be an access point. For the purpose of applying this policy, each entrance or exit point, including locked gate access, is considered to be an access point. For example, a diamond interchange configuration has four access points. Ramps providing access to rest areas, information centers, and weigh stations within the Interstate controlled access are not considered access points for the purpose of applying the Interstate Access Policy.

Change in Interstate Access – A change in access is considered by FHWA as any modification to the control-of-access right-of-way on the Interstate System. This includes locked gate access, access to ramps or collector-distributor roadways or other facilities that are functionally part of the Interstate System. Re-configuration of an interchange that affects the operational characteristics of the Interstate System is also considered as a change in access. Changes in operations, such as conversion of HOV lanes to general purpose use lanes, may affect interchanges and is considered a change in access.

Division – the Indiana Division of the Federal Highway Administration

Engineering and Operational Acceptability – An FHWA determination that a proposed new or revised access point is acceptable prior to the completion of the NEPA process. To offer maximum flexibility, any proposed access points can be submitted by the STA to FHWA for a determination of engineering and operational acceptability prior to completion of the NEPA process. In this manner, the STA can determine if a proposal is acceptable for inclusion as an alternative in the environmental process.

HQ – The Federal Highway Administration’s Headquarters Office of Program Administration

Interstate System Access Change Request – Term used to describe the formal request made to FHWA by a STA. These requests are inclusive of the written documentation that supports the formal request and the documentation of the coordination with other agencies. STAs utilize various terms for the requests submitted to the FHWA, usually in the form of reports such as an Interchange Justification Reports (IJR), Interchange Modification Report (IMR), Interstate

Access Report (IAR), Interchange Operational Analysis Report (IOAR), Access Approval Report, Interstate Access Justification Study, and so forth. Many States refer to these terms within their own written procedures and manuals. The Indiana Department of Transportation's term used is Interstate Justification Report (IJR). Only STAs, as the owners and operators of the Interstate System, are authorized to submit Interstate System Access Change Request for review by the FHWA Division Office.

Transportation Management Area – TMA is defined as an urbanized area with a current population more than 200,000 as determined by the latest census, or other area when the TMA designation is requested by the Governor and the MPO, and officially designated by the Administrators of FHWA and FTA.

Project Frame Work Document – A document that outlines agreements between the Division and STA on development of the specific new or revised access request. Document should include the purpose and need for the project, project schedule, project location, considered alternatives, anticipated area of influence, analysis years, travel demand forecasting, and other appropriate items.

STA – State Transportation Agency

V. SCOPE

The intent of the SOP is to provide guidance for Division personnel reviewing and approving Requests for New or Revised Access to the Interstate System, also known as Interstate Justification Reports (IJR's)

The following changes to Interstate facilities are examples that require FHWA access approval:

- New freeway-to-freeway interchange
- New service interchanges providing access between the Interstate and a non-freeway route
- Establishing a new or revised partial interchange of any form
- Modification of an existing freeway-to-freeway interchange configuration; for example, adding a new ramp(s), abandoning / removing ramp(s), completing basic movements, and reconstruction of structures. For instance, modifying a conventional diamond interchange to a partial cloverleaf interchange is a change in access.
- Modification of an existing freeway to non-freeway interchange, for example, adding a new ramp, removing a ramp from service, significantly relocating tie-in points on the mainline or crossroad, or adding or significantly altering collector-distributor elements
- Removal from service of access points or ramps or an entire interchange
- Significantly changing the geometrics of the interchange, for example replacing a conventional diamond with a partial cloverleaf
- Modification of an existing partial interchange
- Change in operation from general purpose lane to managed lane or from managed lane to general purpose lane
- Locked gate access for emergency response

The following changes to Interstate facilities are examples that do not require FHWA approval:

- Construction of new signing, striping and or resurfacing of ramps where the geometric features are not changed
- Widening a single lane freeway exit or entrance ramp to two or more lanes
- Widening an off-ramp at its intersection with a crossroad to provide two or more intersecting approach lanes
- Minor horizontal or vertical realignment of a ramp
- Converting a taper type on or off ramp to a parallel type ramp
- Increasing the length of an on ramp acceleration lane or an off ramp deceleration lane
- Addition of one or more continuous auxiliary lanes between two adjacent interchange ramps
- Implementation of ramp metering or other active control of vehicles entering the Interstate System
- Other minor activities not listed above

