



ALABAMA DEPARTMENT OF TRANSPORTATION

Bureau of County Transportation

1409 Coliseum Blvd., Montgomery, Alabama 36110-2060

Phone: (334) 242-6206 FAX: (334) 353-6530

Internet: <http://www.dot.state.al.us>



Robert Bentley
Governor

John R. Cooper
Transportation Director

March 20, 2014

MEMORANDUM FY 2014-10

To: All County Engineers and Division County Transportation Engineers

From: Mr. D.E. Phillips, Jr., P.E.
State County Transportation Engineer

By: Joshua A. Sanford
Joshua A. Sanford, P.E.
County Transportation Design Engineer

RE: **Revision to Procedural Guidelines for County Projects/ County Road Design Policy**

The "Views And Comments Letter" section on page 3.3 of the 2007 edition of the Procedural Guidelines for County Projects has been revised. Page 3.3 should be replaced with the newly revised page 3.3 provided in the attachment to this memorandum.

The example letter shown on page 12.81 of our guidelines has also been revised to clarify that the review agencies will receive these letters instead of them coming to our office. Page 12.81 should be replaced with the newly revised page 12.81 that has been provided as an attachment to this memorandum. A new list of review agencies has also been provided, so please replace pages 12.82 and 12.83 with the attached newly revised sheets. These revisions apply to all applicable projects handled by this Bureau and are effective immediately. These changes will be reflected in the new edition of the Procedural Guidelines for County projects once it has been completed.

Please feel free to contact me should you have any questions or comments concerning this matter.

DEP/JAS/lj
Attachment

CC: Mr. Ed Austin, P.E., State Innovative Programs Engineer

PC: File

PROCEDURAL GUIDELINES FOR FEDERAL AID
COUNTY BRIDGE REPLACEMENT PROJECTS

If an airport is located within 2 miles (3.2 kilometers) of the project a letter, similar to the example on page 12.1, should be submitted (one copy for Bureau of County Transportation, one copy for Division). If the project significantly increases the elevation of the roadway in relation to the airport, you should contact the Bureau of County Transportation for the proper procedures to follow.

If the bridge replacement project involves a structure over a railroad, a Railroad Agreement shall be required. See "Section 8" for railroad procedures.

- g) RIGHT-OF-WAY (ROW) RECORDING DATA LETTER stating the basic width of the existing right-of-way, the date it was acquired, recording information (location of recording, deed book, and page), and whether or not additional right-of-way is required. Example on page 6.14.

If no recorded right-of-way exists, submit a letter stating this and state how much right-of-way will be required (one copy for Division, one copy for the Bureau of County Transportation). Preliminary Relocation Assistance Analysis is required if any additional right-of-way is necessary; use the ROW-RA-1 Form (one copy for Division, one copy for Bureau of County Transportation). Example on pages 6.11 and 6.12.

- h) OMIT

- i) VIEWS AND COMMENTS LETTER is prepared by the county and sent to the review agencies listed on pages 12.82 and 12.83. This letter (Example on page 12.81) is prepared and circulated only for those projects for which additional right-of-way is required. In the event the county receives comments and/or questions from an agency, notify the Bureau of County Transportation for further assistance if needed.

2. As soon as the Bureau of County Transportation receives the above information, an up-to-date traffic count will be requested from the Transportation Planning Bureau or provided by the county in accordance with the "Standards for Traffic Volume and Classification Counts" as shown on page 12.62. The latest accident data on record will also be requested from the Multimodal Bureau. The County Engineer should not proceed with any plan work until this information is received.

VIEWS AND COMMENTS

Revised 3/20/14



Road & Bridge Department
Telephone: 334-792-4149
Fax: 334-677-1153
Toll Free: 800-782-4149

Sanitation Department
Telephone: 334-793-5442
Fax: 334-677-1153

HOUSTON COUNTY ENGINEER'S OFFICE

September 26, 1999

INSERT REVIEW AGENCIES AND ADDRESSES

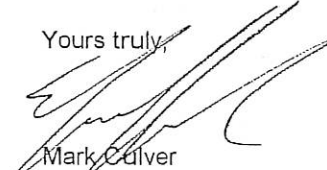
RE: HCP 35-119-99
Houston County

To Whom It May Concern:

The Houston County Commission wishes to advise you that they intend to improve the above referenced project using Federal Aid Funds. The project under consideration is the replacement of a roadway bridge. The location of this project is on a County Road known as East Cook approximately 0.50 miles North of County Road No. 42.

The Houston County Commission is interested in the views of Public Officials and Agencies regarding the construction of this project. Any questions, comments or replies concerning this project will be appreciated. A portion of a Houston County map (1: 120 000 scale) is enclosed indicating the location of the proposed project.