VI. PROCEDURES

The flowchart included in Section VIII outlines the Indiana Division's approval process for a change in Interstate access. The main documents utilized in this process are the FHWA Interstate System Access Informational Guide and the August 27, 2009 Interstate Access policy as published in the Federal Register. The Division works closely with the INDOT to implement a two stage approval process for all new and revised access points. The two stages are a determination of Engineering and Operational Acceptability and then a final approval after completion of NEPA. The Division's Design and Construction Team coordinates the development, review and approval of all new or revised access requests through the assigned Transportation Engineer. Final approvals are granted in accordance with the controls set forth in Section VII. All IJR's require INDOT review and acceptance prior to submittal.

The first step in development of a new or revised Interstate access point occurs when INDOT identifies a need for change in access. INDOT schedules a meeting with the Division office Design and Construction Team Leader and assigned Transportation Engineer to determine if the change in access is reasonable and has potential for approval. The initial meeting minutes will be developed by INDOT and saved in the project file.

Upon concurrence that the proposal is viable, INDOT prepares the Project Frame Work document. (Although FHWA communicates to INDOT that the proposal is viable, in no way should FHWA indicate that the IJ is approvable prior to INDOT submitting the full IJR.) The Project Frame Work document outlines essential information of the project including special process and operational requirements.. This document forms the basis for an agreement between the Division and INDOT on development of the IJR . The Frame Work document includes the project's purpose and need, schedule, location, considered alternatives, anticipated area of influence, analysis years, travel demand forecasting model to be used, model and validation procedures, data collection methodology, traffic factors, operational and safety analysis procedures, and an outline of the development steps for subsequent work. The Design and

Construction Team Leader will approve the document when it is satisfactorily completed and a copy will be retained in the project file.

The Division works closely with INDOT to insure that IJR are developed in accordance with FHWA policy and guidance and that the eight FHWA policy points are addressed. The Division utilizes the Prompt List contained in Appendix A as a tool during the development and review of access requests. The completed prompt list is maintained by the Division as part of the project records.

The flowchart in Section VIII provides approval time frames as well as the correspondence required throughout the process. All correspondence is maintained in the project file and maintained until the proposed access is constructed. Files are archived in accordance with FHWA policy.

INDOT or it's designee carries out the necessary analysis and prepares the IJR. INDOT submits the document to the assigned FHWA Transportation Engineer. The TE reviews and provides a recommendation of Engineering and Operational Acceptability to the Design and Construction Team Leader within 30 days. The Team Leader then provides a written Determination of Engineering and Operational Acceptance to INDOT within 45 days of receipt of the original request. IJ's requiring Headquarters review and approval will require additional review time in accordance with the flowchart in Section VIII. A favorable Determination of Engineering and Operational Acceptance is required prior to completion of the NEPA document.

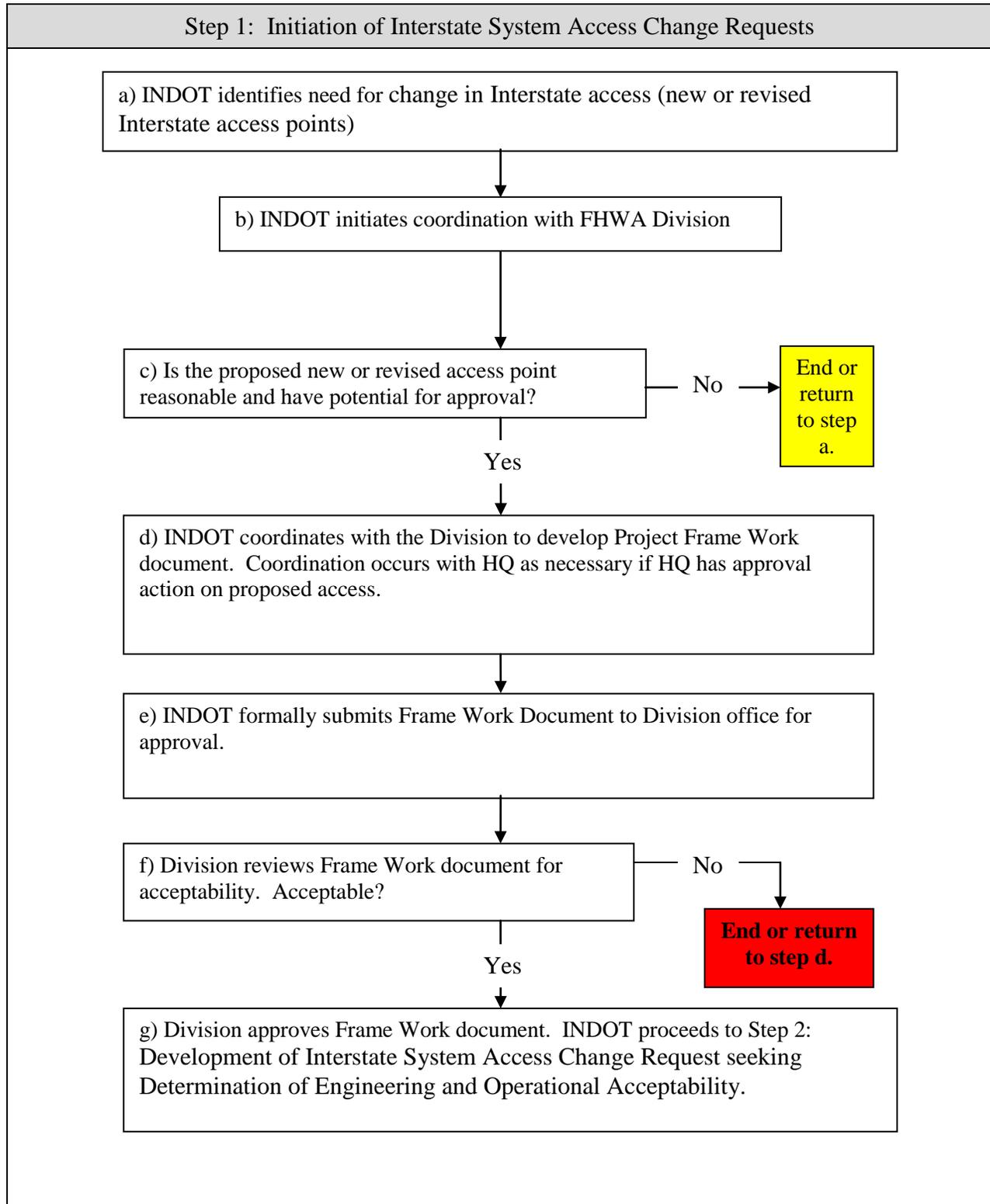
After completion of the NEPA process, INDOT will formally request in writing FHWA's final approval of the IJR. This communication to FHWA will explain any findings from the conclusion of the NEPA phase that may be relevant to the projects viability or the eight points of the FHWA Policy for Interstate Access. FHWA will reply to INDOT in writing within 30 days.