Yours truly,


Mark Culver
Chairman
Houston County Commission

MC:jfj

Attachment

2400 Columbia Highway • Dothan, Alabama 36303

REVIEW AGENCIES

U S ENVIRONMENTAL PROTECTION AGENCY
ENVIRONMENTAL ASSESSMENT
NEPA REVIEW STAFF
100 ALABAMA STREET
ATLANTA GA 30303-3104

RECREATION PROGRAM
PLANNING & ECONOMIC DIVISION REVIEW
ADECA
401 ADAMS AVENUE
MONTGOMERY AL 36130

DIRECTOR
OFFICE OF ENVIRONMENTAL PLANNING & COMPLIANCE
U S DEPARTMENT OF INTERIOR
1849 C STREET N W MS-2340
WASHINGTON D C 20240

WATER RESOURCES DIVISION
USGS
U S DEPARTMENT OF INTERIOR
75 TECHNACENTER DRIVE
MONTGOMERY AL 36117

CONSERVATION CHAIRMAN
ALABAMA CHAPTER SIERRA CLUB
141 N. NORTHINGTON ST.
PRATTVILLE, AL 36067-2519

SOIL & WATER CONSERVATION
100 NORTH UNION STREET SUITE 334
MONTGOMERY AL 36104-3702

CHIEF
TRAFFIC SAFETY DIVISION
ADECA
401 ADAMS AVENUE
MONTGOMERY AL 36130

DIRECTOR
SOIL CONSERVATION SERVICE
USDA
P O BOX 311
AUBURN AL 36830

CORPORATE REAL ESTATE
ALABAMA POWER COMPANY
P O BOX 2641
BIRMINGHAM AL 35291

ASSISTANT TO THE DIRECTOR
THE ALABAMA STATE COUNCIL ON THE ARTS
201 MONROE STREET SUITE 110
MONTGOMERY AL 36130

SUPERVISOR
U S FOREST SERVICE
USDA
2946 CHESTNUT STREET
MONTGOMERY AL 36107

DIRECTOR
GEOLOGICAL SURVEY OF ALABAMA
ALABAMA OIL & GAS BOARD
P O BOX 869999
TUSCALOOSA AL 35486-6999

DIRECTOR
ALABAMA DEPARTMENT OF LABOR
649 MONROE STREET
MONTGOMERY AL 36130

DIRECTOR
ALABAMA DEPARTMENT OF TOURISM & TRAVEL
401 ADAMS AVENUE SUITE 126
MONTGOMERY AL 36104

PROJECT MANAGER
FAA/AIRPORTS DISTRICT OFFICE
100 WEST CROSS STREET SUITE B
JACKSON MS 39208-2307

ALABAMA FORESTRY COMMISSION
513 MADISON AVENUE
MONTGOMERY AL 36130

SUPERINTENDENT
ALABAMA DEPARTMENT OF EDUCATION
50 NORTH RIPLEY STREET
MONTGOMERY AL 36130-2101

REVIEW AGENCIES - CONTINUED

MR. GREG CANFIELD, DIRECTOR
ALABAMA DEPARTMENT OF COMMERCE
P. O. BOX 304106
MONTGOMERY AL 36130-4106

DIRECTOR
ALABAMA EMERGENCY MANAGEMENT
P O BOX 2160
CLANTON AL 35046

CHAIRMAN
TRANSPORTATION COMMITTEE
THE NATURE CONSERVANCY IN ALABAMA
1751 COUNTY ROAD 1
PAINT ROCK AL 35764

CAHABA RIVER SOCIETY
2717 7TH AVENUE SOUTH SUITE 205
BIRMINGHAM AL 35233

U S DEPARTMENT HUD
950 22nd STREET N SUITE 900
BIRMINGHAM AL 35203-5302

ATTORNEY GENERAL OF ALABAMA
P.O. BOX 300152
MONTGOMERY AL 36130-0152

EXECUTIVE VICE PRESIDENT
ALABAMA CATTLEMEN'S ASSOCIATION
P O BOX 2499
MONTGOMERY AL 36102-2499

COMMISSIONER
ALABAMA DEPARTMENT OF AGRICULTURE & INDUSTRY
1445 FEDERAL DRIVE
MONTGOMERY AL 31107

DIRECTOR EASTERN STATES OFFICE
BUREAU OF LAND MANAGEMENT
U S DEPARTMENT OF INTERIOR
411 BRIARWOOD DRIVE #404
JACKSON MS 39206

ADEM WATER DIVISION
P. O. BOX 301463
MONTGOMERY AL 36130-1463