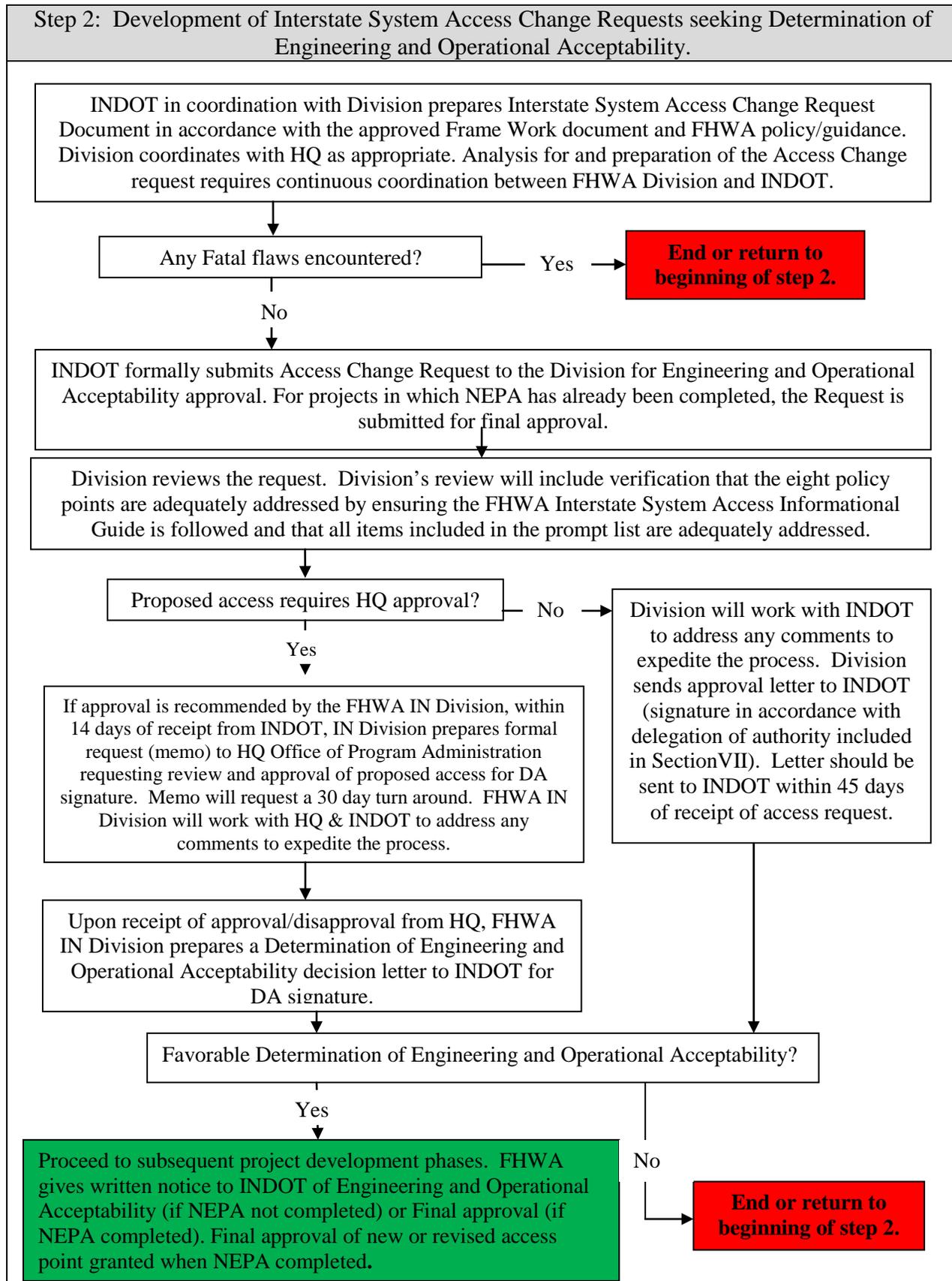
VII. CONTROLS

DELEGATION OF APPROVAL WITHIN INDIANA DIVISION OFFICE		
Type of Access Request	In TMA	Not in TMA
New Freeway-to-Freeway Interchange	*DA	*DA
Modification of Freeway-to-Freeway Interchange	*DA	*DA
New Partial Interchange	*DA	*DA
New Freeway-to-Crossroad Interchange	*DA	TL
Modification of Existing Freeway-to-Crossroad Interchange	TL	TL
*Requires prior approval from HQ	DA – Division Administrator	TL – Team Leader

VIII. FLOWCHART

Flowchart for New or Revised Interstate Access Points





Appendix – Prompt List for Review of Interstate System Access Change Requests

Prompt List for Review of Interstate System Access Change Requests		
Adequately Addressed?		FHWA Interstate Access Policy Points
Yes	No	
		Policy Point 1: The need being addressed by the request cannot be adequately satisfied by existing interchanges to the Interstate, and/or local roads and streets in the corridor can neither provide the desired access, nor can they be reasonably improved (such as access control along surface streets, improving traffic control, modifying ramp terminals and intersections, adding turn bays or lengthening storage) to satisfactorily accommodate the design-year traffic demands (23 CFR 625.2(a)).
		Policy Point 2: The need being addressed by the request cannot be adequately satisfied by reasonable transportation system management (such as ramp metering, mass transit, and HOV facilities), geometric design, and alternative improvements to the Interstate without the proposed change(s) in access (23 CFR 625.2(a)).
		Policy Point 3: An operational and safety analysis has concluded that the proposed change in access does not have a significant adverse impact on the safety and operation of the Interstate facility (which includes mainline lanes, existing, new, or modified ramps, ramp intersections with crossroad) or on the local street network based on both the current and the planned future traffic projections. The analysis shall, particularly in urbanized areas, include at least the first adjacent existing or proposed interchange on either side of the proposed change in access (23 CFR 625.2(a), 655.603(d) and 771.111(f)). The crossroads and the local street network, to at least the first major intersection on either side of the proposed change in access, shall be included in this analysis to the extent necessary to fully evaluate the safety and operational impacts that the proposed change in access and other transportation improvements may have on the local street network (23 CFR 625.2(a) and 655.603(d)). Requests for a proposed change in access must include a description and assessment of the impacts and ability of the proposed changes to safely and efficiently collect, distribute and accommodate traffic on the Interstate facility, ramps, intersection of ramps with crossroad, and local street network (23 CFR 625.2(a) and 655.603(d)). Each request must also include a conceptual plan of the type and location of the signs proposed to support each design alternative (23 U.S.C. 109(d) and 23 CFR 655.603(d)).
		Policy Point 4: The proposed access connects to a public road only and will provide for all traffic movements. Less than "full interchanges" may be considered on a case-by-case basis for applications requiring special access for managed lanes (e.g., transit, HOVs, HOT lanes) or park and ride lots. The proposed access will be designed to meet or exceed current standards (23 CFR 625.2(a), 625.4(a)(2), and 655.603(d)).
		Policy Point 5: The proposal considers and is consistent with local and regional land use and transportation plans. Prior to receiving final approval, all requests for new or revised access must be included in an adopted Metropolitan Transportation Plan, in the adopted Statewide or Metropolitan Transportation Improvement Program (STIP or TIP), and the Congestion Management Process within transportation management areas, as appropriate, and as specified in 23 CFR part 450, and the transportation conformity requirements of 40 CFR parts 51 and 93.
		Policy Point 6: In corridors where the potential exists for future multiple interchange additions, a comprehensive corridor or network study must accompany all requests for new or revised access with recommendations that address all of the proposed and desired access changes within the context of a longer-range system or network plan (23 U.S.C. 109(d), 23 CFR 625.2(a), 655.603(d), and 771.111).

Prompt List for Review of Interstate System Access Change Requests	
Adequately Addressed?	FHWA Interstate Access Policy Points
	<p>Policy Point 7: When a new or revised access point is due to a new, expanded, or substantial change in current or planned future development or land use, requests must demonstrate appropriate coordination has occurred between the development and any proposed transportation system improvements (23 CFR 625.2(a) and 655.603(d)). The request must describe the commitments agreed upon to assure adequate collection and dispersion of the traffic resulting from the development with the adjoining local street network and Interstate access point (23 CFR 625.2(a) and 655.603(d)).</p>
	<p>Policy Point 8: The proposal can be expected to be included as an alternative in the required environmental evaluation, review and processing. The proposal should include supporting information and current status of the environmental processing (23 CFR 771.111).</p>

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Policy Point 1: “The need being addressed by the request cannot be adequately satisfied by existing interchanges to the Interstate, and/or local roads and streets in the corridor can neither provide the desired access, nor can they be reasonably improved (such as access control along surface streets, improving traffic control, modifying ramp terminals and intersections, adding turn bays or lengthening storage) to satisfactorily accommodate the design-year traffic demands (23 CFR 625.2(a)).”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Does the access request clearly describe the need and purpose of the proposal and identify project goals and objectives that are specific and measurable?	
			Is the proposal in the best interest of the public, or does it merely serve a narrow interest?	
			Is the proposal serving a regional transportation need, or is it merely compensating for deficiencies in the local network of arterials and collectors?	
			In lieu of granting new access, is there any reasonable alternative consisting of improvements to the existing roadway(s) or adjacent access points that could serve the need and purpose?	
			Has the evaluation of existing interchanges and the local road network taken into account all proposed improvements currently identified in the State and/or Regional Long Range Plan?	
			Will the proposed change in access result in needed upgrades or improvements to the cross road for a significant distance away from the interchange?	

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Policy Point 2: “The need being addressed by the request cannot be adequately satisfied by reasonable transportation system management (such as ramp metering, mass transit, and HOV facilities), geometric design, and alternative improvements to the Interstate without the proposed change(s) in access (23 CFR 625.2(a)).”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Was FHWA actively involved in preliminary studies and decisions? If not, then more detailed information may be required in support of proposed action.	
			Did the study area cover sufficient area to allow for an evaluation of all reasonable alternatives?	
			Was a No-Build Alternative evaluated?	
			Considering the context of the proposal, is this the best location for the proposed new interchange?	
			Were different interchange configurations (Tight diamond, SPDI, Parclo) considered?	AASHTO Greenbook Chapter 10
			Were pedestrians and bicyclists considered in the alternative evaluation?	
			Was there an evaluation of different intersection configurations (stop control, signal, roundabout, free right turns, etc?)	
			Have Transportation Systems Management (i.e. HOV, ITS, Ramp Metering, Transit etc.) options been evaluated as an alternative to a new or modification to an existing interchange?	
			Did the report discuss how TSM alternatives were evaluated and eliminated from consideration?	
			Does the proposal consider any future planned TSM strategies and is the design consistent with the ability to implement the future TSM strategies?	

<p>Policy Point 3: “An operational and safety analysis has concluded that the proposed change in access does not have a significant adverse impact on the safety and operation of the Interstate facility (which includes mainline lanes, existing, new, or modified ramps, ramp intersections with crossroad) or on the local street network based on both the current and the planned future traffic projections. The analysis shall, particularly in urbanized areas, include at least the first adjacent existing or proposed interchange on either side of the proposed change in access (23 CFR 625.2(a), 655.603(d) and 771.111(f)). The crossroads and the local street network, to at least the first major intersection on either side of the proposed change in access, shall be included in this analysis to the extent necessary to fully evaluate the safety and operational impacts that the proposed change in access and other transportation improvements may have on the local street network (23 CFR 625.2(a) and 655.603(d)). Requests for a proposed change in access must include a description and assessment of the impacts and ability of the proposed changes to safely and efficiently collect, distribute and accommodate traffic on the Interstate facility, ramps, intersection of ramps with crossroad, and local street network (23 CFR 625.2(a) and 655.603(d)). Each request must also include a conceptual plan of the type and location of the signs proposed to support each design alternative (23 U.S.C. 109(d) and 23 CFR 655.603(d)).”</p>				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Does the report demonstrate that a proper traffic operational analysis was conducted? The analysis should include the applicable basic freeway segments, freeway weaving segments, freeway ramp segments, ramp junctions and crossroad intersections related to the proposed access point and at least the two adjacent interchanges.	
			Does the report include a safety analysis of the mainline, ramps and intersections of the proposed access point and the nearest adjacent interchange (provided they are near enough that it is reasonable to assume there may be impacts)?	
			Has the design traffic volume been validated?	
			Does the report include verification that the data used in the traffic analysis is consistent with the traffic and air quality models MPOs use to develop their current Transportation Plan (20-year) and Transportation Improvement Program (TIP)?	
			Does the report include a design period of 20 years commencing at the time of project approval (PS&E approval)?	
			Does the report include quantitative analyses and results to identify operational differences between alternatives that are heavily congested?	
			Has a conceptual signing plan been provided?	
			Is guidance signing (i.e., way-finding or trail blazing signs) clear and simple?	MUTCD Chapter 2E: Guide Signs – Freeways and Expressways
			Do the results of the operational analysis result in a significant adverse impact to existing or future conditions?	
			Will the proposed change in access result in needed upgrades or improvements to the cross road for a significant distance away from the interchange? If so, have impacts to the local network been disclosed and fully evaluated?"	

Policy Point 3: “An operational and safety analysis has concluded that the proposed change in access does not have a significant adverse impact on the safety and operation of the Interstate facility (which includes mainline lanes, existing, new, or modified ramps, ramp intersections with crossroad) or on the local street network based on both the current and the planned future traffic projections. The analysis shall, particularly in urbanized areas, include at least the first adjacent existing or proposed interchange on either side of the proposed change in access (23 CFR 625.2(a), 655.603(d) and 771.111(f)). The crossroads and the local street network, to at least the first major intersection on either side of the proposed change in access, shall be included in this analysis to the extent necessary to fully evaluate the safety and operational impacts that the proposed change in access and other transportation improvements may have on the local street network (23 CFR 625.2(a) and 655.603(d)). Requests for a proposed change in access must include a description and assessment of the impacts and ability of the proposed changes to safely and efficiently collect, distribute and accommodate traffic on the Interstate facility, ramps, intersection of ramps with crossroad, and local street network (23 CFR 625.2(a) and 655.603(d)). Each request must also include a conceptual plan of the type and location of the signs proposed to support each design alternative (23 U.S.C. 109(d) and 23 CFR 655.603(d)).”

Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Are the cross roads or adjacent surface level roads and intersections affected by the proposed access point analyzed to the extent (length) where impacts caused or affecting the new proposed access point are disclosed to the appropriate managing jurisdiction?	
			Are pedestrian and/or bicycle facilities included (as appropriate) and do these facilities provide for reasonable accommodation?	
			Does the proposed access secure sufficient Limits of Access adjacent to the Interchange ramps?	AASHTO’s “A Policy on Design Standards Interstate System, 2005” Pg. 2; NCHRP Synthesis 332
			Does the proximity of the nearest crossroad intersections to the ramps contribute to safety or operational problems? Can they be mitigated??	
			In addition to HCS, what analysis tools were employed and were they appropriate?	
			Has the proposal distinguished between nominal safety (i.e. adherence to design policies and standards) and substantive safety (actual and expected safety performance)?	
			Will any individual elements within the recommended alternative be degraded operationally as a result of this action? If yes, are reasons provided to accept them?	
			In evaluating whether the proposal has a "significant adverse impact" on safety, has the State Strategic Highway Safety Plan been used as a benchmark?	
			Are the proposed interchange design configurations able to satisfactorily accommodate the design year traffic volumes?	
			If the project is to be built in stages, has the traffic operational and safety analyses considered the interim stages of the proposal?	

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Policy Point 4: “The proposed access connects to a public road only and will provide for all traffic movements. Less than “full interchanges" may be considered on a case-by-case basis for applications requiring special access for managed lanes (e.g., transit, HOVs, HOT lanes) or park and ride lots. The proposed access will be designed to meet or exceed current standards (23 CFR 625.2(a), 625.4(a)(2), and 655.603(d)).”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Does the proposed access connect to a public road?	
			Are all traffic movements for full interchange access provided?	
			If not, is the proposed access for special purposes such as transit vehicles, HOVs, and/or a park and ride lot?	
			If a partial interchange is proposed, is there sufficient justification for providing only a partial interchange?	AASHTO Greenbook 2004 Pg. 821-823
			If a partial interchange is proposed; was a full interchange evaluated as an alternative and is there sufficient justification to eliminate or discard it?	
			Is sufficient ROW available (or being acquired) to provide a full interchange at a future date (staged construction)?	
			Are you comfortable with how the missing movements will be accommodated on the surface streets and adjacent interchanges?	
			Does FHWA support the selection of design controls/criteria and desired operational goals?	
			Does the proposed access meet or exceed current design standards for the Interstate System?	AASHTO’s Greenbook and A Policy on Design Standards Interstate System, 2005
			If not, have anticipated design exceptions been identified and reviewed (at least conceptually)?	
			If expected design exceptions could have significant operational impacts on the Interstate and/or Crossroad system, are mitigation measures described?	
			Will the length of access control along the crossroad provide for acceptable operations and safety? (100-300' is a minimum. Additional access control is strongly encouraged when needed for safety and operational enhancement)	AASHTO "A Policy on Design Standards Interstate System" 2005
			Does FHWA support selection of opening and design years?	

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Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Have all design criteria (including but not limited to the following) been adequately addressed?	
			a. Sight distance at ramp terminals (Don't overlook signal heads obscured by structures.)	AASHTO Greenbook 2004 Pg. 841
			b. Sufficient storage on ramp to prevent queues from spilling on to the Interstate (based on current and/or future projected traffic demand)	
			c. Vertical clearance	AASHTO "A Policy on Design Standards Interstate System" 2005
			d. Pedestrian access through the interchange	AASHTO Greenbook 2004 Pg. 864
			e. Length of accel/decel lanes	AASHTO Greenbook 2004 Pg. 823, 847
			f. Length of tapers	AASHTO Greenbook 2004 Pg. 849
			g. Spacing between ramps	Greenbook pg 843 & Ex. 10-68 and operational analysis
			h. Lane continuity	AASHTO Greenbook 2004 Pg. 810
			i. Lane balance	AASHTO Greenbook 2004 Pg. 810 AASHTO Greenbook 2004 Pg. 807
			j. Uniformity in interchange design and operational patterns (i.e. right-side ramps, exit design consistent w/adjacent interchanges)	
			Has each movement of the proposal been "tested" for ease of operation?	AASHTO Greenbook 2004 Pg. 863

Policy Point 5: “The proposal considers and is consistent with local and regional land use and transportation plans. Prior to receiving final approval, all requests for new or revised access must be included in an adopted Metropolitan Transportation Plan, in the adopted Statewide or Metropolitan Transportation Improvement Program (STIP or TIP), and the Congestion Management Process within transportation management areas, as appropriate, and as specified in 23 CFR part 450, and the transportation conformity requirements of 40 CFR parts 51 and 93.”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Does the IJR discuss or include (as appropriate) other project(s), studies or planned actions that may have an effect on the report analysis results?	
			Does the project conform to the local planning, MPO or other related plans?	
			Does the report include an endorsement of land use plans by the appropriate government entity before it is utilized for traffic generation purposes?	
			Is the access request located within a Transportation Management Areas? (TMAs are metropolitan areas of 200,000 or more in population)	http://hepgis.fhwa.dot.gov/hepgis_v2/Urbanboundaries/Map.aspx
			Is the access request located within a non-attainment area for air quality? (requests for access in a non-attainment or maintenance areas for air quality must be a part of a conforming transportation plan)	
			Is the project included in the TIP/STIP and LRTP?	
			Is the access point covered as a part of an Interstate corridor study or plan? (<i>especially important for areas where the potential exists for construction of future adjacent interchanges</i>)	

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Policy Point 6: “In corridors where the potential exists for future multiple interchange additions, a comprehensive corridor or network study must accompany all requests for new or revised access with recommendations that address all of the proposed and desired access changes within the context of a longer-range system or network plan (23 U.S.C. 109(d), 23 CFR 625.2(a), 655.603(d), and 771.111).”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Is it possible that new interchange(s) not addressed in the IJR could be added within an area of influence to the proposed access point? (If so, could the proposal preclude or otherwise be affected by any future access points?)	
			Does the IJR report include the traffic volumes generated by any future additional interchanges within a vicinity of influence that are proposed?	
			Does the IJR report fail to include any other proposed interstate access points within a vicinity of influence that are being proposed or are in the current long range construction program?	

SOP for New or Revised Interstate Access Points – INDIANA

September 29, 2011

Policy Point 7: “When a new or revised access point is due to a new, expanded, or substantial change in current or planned future development or land use, requests must demonstrate appropriate coordination has occurred between the development and any proposed transportation system improvements (23 CFR 625.2(a) and 655.603(d)). The request must describe the commitments agreed upon to assure adequate collection and dispersion of the traffic resulting from the development with the adjoining local street network and Interstate access point (23 CFR 625.2(a) and 655.603(d)).”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Does the access request adequately demonstrate that an appropriate effort of coordination has been made with appropriate proposed developments?	
			Are the proposed improvements compatible with the existing street network or are other improvements needed?	
			Are there any pre-condition contingencies required in regards to the timing of other improvements?	
			Have all commitments to improve the local transportation network been included in a TIP/STIP/LRTP prior to the Interstate access approval (final approval of NEPA document)?	
			If pre-condition contingencies are required, are pertinent parties in agreement with these contingencies and is this documented?	
			If the proposed improvements are founded on the need for providing access to new development, are appropriate commitments in place to ensure that the development will likely occur as planned?	
			If project is privately funded, are appropriate measures in place to ensure improvements will be completed if the developer is unable to meet financial obligations?	
			If the purpose and need to accommodate new development/traffic demands aren't fully known, is a worst case scenario used for future traffic?	
			Does the project require financial or infrastructure commitments from other agencies, organizations, or private entities?	

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Policy Point 8: “The proposal can be expected to be included as an alternative in the required environmental evaluation, review and processing. The proposal should include supporting information and current status of the environmental processing (23 CFR 771.111).”				
Addressed Adequately?			Question	Reference Location
Y	N	N/A		
			Are there any known social or environmental issues that could affect the proposal?	
			Is the project consistent with the current TIP/STIP and LRTP and/or proposed amendments to the plan?	
			Although NEPA is a separate action, is an environmental overview for the proposed improvements included?	
			Is it appropriate to emphasize to the project stakeholders that the access approval will be handled as a two-step process? (i.e. Step 1: Engineering and Operational Acceptability and Step 2: Environmental Approvals)	
			Are all funding commitments included in a TIP/STIP/LRTP prior to the Interstate access approval (prior to final approval of the NEPA document)?	
			Are all commitments included in a TIP/STIP/LRTP prior to the Interstate access approval (prior to final approval of the NEPA document)?	